AI-38612 **2. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Sergio Cruz Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - Alt Incarceration Prg (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-423-00-320-034-0-XXX

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

BUDGETARY IMPACT:

Funds available as of 5/3/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Erika Zamora (Originator)	Erika Zamora	05/03/2013 04:06 PM
Budget & Management	Obdett Calzada	05/03/2013 04:09 PM
Manuel Chapa	Manuel Chapa	05/03/2013 04:31 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Erika Zamora Started On: 05/03/2013 03:49 PM

Final Approval Date: 05/03/2013

DATE: **May 7, 2013**

2013
Transfer

DEPARTMENT HEAD: **Sergio Cruz**

DEPARTMENT NAME: **Department of Budget & Management for Alternative Incarceration Program**

ACCOUNT NUMBER: **3-1100-423-00-320-034-0-XXX**

Contact Person: Erika Zamora **Ph#:** (956) 292-7025 Ext. 5416

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
741	Vehicles	532	Wireless Devices	201.32
			TOTAL	**201.32**

REASON:
To fund negative account balance.

DEPARTMENT HEAD SIGNATURE

_____/_____/_____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38607 **2. B.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Sergio Cruz Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - Insurance (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-419-00-125-009-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 5/3/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	05/03/2013 03:40 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Erika Zamora Started On: 05/03/2013 03:31 PM

Final Approval Date: 05/03/2013

DATE: **May 7, 2013**

2013
Transfer

DEPARTMENT HEAD: **Sergio Cruz**

DEPARTMENT NAME: **Department of Budget & Management for Insurance**

ACCOUNT NUMBER: **3-1100-419-00-125-009-0-XXX**

Contact Person: Erika Zamora **Ph#:** (956) 292-7025 Ext. 5416

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
522	Vehicle Liability Insurance	521	Property Insurance	87,649.39
			TOTAL	**87,649.39**

REASON:
To fund negative account balance in Insurance-Property Insurance account(3-1100-419-00-125-009-0-521).

DEPARTMENT HEAD SIGNATURE

_____/_____/_____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38606 **2. C.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Sergio Cruz Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - County Wide Adm. (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-00-115-002-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 5/3/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Erika Zamora (Originator)	Erika Zamora	05/03/2013 03:31 PM
Budget & Management	Obdett Calzada	05/03/2013 03:40 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Erika Zamora Started On: 05/03/2013 03:21 PM

Final Approval Date: 05/03/2013

DATE: **May 7, 2013**

2013
Transfer

DEPARTMENT HEAD: **Sergio Cruz**

DEPARTMENT NAME: **Department of Budget & Management for Co Wide Adm**

ACCOUNT NUMBER: **3-1100-415-00-115-002-0-XXX**

Contact Person: Erika Zamora **Ph#:** (956) 292-7025 Ext. 5416

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
899	Contingency	334	Arch & Eng Srv	15,841.00
899	Contingency	346	Hauling & Freight Services	12,100.00
899	Contingency	601	Office & Computer Supplies	62,462.21
			TOTAL	**90,403.21**

REASON:
To fund the following Purchase Order rollovers from 2012: PO#662524 for Halff Associates, Inc in the amount of $15,841.00, PO#684184 in the amount of $3,400.00 for Ricks Moving, and PO#685254 for Gateway Printing & Office Supply, Inc in the amount of $62,462.21. Remaining 8,700 will fund moving expenditures to new location for Co. Judges.

DEPARTMENT HEAD SIGNATURE

_____/_____/_____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38530 **2. D.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Pct. 1 R & B Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - Pct. #1 Rd. Maint. (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-121-005-0-XXX

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

BUDGETARY IMPACT:

113 --> 626; funds available as of 5-1-13.

To fund fuel expenditures for the months of May & June 2013.

Attachments

salary analysis

Pct. 1 Rd. Maint. LIT

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	05/01/2013 09:24 AM
Budget & Management	Angela Garcia	05/01/2013 09:38 AM
Rosalinda Cantu	Rosie Cantu	05/03/2013 03:03 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Ivan Cantu Started On: 05/01/2013 08:50 AM

Final Approval Date: 05/03/2013

Pct. 1 R & B
Salary Sweep Analysis
As of Wednesday, April 24, 2013

Pct. 1 Adm.
1200-431-00-121-004-0-XXX

Object Code	Description	2013 Approved Budgeted Salary	Expenditure By Pay Period	Pay Periods Remaining	Total End of Year Expenditure	Available Balance as of 4-24-13	Available Lapsed Funding as of 4-24-13
113	Reg Full-Time	$ 508,305.00	$ 19,550.19	19.2	$ 375,363.69	$ 403,779.06	$ 28,415.37
114	Reg. P/T	28,325.00	1,180.21	19.2	22,660.00	24,563.43	1,903.43
	Total	**$ 536,630.00**	**$ 20,730.40**		**$ 398,023.69**	**$ 428,342.49**	**$ 30,318.80**

Pct. 1 Rd. Maint.
1200-431-00-121-005-0-XXX

Object Code	Description	2013 Approved Budgeted Salary	Expenditure By Pay Period	Pay Periods Remaining	Total End of Year Expenditure	Available Balance as of 4-24-13	Available Lapsed Funding as of 4-24-13
113	Reg Full-Time	$ 2,337,795.00	$ 89,915.19	19.2	$ 1,726,371.69	$ 1,767,141.72	$ 40,770.03
114	Reg. P/T	-	-	19.2	-	-	-
	Total	**$ 2,337,795.00**	**$ 89,915.19**		**$ 1,726,371.69**	**$ 1,767,141.72**	**$ 40,770.03**

Summary of Sweep Funds Available

Account Name	Obj. Code	Amount
Adm. (program #004)	113	$28,400.00
Rd. Maint. (program #005)	113	$40,700.00

Total Sweep Funds Identified	$69,100.00

DATE: **May 14, 2013**

DEPARTMENT HEAD: **Sergio Cruz, Budget Officer**

DEPARTMENT NAME: **Department of Budget & Management for Pct. 1 Rd. Maint.**

ACCOUNT NUMBER: **3-1200-431-00-121-005-0-XXX**

Contact Person: Ivan Cantu, Budget Analyst III **Ph#:** (956) 292-7025 ext. 5425

2013

Intradepartmental Transfer

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
113	Reg. F/T Employees	626	Gasoline/Diesel	40,000.00
			TOTAL	**40,000.00**

REASON:

To fund fuel expenditures for the months of May & June 2013. Average monthly fuel expenditures is $30,000.00/month.

DEPARTMENT HEAD SIGNATURE

____/____/____

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38541 **2. E.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Norma Ceballos, COMM. PCT. #3

Department: COMM. PCT. #3

Information

CAPTION

2013 - Pct. #3 Sanitation (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-432-00-123-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 5/2/13.

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:03 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Norma Ceballos Started On: 05/01/2013 12:50 PM

Final Approval Date: 05/03/2013

INTRA-DEPARTMENTAL TRANSFER

DATE: April 30, 2013

DEPARTMENT HEAD: Commissioner Joe M. Flores - Pct No. 3

DEPARTMENT NAME: Hidalgo County Precinct #3 Sanitation

ACCOUNT NUMBER: 3-1100-432-00-123-001-0-xxx

CONTACT PERSON: Norma Ceballos PHONE: (956)585-4509

SUBJECT: Intra-departmental Transfer

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intra-departmental transfer's) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM OBJECT CODE	OBJECT NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
626	Pct #3 Sanitation- Gasoline/Diesel	672	Pct #3 Sanitation - Equip & Veh R&M Supplies	$ 6,000.00
421	Pct #3 Sanitation- Disposal	672	Pct #3 Sanitation - Equip & Veh R&M Supplies	$ 5,000.00
			TOTAL	**$ 11,000.00**

REASON: Daily Operating expenses

DEPARTMENT HEAD SIGNATURE

CC DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38327 **2. F.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Comm. J. Palacios Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2013 - Pct. #4 Road Maintenance (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-124-007-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 04/25/13.

Attachments

Pct 4 Rd Maint LIT

Uniform Policy

Uniform Policy

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/19/2013 03:45 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Veronica Lopez Started On: 04/19/2013 02:27 PM

Final Approval Date: 05/03/2013

DATE: May 6, 2013

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No. 4
Rd. Maint

ACCOUNT NUMBER: 3-1200-431-00-124-007-0-XXX

2013
Intradepartmental Transfer

AI-38327

Contact Person: Veronica Lopez **Ph#:** (956) 383-3112 Ext. 4019

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
719	PCT 4 Rd Maint- Land	605	PCT 4 Rd Maint- Clothing & Uniforms	$5,160.00
			TOTAL	**$5,160.00**

REASON:
Transfer needed to cover Pct 4 Rd Maint expenditures.

DEPARTMENT HEAD SIGNATURE

_____/_____/_____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

HIDALGO COUNTY PCT. #4
(956) 383-3112

RECEIVED UNIFORMS

I DO HEREBY ACKNOWLEDGE THAT I HAVE RECEIVED (5) FIVE SETS OF UNIFORMS AND THAT DUE TO HIDALGO COUNTY PCT. #4'S IN-HOUSE POLICY ON " PROPER WORK ATTIRE" I AM EXPECTED TO WEAR A UNIFORM ON A DAILY BASIS.

I FURTHER UNDERSTAND THAT IF I SHOULD FAIL TO MEET THE PRECINCT'S DRESS REGULATION, IT MAY RESULT IN DISCIPLINARY ACTION AND/OR DISMISSAL.

I UNDERSTAND THAT THESE UNIFORMS WILL REMAIN THE PROPERTY OF HIDALGO COUNTY AND AS SUCH I AM RESPONSIBLE FOR THEIR UPKEEP OR I MAY BE REQUIRED TO REPLACE THEM AT MY COST.

I HAVE BEEN ADVISED THAT I AM TO RETURN UNIFORMS UPON TERMINATION OF EMPLOYMENT WITH HIDALGO COUNTY AND THAT MY PAYCHECK MAY BE HELD UNTIL I HAVE DONE SO.

EMPLOYEE SIGNATURE	DATE
AUTHORIZED PERSONNEL	DATE

1. POLICY TITLE Uniform Policy

2. POLICY STATEMENT

It is the policy of the county that certain positions, as designated by each Elected Official or County Executive Officer for general fund departments, may be required to wear a uniform while on the job.

3. PURPOSE

The purpose of this policy shall be to maximize safe working conditions, reflect good appearance and to provide ease of recognition, and/or identification of designated employees by the public. This policy is necessary in order to help determine whether all or any part of the uniform expenditures will be considered a taxable fringe benefit to the employee.

Uniforms are excluded from wages of an employee if they are:

- Specifically required as a condition of employment, and
- Are not worn or adaptable to general usage as ordinary clothing.

4. GENERAL GUIDELINES

A. Each Department Director will identify the positions within their respective department for which the wearing of a uniform is required. Department Directors should ensure that uniforms are absolutely necessary.

B. Employees filling positions designated as requiring the wearing of a uniform must wear issued uniforms on the job on a daily basis once the employee receives his/her supply of uniforms.

C. Each department requiring employees to wear uniforms must include funds for new issues and replacement of uniforms in their respective department annual budget.

D. The purchasing of uniforms may be used in lieu of the rental of uniforms when considered more economical by the Elected Official or the County Executive Officer for General Fund Departments.

5. UNIFORM ISSUANCE

A. When an employee is assigned to a position which has been designated as requiring a uniform, the employee's Department Director will authorize the issuance of uniforms. The employee must sign for all issued uniforms.

B. The Department Director will determine the number of uniforms to be issued commensurate with the employee's expected field time, not to exceed six sets of uniforms.

6. APPEARANCE IN UNIFORM

A. Personnel shall maintain a neat and professional appearance while in uniform that shall be representative of the County of Hidalgo.

B. When the uniform is worn, the wearer shall maintain a neat, tidy appearance at all times, avoiding soiled or wrinkled uniforms.

C. Employees should keep their hair, beards, mustaches, or sideburns, clean, neatly combed or brushed and should not appear ragged or unkempt.

7. APPROPRIATE ATTIRE FOR NON-UNIFORMED AND UNIFORMED PERSONNEL

A. Non-Uniformed Employees wearing civilian attire will wear clothing that is acceptable for an office setting and keeping with other County Offices and Departments.

B. Non-Uniformed and Uniformed Employees will ensure that their clothing is cleaned, free of stains, tears and holes.

C. Non-Uniformed and Uniformed Employees authorized to wear jeans shall not wear jeans faded out, spotted with bleach or worn to the point that the cuffs are frayed or cut. The jeans cannot have holes in them.

E. All button down shirts or blouses will be worn tucked in the pant line. The only exception is for women's blouses that are designed to be worn un-tucked. Examples of this type of blouse are those made with straight hem.

8. CASUAL ATTIRE

A. On Fridays, or the last day of the workweek, Non-Uniformed Employees are allowed to wear jeans. Designed Uniformed employees shall not observe this practice unless authorized by the Department Director. Clothes should be neat, clean, and without holes or ragged edges.

B. Attire that is considered inappropriate includes but is not limited to: shorts, low cut shirts/blouses, ratty jeans, T-shirts, athletic shoes, thong sandals, and any attire that exposes the midriff or undergarment, and any other attire that the supervisor deems

C. Employees should keep their hair, beards, mustaches, or sideburns, clean, neatly combed or brushed and should not appear ragged or unkempt.

9. UNACCEPTABLE CASUAL ATTIRE

A. Regardless of gender, it is not appropriate to wear your favorite old t-shirt, ripped jeans and sneakers. Keep in mind the "business" part of the business casual, and leave your old comfortable clothes at home.

B. Pull over's can be worn but must have collar and top buttons (polo style). All pull over's will be worn tucked in the pant line. Henley style (collarless with buttons) pull over's are not acceptable. Pull over shirts cannot be heavily designed with patterns.

C. Hawaiian shirts or similar heavily patterned shirts are not acceptable wear for the office.

D. Revealing clothing, transparent materials, micro-mini skirts, and or shorts prohibited.

E. If you are assigned to go to a class, seminar or training and

F. you are being paid to attend, you are expected to adhere to this dress policy.

11. CARE AND MAINTENANCE OF UNIFORMS

A. Employees are personally responsible for the proper care, cleaning, alterations and repair of uniforms issued to them.

B. If uniform item(s) becomes unserviceable the employee must launder the item and request a replacement.

C. If an employee loses a uniform item, the employee will be charged the current cost for the item for a replacement.

10. IMPROPER UNIFORM WEAR PROHIBITED

A. Personnel issued a uniform will not wear the uniform or any portion thereof while off-duty, to any political gathering, or any other public or private gathering or to any business, or location that may be deemed as inappropriate unless their presence is of an official nature.

12. TERMINATION OF EMPLOYMENT

A. When an employee terminates with the County or is transferred into a position of

to their immediate supervisor no later than the date of termination or reassignment. All returned items must be laundered and in good condition.

B. If the employee fails to return any uniform items the cost of the unreturned item(s) will be deducted from the employee's final payment.

13. POLICY VIOLATION AND REVISION

A. An employee who does not wear the uniform specified, without a reason acceptable to the immediate supervisor, will be subject to disciplinary action, up to and including termination of employment.

B. Employees may not wear county uniforms in any capacity other than when they are performing official business for the county.

C. Failure to comply with the guidelines established in this policy may lead to disciplinary action up to an including termination of employment.

AI-38595 **2. G.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Comm. J. Palacios Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2013 - Pct. #4 Rd Maint. (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-124-007-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 05/03/13.

604 --> 432 $1,000.00
748 --> 432 $2,000.00
719 --> 672 $15,000.00
442 --> 619 $1,000.00

Attachments

Pct 4 Rd Maint LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/03/2013 11:32 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Veronica Lopez Started On: 05/03/2013 09:13 AM

Final Approval Date: 05/03/2013

DATE: May 6, 2013

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No. 4
Rd. Maint

ACCOUNT NUMBER: 3-1200-431-00-124-007-0-XXX

2013
Intradepartmental Transfer

AI-38595

Contact Person: Veronica Lopez **Ph#:** (956) 383-3112 Ext. 4019

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
604	Pct4 Rd Maint- Medical & Lab Suppl	432	Pct4 Rd Maint- Equip & Veh R&M Srv	$1,000.00
748	Pct4 Rd Maint- Other Equip	432	Pct4 Rd Maint- Equip & Veh R&M Srv	$2,000.00
719	Pct4 Rd Maint- Land	672	Pct4 Rd Maint- Equip & Veh R&M Supplies	$15,000.00
442	Pct4 Rd Maint- Equip & Vehicle Rentals	619	Pct4 Rd Maint- Other Misc Supplies	$1,000.00
			TOTAL	**$19,000.00**

REASON:
Transfer needed to cover Pct 4 Rd Maint. expenditures.

DEPARTMENT HEAD SIGNATURE

_____/_____/_____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38475 **2. H.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Comm. J. Palacios Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2013 - Pct. #4 Adm. (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-124-005-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 05/02/13.

661--> 412 $ 112.00

Attachments

Pct 4 ADM LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:02 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Veronica Lopez Started On: 04/26/2013 03:01 PM

Final Approval Date: 05/03/2013

DATE: May 6, 2013

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No. 4
ADM

ACCOUNT NUMBER: 3-1200-431-00-124-005-0-XXX

2013
Intradepartmental Transfer

38475

Contact Person: Veronica Lopez **Ph#:** (956) 383-3112 Ext. 4019

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
661	Pct4 ADM- Minor Office Furn & Equip	412	Pct4 ADM- Cable/Satellite TV	$112.00
			TOTAL	**$112.00**

REASON:
Transfer needed to fund 2013 DISH expenditures.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38472 **2. I.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Comm. J. Palacios Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2013 - Pct. 4 Parks (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-452-00-124-009-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 05/02/13.

890 --> 810 $410.00
890 --> 619 $1,000.00
890 --> 672 $15,000.00

Attachments

Pct 4 Parks LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:01 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Veronica Lopez Started On: 04/26/2013 02:50 PM

Final Approval Date: 05/03/2013

DATE: May 6, 2013

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No. 4
Parks

ACCOUNT NUMBER: 3-1100-452-00-124-009-0-XXX

2013
Intradepartmental Transfer

AI- 38472

Contact Person: Veronica Lopez **Ph#:** (956) 383-3112 Ext. 4019

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
890	Pct4 Parks- Other	810	Pct4 Parks- Dues & Memberships	$410.00
890	Pct4 Parks- Other	619	Pct4 Parks- Other Misc Supplies	$1,000.00
890	Pct4 Parks- Other	672	Pct4 Parks- Equip & Veh R&M Supplies	$15,000.00
			TOTAL	**$16,410.00**

REASON:
Transfer needed for Pct 4 Parks expenditures.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38556 **2. J.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Yvonne Ramon Submitted By: Melanie Esparza, ELECTIONS DEPT.

Department: ELECTIONS DEPT.

Information

CAPTION

2013 - Elections Department (1283)

BACKGROUND

2013 - HAVA LIT

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1283-414-00-130-022-3-xxx

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

BUDGETARY IMPACT:

Funds available as of 5/2/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:08 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Melanie Esparza Started On: 05/01/2013 03:33 PM

Final Approval Date: 05/03/2013

DATE: **May 1, 2013**

DEPARTMENT HEAD: **Yvonne Ramon**

DEPARTMENT NAME: **Elections Department**

ACCOUNT NUMBER: **3-1283-414-00-130-022-3-XXX**

2013
Transfer

AI- 38556

COUNTY ELECTIONS ADMINISTRATOR
HIDALGO COUNTY, TEXAS

Contact Person: Melanie Esparza **Ph#:** (956) 318-2570 Ext. 5707

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
601	HAVA Opportunity for Access-Office & Comp	619	HAVA Opportunity for Access-Other Misc Supplies	$21,438.77
601	HAVA Opportunity for Access-Office & Comp	664	HAVA Opportunity for Access-Other Minor Equipment	$3,500.00
			TOTAL	$24,938.77

REASON:
Transfer needed to pay for Opportunity for Access supplies.

Approved by

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38553 **2. K.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Yvonne Ramon Submitted By: Melanie Esparza, ELECTIONS DEPT.

Department: ELECTIONS DEPT.

Information

CAPTION

2013 - Elections Department (1283)

BACKGROUND

2013 - HAVA LIT

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1283-414-00-130-021-3-xxx

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

BUDGETARY IMPACT:

Funds available as of 5/3/13.

Attachments

Elections LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:08 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Melanie Esparza Started On: 05/01/2013 03:22 PM

Final Approval Date: 05/03/2013

DATE: May 1, 2013

DEPARTMENT HEAD: Yvonne Ramon

DEPARTMENT NAME: Elections Department

ACCOUNT NUMBER: 3-1283-414-00-130-021-3-XXX

2013
Transfer

AI- 38553

Contact Person: Melanie Esparza **Ph#:** (956) 318-2570 Ext. 5707

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
601	HAVA Polling Place Acess-Office & Comp	613	HAVA Polling Place Acess-Safety Supplies	$5,538.90
601	HAVA Polling Place Acess-Office & Comp	619	HAVA Polling Place Acess-Other Misc Supplies	$40,832.96
601	HAVA Polling Place Acess-Office & Comp	664	HAVA Polling Place Acess-Other Minor Equipment	$3,500.00
			TOTAL	$49,871.86

REASON:

Transfer needed to pay for Polling Place Accessibility supplies.

Approved by

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38400 **2. L.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Master Court I Submitted By: Angela Garcia, BUDGET & MANAGEMENT

Department: MASTER COURT #1

Information

CAPTION

2013 - Master Court I (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-412-00-031-001-xxx

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

BUDGETARY IMPACT:

Funds available as of 04/24/13

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/24/2013 03:14 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Angela Garcia Started On: 04/24/2013 02:33 PM

Final Approval Date: 05/03/2013

DATE: April 24, 2013

2013
Transfer

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for Master Court I

ACCOUNT NUMBER: 3-1100-412-00-031-001-0-xxx

Contact Person: ANGELA GARCIA **Ph#:** (956) 292-7025 Ext. 5401

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
810	DUES & MEMBERSHIPS	831	COURT COSTS & INVESTIGATION	1,000.00
			TOTAL	$ 1,000.00

REASON:
PAY OUTSTANDING INTERPRETER INVOICES

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38372 **2. M.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Nielda Cavazos, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

2013 - Purchasing (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3110415181600010

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

BUDGETARY IMPACT:

Attachments

back up

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/24/2013 08:19 AM
Purchasing Department (Originator)	Nielda Cavazos	04/24/2013 11:14 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Nielda Cavazos Started On: 04/23/2013 04:08 PM

Final Approval Date: 05/03/2013

DATE: **April 23, 2013**

DEPARTMENT HEAD: **Martha L. Salazar, CPPB**

DEPARTMENT NAME: **Purchasing**

ACCOUNT NUMBER: **3-1100-415-18-160-001-0**

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
743	office furniture and equipemnt	584	Registration Fee	**$900.00**
743	office furniture and equipemnt	**583**	Out of County Travel	**$1,600.00**
550	Printing and binding	**583**	Out of County Travel	**$250.00**
			TOTAL	**$2,750.00**

REASON: **registration fees for seminar**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY CLERK

AI-38360 **2. N.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Norma Longoria Submitted By: Margarita Gonzalez, WIC

Department: WIC

Information

CAPTION

2013 - WIC ADM (1292)

BACKGROUND

To encumber cost for Property & General Insurance.
3.1292.441.00.350.001.3.xxx

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1292-441-00-350-001-3-113

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

BUDGETARY IMPACT:

Funds available in obj.code 113 as of 5/1/2013.

Attachments

L/T

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 09:11 AM
Obdett Calzada	Obdett Calzada	05/01/2013 02:50 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Margarita Gonzalez Started On: 04/22/2013 06:48 PM

Final Approval Date: 05/03/2013

DATE:	04/20/13
WIC DIRECTOR:	NORMA LONGORIA
DEPARTMENT NAME:	HIDALGO COUNTY WIC PROGRAM
ACCOUNT NUMBER:	3.1292.441.00.350.001.3. WIC
SUBJECT:	BUDGET LINE ITEM TRANSFER

Honorable Commissioners' Court of Hidalgo County:

I submit to you for your consideration the following line-item transfer(s) in accordance with the Local Government Code

FROM			TO			
ACCOUNT NUMBER	Account Name		ACCOUNT NO.(S)	ACCOUNT NAME		AMOUNT
3.1292.441.00.350.001.3	113	Reg. F/T Employees	→ 3.1292.441.00.350.001.3	521	Property Insurance	472.04
3.1292.441.00.350.001.3	113	Reg. F/T Employees	→ 3.1292.441.00.350.001.3	524	General Insurance	17,267.50
						17,739.54
					Total:	

To encumber cost for the Property Insurance & General Insurance.

AI-38368 **2. O.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Chief Campos Submitted By: Monica Badillo, EXECUTIVE OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

2013 - Constable Pct. #2 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-421-00-292-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/23/13.

Attachments

transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 03:34 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Monica Badillo Started On: 04/23/2013 02:37 PM

Final Approval Date: 05/03/2013

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: April 23, 2013

DEPARTMENT HEAD: MARTIN "MARTY" CANTU

DEPARTMENT NAME: Constable Precinct #2

ACCOUNT NUMBER: 3-1100-421-00-292-001-0-XXX

SUBJECT: **Intradepartmental transfer(s)**

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intradepartmental transfer(s) (increase/decrease) in accordance with Local Government Code, Chapter 111, 111.070, Item C (2).

FROM Object Code	Description	TO Object Code	Description	Amount
529	Surety & Notory Bonds	550	Printing &Binding	$ 586.00
			TOTAL	$ 586.00

REASON: monies are being tranfer to buy deputies self ink stamp for notory

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

Form DBM-201

AI-38355 **2. P.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Roy Cazares, DISTRICT ATTORNEY

Department: DISTRICT ATTORNEY

Information

CAPTION

2013 - District Attorney's Office Civil Litigation (1100)

BACKGROUND

Monies will be used to purchase software for Civil Litigation ADAs.

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-412-00-080-013-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/25/13.

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 09:06 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Roy Cazares Started On: 04/22/2013 03:41 PM

Final Approval Date: 05/03/2013

INTRA-DEPARTMENTAL TRANSFER

DATE: April 30, 2013
DEPARTMENT HEAD: Rene Guerra, Criminal District Attorney
DEPARTMENT NAME: District Attorney's Office
ACCOUNT NUMBER: 3-1100-412-00-080-013-0-XXX - DA's Civil Litigation
Subject: **Intradepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C**

CONTACT PERSON: Roy Cazares PHONE: (956) 318-2300 ext. 758

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 11, Subchapter C.

FROM			TO		
OBJECT CODE	**ACCOUNT (OBJECT) NAME**		**OBJECT CODE**	**OBJECT NAME**	**AMOUNT**
831	Court Cost & Investigation	→	667	Minor Software	$ 627.32
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
				TOTAL	**$ 627.32**

REASON:
Monies will be used to purchase software for Civil Litigation ADAs.

ROY CAZARES FOR RENE GUERRA
CRIMINAL DISTRICT ATTORNEY

APPROVED COMMISSIONERS' COURT DATE ATTEST COUNTY CLERK

AI-38353 **2. Q.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Roy Cazares, DISTRICT ATTORNEY

Department: DISTRICT ATTORNEY

Information

CAPTION

2013 - Distric Attorney's Office - Autopsies (1100)

BACKGROUND

Monies will be used to reimburse autopsy techs when they go and pickup blood from the different hospitals.

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-421-00-080-003-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/25/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 09:06 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Roy Cazares Started On: 04/22/2013 03:35 PM

Final Approval Date: 05/03/2013

INTRA-DEPARTMENTAL TRANSFER

DATE: **April 30, 2013**
DEPARTMENT HEAD: **Rene Guerra, Criminal District Attorney**
DEPARTMENT NAME: **District Attorney's Office**
ACCOUNT NUMBER: **3-1100-421-00-080-003-0-XXX - Autopsies**
SUBJECT: **Intradepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**
CONTACT PERSON: **Roy Cazares** PHONE: **(956) 318-2300 ext. 758**

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following Intradepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 11, Subchapter C.

FROM			TO		
OBJECT CODE	**ACCOUNT (OBJECT) NAME**		**OBJECT CODE**	**OBJECT NAME**	**AMOUNT**
344	Autopsy Services	→	581	Travel In County	$ 300.00
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
		→			$ -
				TOTAL	**$ 300.00**

REASON: Monies will be used to reimburse autopsy techs when they go and pickup blood from the different hospitals.

for RENE GUERRA
CRIMINAL DISTRICT ATTORNEY

APPROVED COMMISSIONERS' COURT DATE ATTEST COUNTY CLERK

AI-38588 **2. R.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Angela Garcia, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - DBM Budget Division (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-14-115-001-0-xxx

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

BUDGETARY IMPACT:

Funds available with 05/03/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/03/2013 08:50 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Angela Garcia Started On: 05/02/2013 02:32 PM

Final Approval Date: 05/03/2013

DATE: May 2, 2013

2013
Transfer

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for

ACCOUNT NUMBER: 3-1100-415-14-115-001-0-xxx

Contact Person: ANGELA GARCIA **Ph#:** (956) 292-7025 Ext. 5401

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
665	MINOR COMPUTER EQUIP.	583	TRAVEL OUT OF COUNTY	1,986.60
672	EQUIP. & VEH. SUPPLIES	583	TRAVEL OUT OF COUNTY	1,000.00
745	COMPUTER EQUIP.	583	TRAVEL OUT OF COUNTY	3,300.00
			TOTAL	$ 6,286.60

REASON:
PAY EMPLOYEES TRAVEL

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38302 **2. S.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Edna Kirby, IT DEPARTMENT

Department: IT DEPARTMENT

Information

CAPTION

2013 - I. T. Department (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-00-200-001-0-xxx

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

BUDGETARY IMPACT:

Funding available as of 4/23/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/18/2013 04:32 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Edna Kirby Started On: 04/18/2013 02:28 PM

Final Approval Date: 05/03/2013

DATE: May 7, 2013

DEPARTMENT HEAD: Renan Ramirez

DEPARTMENT NAME: Information Technology Dept.

ACCOUNT NUMBER: 3-1100-415-00-200-001-0-XXX

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
412	INFO TECH DEPT- CABLE/SATELLITE TV	619	INFO TECH DEPT-OTHER MISC. SUPPLIES	$180.61
			TOTAL	$180.61

REASON: **Cover expenses for keybox.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE (/ /)

ATTEST COUNTY CLERK

AI-38496 **2. T.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Edna Kirby, IT DEPARTMENT

Department: IT DEPARTMENT

Information

CAPTION

2013 - I. T. Department (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-00-200-002-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 5/1/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/30/2013 01:12 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Edna Kirby Started On: 04/29/2013 11:34 AM

Final Approval Date: 05/03/2013

DATE: May 14, 2013

DEPARTMENT HEAD: Renan Ramirez

DEPARTMENT NAME: Information Technology Dept.

ACCOUNT NUMBER: 3-1100-415-00-200-002-0-xxx

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
671	IT COUNTYWIDE-BLDG&OTHR STRUC R&M SUPPL	748	IT COUNTYWIDE-OTHER EQUIPMENT	$39.13
745	IT COUNTYWIDE-COMPUTER EQUIPMENT	534	IT COUNTYWIDE-INTERNET	18,892.00
747	IT COUNTYWIDE-SOFTWARE	534	IT COUNTYWIDE-INTERNET	$18,892.00
			TOTAL	$37,823.13

REASON: **Cover expenses for Voice PRI's**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK

AI-38319 **2. U.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Yvonne Ramon Submitted By: Rosie Diaz, ELECTIONS DEPT.

Department: ELECTIONS DEPT.

Information

CAPTION

2013 - Elections Department (1100)

BACKGROUND

2013 LIT

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-414-00-130-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/23/13.

Attachments

LIT -431

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/19/2013 10:19 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Rosie Diaz Started On: 04/19/2013 08:49 AM

Final Approval Date: 05/03/2013

DATE: April 19, 2013

DEPARTMENT HEAD: Yvonne Ramon

DEPARTMENT NAME: Elections Department

ACCOUNT NUMBER: 3-1100-414-00-130-001-0-XXX

Contact Person: Rosie Diaz **Ph#:** (956) 318-2570 Ext. 5715

2013
Transfer

AI- 38319

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
601	Elections Dept-Office & Computer Suppl	431	Elections Dept- Bldg & Othr Struc R&M Srv	$200.00

AI-38331 **2. V.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-057-3-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/23/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/19/2013 03:46 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Mike Escaname Started On: 04/19/2013 03:10 PM

Final Approval Date: 05/03/2013

Date: April 19, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 3-1293-441-00-340-057-3- FIT
Budget Line Item Transfer(s)

Honorable Commissioner's Court of Hidalgo County

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C:

FROM		TO		
ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	AMOUNT
3-1293-441-00-340-057-3-601	FIT-OFFICE & COMPUTER SU	3-1293-441-00-340-057-3-350	FIT-OTHER SERVICES	$6.68
3-1293-441-00-340-057-3-441	FIT-LAND & BLDG RENTALS	3-1293-441-00-340-057-3-350	FIT-OTHER SERVICES	$992.32
3-1293-441-00-340-057-3-441	FIT-LAND & BLDG RENTALS	3-1293-441-00-340-057-3-339	FIT-OTHER PROF SRV	$ 22.68
3-1293-441-00-340-057-3-320	FIT-PROFESSIONAL SERVICE	3-1293-441-00-340-057-3-339	FIT-OTHER PROF SRV	$ 400.00
			Amount	$ 1,421.68

Revenue Account
Amount Requested: $ 1,421.68

Reason: Line item transfer needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-38377 **2. W.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-005-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/24/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/24/2013 09:06 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Mike Escaname Started On: 04/23/2013 04:25 PM

Final Approval Date: 05/03/2013

Date: April 23, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 3-1293-441-00-340-005-0-
Budget Line Item Transfer(s)

Honorable Commissioner's Court of Hidalgo County

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C:

FROM		TO		
ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	AMOUNT
3-1293-441-00-340-005-0-339	H.D. ADM-OTHER PROF SRV	3-1293-441-00-340-005-0-583	H.D. ADM-TRAVEL OUT OF COUNTY	$ 4,000.00
3-1293-441-00-340-005-0-339	H.D. ADM-OTHER PROF SRV	3-1293-441-00-340-005-0-604	H.D. ADM-MEDICAL & LAB SUPP	$ 11,000.00
			Amount	$ 15,000.00

Revenue Account
Amount Requested: $ 15,000.00

Reason: Needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-38373 **2. X.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-441-00-340-003-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/24/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/24/2013 09:03 AM
Auditor's Office	Angela Garcia	04/25/2013 01:19 PM

Form Started By: Mike Escaname Started On: 04/23/2013 04:14 PM

Final Approval Date: 04/25/2013

Date: April 23, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health Department
Account Number: 3-1100-441-00-340-003-0 CLINICS
Budget Line Item Transfer(s)

Honorable Commissioner's Court of Hidalgo County

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C:

FROM		TO		
ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	AMOUNT
3-1100-441-00-340-003-0-604	HEALTH CLINICS-MEDICAL & LAB SUPPL	3-1100-441-00-340-003-0-622	HEALTH CLINICS-ELECTRICITY	$ 21,000.00
3-1100-441-00-340-003-0-604	HEALTH CLINICS-MEDICAL & LAB SUPPL	3-1100-441-00-340-003-0-531	HEALTH CLINICS-TELEPHONE	$ 10,000.00
			Amount	$ 31,000.00

Revenue Account
Amount Requested: $ 31,000.00

Reason: Funds needed to meet anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-38401 **2. Y.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-011-3-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/23/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/24/2013 03:15 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Mike Escaname Started On: 04/24/2013 02:34 PM

Final Approval Date: 05/03/2013

Date: April 24, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 3-1293-441-00-340-011-3-
Budget Line Item Transfer(s)

Honorable Commissioner's Court of Hidalgo County

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C:

FROM		TO		
ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	AMOUNT
3-1293-441-00-340-011-3-604	TDH T.B.ELIM-MEDICAL & LAB SUPPL	3-1293-441-00-340-011-3-601	TDH T.B.ELIM-OFFICE & COMPU SUPPL	$ 1,500.00
3-1293-441-00-340-011-3-604	TDH T.B.ELIM-MEDICAL & LAB SUPPL	3-1293-441-00-340-011-3-619	TDH T.B.ELIM-OTHER MISCELLANEOUS SUPPLIES	$ 1,000.00
			Amount	$ 2,500.00

Revenue Account
Amount Requested: $ 2,500.00

Reason: Funds needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-38398 **2. Z.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-013-3-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/24/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/24/2013 03:14 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Mike Escaname Started On: 04/24/2013 02:07 PM

Final Approval Date: 05/03/2013

Date: April 24, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 3-1293-441-00-340-013-3- TDH PHPSB
Budget Line Item Transfer(s)

Honorable Commissioner's Court of Hidalgo County

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C:

FROM		TO		
ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	AMOUNT
3-1293-441-00-340-013-3-601	TDH PHPSB-OFFICE & COMPU SUPPL	3-1293-441-00-340-013-3-339	TDH PHPSB-OTHER PROF SRV	$2,000.00
3-1293-441-00-340-013-3-601	TDH PHPSB-OFFICE & COMPU SUPPL	3-1293-441-00-340-013-3-619	TDH PHPSB-OTHER MISCELLANEOUS SUPPLIES	$1,230.00
			Amount	$ 3,230.00

Revenue Account
Amount Requested: $ 3,230.00

Reason: Line item transfer needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-38363 **2. AA.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-008-3-XXX

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

BUDGETARY IMPACT:

Funds available as of 4/25/2013.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 01:24 PM
Obdett Calzada	Obdett Calzada	04/25/2013 09:49 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Mike Escaname Started On: 04/23/2013 11:50 AM

Final Approval Date: 05/03/2013

Date: April 23, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 3-1293-441-00-340-008-3- T.B. CONTROL
Budget Line Item Transfer(s)

Honorable Commissioner's Court of Hidalgo County

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C:

FROM		TO	
ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)
3-1293-441-00-340-008-3-260	T.B. CONTROL-WORKERS COMP	3-1293-441-00-340-008-3-230	T.B. CONTROL-RETIREMENT
3-1293-441-00-340-008-3-339	T.B. CONTROL-OTHER PROF SRV	3-1293-441-00-340-008-3-607	T.B. CONTROL-HOUSEHOLD & JANITORIAL SUPPLIES
3-1293-441-00-340-008-3-339	T.B. CONTROL-OTHER PROF SRV	3-1293-441-00-340-008-3-613	T.B. CONTROL-SAFETY SUPPLIES
3-1293-441-00-340-008-3-339	T.B. CONTROL-OTHER PROF SRV	3-1293-441-00-340-008-3-619	T.B. CONTROL-OTHER MISC SUPPLIES
			Amount

Revenue Account
Amount Requested: $ 8,750.00

Reason: Line item transfer needed to cover anticipated expenditure.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AMOUNT
$ 1,750.00
$ 6,000.00
$ 500.00
$ 500.00
$ 8,750.00

AI-38335 **2. BB.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Human Services (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-444-00-240-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/23/13.

601 - -> 550 = $63.10

Attachments

Intradepartmental Transfer

Form Review

Inbox	Reviewed By	Date
Perla Lopez (Originator)	Perla Lopez	04/19/2013 04:18 PM
Budget & Management	Angela Garcia	04/23/2013 09:02 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Perla Lopez Started On: 04/19/2013 04:07 PM

Final Approval Date: 05/03/2013

DATE: May 7, 2013

2013
Transfer

DEPARTMENT HEAD: Dairen Sarmiento

DEPARTMENT NAME: Human Services (1100)

ACCOUNT NUMBER: 3-1100-444-00-240-001-0-XXX

AI - 38335

Contact Person: Perla Lopez **Ph#:** 956-318-2011

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
601	Office & Computer Supplies	550	Printing & Binding	63.10
			TOTAL:	**63.10**

REASON:
Intradepartmental Transfer to fund the purchase of Membership Cards for Human Services Clients.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38559 **2. CC.**

CC CONSENT

Meeting Date: 05/07/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Human Services (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-444-00-240-001-0-xxx

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

BUDGETARY IMPACT:

Available funds as of 05/02/13.

619 - -> 431 = $700.00

Attachments

Intradepartmental Transfer

Form Review

Inbox	Reviewed By	Date
Perla Lopez (Originator)	Perla Lopez	05/02/2013 08:43 AM
Budget & Management	Angela Garcia	05/02/2013 09:05 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Perla Lopez Started On: 05/01/2013 03:57 PM

Final Approval Date: 05/03/2013

DATE: May 7, 2013

2013
Transfer

DEPARTMENT HEAD: Dairen Sarmiento

DEPARTMENT NAME: Human Services (1100)

ACCOUNT NUMBER: 3-1100-444-00-240-001-0-XXX

AI - 38559

Contact Person: Perla Lopez **Ph#:** 956-318-2011

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
619	Other Misc Supplies	431	Bldg&Other Struc R&M Srv	700.00
			TOTAL:	**700.00**

REASON:
Intradepartmental Transfer to fund the purchase of a door screen for the Elsa clinic.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38344 **2. DD.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Shonda Dominguez, FACILITIES MANAGEMENT

Department: FACILITIES MANAGEMENT

Information

CAPTION

2013 - Facilities Management (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-419-40-220-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 4/26/13.

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 01:23 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Shonda Dominguez Started On: 04/22/2013 11:45 AM

Final Approval Date: 05/03/2013

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: April 22, 2013

2013
Transfer

DEPARTMENT HEAD: Irene Cantu

DEPARTMENT NAME: Facilities Management Dept.

ACCOUNT NUMBER: 3-1100-419-40-220-001-0-XXX

SUBJECT: **Intradepartmental transfer(s)**

Contact: Shonda Dominguez
Ph#: 956-289-7851

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intradepartmental transfer(s) (increase/decrease) in accordance with Local Government Code, Chapter 111, 111.070, Item C (2).

FROM Object Code	Description	TO Object Code	Description	Amount
431	bldg & othr struc r&m srv	343	Laundry and Dry Cleaning	$ 5,000.00
431	bldg & othr struc r&m srv	439	Other Repair & Maint. Serv.	$ 2,000.00
431	bldg & othr struc r&m srv	531	Telephone	$ 5,000.00
431	bldg & othr struc r&m srv	601	Office and Computer Supplies	$ 2,000.00
431	bldg & othr struc r&m srv	626	Gasoline and Diesel	$ 8,000.00
431	bldg & othr struc r&m srv	672	Equip & Vehic Repair & Maint. Supp	$ 3,000.00
431	bldg & othr struc r&m srv	679	Repair & Maint. Supp Other	$ 4,000.00
431	bldg & othr struc r&m srv	855	Late Fees, Penalties. and Fines	$ 1,500.00
			TOTAL	**$ 30,500.00**

REASON:

Need funds in accounts to cover basic expenses

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

Form DBM-201

AI-38495 **2. EE.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Pablo (Paul) Villarreal Jr. Submitted By: Mary Garcia, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

2013 - Tax Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-15-140-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 5/3/13.

Attachments

lit 4-29-2013

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/30/2013 11:49 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Mary Garcia Started On: 04/29/2013 11:18 AM

Final Approval Date: 05/03/2013

DATE: April 29, 2013

DEPARTMENT HEAD: Pablo (Paul) Villarreal Jr.

DEPARTMENT NAME: Hidalgo County Tax Office

ACCOUNT NUMBER: 3-1100-415-15-140-001-0xxx

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:
20..
accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT NAME	**TO** OBJECT CODE	OBJECT NAME	AMOUNT
432	Equip & Veh R&M Srv	350	Other Services	$2,530.00
432	Equip & Veh R&M Srv	671	Building & Othr Struc R&M Supp	$100.00
432	Equip & Veh R&M Srv	431	Bldg & Other Struc R&M Srv	$50.00
			TOTAL	$2,680.00

REASON: **Lit needed to operate County Office.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE ___/___/___

ATTEST COUNTY CLERK

AI-38611 **3. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Sergio Cruz Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Facilities Management (1100):
Approval of 2013 interdepartmental transfer from Co Wide Adm-Contingency to Facilities Management in the amount of $21,670.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-41X-X0-XXX-00X-0-XXX

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

BUDGETARY IMPACT:

Funds available in Co Wide Adm-Contingency as of 5/3/13

Attachments

Interdept Trsf

Form Review

Inbox	Reviewed By	Date
Erika Zamora (Originator)	Erika Zamora	05/03/2013 04:44 PM
Budget & Management	Obdett Calzada	05/03/2013 04:58 PM
Obdett Calzada	Obdett Calzada	05/03/2013 05:04 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Erika Zamora Started On: 05/03/2013 03:44 PM

Final Approval Date: 05/03/2013

DATE: May 7, 2013

DEPARTMENT HEAD: Sergio Cruz

2013
Transfer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Facilities Management

ACCOUNT NUMBER: 3-1100-41X-X0-XXX-00X-0-XXX

CONTACT PERSON: Erika Zamora **PHONE:** (956) 292-7025 Ext. 5416

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM			
3-1100-415-00-115-002-0- 899	CO WIDE ADM	CONTINGENCY	(21,670.00)
TO			
3-1100-419-40-220-001-0- 334	FACILITIES MGMT	ARCH & ENG SRV	21,670.00
TOTAL BUDGET INCREASE (DECREASE)			0.00

REASON:

To fund po#682470 rolled over from 2012 for Hinojosa Engineering in the amount of 21,670.00.

SIGNATURE

COMMISSIONERS COURT **DATE** / / **ATTEST, COUNTY CLERK**

AI-38608 **3. B.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Sergio Cruz Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Insurance (1100):
Approval of 2013 interdepartmental transfer from Co. Wide Adm-Contingency to Insurance in the amount of $543,899.02.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-41X-00-1X5-00X-0-XXX

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

BUDGETARY IMPACT:

Funds available in Co Wide Adm-Contingency account as of 5/3/13.

Attachments

Interdept Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	05/03/2013 04:04 PM
Obdett Calzada	Obdett Calzada	05/03/2013 04:11 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Erika Zamora Started On: 05/03/2013 03:35 PM

Final Approval Date: 05/03/2013

DATE: May 7, 2013

DEPARTMENT HEAD: Sergio Cruz

2013
Transfer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Insurance

ACCOUNT NUMBER: 3-1100-41X-00-1X5-00X-0-XXX

CONTACT PERSON: Erika Zamora **PHONE:** (956) 292-7025 Ext. 5416

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM			
3-1100-415-00-115-002-0- 899	CO WIDE ADM	CONTINGENCY	(543,899.02)
TO			
3-1100-419-00-125-009-0- 521	INSURANCE	PROPERTY INSURANCE	41,365.96
3-1100-419-00-125-009-0- 523	INSURANCE	PUBLIC OFFICIAL INSURANCE	311,471.69
3-1100-419-00-125-009-0- 524	INSURANCE	GENERAL INSURANCE	191,061.37
	TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON:

To partially fund 2013 insurance premium from 01/01/2013-01/01/2014 to Montalvo Insurance agency.

SIGNATURE

COMMISSIONERS COURT **DATE** **ATTEST, COUNTY CLERK**

AI-38610 **3. C.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Sergio Cruz Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Constable Pct 5 (1100):
Approval of 2013 interdepartmental transfer from Co Wide Adm-Contingency to Constable Pct 5 in the amount of $668.35.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-4XX-00-XX5-00X-0-XXX

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

BUDGETARY IMPACT:

Funds available in Co Wide Adm-Contingency as of 5/3/13.

Attachments

Interdept trsf

Form Review

Inbox	Reviewed By	Date
Erika Zamora (Originator)	Erika Zamora	05/03/2013 04:28 PM
Budget & Management	Obdett Calzada	05/03/2013 04:58 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Erika Zamora Started On: 05/03/2013 03:42 PM

Final Approval Date: 05/03/2013

DATE: May 7, 2013

DEPARTMENT HEAD: Sergio Cruz

2013
Transfer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Constable Pct. 5

ACCOUNT NUMBER: 3-1100-4XX-00-XX5-00X-0-XXX

CONTACT PERSON: Erika Zamora **PHONE:** (956) 292-7025 Ext. 5416

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM			
3-1100-415-00-115-002-0- 899	CO WIDE ADM	CONTINGENCY	(668.35)
TO			
3-1100-421-00-295-001-0- 111	CONSTABLE PCT 5	OFFICIALS	0.01
3-1100-421-00-295-001-0- 117	CONSTABLE PCT 5	SUPPLEMENTAL PAY	4.16
3-1100-421-00-295-001-0- 211	CONSTABLE PCT 5	HEALTH INSURANCE	589.61
3-1100-421-00-295-001-0- 212	CONSTABLE PCT 5	LIFE INSURANCE	0.67
3-1100-421-00-295-001-0- 220	CONSTABLE PCT 5	FICA	33.34
3-1100-421-00-295-001-0- 230	CONSTABLE PCT 5	RETIREMENT	36.58
3-1100-421-00-295-001-0- 250	CONSTABLE PCT 5	UNEMPLOYMENT COMP	1.76
3-1100-421-00-295-001-0- 260	CONSTABLE PCT 5	WORKERS COMP	2.22
	TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON:

To fund negative account balances.

SIGNATURE

COMMISSIONERS COURT **DATE** **ATTEST, COUNTY CLERK**

AI-38575 **3. D.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Master Court I Submitted By: Angela Garcia, BUDGET & MANAGEMENT

Department: MASTER COURT #1

Information

CAPTION

Master Court I (1100):
Approval of interdepartmental transfer from Co. Wide Contingency to Master Court I in the amount of $2,000.00.

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:
Available funding as of 05/02/13.

Attachments

Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 01:26 PM
Obdett Calzada	Obdett Calzada	05/02/2013 04:26 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Angela Garcia Started On: 05/02/2013 10:13 AM

Final Approval Date: 05/03/2013

DATE: May 2, 2013

DEPARTMENT HEAD: JOHN A. RIVERA

2013
Transfer

DEPARTMENT NAME: MASTER COURT I

ACCOUNT NUMBER: 3-1100-41X-00-XXX-00X-0-8XX

CONTACT PERSON: ANGELA GARCIA

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM			
3-1100-415-00-115-002-0-899	Co. Wide Adm.	Contingency	(2,000.00)
TO			
3-1100-412-00-031-001-0-831	MASTER COURT I	Court Costs & Investigation	2,000.00
TOTAL BUDGET INCREASE (DECREASE)			0.00

REASON:

Transfer needed to fund interpreting invoices

SIGNATURE

COMMISSIONERS COURT

DATE

ATTEST, COUNTY CLERK

AI-38531 **3. E.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Pct. 1 R & B Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. 1 Rd. Maint (1200):
Approval of 2013 interdepartmental transfer from Adm., program #004, to Rd. Maint, program #005, in the amount of $20,000.00 to fund fuel expenditures for the months of May & June 2013.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-121-00X-0-XXX

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

BUDGETARY IMPACT:

program #004 --> program #005; funds available as of 5-1-13.

To fund fuel expenditures for the months of May & June 2013.

Attachments

Interdept. Transfer

analysis

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	05/01/2013 09:24 AM
Budget & Management	Angela Garcia	05/01/2013 09:38 AM
Olga Garza	Olga Garza	05/03/2013 01:31 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Ivan Cantu Started On: 05/01/2013 08:54 AM

Final Approval Date: 05/03/2013

DATE: May 7, 2013

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Pct. 1 Rd. Maint.

2013

Interdepartmental Transfer

ACCOUNT NUMBER: 3-1200-431-00-121-00X-0-XXX

CONTACT PERSON: Ivan Cantu, Budget Analyst III **PHONE:** (956) 292-7025 ext. 5425

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM:			
3-1200-431-00-121-004-0- 113	Pct. 1 Adm.-	Reg. F/T Employees	(20,000.00)
TO:			
3-1200-431-00-121-005-0- 113	Pct. 1 Rd. Maint.	Gasoline/Diesel	20,000.00
	TOTAL BUDGET INCREASE (DECREASE)		-

REASON: To fund fuel expenditures for the months of May & June 2013. Average monthly fuel expenditures are $30,000.00/month.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

/ /

DATE

ATTEST, COUNTY CLERK

DATE: May 7, 2013

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Pct. 1 Rd. Maint.

2013

Interdepartmental Transfer

ACCOUNT NUMBER: 3-1200-431-00-121-00X-0-XXX

CONTACT PERSON: Ivan Cantu, Budget Analyst III **PHONE:** (956) 292-7025 ext. 5425

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM:			
3-1200-431-00-121-004-0- 113	Pct. 1 Adm.-	Reg. F/T Employees	(20,000.00)
TO:			
3-1200-431-00-121-005-0- 626	Pct. 1 Rd. Maint.	Gasoline/Diesel	20,000.00
	TOTAL BUDGET INCREASE (DECREASE)		-

REASON: To fund fuel expenditures for the months of May & June 2013. Average monthly fuel expenditures are $30,000.00/month.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

/ /

DATE

ATTEST, COUNTY CLERK

AI-38494 **3. F.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

BCAP (1200):
Approval of 2013 interdepartmental transfer from BCAP Arch & Eng Srv, program no. 028, to Pct.1 BCAP Ash Country Subdivision, program no. 855 in the total amount of $1,700.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-12X-XXX-0-X3X

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

BUDGETARY IMPACT:
Available funds as of 05/03/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/30/2013 01:12 PM
Olga Garza	Olga Garza	05/03/2013 01:26 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Marcie Jackson Started On: 04/29/2013 10:50 AM

Final Approval Date: 05/03/2013

AI-38431 **3. G.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Pct. #2 RD MAINT (1200):
Approval of 2013 interdepartmental transfer from Rd Maint, program no. 006, to Minnesota Rd (S I Rd-Maya Dr), program no. 065 in the total amount of $5,000.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-122-006-0-890

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

BUDGETARY IMPACT:

Funding available as of 4-26-13

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/25/2013 01:31 PM
Manuel Chapa	Manuel Chapa	05/02/2013 04:49 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Marcie Jackson Started On: 04/25/2013 11:04 AM

Final Approval Date: 05/03/2013

DATE: April 25, 2013

DEPARTMENT HEAD: RAUL SILGUERO

2013
Interdepartmental Transfer

DEPARTMENT NAME: Hidalgo County Precinct No.2

AI-38431 05/07/13

ACCOUNT NUMBER: 3-1200-431-00-122-006-0-890

CONTACT PERSON: MARCIE JACKSON **PHONE:** (956) 787-1891 Ext. 2010

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	
FROM:		
3-1200-431-00-122-006-0- 890	PCT2 RD MAINT	OTHER
TO:		
3-1200-431-00-122-065-0- 731	**PCT2 MINNESOTA RD(S I RD-MAYA DR)**	ROAD

TOTAL BUDGET INCREASE (DECREASE)

REASON: Transfer is needed for anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

____/____/____
DATE

AMOUNT
(5,000.00)
5,000.00
-

ATTEST, COUNTY CLERK

AI-38419 **3. H.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Pct.2 Rd Maint. (1200):
Approval of 2013 interdepartmental transfer from Rd Maint program (006) to Rancho Blanco (Tower-Santa Clara) program (066) and Rancho Blanco (1/4M E Alamo-Tower) program (086) in the amount of $10,000.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-122-006-0-890

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

BUDGETARY IMPACT:
Available funds as of 05/03/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/25/2013 08:21 AM
Olga Garza	Olga Garza	05/03/2013 01:35 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Marcie Jackson Started On: 04/24/2013 05:19 PM

Final Approval Date: 05/03/2013

DATE: April 24, 2013

DEPARTMENT HEAD: RAUL SILGUERO

2013
Interdepartmental Transfer

DEPARTMENT NAME: Hidalgo County Precinct No.2

AI-38419 05/07/13

ACCOUNT NUMBER: 3-1200-431-00-122-006-0-890

CONTACT PERSON: MARCIE JACKSON **PHONE:** (956) 787-1891 Ext. 2010

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	
FROM:		
3-1200-431-00-122-006-0- 890	PCT2 RD MAINT	OTHER
TO:		
3-1200-431-00-122-066-0- 731	**PCT2 RANCHO BLNC(TOWER-SANTA CLARA)**	ROAD
3-1200-431-00-122-086-0- 731	**PCT2 RANCHO BLNC(¼M E ALAMO-TOWER)**	ROAD

TOTAL BUDGET INCREASE (DECREASE)

REASON: Transfer is needed for anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

____/____/____
DATE

AMOUNT
(10,000.00)
5,000.00
5,000.00
-

ATTEST, COUNTY CLERK

AI-38338 **3. I.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Pct. #3 BCAP (1312):
Approval of 2013 interdepartmental transfer from Ariel Hinojosa Subdivision, program no. 055, to Ramirez Subdivision, program no. 587 in the total amount of $2,000.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1312-431-00-123-055-0-899

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

BUDGETARY IMPACT:

Funds available as of 4/25/2013.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 09:03 AM
Obdett Calzada	Obdett Calzada	04/25/2013 10:06 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Marcie Jackson Started On: 04/22/2013 10:09 AM

Final Approval Date: 05/03/2013

DATE: April 22, 2013

DEPARTMENT HEAD: Agapito Vargas Jr.

2013
Interdepartmental Transfer

DEPARTMENT NAME: Hidalgo County Border Colonia Access Program

AI-38338 05/07/13

ACCOUNT NUMBER: 3-1312-431-00-123-055-0-899

CONTACT PERSON: Marcie Jackson **PHONE:** (956) 787-1891 Ext. 2010

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	
FROM:		
3-1312-431-00-123-055-0- 899	ARIEL HINOJOSA SUBDIVISION	CONTINGENCY
3-1312-334-30-123-055-0- 000	PCT.3 BCAP III-ARIEL HINOJOSA	REVENUE
TO:		
3-1312-431-00-123-587-0- 731	RAMIREZ SUBDIVISION	ROADS
3-1312-334-30-123-587-0- 000	**PCT.3 BCAP III-RAMIREZ SUBDIVISION**	REVENUE

TOTAL BUDGET INCREASE (DECREASE)

REASON: Transfer is needed for completion of project.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

_____/_____/_____
DATE

AMOUNT
(2,000.00)
(2,000.00)
2,000.00
2,000.00
-

ATTEST, COUNTY CLERK

AI-38337 **3. J.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Pct #4 Submitted By: Manuel Chapa, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. #4 C.O. 2010 A&B Series (1342):
Approval of 2013 interdepartmental transfer within Certificate of Obligations Series 2010A&B - Precinct #4 Drainage Improvement Project from (program 036) to Dickerson Pond (program 048 - $38,716.39), and to North Branch Drain (program 049 - $2,473.77) in the total amount of $41,190.16 to fund February 2013 Drainage - Labor (PP#3&4) Reimbursements.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1342-431-00-124-036-0-890

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

BUDGETARY IMPACT:

Funding available as of 5-2-13
3-1342-431-00-124-036-0-890 --> 3-1342-431-00-124-0XX-0-733 $41,190.16

To fund February 2013 Drainage Labor reimbursements (Final).

Attachments

interdept transfer - 1342

Form Review

Inbox	Reviewed By	Date
Manuel Chapa (Originator)	Manuel Chapa	05/02/2013 09:12 AM
Budget & Management	Angela Garcia	05/02/2013 01:24 PM
Obdett Calzada	Obdett Calzada	05/02/2013 04:04 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Manuel Chapa Started On: 04/22/2013

Final Approval Date: 05/03/2013

DATE: May 2, 2013

2013
Transfer

DEPARTMENT HEAD: Sergio Cruz

DEPARTMENT NAME: Department of Budget & Management for
C.O. Pct#4 Drainage Improvement Project (1342)

AI# 38337

ACCOUNT NUMBER: 3-1342-431-00-124-XXX-0-XXX

SUBJECT: **Interdepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Contact: Manuel Chapa
Ph#: 292-7025 Ext. 5760

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
3-1342-431-00-124-036-0-890	CO2010A&B-PCT4 DRAIN IMPROV-OTHER	(41,190.16)
3-1342-431-00-124-048-0-733	CO2010A&B-PCT4 DICKERSON POND-DRAINAGE DITCHES	38,716.39
3-1342-431-00-124-049-0-733	CO2010A&B-PCT4 NORTH BRANCH DRAIN-DRAINAGE DITCHES	2,473.77
	TOTAL BUDGET INCREASE (DECREASE)	**0.00**

REASON:

Interdepartmental transfer to programs 048 & 049 to fund Labor (PP 3 &4) Pct#4 Drainage Improvement Reimbursements for the month of February 2013 (Final).

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

_____/_____/_____
DATE

ATTEST COUNTY CLERK

AI-38326 **3. K.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Comm. J. Palacios Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

Pct #4 (1100):
Approval of 2013 interdepartmental transfer from Pct 4 Parks (Program 009) to Pct 4 Sanitation (Program 001) in the amount of $1,200.00

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-4X2-00-124-00X-0-XXX

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

BUDGETARY IMPACT:

Funds available as of 04/25/2013.

3-1100-452-00-124-009-0-890 --> 3-1100-432-00-124-001-0-605 $1,200.00

Attachments

Pct 4 Interdept

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/19/2013 03:45 PM
Obdett Calzada	Obdett Calzada	04/25/2013 09:57 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Veronica Lopez Started On: 04/19/2013 02:02 PM

Final Approval Date: 05/03/2013

DATE: May 6, 2013

2013
Transfer

DEPARTMENT HEAD: Comm. Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No.4

AI-38326

ACCOUNT NUMBER: 3-1100-4X2-00-124-00X-0-XXX

SUBJECT: **Interdepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Contact: Veronica Lopez
Ph#: 956-383-3112 Ext. 4019

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
From:		
3-1100-452-00-124-009-0-890	**PCT4 Parks- Other**	**($1,200.00)**
To:		
3-1100-432-00-124-001-0-605	**PCT4 Sanitation- Clothing & Uniforms**	**$1,200.00**
	TOTAL BUDGET INCREASE (DECREASE)	**0.00**

REASON:

Transfer needed to cover Sanitation clothing & uniforms expeditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE ____/____/____

ATTEST COUNTY CLERK

AI-38535 **4. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Irma Castillo, PLANNING DEPT.

Department: PLANNING DEPT.

Information

CAPTION

1. Certificate of Plat and Utility Status under Texas Local Government Code Section 232.028 (b)

BACKGROUND

Attachments

Pct 1 Cert Plat & Utility Statu 05-07-13

Pct 2 & 4 Cert Plat & Utility Status 05-07-13

Pct 3 Cert Plat & Utility Satus 05-07-13

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:02 AM
Olga Garza	Olga Garza	05/02/2013 02:10 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Irma Castillo Started On: 05/01/2013 10:57 AM

Final Approval Date: 05/03/2013

	PLANNING DEPT. PCT.#1 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	ELISA DELGADO	1-10089
2.	MARTHA DELGADO	1-10081
3.	JUAN SANCHEZ	1-10061
4.	RAUL GAMEZ	1-8106
	COMM. COURT: MAY 7, 2013	

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 1-10089

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		
Date Approved:	/ /	/ /

Name: Elisa Delgado

Address: 404E Agostadero
Weslaco, TX 78596

Phone: 998-0235

Water Supplier: NAWSC

Utility Provider: [ ]M.V.E.C. [ ] AEP

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: West Tex #2 lot # 48,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

Yes A plat has been prepared;

Yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 1-11-2007);

Yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Gilbert Reina);

No an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by _____);

Yes individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by _____);

Yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by _____);

_____ _____ _____
Planning Department Authorized Signature **Hidalgo County Judge** **Date**

ATTEST: _____ _____
Hidalgo County Clerk **Date**

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 1-10089

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Elda Delgado

Address: 404 E Agostadero St
Weslaco, TX 78596

Phone: 498-0235

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

~~Lot~~ Wes-Tex #2 lot # 48

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

X Elda Delgado 05/1/13
Requesting Party (Signature) Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
__✓__ Other (describe) permit

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

5/1/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
1-10089
May. 1, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1902 JOE STEPHENS WESLACO TX 78596
TEL 968-4724 FAX 447-8612

W2220-02-000-0048-00

[1] OWNER: DELGADO, ELISA

404 E. AGOSTADERO ST.
WESLACO TX 78596

Telephone No.

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: MOBILE HOMES
44-MOBILE HOMES

[5] SIZE OF STRUCTURE: 896 Sq. Ft.

[6] USE OF BUILDING: REST. ZONE A-44

[7] LEGAL DESC./NAME OF SUBDIVISION
WES-TEX PH 2

LOCATION: 0 MILE 10 & MILE 4

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $20,000

[11] SPECIAL FLOOD HAZARD AREA: ✓ YES ____ NO

Special Conditions: No construction allowed over any easements.
MUST CUMPLY WITH ALL COUNTY SETBACKS & REGULATIONS
SETBACKS FRONT:25' REAR:35' SIDES:6'
B.F.E 70.00

Prepared by _____ Date 5/1/13

Approved by GILBERTO PEÑA Date 5/1/13

Signature of Owner or Applicant Elisa Delgado Date 5-1-13

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER _____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO Panel No. /Suffix: 0450C Pct: 0

Community No.: 480334

Certification of Elevation Required: ✓ YES ____ NO 70.00 BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

NOTICE OF CONFIDENTIALITY RIGHTS: 1732391

IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR DRIVER'S LICENSE NUMBER

WARRANTY DEED WITH VENDOR'S LIEN

Date: February 12, 2007

Grantor: Kyle Bennett, Individually and as Trustee of the Kyle Bennett Living Trust

Grantor's Mailing Address (including county): P.O. Box 365, La Blanca, Hidalgo County, Texas 78558-0365

Grantee: Eliza Delgado

Grantee's Mailing Address (including county: Rt. 9 Box 414-C, Weslaco, Hidalgo County, Texas 78596

Consideration: TEN AND NO/100THS DOLLARS ($10.00) and other good and valuable consideration and a note of even date that is in principal amount of TWENTY NINE THOUSAND AND NO/100TH ($29,000.00) and is executed by Grantee, payable to order of Grantor. It is secured by a vendor's lien retained in this deed and by deed of trust of even date from Grantee's to RAMONA FLORES, Trustee.

Property (including any improvements):

Lot 48, WES-TEX SUBDIVISION PHASE II, Being a resubdivision of a 15.83 Gross Acre Tract of Land, More or Less, carved out of Lot 103, West and Adams Tract Subdivision, Hidalgo County, Texas, According to the map or plat thereof recorded in Volume 52, page 28, Map Records of Hidalgo County, Texas.

Reservations from and Exceptions to Conveyance and Warranty:

(1) Subject to any and all Oil and Gas Leases of record, if any.
(2) Easements, rights, rules and regulations in favor of Hidalgo County Water Improvement District.
(3) Visible and apparent easements on or across the subject property.
(4) Taxes for the year 2007 and subsequent years, and subsequent assessments for prior years due to change in land usage or ownership.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to the Grantee the property, together will all and singular the rights and appurtenances thereto in any wise belonging to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor hereby binds Grantor and Grantor's heirs, executors, administrators,

successors, to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance to warranty.

But it is expressly agreed that the VENDOR'S LIEN, as well as the Superior Title in and to the above described premises, is retained against the above described property, premises and improvements until the above described note and all interest thereon are fully paid according to the face, tenor, effect and reading thereof, when this Deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.
Preparer has not examined the title to this property and expresses no opinion as to the condition of title.

GRANTOR:

Kyle Bennett, Individually and as Trustee for the Kyle Bennett Living Trust

GRANTEE:

ELIZA DELGADO

ACKNOWLEDGEMENT

The State of Texas §
County of Hidalgo §

This instrument was acknowledged before me this 22nd day of February 2007, by Kyle Bennett, Individually and as Trust for the Kyle Bennett Living Trust.

RAMONA D. FLORES
MY COMMISSION EXPIRES
February 11, 2011

Notary Public in and for Hidalgo County, Texas

The State of Texas §
County of Hidalgo §

This instrument was acknowledged before me this 22nd day of February 2007, by Eliza Delgado.

RAMONA D. FLORES
MY COMMISSION EXPIRES
February 11, 2011

Notary Public in and for Hidalgo County, Texas

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 1-10081

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		
Date Approved:	/ /	/ /

Name: Martha Delgado

Address: 8348 Jesus Bazan
Monte Alto, Tx
78538

Phone: 314 2168

Water Supplier: NAWSC

Utility Provider: [ ]M.V.E.C. [ ] AEP

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as:
TOWNSITE OF PALMO LOT 11 & 12 BLK 28,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):
Fill in "yes" or "no" in each blank

Yes A plat has been prepared;

Yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 9-2-1926);

Yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Gilbert Perez);

Yes an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by _____);

No individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by _____);

Yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by _____);

_____ _____ _____
Planning Department Authorized Signature **Hidalgo County Judge** **Date**

ATTEST: _____ _____
Hidalgo County Clerk **Date**

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

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Edinburg, Texas 78542
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956-318-2844

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Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct (1) 2 3 4

Application No: 1-10081

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Martha Delgado

Address: 8348 Jesus Bazan
Monte Alto, Tx 78538

Phone: 314 2168

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

TOWNSITE OF ROMA LOT 11 & 12 BLK 20

STATUS OF PERSON OR ENTITY MAKING REQUEST:

___ Subdivider
__✓__ Owner of lot in subdivision
___ Resident of lot in a subdivision
___ Entity that provides utility service

Martha Delgado 4/29/13
Requesting Party (Signature) Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
___ Executory Contract
___ Lease
___ Rent Receipt
___ Affidavit
__✓__ Other (describe) Permit

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

05/1/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
1-10081
Apr. 29, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1902 JOE STEPHENS WESLACO TX 78596
TEL 968-4724 FAX 447-8612

R3800-00-028-0011-00

[1] OWNER: DELGADO, MARTHA

8348 JESUS BAZAN
MONTE ALTO TX 78538
Telephone No. 314-2168

[7] LEGAL DESC./NAME OF SUBDIVISION
ROLLO L 11-14 B 28

LOCATION: 0 FM 88 & JESUS BAZAN

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[8] SEWAGE: PUBLI

[4] PURPOSE OF APPLICATION: MOBILE HOMES
20-MOBILE HOMES

[9] CONSTRUCTION TYPE: META

[5] SIZE OF STRUCTURE: 896 Sq. Ft.

[10] EST. COST OF CONST.: $2,000

[6] USE OF BUILDING: REST. ZONE X-20

[11] SPECIAL FLOOD HAZARD AREA: ✓ YES ___ NO

Special Conditions: No construction allowed over any easements.
MUST CUMPLY WITH ALL COUNTY SETBACKS & REGULATIONS
SETBACKS FRONT:25' REAR:15' SIDES:6'
MIN. ELEV. ABOVE NATURAL GROUND 18"

Prepared by — Date: 4/29/13

Approved by — Date: 4/23/13

Signature of Owner or Applicant — Date: 4/29/13

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0375 C Pct: 0

Community No.: 480334

Certification of Elevation
Required: ___ YES ✓ NO ___ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

COPIAS

2185579

THE STATE OF TEXAS

KNOWN ALL MEN BY THESE PRESENTS

COUNTY OF HIDALGO

WARRANTY DEED

Grantor: Miguel Rodriguez

Grantor's Mailing Address: 4502 S. Stewart Rd.
San Juan, TX 78589

Grantee: Martha Delgado

Grantee's Mailing Address:
8260 Mateo Escobar
Monte Alto, TX 78538

Property: .
Tract 1: LOTS 11 AND 12 , BLOCK 28, TOWNSITE OF ROLLO, AS PER MAP THEREOF RECORDED IN VOLUME 1271, PAGE 118, DEED RECORDS OF HIDALGO COUNTY, TEXAS.

Easement, right of way, reservations, restrictions, if any of record. Gas and Oil, if any of record. SAVE AND EXCEPT any oil, gas and minerals, if any of record.

Miguel Rodriguez TX DL# 01987326 (Seller)

Martha Delgado
Martha Delgado, Consular ID Card # 6882217 (Buyer)

COUNTY OF HIDALGO
STATE OF TEXAS

On this the 7th day of March 2011, on this day personally appeared Miguel Rodriguez, Seller and Martha Delgado, purchaser known to me to be the person (s) who executed the within instrument and acknowledged that they executed that same for the purposes therein contained.

Leticia E. Rodriguez
Printed Name of Notary

My Commission Expires: September 29, 2013.

NOTARY PUBLIC STATE OF TEXAS
LETICIA E RODRIGUEZ
My Commission Expires
September 29, 2013

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
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Edinburg, Texas 78542
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Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 1-10061

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		
Date Approved:	/ /	/ /

Name: Juan Sanchez

Address: 2024 Loma Verde
San Juan
TX. 78589

Phone: 956/460-1703

Water Supplier: NAWSC

Utility Provider: [ ]M.V.E.C. [ ] AEP

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Hidalgo Acres #3 lot #C4 ,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

Yes A plat has been prepared;

Yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 11-30-2004);

Yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Gilbert Pecina);

No an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by);

Yes individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by);

yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by);

Planning Department Authorized Signature | Hidalgo County Judge | Date

ATTEST: _____
Hidalgo County Clerk | Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
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Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct ① 2 3 4

Application No: 1-10061

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Juan Sanchez

Address: 2024 Loma Verde St.
San Juan TX. 78589

Phone: (956) 460-1703

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Hillsache Acres #3 lot # C4

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

Juan Sanchez — Requesting Party (Signature)
4-24-13 — Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
__✓__ Other (describe) permit

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

4/24/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
1-10061
Apr. 24, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1902 JOE STEPHENS WESLACO TX 78596
TEL 968-4724 FAX 447-8612

H5210-03-000-00C4-00

[1] OWNER: SANCHEZ, JUAN

2024 LOMA VERDE
SAN JUAN, TX 78589
Telephone No. 460-1703

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: MOBILE HOMES
44-MOBILE HOMES

[5] SIZE OF STRUCTURE: 770 Sq. Ft.

[6] USE OF BUILDING: RES. ZONE C-44

[7] LEGAL DESC./NAME OF SUBDIVISION
HUISACHE ACRES #3 Lot C4

LOCATION: 0 SIOUX & HUTTO RD.

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $3,500

[11] SPECIAL FLOOD HAZARD AREA: ____YES
____NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL COUNTY SETBACKS & REG.
FRONT 30' REAR 25' SIDES 6' FINISH FLOOR ELEV.
18" AOBVE CENTERLINE OF STREET

Gilbert Perina — Prepared by — 4/24/13 Date

Jonathan Isidro — Approved by — 4/18/13 Date

X Juan Sanchez — Signature of Owner or Applicant — 4-24-13 Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0425C Pct: 1

Community No.: 480334

Certification of Elevation
Required: ____ YES ✓ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

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I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

DEED OF TRUST

COPY

Date: October 27, 2008

Grantor: Juan Sanchez
Grantor's Mailing Address:
2024 Loma Verde
San Juan, Texas 78589
Hidalgo County, Texas

Trustee: Robert Geissler
Trustee's Mailing Address (including county):
323 Nolana
McAllen, Texas 78504
Hidalgo County, Texas

Beneficiary: RHTJ Properties, Ltd., a Texas Limited Partnership

Beneficiary's Mailing Address:

P.O. Box 1221
Weslaco, Texas 78599

Note:

Date:	October 27, 2008
Amount:	Twenty-Six Thousand Five Hundred and 0/100 Dollars ($26,500.00)
Maker:	Juan Sanchez

Payee: RHTJ Properties, Ltd., a Texas Limited Partnership

Property (including any improvements):

Lot C4, Huisache Acres No. 3 Subdivision, Hidalgo County, Texas, as shown by the map or plat thereof recorded in Volume 46, Pages 173-174, Map Records of Hidalgo County, Texas

Other Exceptions to Conveyance and Warranty:

1. Collateral Transfer of Notes and Liens dated May 25, 2007 between RHTJ Properties, Ltd. and Rio Bank, filed for record in the Office of the County Clerk of Hidalgo County, Texas under Clerk's File Number 1767407, securing payment of a promissory note in the amount of $2,080,000.00;
2. Visible and apparent easements on or across the subject property;
3. Rights of parties in possession;
4. Easements, rights-of-way, and prescriptive rights, whether of record or not;
5. All recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property;
6. Rights of adjoining owners in any walls and fences situated on a common boundary;
7. Any discrepancies, conflicts, or shortages an area or boundary lines;
8. Any encroachments or overlapping of improvements;
9. All rights, obligations, and other matters emanating from and existing by reason of the creation, establishment, maintenance, and operation of any Water Improvement District, Irrigation District, or other applicable governmental district, agency, or authority;
10. Taxes for the current year and subsequent years, and subsequent assessments for prior years due to change in land usage or ownership;
11. The prior reservation or conveyance of all oil, gas, and other minerals previously reserved or conveyed by any parties having the right to do so;

The debt evidenced by the Note is in part payment of the purchase price of the property; the debt is secured both by this Deed of Trust and by a Vendor's Lien on the property, which is expressly retained in a deed to Grantor of even date. This deed of trust does not waive the vendor's lien, and the two liens and the rights created by this instrument shall be cumulative. Beneficiary may elect to foreclose under either of the liens without waiving the other or may foreclose under both. The deed is incorporated into this deed of trust.

13. Due on Sale. In the event that a sale or conveyance is made of all or any portion of the Property without the prior written consent of Beneficiary to said sale, then Beneficiary may at its election accelerate the maturity of the note and demand full payment of the balance of all principal and interest remaining due thereon. If Beneficiary exercises this option, Beneficiary shall give Grantor notice of acceleration. The notice shall provide a period of not less than 20 days from the date the notice is given within which Grantor must pay all sums secured by this Deed of Trust. If Grantor fails to pay these sums prior to the expiration of this period, Beneficiary may invoke any remedies permitted by this Deed of Trust without further notice or demand on Grantor.

14. Notices. All notices given by Grantor or Beneficiary in connection with this Deed of Trust must be in writing. Any notice to Grantor in connection with this Deed of Trust shall be deemed to have been given to Grantor when mailed by first class mail or when actually delivered to Grantor's notice address if sent by other means. Notice to any one Grantor shall constitute notice to all Grantors unless Applicable Law expressly requires otherwise. The notice address shall be Grantor's Mailing Address unless Grantor has designated a substitute notice address by notice to Beneficiary. Grantor shall promptly notify Beneficiary of Grantor' s change of address. If Beneficiary specifies a procedure for reporting Grantor's change of address, then Grantor shall only report a change of address through that specified procedure. There may be only one designated notice address under this Deed of Trust at any one time. Any notice to Beneficiary shall be given by delivering it or by mailing it by first class mail to Beneficiary's address stated herein unless Beneficiary has designated another address by notice to Grantor. Any notice in connection with this Deed of Trust shall not be deemed to have been given to Beneficiary until actually received by Beneficiary. If any notice required by this Deed of Trust is also required under Applicable Law, the Applicable Law requirement will satisfy the corresponding requirement under this Deed of Trust.

15. Tax and Insurance Reserve. Upon the written request of Beneficiary in Beneficiary's sole discretion at any time, Grantor agrees to create a fund or reserve for the payment of all insurance premium and/or taxes and assessments against or affecting the Property by paying to Beneficiary, with each installment payment under the Note prior to the maturity of the Note, a sum equal to: (i) the amount authorized to be escrowed under applicable federal law; or, if no federal law is applicable to maintaining escrow accounts with respect to the Property, (ii) (a) premiums that will next become due and payable on the hazard insurance policies covering the Property, or any part thereof, (b) plus, if Beneficiary so requests, taxes and assessments next due on the Property, or any part thereof, as estimated by Beneficiary, (c) plus, if Beneficiary so requests, all sums previously advanced by Beneficiary for taxes and/or insurance on the Property, (d) less all sums paid previously to Beneficiary therefor, divided by the number of installment payments to be made before one month prior to the date when such premiums, taxes and/or assessments will become delinquent; such sums to be held by Beneficiary, without interest, unless interest is required by applicable law, for the purpose of paying such premiums, taxes and/or assessments. Any excess reserve shall be handled as required by applicable federal law, or if federal law does not govern the disposition of such excess reserve, then at the discretion of Beneficiary, such excess reserve will be credited by Beneficiary on subsequent reserve payments or subsequent payments to be made on the note. Any deficiency shall be paid by Grantor to Beneficiary as required by applicable federal law, or if federal law does not apply to maintaining escrow accounts with respect the Property, before one month prior to the date when such premiums, taxes and assessments shall become delinquent. Unless prohibited by federal law, transfer of legal title to the Property shall automatically transfer the interest of Grantor in all sums deposited with Beneficiary under the provisions hereof or otherwise.

When the text requires, singular nouns and pronouns include the plural.

BY SIGNING BELOW, Grantor accepts and agrees to the terms and covenants contained in this Deed of Trust.

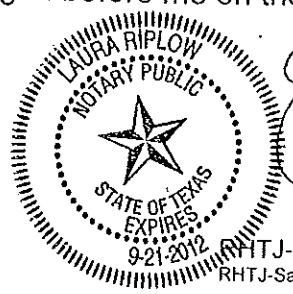
Juan Sanchez

Juan Sanchez

(Acknowledgment)

ate of Texas
ounty of Hidalgo

This instrument was acknowledged before me on the 27th day of October, 2008, by Juan Sanchez.



Notary Public, State of Texas

AFTER RECORDING RETURN TO:

RHTJ Properties, Ltd.
P.O. Box 1221
Weslaco, Texas 78599

RHTJ-Sanchez-C4H3
RHTJ-Sanchez-C4H3.wpd

Software by
ReMerge-It, LLC
(956)630-9401
Sales@Remerge-It.com

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

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956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct ① 2 3 4

Application No: I-8106

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		
Date Approved:	/ /	/ /

Name: RAUL GAMEZ

Address: 681 ½ DAWSON RD. MERCEDES, TX. 78570

Phone: 956-472-1403

Water Supplier: MAUSC

Utility Provider: [ ]M.V.E.C. [ ] AEP

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Chapa #3 Blk #2 lot #3,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

Yes A plat has been prepared;

Yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 5-17-1980);

Yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Gilbert Pena);

No an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by _____);

Yes individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by _____);

Yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by _____);

_____ _____ _____

Planning Department Authorized Signature **Hidalgo County Judge** **Date**

ATTEST: _____ _____

Hidalgo County Clerk **Date**

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct (1) 2 3 4

Application No: 1-8106

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: RAUL GOMEZ

Address: 681 ½ DAWSON RD.
MERCEDES, TX. 78570

Phone: 956-472-1403

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Chapa #3 blk #2 lot #3

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

Raul Gomez
Requesting Party (Signature)

4-30-13
Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
__✓__ Other (describe) permit

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

4/30/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO: 1-8106
Jun. 7, 2011

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1902 JOE STEPHENS WESLACO TX 78596
TEL 968-4724 FAX 447-8612

C2950-03-002-0003-00

[1] OWNER: GAMEZ, RAUL
RR 4 BOX 577

WESLACO TX 78596-9801
Telephone No. 472-1403

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: MOBILE HOMES
44-MOBILE HOMES

[5] SIZE OF STRUCTURE: 840 Sq. Ft.

[6] USE OF BUILDING: RES.ZONE-X

[7] LEGAL DESC./NAME OF SUBDIVISION
CHAPA #3 BLK 2 LOT 3

LOCATION: 0 FM 88 & MILE 12 1/2

[8] SEWAGE: INSTA

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $7,000

[11] SPECIAL FLOOD HAZARD AREA: ___ YES ✓ NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS & SETBACKS
FRONT 25' SIDE'S 6' REAR 15' FINISH FLOOR OF ELEV,
18" CENTER OF STREET.

Abel C. Castillo — Prepared by — 6-07-11 — Date

Approved by — Date

Jonathan Delacruz — 6-01-11

✓ Raul Gamez — Signature of Owner or Applicant — 6-7-11 — Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0150 C
Pct: 1
Community No.: 480334

Certification of Elevation Required: ___ YES ✓ NO ___ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

The State of Texas, } **Know All Men by These Presents:**
County of HIDALGO

120359

OFFICIAL RECORDS

That CASIMIRO CHAPA

of the County of HIDALGO State of TEXAS for and in consideration

of the sum of Ten Dollars and no/100ths ($10.00) ----------

---------- DOLLARS

to me in hand paid by RAUL GAMEZ, the receipt of which is hereby acknowledged and confessed;

have Granted, Sold and Conveyed, and by these presents do Grant, Sell and Convey unto the said

RAUL GAMEZ
Rt.1 Box 509-H.
Weslaco, TEXAS 78596

of the County of HIDALGO State of TEXAS all that certain

ALL OF LOT NO. 3, BLOCK 2, OF CHAPA SUBDIVISION NO. 3. HIDALGO COUNTY, TEXAS.

SAVE AND EXCEPT FOR ALL OIL, GAS AND OTHER MINERALS WHICH ARE HEREBY RESERVED.

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said RAUL GAMEZ, his heirs and assigns forever and I do hereby bind myself, my heirs, executors and administrators, to Warrant and Forever Defend, all and singular the said premises unto the said RAUL GAMEZ, his heirs and assigns, against every person whomsoever lawfully claiming, or to claim the same, or any part thereof.

WITNESS my hand at this 24th day of June, 1989.

Witnesses at Request of Grantor:

CASIMIRO CHAPA

for $110 VOL 3113

Mailing address of grantee:

Name: RAUL GAMEZ
Address: Rt. 1 Box 509-B.
Weslaco, Texas 78596

VOL. 2776 PAGE 383

(Acknowledgment)

STATE OF TEXAS
COUNTY OF HIDALGO

This instrument was acknowledged before me on the 24th day of June, , 19 89,
by
CASIMIRO CHAPA

My commission expires: 07-20-91

Maria Graciela Chapa
Notary Public, State of Texas
Notary's printed name: MARIA GRACIELA CHAPA
NOTARY PUBLIC
~~HIDALGO COUNTY~~, TEXAS

(Acknowledgment)

STATE OF TEXAS
COUNTY OF

This instrument was acknowledged before me on the day of , 19 ,
by

My commission expires:

Notary Public, State of Texas
Notary's printed name:

(Acknowledgment)

STATE OF TEXAS
COUNTY OF

This instrument was acknowledged before me on the day of , 19 ,
by

My commission expires:

Notary Public, State of Texas
Notary's printed name:

126

Warranty Deed

FROM #919
CASIMIRO CHAPA
P.O. Box 26
Weslaco, Texas 78596

TO
RAUL GAMEZ
Rt. 1 Box 509-B.
Weslaco, Texas 78596

FILED FOR RECORD
This ... day of ... A.D. 19 ... at ... o'clock ... M.
... County Clerk.
By ... Deputy

RECORDED
... A.D. 19 ...
In ... County Records
In Book ..., on Page ...
... County Clerk.
By ... Deputy
Recording Fee $ ...
This instrument should be filed immediately with the County Clerk for record.

WHEN RECORDED RETURN TO
RAUL GAMEZ
Rt. 1 Box 509-B.
Weslaco, Texas 78596

The Odee Company, Dallas, TX 75238

	PLANNING DEPT. PCTS 2 & 4 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	Jorge Marin	4-12357
2.	Jose M. Elizondo	4-11573
3.	Juan A. Alaniz C/O Andrew Carlos Ortiz	4-12355
	COMM. COURT: May 7, 2013	

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 (4)

Application No: 4-12357

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:	Elect.	Sewer
Date Approved:	4/29/13	4/29/13

Name: Jorge A. Marin

Address: 304 S. 85 st
Edinburg TX 78542

Phone: 956 358 8891

Water Supplier: ~~WWS~~ N/A

Utility Provider: [ ]M.V.E.C. [✓]AEP

Account/ESI No.: 10032789496010162

[✓]Temporary Pole [ ] Permanent Service

regarding the land described as: ~~frame house~~ Colonia Tejana Lot #41,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

yes A plat has been prepared;

yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 03/08/82);

yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Maria Cerda);

YES an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by);

NO individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by);

yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Maria Cerda);

Planning Department Authorized Signature — Hidalgo County Judge — Date

ATTEST: _____ Hidalgo County Clerk — Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: _____

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Jorge A Marin

Address: 304 S. 85 S.
Edinburg TX 78542

Phone: 956 758 8291

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

lot 41 sub col. Tejana

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

Jorge A Marin
Requesting Party (Signature)

4-29-13
Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
_____ Other (describe) PMT

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

05/01/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
4-12357
Apr. 29, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1304 S. 25th Ave EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

C7730-00-000-0041-00

[1] OWNER: MARIN, JORGE ANSELMO & MARIA MAGDALENA
304 S. 85 ST.
EDINBURG, TX 78539-8669
Telephone No. 383-8291

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: NEW RESIDENCE
01- RESIDENTIAL NEW SINGLE DWELLING

[5] SIZE OF STRUCTURE: 1,080 Sq. Ft.

[6] USE OF BUILDING: RES.ZONE-X

[7] LEGAL DESC./NAME OF SUBDIVISION
COLONIA TEJANA LOT 41

LOCATION: 0 107 & VALVERDE

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $16,000

[11] SPECIAL FLOOD HAZARD AREA: ___ YES ✓ NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS & SETBACKS
FRONT 25' SIDE'S 6' REAR 20' FINISH FLOOR OF ELEV.
18" FROM STREET.

Raul Carrillo — Prepared by — 4/29/13 Date

Rudy Rios — Approved by — 4/22/13 Date

X Jorge A. Marin — Signature of Owner or Applicant — 4-29-13 Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT $30.00

Light [X] Water [X]

Flood Zone: NO 0325 D.
Panel No. /Suffix: ____ Pct: 4
Community No.: 480334

Certification of Elevation
Required: ___ YES ✓ NO ___ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Charge to VLTC
GF: 124,553

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER 'S LICENSE NUMBER.

WARRANTY DEED

Date: April 26, 2011

Grantor: JORGE LEAL, joined herein proforma by his wife, KAYLA LEAL

Grantor's Mailing Address (including county): 304 S. 85th St.
Edinburg, Hidalgo County, Texas 78539

Grantee: JORGE ANSELMO MARIN AND WIFE, MARIA MAGDALENA ANSELMO

Grantee's Mailing Address (including county): 312 S. 85th St.
Edinburg, Hidalgo County, Texas 78539

Consideration: Ten and NO/100 Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged

Property (including any improvements):

All of Lot 41, COLONIA TEJANA, Hidalgo County, Texas, according to the map recorded in Volume 22, Page 114, Map Records in the Office of the County Clerk of Hidalgo County, Texas, reference to which is here made for all purposes.

Reservations from Conveyance: For Grantor and Grantor's heirs and assigns forever, a reservation of all oil, gas, and other minerals in and under and that may be produced from the Property. If the mineral estate is subject to existing production or an existing lease, this reservation includes the production, the lease, and all benefits from it.

For Grantor and Grantor's heirs,and assigns a reservation of the ownership of a mobile home located on the Property. Grantor shall have up to seven (7) months to remove the home from the Property.

Exceptions to Conveyance and Warranty: To the extent they validly exist:

1. Statutory easements, rules, regulations and rights in favor of Hidalgo County Irrigation District No. 1.
2. Roadways and utility easements as shown on the map of Colonia Tejana, recorded in Volume 22, Page 114, Map Records of Hidalgo County, Texas.
3. Right of way easement in favor of Southwestern Bell Telephone Company as shown by instrument recorded in Volume 673, page 400, Deed Records of Hidalgo County, Texas.
4. Water Service Agreement in favor of North Alamo Water Supply Corporation as shown by instrument dated October 22, 1985, recorded in Volume 2213, Page 441, Official Records of Hidalgo County, Texas.
5. Terms, stipulations and conditions contained in Oil, Gas and Mineral Lease dated May 16, 1951, recorded in Volume 116, Page 417, and dated January 19, 1955, recorded in Volume 166, page 116, both in the Oil and Gas Records of Hidalgo County, Texas.
6. Terms, stipulations and conditions contained in Oil, Gas and Mineral Lease executed by Randy Hanshaw to Ventex Oil & Gas, Inc., dated August 17, 2004, filed March 14, 2005 under Document Number 1446259, Official Records of Hidalgo County, Texas.
7. Mineral and/or royalty reservation contained in deed dated February 12, 1982, recorded in Volume 1769, Page 456, Deed Records of Hidalgo County, Texas.
8. Reservation of all Geothermal energy as contained in deed dated February 1, 1999, filed February 1, 1999 under Document Number 745055; filed November 19, 2002 under Document Number 1141869; filed February 20, 2003 under Document Number 1172906 and filed February 3, 2005 under Document Number 1431740, Official Records of Hidalgo County, Texas.
9. Terms, stipulations and conditions contained in instrument executed by Hidalgo County Irrigation District No. 1 dated April 11, 2000, filed April 12, 2000 under Document Number 863154, Official Records of Hidalgo County, Texas.
10. Any portion of the property described herein within the limits or boundaries of any public or private roadway and/or highway.

11. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the land.

12. Standby fees, taxes and assessments by any taxing authority for the year 2011, the payment of which Grantee assumes.

13. Rights of tenant pursuant to an oral lease agreement.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

When the context requires, singular nouns and pronouns include the plural.

JORGE LEAL

KAYLA LEAL

STATE OF TEXAS

COUNTY OF HIDALGO

This instrument was acknowledged before me on April 27th, 2011 by JORGE LEAL.

PATRICIA GALINDO
Notary Public
STATE OF TEXAS
My Comm. Exp. 03-22-2014

NOTARY PUBLIC - STATE OF TEXAS

STATE OF TEXAS

COUNTY OF HIDALGO

This instrument was acknowledged before me on April 26, 2011 by KAYLA LEAL.

JUANA E. RAMIREZ
Notary Public
STATE OF TEXAS
My Comm. Exp. 12-13-2013

NOTARY PUBLIC - STATE OF TEXAS

AFTER RECORDING RETURN TO :
JORGE ANSELMO MARIN&
MARIA MAGDALENA ANSELMO
312 S. 85th St.
Edinburg, Texas 78539

PREPARED IN THE LAW OFFICE OF:
L.G. 'JERRY' CANALES
217 W. Cano
Edinburg, Texas 78539
File No.: 124553

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 (4)

Application No: 4-11573

05-23-12

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Name: Jose M Elizondo

Address: 15816 Hendrix Dr
Edinburg, Tx
78541

Phone: 956-219-9607

	Temporary Service	Final Service
Approved by Environmental Health:		
	Authorized Signature	Authorized Signature
Inspection/Permit No:		49449
Date Approved:	/ /	4/26/13

Water Supplier: North Alamo Water Supply

Utility Provider: [ ]M.V.E.C. [ ] AEP

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Under Construction (Home) Rincon De Encinos #5 Lot #53

on April 16, 2013, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

Yes A plat has been prepared;

Yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 11-09-99)

Yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Maria Gerl);

NO an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by 4-26-13 Ruben Hernandez);

yes individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by 4-26-13 Ruben Hernandez);

Yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Maria Gerl);

Planning Department Authorized Signature — Hidalgo County Judge — Date

ATTEST: Hidalgo County Clerk — Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 4-11573

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Jose M Elizondo

Address: 15816 Hendrix Dr
Edinburg, Tx 78541

Phone: (956) 219-9607

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Rincon De Encinos #5 Lot #53

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
✓ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

Requesting Party (Signature) — Date: 04-16-13

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

✓ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
✓ Other (describe) PMT

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

05/01/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO: 4-11573
May. 23, 2012

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1304 S. 25th Ave EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

R2845-05-000-0053-00

[1] OWNER: ELIZONDO, JOSE & LIZETTE T.

2404 BENITO A. RAMIREZ
EDINBURG, TX 78539
Telephone No. 219-8989

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: NEW RESIDENCE
25- RESIDENTIAL NEW SINGLE DWELLING

[5] SIZE OF STRUCTURE: 1,500 Sq. Ft.

[6] USE OF BUILDING: RES.ZONE.AE

[7] LEGAL DESC./NAME OF SUBDIVISION
RINCON DE ENCINOS #5 LOT 53

8/18/05NW/F

LOCATION: 0 M CRISTO N 3RD

[8] SEWAGE: INSTA

[9] CONSTRUCTION TYPE: BLOC

[10] EST. COST OF CONST.: $4,800

[11] SPECIAL FLOOD HAZARD AREA: ___YES ___NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS AS PER COUNTY STATE CITY FEMA & SETBACK. FRONT 25' SIDE 7' REAR 40'. ELEVATION AS PER FEMA.

Prepared by — Date: 05-23-12

X Rodolfo Ruiz — Approved by — Date: 05-21-12

X Lizette T — Signature of Owner or Applicant — Date: 5-23-12

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$30.00**

Light [ ] Water [ ]

Flood Zone: MI
Panel No. /Suffix: 0325 D Pct: 4
Community No.: 480334

Certification of Elevation Required: ___YES ___NO ___BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SPECIAL WARRANTY DEED WITH VENDOR'S LIEN

Date: February 1, 2012

Grantor: TOM GASTON

COPY

Grantor's Mailing Address: (including county)

P. O. Box 2428
Edinburg, Texas 78540
Hidalgo County, Texas

Grantee: JOSE ELIZONDO AND LIZETTE TREVINO
First Grantee's Social Security Number: on file
Second Grantee's Social Security Number: on file
Grantee's Home Phone Number:
Grantee's Work Phone Number:
Grantee's Mailing Address (including county):

2404 Benito A. Ramirez
Edinburg, Texas 78542
Hidalgo County, Texas

Consideration: Ten Dollars and other valuable consideration paid by Grantee to Grantor, the receipt of which is hereby acknowledged, and the further consideration of a note of even date that is in the principal amount of Twenty Six Thousand Five Hundred and 00/100 Dollars ($26,500.00), and is executed by Grantee, payable to the order of Grantor (the "Purchase Note"). The Purchase Note is secured by a vendor's lien retained in this deed and by a deed of trust of even date to Dennis E. Hendrix, Trustee.

Property (including any improvements):

Lot(s) 53, Rincon De Encinos Subdivision No. 5, Hidalgo County, Texas, according to the map recorded in Volume 53, Page 135-137, Map Records in the office of the County Clerk of Hidalgo County, Texas, reference to which is here made for all purposes

Reservations from and Exceptions to Conveyance and Warranty:

1. Visible and apparent easements on or across the subject property;
2. Rights of parties in possession;
3. Easements, rights-of-way, and prescriptive rights, whether of record or not:
4. All recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property;.
5. Rights of adjoining owners in any walls and fences situated on a common boundary;
6. Any discrepancies, conflicts, or shortages on area or boundary lines;
7. Any encroachments or overlapping of improvements;

8. All rights, obligations, and other matters emanating from and existing by reason of the creation, establishment, maintenance, and operation of any Water Improvement District, Irrigation District, or other applicable governmental district, agency, or authority;
9. Taxes for the current year and subsequent years, and subsequent assessments for prior years due to change in land usage or ownership;
10. The prior reservation or conveyance of all oil, gas, and other minerals previously reserved or conveyed by any parties having the right to do so.

SAVE AND EXCEPT, and there is hereby reserved unto Grantor, Grantor's successors and assigns, all oil, gas, and other minerals in, on, or under, or that may be produced from the Property, together with the right of ingress and egress at all times for the purpose of mining, drilling, exploring, operating, and developing said Property for oil, gas, and/or other minerals and removing the same therefrom.

Grantor, for the consideration and subject to the reservations from, and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the Property, together with all the singular and rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors. Administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to warranty, when the claim is by, through, or under Grantor, but not otherwise.

By the acceptance of this Deed, Grantee is taking the Property "as is", "where is" and "with all faults", and without any representations or warranties whatsoever, express or implied, written or oral, it being the intention of Grantor and Grantee to expressly negate and exclude all representations and warranties, including but not limited to (i) the physical condition of the property or any element thereof, including, without limitation, warranties related to suitability for habitation, merchantability or fitness for a particular purpose; (ii) the nature or quality of construction, structural design and engineering of any improvement; (iii) the quality of the labor and materials included in any improvements; (iv) the soil condition; drainage or other conditions existing at the property with respect to any particular purpose, developmental potential or otherwise; (v) all warranties created by any affirmation of fact or promise or by any description of the property; and (vi) all other warranties and representations whatsoever, except the warranty of title expressly set forth herein.

The vendor's lien against and superior title to the property are retained until the Purchase Note is fully paid according to its terms, at which time this deed shall become absolute.

When the content, requires, singular nouns and pronouns include the plural.

TOM GASTON

(Acknowledgment)

State of Texas
County of Hidalgo
This instrument was acknowledged before me on the 1st day of February, 2012, by TOM GASTON.

IMELDA ZAVALA
Notary Public
STATE OF TEXAS
My Comm. Exp. 09-18-2015

Notary Public, State of Texas

AFTER RECORDING RETURN TO:

SALESPERSON: TOM GASTON

TOM GASTON
P. O. BOX 2428
EDINBURG, TEXAS 78540

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 4 12355
04-29-13

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of: Juan A. Alcala

C/O Name: Andrew Carlos Ortiz

Address: 13508 Bennetta Circle Edcouch tx 78538

Phone: (956) 329-0197

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:	Elect. Only	
Date Approved:	4/29/13	/ /

Water Supplier: —

Utility Provider: [ ] M.V.E.C. [✓] AEP

Account/ESI No.: 945-52152806

[ ] Temporary Pole [✓] Permanent Service

☑ Mobile Home

regarding the land described as: Eyleman Est. Lot 17,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

Yes A plat has been prepared;

Yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 05-14-87);

Yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Maria Cook);

NO an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by _____);

YES individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by _____);

Yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Maria Cook);

Planning Department Authorized Signature

Hidalgo County Judge — Date

ATTEST: _____
Hidalgo County Clerk — Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

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1304 South 25th Street
Edinburg, Texas 78542
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2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 (4)

Application No: 4-12355

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST: Juan A. Alaniz

C/O Name: Andrew Carlos Ortiz

Address: 13508 Bennett Circle
Edcouch tx 78538

Phone: (956) 329-0197

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Engleman Est. Lot #17

STATUS OF PERSON OR ENTITY MAKING REQUEST:

____ Subdivider
____ Owner of lot in subdivision
__X__ Resident of lot in a subdivision
____ Entity that provides utility service

Juan A Alaniz
C/O Andrew Carlos Ortiz — 4-30-13
Requesting Party (Signature) — Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__X__ Deed
____ Executory Contract
____ Lease
____ Rent Receipt
____ Affidavit
__X__ Other (describe) PMT 4-12355

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

04/30/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
4-12355
Apr. 29, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1304 S. 25th Ave EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

E6450-00-000-0017-00

[1] OWNER: ALANIZ, JUAN ANTONIO

1836 MOUNTAIN
ALAMO, TX. 78516
Telephone No. 533-9978

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: MOBILE HOMES
44- MOBILE HOMES

[5] SIZE OF STRUCTURE: 840 Sq. Ft.

[6] USE OF BUILDING: RESIDENTIAL- MOBILE HOME

[7] LEGAL DESC./NAME OF SUBDIVISION
ENGLEMAN ESTATES LOT 17

LOCATION: 0 W. 43 & MILE 19

[8] SEWAGE: INSTA

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $5,000

[11] SPECIAL FLOOD HAZARD AREA: ____YES
____ NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY WITH ALL COUNTY,STATE,CITY,FEMA
REGULATIONS FRONT-25' REAR-15' SIDES-6'

Rodolfo Ruiz — Prepared by — 4-29-13 Date

Rodolfo Ruiz — Approved by — 4-29-13 Date

Signature of Owner or Applicant — 4-29-13 Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$60.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 48033 X Pct: 4

Community No.: 0350 -C

Certification of Elevation
Required: ✓ YES ____ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME, AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

1959939

Above Space Reserved for Recording
[If required by your jurisdiction, list above the name & address of: 1) where to return this form; 2) preparer; 3) party requesting recording.]

Quitclaim Deed

Date of this Document: January 2, 2009

Reference Number of Any Related Documents: 475764

Grantor:

Name: Diana Aracely Adams
Street Address: 1501 Lookout
City/State/Zip: Edinburg, TX 78541

Grantee:

Name: Juan Antonio Alanis
Street Address: 3313 Yvonne St.
City/State/Zip: Edinburg, TX 78541

Abbreviated Legal Description (i.e., lot, block, plat *or* section, township, range, quarter/quarter *or* unit, building and condo name): Engleman Estates, lot#17, Hidalgo County, Edinburg, TX

Assessor's Property Tax Parcel/Account Number(s): _____

THIS QUITCLAIM DEED, executed this 2nd day of January, 2009, by first party, Grantor, Diana Aracely Adams, whose mailing address is 1501 Lookout, Edinburg, Texas, 78541, to second party, Grantee, Juan Antonio Alanis, whose mailing address is 3313 Yvonne St., Edinburg, TX 78541.

WITNESSETH that the said first party, for good consideration and for the sum of one hundred Dollars ($100.00) paid by the said second party, the receipt whereof is hereby acknowledged, does hereby remise, release and quitclaim unto the said second party forever, all the right, title, interest and claim,

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which the said first party has in and to the following described parcel of land, and improvements and appurtenances thereto in the County of Hidalgo, State of Texas to wit: _____

IN WITNESS WHEREOF, the said first party has signed and sealed these presents the day and year first written above. Signed, sealed and delivered in the presence of:

Signature of Witness: Julia López
Print Name of Witness: Julia López

Signature of Witness: Adriana Garza
Print Name of Witness: Adriana A Garza

Signature of Grantor: Diana Adam
Print Name of Grantor: Diana Aracely Adams.

State of Texas)
County of Hidalgo)

On Jan 01, 2009, before me, Carmen Cantu.
appeared Diana Aracely Adams., personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Carmen Cantu
Signature of Notary

CARMEN CANTU NOTARY PUBLIC STATE OF TEXAS EXPIRES 6-8-2012

Affiant ____ Known ✓ Produced ID
Type of ID TX DL. 12491364
(Seal)

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LF298-1 • Rev. 05/05

	PLANNING DEPT. PCT 3 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	RUBEN F. RIVERA	3-12796
2.	MAGALI ALMARAZ	3-13528
3.	BECKY ORTIZ	3-13622
4.		
5.		
6.		
7.		
	COMM. COURT: MAY 7, 2013	

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
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956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 (3) 4

Application No: 3-12RC
8/17/12

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

	Approved by Environmental Health:	Temporary Service	Final Service
			Magnolia Ontiveros
		Authorized Signature	Authorized Signature
	Inspection/Permit No:		Sewer
	Date Approved:	/ /	4/17/13

Name: Ruben Fortunato Rivera

Address: 7514 Squire Lane
Mission TX
78574

Phone: 956-664-1766

Water Supplier: Mud #1

Utility Provider: [ ]M.V.E.C. [✓]AEP

Account/ESI No.: 10032789231198 17

[ ] Temporary Pole [✓] Permanent Service

regarding the land described as: Squire Est. Lot #23,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

yes A plat has been prepared;

yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 5/16/1995);

yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Humberto Cerron);

yes an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by Humberto Cerron);

no individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by Humberto Cerron);

yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Humberto Cerron);

Planning Department Authorized Signature

Hidalgo County Judge

Date

ATTEST: _____
Hidalgo County Clerk

Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

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956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 (3) 4

Application No: 3-12796

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Ruben Fortunato Rivera

Address: Squire Lane

Mcallen Tx 78574

Phone: 956-648-1764

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Squire Est Lot #23

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

Requesting Party (Signature)

Date 4/24/13

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
__✓__ Other (describe) Copy of grant

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

4/24/13
Date

County Official

NOTICE CONFIDENTIALLY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

WARRANTY DEED

Date: December 21, 2009 2068066

Grantor: **Jesus Flores and wife, Maria C. Flores**

Grantor's Mailing Address (including county): 9501 Intervale St.
Houston, TX 77075
Harris County, Texas

Grantee: **Ruben Fortunato Rivera**

Grantee's Mailing Address (including county): 2901 N. 32nd Apt 4
McAllen, TX 78501
Hidalgo County, Texas

Consideration: TEN AND NO/100THS ($10.00) DOLLARS, and other good and valuable consideration.

The receipt and sufficiency of which is hereby acknowledged, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell, convey and confirm, unto the grantee(s), his heirs and assigns forever, all the real property, together with improvements, if any, situate, lying and being in the **COUNTY OF HIDALGO, STATE OF TEXAS,** described as follows:

Property (including any improvements):

Lot Twenty-Three (23), Squire Estates Subdivision, being a subdivision of a 22.44 acre tract of land out of Tract 384, Los Ejidos de Reynosa Viejo Grant, Hidalgo County, Texas, according to the map or plat of said Squire Estates Subdivision, recorded in Volume 28, Page 62, Map Records of Hidalgo County, Texas.

Reservations from and Exceptions to conveyance and warranty:

SUBJECT TO:

1. All oil and gas leases of record, if any.
2. Rights, rules, regulations and easements in favor of any water district in which the subject property may be located.
3. Building restrictions of record, including declaration of covenants, conditions and restrictions dated March 18, 1993 and filed for record in the Office of the County Clerk of Hidalgo County, Texas on March 19, 1993 as document No. 310978.
4. Easements of record and all visible easements.
5. Taxes for the year 2010 and subsequent years which grantee herein hereby assumes and agrees to pay.

Grantors, for the consideration and subject to the reservations from and exception to conveyances and warranty, grant, sell, and convey to **Grantee** the property, together with all and singular the right and appurtenances thereto in any wise belonging, to have and to hold it to **Grantees, their** heirs, executors, administrators, successors and assigns forever. **Grantors** hereby **bind Grantors** and **Grantors'** heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to **Grantees** and **Grantees'** heirs, executors, administrators and successor and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

The grantor(s) shall and will **WARRANT AND FOREVER DEFEND** the above bargained premises in the quiet and peaceable possession of the grantee(s), heirs and assigns, against all and every person lawfully claiming the whole or any part thereof.

When the context requires, singular nouns and pronouns include the plural.

Chapter 232 Texas LGC Application

APPLICATION NO:
3-12796
Aug. 17, 2012

COUNTY OF HIDALGO
PLANNING DEPARTMENT
PO DRAWER B EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

S5520-00-000-0023-00

[1] OWNER: RIVERA, RUBEN FORTUNATO

2901 N. 32ND APT 4
MCALLEN TX. 78501
Telephone No. 563-3820

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: OTHE

[4] PURPOSE OF APPLICATION: NEW RESIDENCE
01-RESIDENTIAL NEW SINGLE DWELLING
[5] SIZE OF STRUCTURE: 1,192 Sq. Ft.

[6] USE OF BUILDING: NEW HOUSE

[7] LEGAL DESC./NAME OF SUBDIVISION
SQUIRE ESTATES LOT 23
C-01

LOCATION: 0 OLD 83 & SHOWERS RD.

[8] SEWAGE: PUBLI

[9] CONSTRUCTION TYPE: BLOC

[10] EST. COST OF CONST.: $32,000

[11] SPECIAL FLOOD HAZARD AREA: ____YES
__✓__NO

Special Conditions: No construction allowed over any easements.
F 25 WEST SIDE 15 R15 EAST SIDE 6

Prepared by — Date: 8/17/12

Approved by — Date: 8/8/12

Signature of Owner or Applicant — Date: 8/17/12

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0400 c Pct: 3
Community No.: 480334

Certification of Elevation
Required: ____ YES ____ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

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PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 3-13528
4/10/13

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Name: Magali Almaraz

Address: 7815 W Bus 83
Palmview TX
78572

Phone: (956) 599-6446

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		
Date Approved:	/ /	4/24/13

Water Supplier: Mud #1

Utility Provider: [ ] M.V.E.C. [✓] AEP

Account/ESI No.: 10032789497650605

[ ] Temporary Pole [✓] Permanent Service

regarding the land described as: ~~Squires~~ Squire East Lot 162

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

YES A plat has been prepared;

YES A plat has been reviewed and approved by the Commissioners Court; (Date approved 5/16/1995);

YES water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Humberto Cerda);

YES an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by Humberto Cerda);

NO individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by Humberto Cerda);

YES electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Humberto Cerda);

Planning Department Authorized Signature 4/10/13

Hidalgo County Judge _____ Date _____

ATTEST: _____
Hidalgo County Clerk

Date _____

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

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1902 Joe Stephens Ave.
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Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 (3) 4

Application No: 3-13528
4/10/13

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Magali Almaraz

Address: 7815 West Buss 83
Palmview TX 78572

Phone: (956) 599-6446

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

SQuire Est. - Lot 62

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

M Almaraz
Requesting Party (Signature)

4/22/13
Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
__✓__ Other (describe) Copy of plat

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

4/10/13
Date

County Official

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

CONTRACT FOR DEED
(Terms)

Date: March _____, 2013

Seller: ILIANA MORENO
Seller's Mailing Address:

ILIANA MORENO
4805 Sotira St.
Mission, TX 78572
Hidalgo County

Buyer: MAGALI ALMARAZ
Buyer's Mailing Address:

MAGALI ALMARAZ
7815 W. Bus. Hwy. 83
Palmview, TX 78572
Hidalgo County

Property (including any improvements):

Lot 62, SQUIRE ESTATES SUBDIVISION, Hidalgo County, Texas, according to map or plat of said SQUIRE ESTATES SUBDIVISION, recorded in Volume 28, page 62, Map Records, Hidalgo County, Texas

Reservations from and Exceptions to Conveyance and Warranty:

A. Zoning and Building Ordinances in favor of County of Hidalgo.
B. Statutory rights, ruled, regulations, easements and liens in favor of Irrigation District.
C. Easements, or claims of easements, which are not recorded in the public records;
D. Ownership of all oil, gas, and other minerals, and rights of all parties claiming by, through or under said mineral owner(s).
E. Rights of Parties in Possession.

Sale Price: $15,000.00

Down Payment: $5,000.00

Original Principal Balance: $15,000.00

COPY

Annual Interest Rate: 0% (ZERO PERCENT)

Monthly Payments: $500.00 per month are due and payable beginning April 20, 2013 and continuing every 20th of each month until the entire amount of principal is paid in full.

Place for Payment:

CERTIFICATE OF ACKNOWLEDGMENT

STATE OF TEXAS

COUNTY OF HIDALGO

BEFORE ME, Notary Public for the State of Texas, on this day personally appeared **ILIANA MORENO** proved to me through her **Texas Driver's License no. XXXX134** last 3 digits , to be the person whose name is subscribed on the foregoing instrument and acknowledged to me that he executed the same for the purposes and considered therein expressed.

GIVEN under my hand and seal of office this 18th day of March 2013.

ABIGAIL TAPIA
MY COMMISSION EXPIRES
August 31, 2013

Abigail Tapia
Notary Public, State of Texas

CERTIFICATE OF ACKNOWLEDGMENT

STATE OF TEXAS

COUNTY OF HIDALGO

BEFORE ME, Notary Public for the State of Texas, on this day personally appeared **MAGALI ALMARAZ** proved to me through his **Texas Driver's License no. XXXX955** last 3 digits , to be the person whose name is subscribed on the foregoing instrument and acknowledged to me that he executed the same for the purposes and considered therein expressed.

GIVEN under my hand and seal of office this 18th day of March, 2012.

ABIGAIL TAPIA
MY COMMISSION EXPIRES
August 31, 2013

Abigail Tapia
Notary Public, State of Texas

PREPARED IN THE OFFICE OF:
LAW OFFICE OF MAURO L. REYNA, III
P. O. Box 969
Peñitas, Texas 78576
Tel: 956/584-7822
Fax: 956/584-8718

AFTER RECORDING RETURN TO:
LAW OFFICE OF MAURO L. REYNA, III
P. O. Box 969
Peñitas, Texas 78576

Chapter 232 Texas LGC Application

APPLICATION NO:
3-13528
Apr. 10, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
PO DRAWER B EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

S5520-00-000-0062-00

[1] OWNER: ALMARAZ, Abigail
4803 SOTIRA ST

MISSION, TX 78572
Telephone No. 599-6446

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: OTHE

[4] PURPOSE OF APPLICATION: MOVED BUILDING
05-RESIDENTIAL MOVE-IN/RELO.BUILD.

[5] SIZE OF STRUCTURE: 796 Sq. Ft.

[6] USE OF BUILDING: MOVE IN HOUSE

[7] LEGAL DESC./NAME OF SUBDIVISION
SQUIRE ESTATES LOT 62
C-05

LOCATION: 0 SHOWERS RD & OLD 83

[8] SEWAGE: PUBLI

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $7,500

[11] SPECIAL FLOOD HAZARD AREA: ____YES
____ NO

Special Conditions: No construction allowed over any easements.
F25 S 6 WEST SIDE 15 REAR 15

Prepared by — Date: 4/10/13

Approved by — Date: 4/10/13

Signature of Owner or Applicant — Date: 4-10-2013

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0400C Pct: 3

Community No.: 480334

Certification of Elevation
Required: ____ YES ✓ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 3-13&22
4/29/13

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		
Date Approved:	/ /	4/30/13

Name: Becky Ortiz

Address: 16506 Grapefruit Dr.
Edinburg, TX
78541

Phone: (956) 890 4736

Water Supplier: Shanyland

Utility Provider: [ ]M.V.E.C. [X]AEP

Account/ESI No.: 100327894 -

[ ] Temporary Pole [X] Permanent Service

regarding the land described as: Northfield Acres #2 Lot 16,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

YES A plat has been prepared;

YES A plat has been reviewed and approved by the Commissioners Court; (Date approved 8-8-06);

YES water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Sandra Cantu);

NO an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by Sandra Cantu);

YES individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by Sandra Cantu);

YES electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Sandra Cantu);

Sandra Cantu 4/29/13
Planning Department Authorized Signature

_____
Hidalgo County Judge

_____
Date

ATTEST: _____
Hidalgo County Clerk

_____
Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

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956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 (3) 4

Application No: 3-13622

4/29/13

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Becky Ortiz

Address: 116506 ~~Orange~~ Grapefruit DR.
Edinburg, TX. 78541

Phone: (956) 890-4736

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Northfield Acres #2 Lot 616

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

X Becky Ortiz
Requesting Party (Signature)

4-29-13
Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
__✓__ Other (describe) copy of permit

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

4/29/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
3-13622
Apr. 29, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
PO DRAWER B EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

N4765-02-000-0066-00

[1] OWNER: ORTIZ, BECKY
16506 ORANGE DR

EDINBURG, TX 78541
Telephone No. 890-4736

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: SHAR

[4] PURPOSE OF APPLICATION: MOBILE HOMES
44-MOBILE HOMES/ RV

[5] SIZE OF STRUCTURE: 682 Sq. Ft.

[6] USE OF BUILDING: RES MH ZONE X

[7] LEGAL DESC./NAME OF SUBDIVISION
NORTHFIELD ACRES #2 LOT 66
X-44

LOCATION: 0 MOOREFIELD & MONTECRISTO

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: META

[10] EST. COST OF CONST.: $1,000

[11] SPECIAL FLOOD HAZARD AREA: ____YES ___/___NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS AND SETBACKS.
FRONT 25' SIDES 6' REAR 45'
18 INCHES ABOVE TOP OF CURB.

Sandra Cantu — Prepared by — 4/29/13 — Date

R. Cantu — Approved by — 4/24/13 — Date

X Becky Ortiz — Signature of Owner or Applicant — 4-29-13 — Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO 0300D
Panel No. /Suffix:_____ Pct: 3

Community No.: 480334

Certification of Elevation
Required: ____ YES ___/___ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

SPECIAL WARRANTY DEED WITH VENDOR'S LIEN

Date: February 29, 2012

Grantor: Zar Mat Properties, a Texas General Partnership
Grantor's Mailing Address:
414 E. Dove
McAllen, Texas 78504

Grantee: BECKY ORTIZ

Grantee's Mailing Address (including county):
16506 ORANGE DRIVE
Edinburg, Texas 78541
Hidalgo County, Texas

Consideration: Ten Dollars and other valuable consideration paid by Grantee to Grantor, the receipt of which is hereby acknowledged, and the further consideration of a note of even date that is in the principal amount of Twenty-Six Thousand Five Hundred Dollars and No Cents ($26,500.00), and is executed by Grantee, payable to the order of Grantor (the "Purchase Note"). The Purchase Note is secured by a vendor's lien retained in this deed and by a deed of trust of even date to Mark A. Twenhafel, Trustee.

Property (including any improvements):

Lot(s) 66, Northfield Acres Subdivision, Unit II, as shown by the map or plat thereof recorded in Volume 51, Pages 83-85, Map Records of Hidalgo County, Texas

Reservations from and Exceptions to Conveyance and Warranty:

1. A lien securing a promissory note (the "Prior Note"), dated May 5, 2006, payable to the order of Lone Star National Bank which is described in and secured by a Deed of Trust filed for record in the Office of the County Clerk of Hidalgo County, Texas under Clerk's Document Number 1618700. Grantor shall be obligated to obtain a release of the Property from all liens and security interests securing the Prior Note within 30 days of the date Grantee makes final payment on the Purchase Note;
2. Visible and apparent easements on or across the subject property;
3. Rights of parties in possession;
4. Easements, rights-of-way, and prescriptive rights, whether of record or not;
5. All recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property;
6. Rights of adjoining owners in any walls and fences situated on a common boundary;
7. Any discrepancies, conflicts, or shortages an area or boundary lines;
8. Any encroachments or overlapping of improvements;
9. All rights, obligations, and other matters emanating from and existing by reason of the creation, establishment, maintenance, and operation of any Water Improvement District, Irrigation District, or other applicable governmental district, agency, or authority;
10. Taxes for the current year and subsequent years, and subsequent assessments for prior years due to change in land usage or ownership;
11. The prior reservation or conveyance of all oil, gas, and other minerals previously reserved or conveyed by any parties having the right to do so;
12. All Easements, restrictions, set back lines, drainage swale requirements, and other matters shown on the plat of Northfield Acres Subdivision Unit II, as shown on the plat thereof, recorded in Volume 51, Pages 83-85, of the Map records of Hidalgo County, Texas; and
13. Subdivision Restrictions filed for record in the Office of the County Clerk of Hidalgo County, Texas affecting the subject property.

SAVE AND EXCEPT, and there is hereby reserved unto Grantor, Grantor's successors and assigns, all oil, gas, and other minerals in, on, or under, or that may be produced from the Property, together with the right of ingress and egress at all times for the purpose of mining, drilling, exploring, operating, and developing said Property for oil, gas, and/or other minerals and removing the same therefrom.

SAVE AND EXCEPT, and there is hereby reserved unto Grantor, Grantor's successors and assigns, (to the fullest extent permitted by law) all water rights and rights to water (whether riparian, appropriative or otherwise) presently appended or annexed to said property.

If the Property is subject to an existing Lease for oil and gas, or oil, gas and other minerals, Grantor is entitled to receive the royalties and other benefits that are associated with the Property and payable under the Lease.

Grantor, for the consideration and subject to the reservations from, and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to warranty, when the claim is by, through, or under Grantor, but not otherwise.

By the acceptance of this Deed, Grantee is taking the Property "as is", "where is" and "with all faults", and without any representations or warranties whatsoever, express or implied, written or oral, it being the intention of Grantor and Grantee to expressly negate and exclude all representations and warranties, including, but not limited to (i) the physical condition of the property or any element thereof, including, without limitation, warranties related to suitability for habitation, merchantability or fitness for a particular purpose; (ii) the nature or quality of construction, structural design and engineering of any improvements; (iii) the quality of the labor and materials included in any improvements; (iv) the soil conditions; drainage or other conditions existing at the property with respect to any particular purpose, developmental potential or otherwise; (v) all warranties created by any affirmation of fact or promise or by any description of the property; and (vi) all other warranties and representations whatsoever, except the warranty of title expressly set forth herein.

The vendor's lien against and superior title to the property are retained until the Purchase Note is fully paid according to its terms, at which time this deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.

Zar Mat Properties, a ~~Texas~~ General Partnership

BY: _____
Ruben Mata, General Partner

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 05 day of ~~February~~ March, 2012, by Ruben Mata, General Partner of Zar Mat Properties, a Texas General Partnership on behalf of said Texas General Partnership.

Blanca F. De Leon
Notary Public, State of Texas

BLANCA F. DE LEON
MY COMMISSION EXPIRES
November 16, 2012

BLANCA F. DE LEON
MY COMMISSION EXPIRES
November 16, 2012

AI-38518 **5. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Rebecca Gomez, RIGHT OF WAY DEPT.

Department: RIGHT OF WAY DEPT.

Information

CAPTION

Sharyland Water Supply Corp.:
1. Road Crossing (Bore): A 1" PVC waterline to be encased within a 2" PVC casing to be located approximately 795 ft. south of the intersection of Glasscock Rd and Diamond Head Ave.

BACKGROUND

Attachments

Sharyland WSC

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/01/2013 09:26 AM
Olga Garza	Olga Garza	05/02/2013 01:11 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Rebecca Gomez Started On: 04/30/2013 01:49 PM

Final Approval Date: 05/03/2013

REVISED JANUARY 2013

THE STATE OF TEXAS §

COUNTY OF HIDALGO §

That the County of Hidalgo, Texas, acting by and through its Commissioners' Court, by virtue of motion and resolution introduced and adopted by said Commissioners' Court on the 7th day of May, 2013 does by these presents GRANT, GIVE AND RELINQUISH TO:

Sharyland Water Supply Corp. hereinafter called Permittee, of the County of Hidalgo, Texas, the Right, Privilege and Authority to construct, reconstruct, lay and maintain a 1 inch water/ gas/ sewer/ irrigation line; said line to be constructed of PVC material along the following public road easement held by the Hidalgo County of Hidalgo, Texas upon the conditions, obligations, and requirements as hereinafter set forth, said public road upon which said water/ gas/ sewer/ irrigation line is to be constructed, reconstructed, laid and maintained, described as follows:

- Road Crossing (Bore): A 1" PVC waterline to be encased within a 2" PVC casing to be located approximately 795 ft. south of the intersection of Glasscock Rd. and Diamond Head Ave.

The granting, giving and authorizing of permission for the said aforenamed Permittee to so construct, reconstruct, lay and maintain a 12" pvc water line along the above described public road being conditioned that Permittee agrees that:

1. The Permittee will install and shall maintain said pipeline so that the top of the line will always be at least at the minimum depth of forty (40) inches below the flow line of the ditches on either side of said roadway when the pipeline is to be constructed, the Permittee shall contact the Commissioner in the Precinct in which the construction project is located and obtain written instructions, signed by said Commissioner, concerning the location and depth of said line. In this connection, it is agreed and understood that the Permittee will not cut the surface in any manner said public road or any roadway, without first obtaining the written permission of the Commissioners' Court of Hidalgo County, Texas.

2. The Permittee will employ a competent person or firm to do such installation and complete it in accordance with the covenants and conditions herein set forth.

3. Permittee shall stake its line on the location approved by the Commissioner in whose precinct the work is to be done well in advance of beginning its work. Permittee shall contact Commissioner before commencing any work.

4. The Permittee will use all proper caution in performing the work to prevent injury to all persons and property and it will indemnify Hidalgo County against all damages that may be assessed against the County by reasons of the work here permitted and the maintenance of such pipeline.

5. Not withstanding any provision in this Agreement to the contrary, Permittee recognizes that the paramount purpose of the easement and dedication for the said public road is to provide for the establishment and operation of a roadway for the public. Recognizing this as the paramount purpose of the easement and dedication, Permittee agrees that Permitter has the unlimited and unrestricted right to establish, construct, reconstruct and maintain the said public road and to conduct all maintenance for the roadway and all related structures (including but not limited to the maintenance, construction and reconstruction of ditches, drainage pipes, bridges and paving surfaces) without incurring any liability, obligation or duty to Permittee.

AI-38532 **5. B.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Rebecca Gomez, RIGHT OF WAY DEPT.

Department: RIGHT OF WAY DEPT.

Information

CAPTION

North Alamo Water Supply Corp.:
1. NAWSC is proposing an 8 inch waterline crossing on Sioux Road and located 1,660 LF east from the intersection of Raul Longoria. The proposed 8 inch waterline crossing will be bored and encase with 16" x 3/8" x 35 LF of steel casing with total of 95 LF of pipe being installed within Sioux Road right of way. Further the existing elevation on Sioux Road is 105.85 feet and the proposed steel casing will be installed at 100.85 feet being 5.0ft below ground.

BACKGROUND

Attachments

NAWSC- Sioux Rd

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:02 AM
Olga Garza	Olga Garza	05/02/2013 11:53 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Rebecca Gomez Started On: 05/01/2013 09:48 AM

Final Approval Date: 05/03/2013

REVISED JANUARY 2013

THE STATE OF TEXAS §

COUNTY OF HIDALGO §

That the County of Hidalgo, Texas, acting by and through its Commissioners' Court, by virtue of motion and resolution introduced and adopted by said Commissioners' Court on the 7th day of May, 2013 does by these presents GRANT, GIVE AND RELINQUISH TO:

North Alamo Water Supply Corp. hereinafter called Permittee, of the County of Hidalgo, Texas, the Right, Privilege and Authority to construct, reconstruct, lay and maintain a 8 inch water/ gas/ sewer/ irrigation line; said line to be constructed of PVC material along the following public road easement held by the Hidalgo County of Hidalgo, Texas upon the conditions, obligations, and requirements as hereinafter set forth, said public road upon which said water/ gas/ sewer/ irrigation line is to be constructed, reconstructed, laid and maintained, described as follows:

- NAWSC is proposing an 8 inch waterline crossing on Sioux Road and located 1,660 lineal feet east from the intersection of Raul Longoria. The proposed 8 inch crossing will be bored and encase with 16" x 3/8" x 35 LF of steel casing with total of 95 LF of pipe being installed within Sioux Road right of way. Further the existing elevation on Sioux Road is 105.85 feet and the proposed steel casing will be installed at 100.85ft being 5.0ft below ground.

The granting, giving and authorizing of permission for the said aforenamed Permittee to so construct, reconstruct, lay and maintain a water line along the above described public road being conditioned that Permittee agrees that:

1. The Permittee will install and shall maintain said pipeline so that the top of the line will always be at least at the minimum depth of forty (40) inches below the flow line of the ditches on either side of said roadway when the pipeline is to be constructed, the Permittee shall contact the Commissioner in the Precinct in which the construction project is located and obtain written instructions, signed by said Commissioner, concerning the location and depth of said line. In this connection, it is agreed and understood that the Permittee will not cut the surface in any manner said public road or any roadway, without first obtaining the written permission of the Commissioners' Court of Hidalgo County, Texas.

2. The Permittee will employ a competent person or firm to do such installation and complete it in accordance with the covenants and conditions herein set forth.

3. Permittee shall stake its line on the location approved by the Commissioner in whose precinct the work is to be done well in advance of beginning its work. Permittee shall contact Commissioner before commencing any work.

4. The Permittee will use all proper caution in performing the work to prevent injury to all persons and property and it will indemnify Hidalgo County against all damages that may be assessed against the County by reasons of the work here permitted and the maintenance of such pipeline.

5. Not withstanding any provision in this Agreement to the contrary, Permittee recognizes that the paramount purpose of the easement and dedication for the said public road is to provide for the establishment and operation of a roadway for the public. Recognizing this as the paramount purpose of the easement and dedication, Permittee agrees that Permitter has the unlimited and unrestricted right to establish, construct, reconstruct and maintain the said public road and to conduct all maintenance for the roadway and all related structures (including but not limited to the maintenance, construction and reconstruction of ditches, drainage pipes, bridges and paving surfaces) without incurring any liability, obligation or duty to Permittee.

AI-38605 **6. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Monica Badillo, EXECUTIVE OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

Approval of 457 Plan hardship withdrawal request for employee #122335

BACKGROUND

Attachments

form

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	05/03/2013 02:32 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM
Form Started By: Monica Badillo		Started On: 05/03/2013

Final Approval Date: 05/03/2013

SIMPKINS & ASSOCIATES
HARDSHIP REQUEST NOTIFICATION

Please print or type.
Plan Name 457 Plan Employee #122335

Participant Name [redacted]

Address [redacted]

Social Security N [redacted]

SECTION I – Ha

I understand that thi [redacted] the withdrawal is ne [redacted] distributions, other t [redacted] me under the Plan, [redacted] taxable as ordinary income in the calendar year in which I receive it. In addition, a 10% penalty tax will apply unless I am at least 59-1/2 years of age or I use the funds withdrawn to pay certain deductible medical expenses as provided by law.

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

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

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

Hardship Requested $ 1000.00 Year-to-date deferrals _____

Total amount deferred since you initially joined the plan $ _____

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

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

PARTICIPANT SIGNATURE X [redacted] Date May 3 2013

SECTION II – Authorized Plan Representative

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

AUTHORIZED PLAN REPRESENTATIVE X _____ Date _____

SECTION III – Distribution Procedure

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

Fax request to:
Simpkins & Associates
(972) 960-7133

AI-38458 **Comm. Court Executive Office 6. B.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Jaime E. Gonzalez **Submitted By:** Patti Loya, PUBLIC DEFENDERS

Department: PUBLIC DEFENDERS

Information

CAPTION

Public Defender's:
Requesting permission for Sofia Kamal, Assistant Public Defender to travel to San Antonio, Texas to attend the Public Defender's Training and the Rusty Duncan Advanced Criminal Law Course on June 11-15, 2013, sponsored by the Texas Criminal Defense Attorneys Association.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 **ACCT. #:** 3-1100-412-30-085-003-0-xxx

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

BUDGETARY IMPACT:

Funding available through requisitions: 235744, 235730 & 235742.

Attachments

Sofia Kamal, Asst Public Defender

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/30/2013 11:47 AM
Purchasing Department	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Patti Loya Started On: 04/26/2013 09:14 AM

Final Approval Date: 05/03/2013

HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 04/25/13

DEPARTMENT NAME: Public Defender

TOTAL NUMBER OF EMPLOYEES TRAVELING: 1

NAME & TITLE OF EMPLOYEE(S) TRAVELING: Sofia Kamal, Assistant Public Defender

EVENT INFORMATION

TITLE OF EVENT:	Public Defender Training and the		
EVENT DATE(S) FROM:	06/12/13	TO:	06/15/13
DEPARTURE DATE:	06/11/13	RETURN DATE:	06/15/13
LOCATION OF EVENT: CITY:	San Antonio	STATE:	Texas

PURPOSE OF TRAVEL

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

- [X] To obtain statutorily required continuing professional education.
- [X] 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.
- [X] To participate in professional organizations related to the employee or official's job assignment.
- [X] 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
1. REGISTRATION FEE(S)	$ 260.00	✓
Subtotal for Object Code 584	$ 260.00	$
2. AIRFARE- ROUNDTRIP COACH FARE ONLY	$ -	
3. TAXI FARE	$ -	
4. BUS FARE	$ -	
5. RENTAL CAR	$ -	
6. GASOLINE/DIESEL/FUEL	$ -	
7. MILEAGE REIMBURSEMENT	$ 242.95	✓
8. TELEPHONE CALLS	$ -	
9. PARKING	$ ~~135.00~~ 80	✓
10. LODGING	$ 720.00	✓
11. MEALS	$ 174.00	✓
12. OTHER EXPENSES	$ -	
Subtotal for Object Code 583	$ ~~1,271.95~~ 1216.95	
13. TOTAL ESTIMATED TRAVEL EXPENSES	$ ~~1,531.95~~ 1476.95	$

MODE OF TRAVEL (Place an "X" by applicable mode of travel)	
AIRFARE*	
BUS**	
Rental Car**	
County Vehicle**	
Private Vehicle**	x
OTHER** (Specify)	

* 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 comparision of the savings that will be achieved by not choosing to travel by airplane must be provided with supporting documentation.

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

MS. KAMAL RECEIVED TWO STIPENDS FROM THE TEXAS CRIMINAL DEFENSE LAWYERS ASSOCIATION IN THE TOTAL AMOUNT OF $750.00

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.

Registration: Reg # 235744

Lodging Reg # 235730

Meals, Pking, Mileage Reg # 235742

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

I certify that:

- [ ] Trip expenses are necessary and will be incurred for official county business.
- [ ] Reasonable efforts to minimize the use of county funds have been explored.
- [ ] Sufficient funds are available within in my department's budget to pay for the related travel expenses without the need of a budget amendment.
- [ ] If this trip is for out-of-state training, the training is not available in some other form that does not require out-of-state travel.

APPROVED BY ELECTED OFFICIAL/DEPARTMENT HEAD:	DATE:	DEPARTMENT CONTACT PERSON:	PHONE NO.:
	4/29/13	Patti Lay	292-7040

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.:
Janie Alejos	5-1-13		292-7005

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

COUNTY AUDITOR'S FORM T.1.1 (01/10)

* Please hold hotel check. (will be picked up.)

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

DEPARTMENT:	PUBLIC DEFENDER'S	If, applicable, was travel approved by Co. Exec. Officer?	PENDING
DEPARTURE DATE:	6/11/2013	RETURN DATE:	6/15/2013
TO CITY:	SAN ANTONIO	STATE:	TEXAS
NAME OF EMPLOYEES ATTENDING SEMINAR:	SOFIA KAMAL, ASST. PUBLIC DEFENDER		
TOTAL# OF EMPLOYEES ATTENDING SEMINAR:	1		

PURPOSE/BENEFIT TO HIDALGO COUNTY:
TO OBTAIN UPDATED INFORMATION ON NEW LAWS TO PROPERLY REPRESENT HIDALGO COUNTY INDIGENT DEFENDENTS.

A. WORKSHOP/SEMINAR REGISTRATION(S)

TITLE OF WORKSHOP/SEMINAR:	PUBLIC DEFENDER TRAINING & RUSTY DUNCAN ADVANCED CRIMINAL LAW COURSE		
SPONSORED BY:	TEXAS CRIMINAL DEFENSE LAWYERS ASSOCIATION		
REGISTRATION CHECK PAYABLE TO:	TCDLA		
REGISTRATION ADDRESS:	6808 HILL MEADOW DR.	SEMINAR START DATE:	6/12/2013
	AUSTIN, TX	SEMINAR END DATE:	6/15/2013
	78736	PURCHSE ORDER NO.	235744
1. REGISTRATION COST PER EMPLOYEE:	$ 260.00	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.:	3-1100-412-30-085-003-0-584	TOTAL NO. OF EMPLOYEES ATTENDING:	1

TOTAL COST OF SEMINAR (Registration Cost per Employee x Number of Employees Attending at a rate) . . . . . A.	$	260.00
(SEE PAGE 2 FOR SECTIONS B, C, & D) TOTAL THIS PAGE (A):	$	260.00
TOTAL 2ND PAGE (B + C + D):	$	720.00
GRAND TOTAL (A + B + C + D)	$	980.00

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.

DEPARTMENT'S PUBLIC OFFICIAL (Signature)	DEPARTMENT'S CONTACT PERSON	PHONE #
	Patti Long	292-7040

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.

EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
Sofia Kamal	Sofia Kamal	160954

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

DEPARTMENT:	PUBLIC DEFENDER'S		
DEPARTURE DATE:	6/11/2013	RETURN DATE:	6/15/2013
TO CITY:	SAN ANTONIO	STATE:	TEXAS
NAME OF EMPLOYEES ATTENDING SEMINAR:	SOFIA KAMAL, ASST. PUBLIC DEFENDER		
TOTAL# OF EMPLOYEES ATTENDING SEMINAR:	1		

B. HOTEL RESERVATION(S)

Note: Use of a travel a gency 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:	HYATT REGENCY HOTEL	HOTEL PHONE NO:	210-222-1234
ADDRESS OF HOTEL:	123 LOSOYA	CONFIRMATION NO.(s):	21148421
	SAN ANTONIO, TX 78205		
ROOM RATE:	$ 180.00	PURCHASE ORDER NO.	235730
NUMBER OF NIGHTS:	4	GENERAL LEDGER ACCT NO:	3-1100-412-30-085-003-0-583
ROOM RATE:		TOTAL NO. OF ROOMS:	1
NUMBER OF NIGHTS:			
ROOM RATE:		HOTEL TAX RATE:	0.00%
NUMBER OF NIGHTS:			

TOTAL CHECK AMOUNT FOR HOTEL(Daily Room Rate x No. of Rooms x No. of Days x Tax Rate). . . . . B. $ 720.00

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	NO	IF YES, EXPLAIN REASON FOR NOT UTILIZING IT? Attach memo if more space needed.	N/A
NAME OF CAR RENTAL COMPANY:	N/A		
ADDRESS OF CAR RENTAL COMPANY: *Note: Coordination of travel is required for every group of 4 or less*	N/A		
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 a gency is discouraged. Refundable fares should be considered if possibility of a trip cancellation exists.

NAME OF AIRLINE COMPANY:	N/A		
ADDRESS OF AIRLINE COMPANY:			
PHONE NO. OF AIRLINE COMPANY:		CONFIRMATION NO.:	
ROUND TRIP AIRFARE PER PERSON:			
NUMBER OF TRAVELERS:			
GENERAL LEDGER ACCOUNT NUMBEI		P.O. NO.	

TOTAL CHECK AMOUNT FOR AIRLINE COMPANY . . . . . D. $ -

SUBTOTAL (B+C+D) $ 720.00

COUNTY AUDITOR'S FORM T.1.2 (01/10)

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

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME:	SOFIA KAMAL	EMPLOYEE I.D. NO.:	160954	EMPLOYEE TITLE:	ASST. PUBLIC DEFENDER
DEPARTMENT:	PUBLIC DEFENDER'S	DO YOU HAVE AN OUSTANDING TRAVEL ADVANCE?			NO
DEPARTURE DATE:	6/11/13	RETURN DATE:	6/15/13		
TIME OF DEPARTURE:	1:00 P.M.	TIME OF RETURN:	7:00 P.M.		
TO CITY:	SAN ANTONIO	STATE:	TEXAS		
SEMINAR/CONFERENCE/MEETING: START DATE:	6/11/2013	END DATE:	6/15/2013	ACTUAL NO. OF DAYS	5
TITLE OF WORKSHOP/CONFERENCE:	PUBLIC DEFENDER TRAINING & RUSTY DUNCAN ADVANCED CRIMINAL LAW COURSE				
METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL):	PERSONAL VEHICLE	IS COORDINATION OF TRAVEL REQUIRED? IF NO, ATTACH WRITTEN EXPLANATION FROM THE COUNTY OFFICIAL.			NO
LIST NAMES OF COUNTY EMPLOYEES TRAVELING WITH YOU IN THE COUNTY VEHICLE, CAR RENTAL, OR PERSONAL VEHICLE?	N/A				
DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT?	NO	IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE?			

PURPOSE/BENEFIT TO HIDALGO COUNTY:
TO OBTAIN REQUIRED CLE

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	
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	$18.00			$90.00	
Total	$39.00	$18.00	$39.00	$39.00	$39.00	$39.00	$0.00	$0.00	$174.00	$ 174.00

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: PARKING 4 days @ $ 20.00 $ 80.00

III. PERSONAL VEHICLE MILEAGE 430 Miles @ $ 0.565 (Current Rate) . . . . $ 242.95

(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: 235142

VI. TOTAL TRAVEL ADVANCE REQUESTED: $ 496.95

VII. COMMENTS:

VII. GENERAL LEDGER ACCOUNT NUMBER: 3-1100-412-30-085-003-0-583

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	DEPARTMENT OFFICIAL'S NAME (Print Name)	DEPARTMENT OFFICIAL'S APPROVAL (Signature)
Sofia Kamal	Jaime E. Gonzalez	

COUNTY AUDITOR'S FORM: T.1.5 (01/13)

Sofia Kamal, Asst. Public Defender
Travel on June 11 -15, 2013
San Antonio, TX

C.C. Agenda
Req.# 38458

Obj. Code .583

Hotel	$720.00
Meals	$174.00
Parking	$135.00
Mileage	$242.95
	======
	$1,271.95

Obj. Code .584

Registration	$260.00

TOTAL AMOUNT FOR TRAVEL = $1,531.95

Public Defender Training

San Antonio, Texas : June 12, 2013 : 6.0 CLE, 1.0 Ethics

Course Directors

- Jeanette Kinard, Austin
- Alex Bunin, Houston

Overview

This program is designed to assist Public Defenders in areas of practice from management to daily activities.

Agenda

Wednesday, June 12, 2013

Time	*Topic*	Speaker
9:00 am	Registration and Continental Breakfast	
9:45 am	Opening Remarks	Jeanette Kinard, Alex Bunin
10:00 am	Mitigation	Rob Cowie
11:00 am	Break	
11:15 am	Ethics	Mary Moriarty
12:15 pm	Working Lunch Discussion	Panel
1:45 pm	Break	
2:00 pm	Bail Bond Law and Its Impact on the Indigent	Mark Hochglaube
3:00 pm	"Court Costs: Why it Matters"	Jani Maselli
4:00 pm	Court of Criminal Appeals	Judge Elsa Alcala
5:00 pm	Adjourn	

Questions?

E-mail cescobar@tcdla.com or call 512.478.2514

The Public Defender Training Seminar is sponsored by CDLP, a project of TCDLA, funded by the Court of Criminal Appeals of Texas.

www.tcdla.com

Registration | Materials

Cancellations must be received, in writing, two weeks prior to the seminar to receive a full refund. A 50% refund and materials will be mailed after the seminar for cancellations made within two weeks of the event.

Pre-Registration: Before 05.21.13 – CD Only	
X	**Public Defender - Free**
☐	**$55** including $35 tuition (for all classes, continental breakfast and materials) plus a $20 **voluntary payment** to support TCDLA. Texas Criminal Defense Lawyer – Who Regularly Represents Indigent Defendants; Texas Judge; Texas Student
☐	If you do not wish to make the **voluntary payment**, please remit only $35 and mark this box.

Special needs or financially unable to pay contact TCDLA

Meeting | Location

The seminar is being held at the Henry B. Gonzalez Convention Center located at 200 E. Market Street, San Antonio, Texas 78205 in the Executive Assembly room *walk through Ballroom B. The entrance is located on Market Street. Parking is available near the convention center.

Lodging Options

Group rate lodging is available at three hotels. You must mention the Texas Criminal Defense Lawyers Association (TCDLA) room block in order to receive the group rate. The cut-off date for all hotels is **May 21, 2013 (upon availability).** All the hotels have free shuttle service to convention center.

Hotel Name	Phone	Rates	Parking
Hyatt Regency*	210-222-1234	s/d: $180	s: $27 v: $35
Menger Hotel	210-223-4361	s/d: $117	v: $25
La Quinta	210-222-9181	s/d: $85	s: $17 v: $21

*** Government Room Blocks Available @ Hyatt $106**

Register: New Address

Mail completed registration form with payment to
TCDLA | 6808 Hill Meadow Dr. | Austin, Texas 78736

Online www.tcdla.com

Fax completed registration form with credit card information to 512.469.0512

Contact Information

☐ **New Member** ☐ **Update My Information**

Name Sofia Kamal

Bar Number 24043746

Title / Position Public Defender

Company Hidalgo Co. P.D.'s Office

Street Address 100 N. Closner, 5th floor

City Edinburg State TX Zip 78539

E-mail sofia.kamal@co.hidalgo.tx.us

Phone 956-292-7040 Fax 956-292-7049

Join TCDLA

TCDLA Membership Fees *(renew or join as a new member)*

☐ New Member * (see below) $75

☐ Renew Membership – Public Defender $50

***To sign up as a new member you will need a nominating endorsement from a current TCDLA member.**

"As a current member of TCDLA, I believe this applicant to be a person of professional competency, integrity and good moral character. The applicant is licensed to practice law in Texas and is engaged in the defense of criminal cases, unless a student or affiliate applicant."

TCDLA Endorser's Name *(please print)*

TCDLA Endorser's Signature

Payment (CASH IS NOT ACCEPTED) **Total: $** 0

Payment type (Public Defender)

☐ **Check payable to TCDLA** ☐ **Credit Card**

Credit Card Number Expiration Date

Name on Card

Signature

Tax Notice: $36 of your annual dues ($19 if a student member) is for a one year subscription to the *VOICE for the Defense*. Dues to TCDLA are not deductible as a charitable contribution but may be deducted as an ordinary business expense. The non-deductible portion of regular and initial membership dues is $39 in accordance with IRC sec. 6033.

Rusty Duncan

Advanced Criminal Law Course
June 13–15, 2013

Contact Information

❑ New Member ❑ Update My Information

Name Sofia Kamal Bar Number 24043746

Street Address 100 N. Closner, 5th floor

City Edinburg State Tx Zip 78504 Email sofia.kamal

Phone 956-292-7040 Fax 956-292-7049

Attending/Material

Circle Appropriate Amount	*Pre-registration Before May 21*	*Onsite Registration After May 21**
Member USB only	$495	$585
Member Book/USB	$545	$635
Judge Book/USB**	$310	$400
New/Veteran Lawyer USB**	$200	$300
New/Veteran Lawyer Book/USB**	$260	$350
Public Defender USB only'	$200	$300
Public Defender Book/USB'	$260	$350
Non-member USB only	$670	$760
Non-member Book/USB	$720	$810

**Note:* After May 21st, books are limited

***Attorneys practicing less than five years or more than 45 years and judges receive reduced registration fees.*

'Public defenders must work in one of the 16 Texas PD offices or a Federal Public Defender office.

Breakout Tracks—Please Pick One

☒ Taking Your Practice to the Next Level ❑ Drugs and Alcohol ❑ Sexual Assault Offenses

Social Events *(check appropriate box and enter quantity)*

Thursday, June 13, 2013

❑ Golf—$95, $125 after May 21st Quantity: ____

❑ TCDLA/Goldstein Pachanga—Free Quantity: ____

❑ Childcare at the Hyatt Reg.—$5/child (6:00–11:00 pm) >2 years & up Quantity: ____
Child age(s) ____

Friday, June 14, 2013

❑ Awards Banquet—Dinner Served: $20 Quantity: ____

❑ Childcare at the Hyatt Reg.—$5/child (6:00–11 pm) >2 years & up Quantity: ____
Child age(s)

Can't Attend/Purchase Materials*

Member USB Only	$ 75
Member Book	$150
Non-member USB Only	$250
Non-member Book	$325

*Materials must be ordered by May 21, 2013.

TCDLA Awards Banquet—New!

Celebrate the best in Texas for 2012–13: Awards for Lawyer of the Year, Hall of Fame, Pro Bono, Presidential honors, and golf winners.

Enjoy a fabulous meal: Alamo Tenderloin Duet of Piloncilla-Rubbed Pork Tenderloin along with an Ancho-Crusted Grilled Beef Tenderloin drizzled with Diablo Sauce.

Join TCDLA

TCDLA membership fees *(renew or join as a new member)*

❑ New member* $75 ❑ Renew membership $150

*To sign up as a new member, you will need a nominating endorsement from a current TCDLA member.

"As a current member of TCDLA, I believe this applicant to be a person of professional competency, integrity, and good moral character. The applicant is licensed to practice law in Texas and is engaged in the defense of criminal cases, unless a student or affiliate applicant."

TCDLA Endorser's Name *(please print)* _____

TCDLA Endorser's Signature _____

Payment (cash is NOT accepted) Payment will be sent by check directly by Hidalgo County.

***Cancellation Policy:** To receive a full refund, cancellations must be made in writing two weeks prior to the seminar. Cancellations made within two weeks of the seminar will be assessed a 50% cancellation fee. Course materials will be sent after the seminar.*

❑ Check Payable to TCDLA ❑ Credit Card

Credit Card Number Expiration Date

Name on Card Signature

Tax Notice: $36 of your annual dues ($19 if a student member) is for a one-year subscription to the *Voice for the Defense*. Dues to TCDLA are not deductible as a charitable contribution but may be deducted as an ordinary business expense. The non-deductible portion of regular and initial membership dues is $39, in accordance with IRC sec. 6033.

Sofia.kamal

From: Jamie Williams [jwilliams@tcdla.com]
Sent: Thursday, April 11, 2013 12:50 PM
To: sofia.kamal@co.hidalgo.tx.us
Cc: judicial.education@cca.courts.state.tx.us
Subject: Public Defender Travel Stipend for PD Training
Attachments: 2013 Travel Reimbursement Form PDT.pdf

Dear Ms. Kamal:

Congratulations! You are approved to receive a Public Defender travel stipend funded by Texas Court of Criminal Appeals Fund through the Texas Criminal Defense Lawyers Association. This travel stipend allows you to attend the Seminar below. The Texas Criminal Defense Lawyers Association and the Criminal Defense Lawyers Project sponsor this course.

- **PD Training- June 12, 2013, San Antonio, TX**

You have been approved for **$371.33**. The travel expenses include a hotel stay plus tax per night, personal automobile transportation (mapquest.com) at .45¢ per mile or coach fare airlines, and meals not to exceed $36 per day, alcohol and tips not included. ITEMIZED RECEIPTS ARE REQUIRED. THIRD PARTY ONLINE RESERVATIONS (i.e., Expedia, Travelocity, hotels.com, etc.) ARE NOT REIMBURSEABLE. **A reimbursement form is included and must be submitted with itemized receipts to TCDLA within 30 days after the event.**

Please call if you have any questions or need to cancel so that funds may be rewarded to someone else.

Sincerely,

Jamie Pulaski-Williams
Seminar Clerk
Texas Criminal Defense Lawyers Association
512.478.2514
512.646.2728 | Direct
512.469.0512 | Fax
jwilliams@tcdla.com

Sofia.kamal

From: Jamie Williams [jwilliams@tcdla.com]
Sent: Thursday, April 11, 2013 12:52 PM
To: sofia.kamal@co.hidalgo.tx.us
Cc: judicial.education@cca.courts.state.tx.us
Subject: Public Defender Travel Stipend for Rusty Duncan
Attachments: 2013 Travel Reimbursement Form Rusty.pdf

Dear Ms. Kamal:

Congratulations! You are approved to receive a Public Defender travel stipend funded by Texas Court of Criminal Appeals Fund through the Texas Criminal Defense Lawyers Association. This travel stipend allows you to attend the Seminar below. The Texas Criminal Defense Lawyers Association and the Criminal Defense Lawyers Project sponsor this course.

- **Rusty Duncan Advanced Criminal Law Course, June 13-15, 2013, San Antonio, TX**

You have been approved for **$378.67**. The travel expenses include a hotel stay plus tax per night, personal automobile transportation (mapquest.com) at .45¢ per mile or coach fare airlines, and meals not to exceed $36 per day, alcohol and tips not included. ITEMIZED RECEIPTS ARE REQUIRED. THIRD PARTY ONLINE RESERVATIONS (i.e., Expedia, Travelocity, hotels.com, etc.) ARE NOT REIMBURSEABLE. **A reimbursement form is included and must be submitted with itemized receipts to TCDLA within 30 days after the event.**

Please call if you have any questions or need to cancel so that funds may be rewarded to someone else.

Sincerely,

Jamie Pulaski-Williams
Seminar Clerk
Texas Criminal Defense Lawyers Association
512.478.2514
512.646.2728 | Direct
512.469.0512 | Fax
jwilliams@tcdla.com

VIEW RESERVATION

Hyatt Regency San Antonio
123 Losoya
San Antonio, Texas, USA
78205
Tel: +1 210 222 1234
Fax: +1 210 227 4925
Maps & Directions

Confirmation #: 21148421

Add to Passbook

Learn More

Visit Hotel Site View Photos

TX Crim Def Lawy Rate Details

	Tuesday	Wednesday	Thursday	Friday
2 Double Beds Room Details Room Photos	180.00	180.00	180.00	180.00

Additional Fees & Taxes
COUNTY TAX : 12.60 USD
CITY TAX : 64.80 USD
STATE TAX : 43.20 USD
Changes in taxes or fees will affect the total price.

Subtotal	**720.00 USD**
Taxes & Fees	**120.60 USD**
Total Per Room	**840.60 USD**

Personal Information

Guest Name:	SOFIA KAMAL
Address:	100 N Klosner 5th Flr Edinburg, TX 78539
Phone #:	Not available for display
Email:	SOFIKAMAL@YAHOO.COM
Gold Passport #:	Not available for display
IATA #:	Not available for display
Private Line#:	Not available for display

Travel Details

Check-In Date:	06-11-2013
Check-Out Date:	06-15-2013
Number of Adults:	1 Adult
Number of Children:	0 Children
Number of Rooms:	1 Room
Cancellation Policy:	Cancel 48hours Prior To Arrival To Avoid One Night Pnlty
Deposit Policy:	Credit Card Guarantee Required

Room Preferences

Room Preferences:

Hyatt will guarantee your request for a Non-Smoking room(s).

Estimated Check-In: Not available for display

Comments:

RESERVATION ASSISTANCE

For assistance within the U.S. & Canada, please call **1-800-492-8804.**

For International assistance, please click here.

Reservation Summary

SOFIA KAMAL
100 N Klosner 5th Flr
Edinburg, TX
78539

Hyatt Regency San Antonio
San Antonio Texas USA

Check-In Date:
Tue 11 Jun, 2013
Check-out Date:
Sat 15 Jun, 2013

1 Adults
0 Children
1 Room

Cancellation Policy:
Cancel 48hours Prior To Arrival To Avoid One Night Pnlty

Guarantee Policy:
Credit Card Guarantee Required

Reservation Links

Glossary of Terms
Currency Converter

$340. & $500. Stipend City

Our Brands

EXISTING RESERVATIONS
Find / Modify Reservations
Check In / Check Out
Retrieve Hotel Bill

Golf Hyatt
Weddings
Roomkey.com
Hyatt Residences

Privacy Policy - Your Privacy Rights | Terms & Conditions | Security & Safety | Site Map | © 2013 Hyatt Corporation

AI-38599 **6. C.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Sergio Cruz Submitted By: Angela Garcia, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Budget & Management:
Requesting permission to allow Sergio Cruz (Budget Officer) to attend the 2013 Conference of the County Investment Academy in Galveston, TX on June 10 - 12, 2013 sponsored by TAC.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-14-115-001-0-xxx

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

BUDGETARY IMPACT:

PENDING LIT 05/07/13 (A.I. #38588) FOR OBJ. CODE 583
FUNDING AVAILABLE AS OF 05/03/13 IN OBJ. 584

Attachments

TRAVEL DOCS

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/03/2013 11:31 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Angela Garcia Started On: 05/03/2013 10:34 AM

Final Approval Date: 05/03/2013

HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 05/02/13
TOTAL NUMBER OF EMPLOYEES TRAVELING: 1

DEPARTMENT NAME: DBM - BUDGET DIVISION
NAME & TITLE OF EMPLOYEE(S) TRAVELING: SERGIO CRUZ

EVENT INFORMATION

TITLE OF EVENT: 2013 CONF. OF THE COUNTY INVESTMENT ACADEMY
EVENT DATE(S) FROM: 06/10/13 TO: 06/12/13
DEPARTURE DATE: 06/09/13 RETURN DATE: 06/12/13
LOCATION OF EVENT: CITY: GALVESTON STATE: TX

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.
X 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
1. REGISTRATION FEE(S)	$ 225.00	
Subtotal for Object Code 584	$ 225.00	$
2. AIRFARE- ROUNDTRIP COACH FARE ONLY		
3. TAXI FARE		
4. BUS FARE		
5. RENTAL CAR		
6. GASOLINE/DIESEL/FUEL		
7. MILEAGE REIMBURSEMENT	$ 425.45	
8. TELEPHONE CALLS		
9. PARKING		
10. LODGING	$ 348.45	
11. MEALS	$ 147.00	
12. OTHER EXPENSES	$ -	
Subtotal for Object Code 583	$ 920.90	
13. TOTAL ESTIMATED TRAVEL EXPENSES	$ 1,145.90	$

MODE OF TRAVEL (Place an "X" by applicable mode of travel)

AIRFARE* _____
BUS** _____
Rental Car** _____
County Vehicle** _____
Private Vehicle** X
OTHER** (Specify) _____

* 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 comparision of the savings that will be achieved by not choosing to travel by airplane must be provided with supporting documentation.

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.
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.
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:	DATE:	DEPARTMENT CONTACT PERSON:	PHONE NO.:
	5/2/13	Angela Garcia	292 7085

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.:
Janie Alejos	5-3-13		292-7085
DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME):	DATE:	SIGNATURE OF DBM DEPARTMENT HEAD:	

COUNTY AUDITOR'S FORM T.1.1 (01/10)

A/H # 38588 * Pending LIT 5/7/13

Req's #
Hotel - 236153
Reg - 236154 ✓
Advance - 236155

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

DEPARTMENT: DBM- WORKERS' COMP.

DEPARTURE DATE: 6/9/2013 RETURN DATE: 6/12/2013

TO CITY: GALVESTON STATE: TX

NAME OF EMPLOYEES ATTENDING SEMINAR: SERGIO CRUZ

TOTAL# OF EMPLOYEES ATTENDING SEMINAR: 1

PURPOSE/BENEFIT TO HIDALGO COUNTY:
UNDERSTAND MUNICIPAL BONDS MORE IN DEPTH, , ANALYSZE FACTORS AFFECTING THE CURRENT ECONOMY

A. WORKSHOP/SEMINAR REGISTRATION(S)

TITLE OF WORKSHOP/SEMINAR: 2013 CONFERENCE OF THE COUNTY INVESTMENT ACADEMY

SPONSORED BY: TEXAS ASSOCIATION OF COUNTIES

REGISTRATION CHECK PAYABLE TO: TEXAS ASSOCIATION OF COUNTIES-ATTN: INVESTMENT ACADEMY

REGISTRATION ADDRESS: PO BOX 2131 SEMINAR START DATE: 6/9/2013

AUSTIN, TX 78768 SEMINAR END DATE: 6/12/2013

PURCHSE ORDER NO.

1. REGISTRATION COST PER EMPLOYEE: $ 225.00 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.: 3-1100-415-14-115-001-0-XXX TOTAL NO. OF EMPLOYEES ATTENDING:

TOTAL COST OF SEMINAR (Registration Cost per Employee x Number of Employees Attending at a rate) . . . . A.	$	225.00
(SEE PAGE 2 FOR SECTIONS B, C, & D) TOTAL THIS PAGE (A):	$	225.00
TOTAL 2ND PAGE (B + C + D):	$	348.45
GRAND TOTAL (A + B + C + D)	$	573.45

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.

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.

EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
Sergio Cruz		132438
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: DBM- WORKERS' COMP.

DEPARTURE DATE: 6/9/2013 RETURN DATE: 6/12/2013

TO CITY: GALVESTON STATE: TX

NAME OF EMPLOYEES ATTENDING SEMINAR: SERGIO CRUZ

TOTAL# OF EMPLOYEES ATTENDING SEMINAR: 1

B. HOTEL RESERVATION(S)

Note: Use of a travel a gency 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: MOODY GARDENS HOTEL HOTEL PHONE NO: 409-741-8484

ADDRESS OF HOTEL: 7 HOPE BLVD CONFIRMATION NO.(s): 52428

GALVESTON, TX

ROOM RATE: $101.00 PURCHASE ORDER NO.

NUMBER OF NIGHTS: 3 GENERAL LEDGER ACCT NO: 3-1100-415-14-115-001-0-583

ROOM RATE: TOTAL NO. OF ROOMS: 1

NUMBER OF NIGHTS:

ROOM RATE: HOTEL TAX RATE: 15.00%

NUMBER OF NIGHTS:

TOTAL CHECK AMOUNT FOR HOTEL(Daily Room Rate x No. of Rooms x No. of Days x Tax Rate). . . . . B. $ 348.45

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:

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 a gency 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 NUMBEF P.O. NO.

TOTAL CHECK AMOUNT FOR AIRLINE COMPANY . . . . . D. $ -

SUBTOTAL (B+C+D) $ 348.45

COUNTY AUDITOR'S FORM Y-3 (08/06)

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

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME: SERGIO CRUZ | EMPLOYEE I.D. NO.: 132438 | EMPLOYEE TITLE: BUDGET OFFICER

DEPARTMENT: DBM -BUDGET DIVISION | DO YOU HAVE AN OUSTANDING TRAVEL ADVANCE? NO

DEPARTURE DATE: 6/9/13 | RETURN DATE: 6/12/13

TIME OF DEPARTURE: 1200PM | TIME OF RETURN: 700PM

TO CITY: GALVESTON | STATE: TEXAS

SEMINAR/CONFERENCE/MEETING: START DATE: 6/9/2013 END DATE: 6/12/2013 ACTUAL NO. OF DAYS 4

TITLE OF WORKSHOP/CONFERENCE: 2013 CONF. OF THE COUNTY INVESTMENT ACADEMY

METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL): PERONSAL | 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?

DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT? NO | IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE?

PURPOSE/BENEFIT TO 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 9-Jun	MONTH / DAY 10-Jun	MONTH / DAY 11-Jun	MONTH / DAY 12-Jun	MONTH/ DAY	MONTH / DAY	MONTH / DAY	Total	
Breakfast	$9.00		$9.00	$9.00	$9.00				$27.00	
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	$30.00	$39.00	$39.00	$39.00	$0.00	$0.00	$0.00	$147.00	$ 147.00

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 753 Miles @ $ 0.565 (Current Rate) . . . . | $ 425.45

(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)

_____ . . . . | $ 16.00

_____ . . . . | $

V. P.O. # ISSUED UNDER EMPLOYEE'S NAME FOR THE AMOUNT OF THE TRAVEL ADVANCE:

VI. TOTAL TRAVEL ADVANCE REQUESTED: $ 588.45

VII. COMMENTS:

VII. GENERAL LEDGER ACCOUNT NUMBER: 3-1100-415-14-115-001-0-583

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	DEPARTMENT OFFICIAL'S NAME (Print Name)	DEPARTMENT OFFICIAL'S APPROVAL (Signature)

COUNTY AUDITOR'S FORM: T.1.5 (01/13)

mapquest

Sorry! When printing directly from the browser your directions or map may not print correctly. For best results, try the **Print** button above the map.

7 Hope Blvd, Galveston, TX 77554-8927

View and manage search history

Travel Options **Travel Services**

382 31

Driving Directions

I know the area, hide the first few steps

1.	Start out going **north** on **US-281-BR/S Closner Blvd/TX-113-LOOP** toward **W Canton Rd.**	0.01 mi
2.	Take the 1st **right** onto **E Canton Ave.** *If you reach W Martha Louise Ave you've gone a little too far*	1.1 mi
3.	Turn **left** onto **S Expressway 281/N US-281.** *If you reach S Owen Dr you've gone about 0.1 miles too far*	0.4 mi
4.	Merge onto **US-281 N** via the ramp on the **left.**	66.5 mi
5.	Turn **right** onto **TX-285/E Rice St.** Continue to follow **TX-285.** *TX-285 is just past E Miller St* *HEARTS DELIGHT is on the corner* *If you reach E Chapote St you've gone a little too far*	22.2 mi
6.	Take **US-77 N.** *Exxon is on the corner*	44.0 mi

7.	Merge onto **I-37 N/US-77 N** via the exit on the **left** toward **San Antonio/Victoria.**	3.0 mi
8.	Merge onto **US-77 N** via **EXIT 17** toward **Sinton/Victoria.**	70.8 mi
9.	Take **TX-91-SPUR** toward **Houston/US-59.**	1.5 mi
10.	**TX-91-SPUR** becomes **US-59 N.**	114.6 mi
11.	Take the **Sam Houston Tollway** exit.	0.3 mi
12.	Take the **Sam Houston Tollway South** exit.	0.5 mi
13.	Merge onto **W Sam Houston Tlwy S** (Portions toll).	21.5 mi
14.	Merge onto **I-45 S** toward **Galveston.**	32.8 mi
15.	Take **EXIT 1A** toward **61st St/West Beach/TX-342-SPUR/Municipal Airport.**	0.1 mi
16.	Turn **slight left** onto **Broadway St.**	0.4 mi
17.	Turn **right** onto **61st St/TX-342-SPUR S.** *61st St is 0.1 miles past 62nd St* *61ST FOOD is on the right* *If you reach Butterowe you've gone about 0.1 miles too far*	1.0 mi
18.	Turn **right** onto **Stewart Rd.** *Stewart Rd is just past Avenue R* *CHEVRON #0560 is on the right* *If you reach Avenue S 1/2 you've gone about 0.1 miles too far*	0.5 mi
19.	Stay **straight** to go onto **Jones Dr.**	0.7 mi
20.	Turn **right** onto **Hope Blvd.** *Hope Blvd is just past Skymaster Rd* *81st Grill is on the corner* *If you reach Lockheed St you've gone about 0.1 miles too far*	0.4 mi
21.	**7 HOPE BLVD** is on the **right.** *Your destination is 0.2 miles past Mustang Dr* *If you reach Lockheed St you've gone a little too far*	

I know the area, hide the last few steps

Galveston, TX 77554-8927

Online Offers: Best Galveston Hotels | Galveston Restaura...

Use of directions and maps is subject to the MapQuest Terms of Use. We make no guarantee of the accuracy of their content, road conditions or route usability. You assume all risk of use.

MOODY GARDENS HOTEL
SPA & CONVENTION CENTER
GALVESTON ISLAND

Dear Sergio Cruz,

Thank you for your inquiry regarding accommodations at the Moody Gardens Hotel, Spa & Convention Center. We have the pleasure in confirming your reservation as follows.

Guest Information

Sergio Cruz
2812 S Business Hwy 281
Edinburg, TX 78539
United States

Email: nielda.cavazos@co.hidalgo.tx.us
Phone: 956-318-2626

Reservation Information

Confirmation Number:	**52428**	**Arrival Date:**	June 9, 2013
Room Type:	King Island View*	**Departure Date:**	June 12, 2013
Number of Guests:	1 / 0	**Number of Nights:**	3
Check In Time:	4:00 p.m.	**Packages:**	
Check Out Time:	12:00 Noon	**Special Requests:**	

* Views and bed types are subject to availability at the time of check in. All requests will be honored to the best ability of the hotel.

Payment Information

Daily Rate: $101.00 **Deposit Paid:**

Package Details:

We will make every effort to honor your requests. PLEASE NOTE THAT ALL REQUESTS ARE SUBJECT TO AVAILABILITY UPON CHECK-IN AND THEREFORE CANNOT BE GUARANTEED. Check-in time is 4:00pm and check-out time is 12:00 noon. If you expect to arrive before 4:00 PM check-in time, please contact the Front Desk on the day of your arrival and you will be advised whether we will be able to accommodate an early arrival for the room reserved.

CANCELLATION

One night's room and tax will be billed as a no show penalty unless the reservation is cancelled at least 48 hours prior to your arrival date. All remaining nights will be released.

The Hotel has the right to cancel this reservation inside of 48 hours that is being held with a credit card where a one night's room and tax charge is not accepted by the card issuer because the amount has been declined, suspended, unauthorized or lacking validation

1590

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

Date of Submission of Travel Request: 4/30/13

Department Requesting Travel: Budget + Mgmt

Destination of travel: Galveston, TX

Name of seminar attending: 2013 Conf. of the Co. Investment Academy

Number of employees that will be attending: 1

Name of employees that will be attending:

Sergio Cruz

HOTEL INFORMATION

Mardy Gardens Hotel
Hotel Name

7 Hope Blvd Galveston, Tx 77554
Hotel Address (physical city, state)

(409) 741-8484
Hotel Phone Number

Number of Rooms needing: 1

Check In June 9, 2013

Check Out June 12, 2013

$85/02 TX Assoc of Co. Rate

- **Smoking** or **Non Smoking**
- **Double** or **King Size Bed(s)**

AUTOMOBILE RENTAL INFORMATION

Rental Location:

Date & Time of Pick up

Date & Time of Drop off

Signature: Elected Official/Department Head

04/30/2013
Date

For Purchasing Department Office Use Only

Hotel Confirmation Number:

Auto Confirmation Number:

Received Confirmation via email/fax:

Credit Card Authorization Form from Hotel: Faxed back to Hotel:

HCPD-TRAVEL-2005

2013 Conference of the County Investment Academy - Agenda

Overview | Registration | Hotel | Scheduled Activities | Agenda | Continuing Education | Cancellation

Monday, June 10

1-5:40 p.m.	Training Sessions

Tuesday, June 11

8-8:30 a.m.	Morning Coffee
8:30-5:05 p.m.	Training Sessions including Basic and Advanced Level Breakouts

Wednesday, June 12

8-8:30 a.m.	Morning Coffee
8:30-11:55 a.m.	Training Sessions

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Ready to Register

Calendar of Events

County Investment Academy

Judicial Education Center

Leadership Program

Presentations

Home / Member Services / Education & Training / Ready to Register / 2013 Conference Academy - Hotel

2013 Conference of the County Investment Acad

Overview | Registration | Hotel | Scheduled Activities | Agenda | Cor

Moody Gardens Hotel
Seven Hope Boulevard
Galveston, Texas 77554
7 Hope Blvd Galveston, TX 77554
(409) 741-8484

Moody Gardens is the host hotel. **Call Central Reservations at (888) 388-** "Texas Association of Counties" room block to receive the conference rate. double, plus tax. Hotel reservations must be secured by **Monday, May 20.** availability and a price increase.

Copyright

TEXAS ASSOCIATION of COUNTIES

P.O. Box 2131
Austin, Texas 78768

Return Service Requested

PRSRT STD
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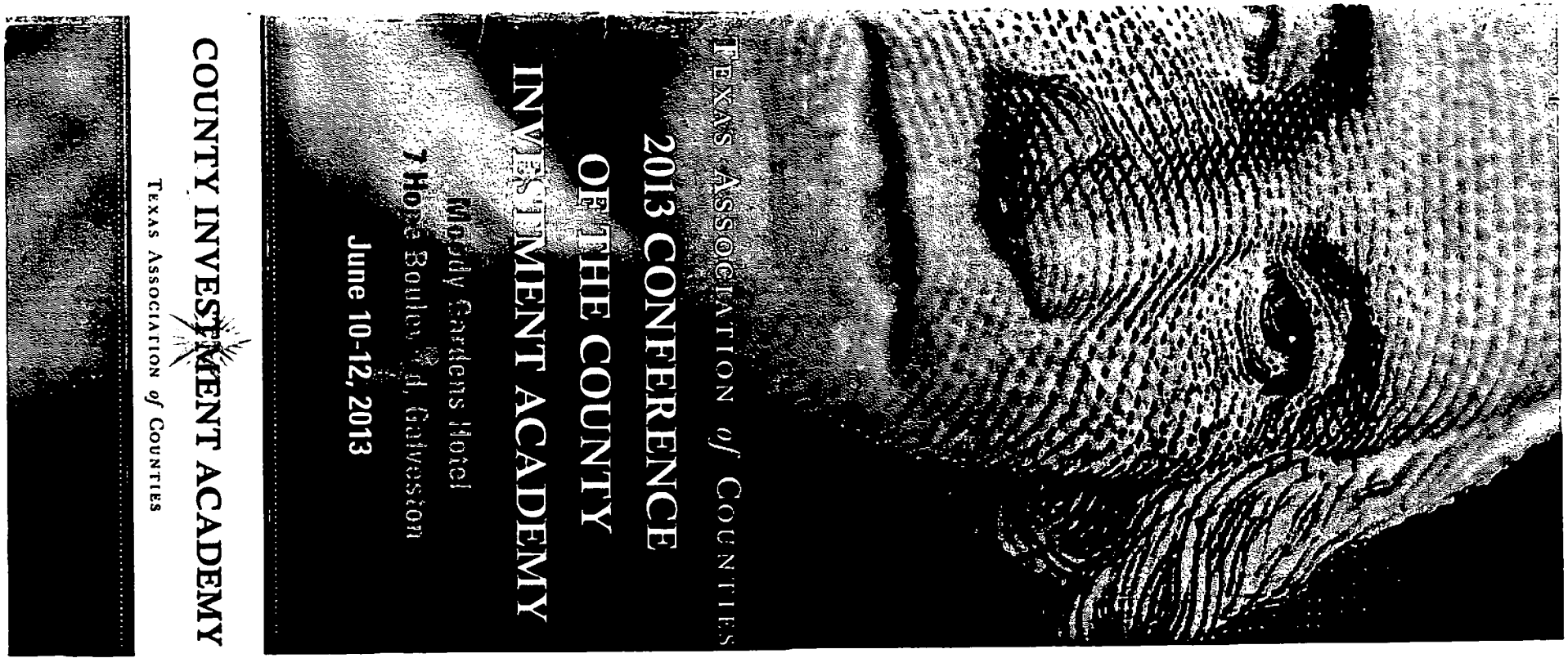
PAID
AUSTIN TEXAS
PERMIT NO.
1183

APR [illegible] REC'D

APR [illegible] REC'D

1588 T13**********AUTO**ALL FOR AADC 783
Mr. Sergio Cruz
Budget Officer
Hidalgo County
2818 S US Hwy 281
Edinburg TX 78539-6243



CONFERENCE REGISTRATION

The registration fee is $225 for the full conference before May 20. After May 20 the registration fee is $250 for the full conference. A special one-day rate of $125 is available for those who wish to attend Tuesday sessions only.

HOTEL RESERVATION & INFORMATION

Moody Gardens is the host hotel. Call Central Reservations at (888) 388-8484 for hotel reservations. Ask for the "Texas Association of Counties" room block to receive the conference rate, which is $102 single/ $159 double, plus tax. Hotel reservations must be secured by Monday, May 20. After May 20 all rooms are subject to availability and a price increase.

CANCELLATIONS

All cancellation and refund requests must be received in writing (fax or email acceptable). Refunds requested before May 27 are subject to a $10 processing fee. Refunds after May 31 will be subject to an administrative fee equal to one-half of the registration fee. No refund requests will be honored after June 28. Please email Deanna Auert at deannaa@county.org or fax (512) 477-1324 to cancel your conference registration.

Watch for the complete agenda posted at county.org

SPECIAL SERVICES

♿ To ensure that our conference is ADA accessible to all, please contact Angela Russell or Deanna Auert at (800) 456-5974 if you need assistance.

2013 CONFERENCE OF THE COUNTY INVESTMENT ACADEMY

Moody Gardens Hotel
7 Hope Boulevard, Galveston

June 10-12, 2013

REGISTRATION FORM

Name _____

County/ Entity _____

Title _____

Address _____

City _____

Zip _____

Phone _____

Fax _____

Email _____

___ 3-day registration $225 (before May 20)

___ 3-day registration $250 (after May 20)

___ 1-day registration for Tuesday, June 11, only $125

Register online at county.org, or mail this form to Texas Association of Counties, Attn: Investment Academy, P.O. Box 2131, Austin, TX 78768 or fax to (512) 477-1324.

2013 CONFERENCE OF THE COUNTY INVESTMENT ACADEMY

Moody Gardens Hotel
7 Hope Boulevard, Galveston

June 10-12, 2013

OVERVIEW

The 2013 Conference of the County Investment Academy brings together investment officers, economists and other experts to discuss the influences on the current economy and timely trends in investing. Financial experts and seasoned investment officers provide the most up-to-date information on legislative changes affecting county investment officers, the economy, ethics, communicating with other elected officials, and the rise and fall of Fannie Mae and Freddie Mac. Breakouts on Thursday offer both basic and advanced level sessions. Join us for 16 hours of timely public funds investment topics.

LEARNING OUTCOMES

Attendees successfully completing this conference will:

- Know the functions of an underwriter;
- Understand municipal bonds;
- Analyze factors affecting the current economy;
- Have the most up-to-date information on OPEB, or other post employment benefits;
- Understand the rise and fall of Fannie Mae and Freddie Mac; and
- Improve their communication skills for working with other elected officials.

CONTINUING EDUCATION/ PREREQUISITES

This training session is open to all county officials and staff who are interested in learning more about county investment operations. Sixteen hours of continuing education are approved for County Investment Academy members. CPAs, auditors, treasurers, clerks and commissioners may also earn credit toward mandatory continuing education requirements.

COUNTY INVESTMENT ACADEMY

The newly created County Investment Academy provides continuing education and recognition for county staff and officials interested in learning more about county investments.

- Membership in the academy is acquired through completion of the Basics of County Investments course, to be offered in early 2014.
- Those who have previously completed CIO Level I are automatically enrolled in the Academy.
- Fifteen Academy hours per calendar year are required to maintain membership, with five outside hours and five carryover hours allowed per year.

AGENDA

Monday, June 10

1-5:40 p.m.	Training Sessions

Tuesday, June 11

8-8:30 a.m.	Morning Coffee
8:30 a.m.–5:05 p.m.	Training Sessions including Basic and Advanced Level Breakouts
11:30 a.m.	Recognition Luncheon

Wednesday, June 12

8-8:30 a.m.	Morning Coffee
8:30 a.m.-11:55 a.m.	Training Sessions

AI-38339 **7. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Norma Briones, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

Account Number	Payer	Amount
K2400.00.000.0098.01	El Campu Llc	$6,595.78
M3239.00.000.0003.00	Alonzo Cantu Construction, Inc.	$2,610.66
M3239.00.000.0004.00	Alonzo Cantu Construction, Inc.	$2,548.04
M3239.00.000.0006.00	Alonzo Cantu Construction, Inc.	$4,490.77
M3239.00.000.0008.00	Alonzo Cantu Construction, Inc.	$2,715.13
S6220.00.000.0003.00	Wells Fargo	$3,571.42
S6453.00.000.0006.00	Doctors Rehab of the Rgv	$3,146.57
T1231.05.000.0007.00	Tejas Building & Development	$4,467.77
W0100.00.030.0008.03	Corelogic	$3,609.56
W0100.00.030.0008.03	Corelogic	$3,318.16
W7650.00.000.0010.00	Law Office of Richard A Cantu Pc.	$12,199.16

BACKGROUND

Attachments

ComCourt05072013(1)

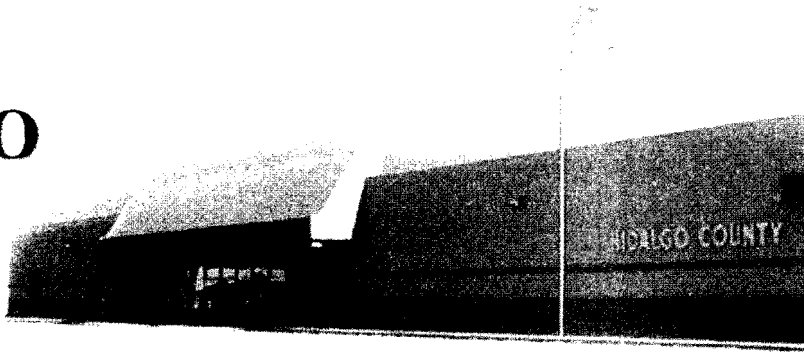
Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 09:03 AM
Olga Garza	Olga Garza	05/03/2013 01:38 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Norma Briones Started On: 04/22/2013 10:16 AM

Final Approval Date: 05/03/2013

Office of Tax Assessor - Collector
COUNTY of HIDALGO



Pablo "Paul" Villarreal, Jr. RTA
Assessor and Collector

P.O. Box 178
Edinburg, Texas 78540-0178
(956) 318-2157 • (956) 318-2733

April 19, 2013

The Honorable Ramon Garcia
Hidalgo County Commissioners
Edinburg, Texas 78539

Re: See attached list

Gentlemen:

The Hidalgo County Appraisal District has made a correction to the tax roll as allowed by Property Tax Code Section 26.15. This correction decreased the tax liability of the property owner(s). Since taxes had been previously paid, our office determined that the tax roll correction resulted in a tax refund over $2,500.00 dollars due to the taxpayer(s). The County Auditor has also agreed with our determination. As a result, I respectfully request that the Commissioner's Court approve the enclosed application(s) for a tax refund as recommended by the County Auditor.

When completed, please return the attached to our office. Thank you for your assistance in this matter.

Respectfully,

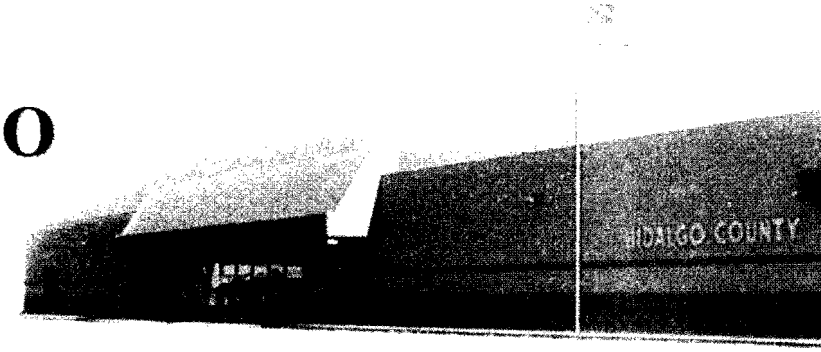
Pablo (Paul) Villarreal, Jr., RTA

nlr

Enclosure

cc: Raymundo Eufracio, CPA
Hidalgo County Auditor

Office of Tax Assessor - Collector
COUNTY of HIDALGO



Pablo "Paul" Villarreal, Jr. RTA
Assessor and Collector

P.O. Box 178
Edinburg, Texas 78540-0178
(956) 318-2157 • (956) 318-2733

ACCOUNT NUMBER	PAYER	AMOUNT
K2400.00.000.0098.01	El Campu Llc	$6,595.78
M3239.00.000.0003.00	Alonzo Cantu Construction, Inc.	$2,610.66
M3239.00.000.0004.00	Alonzo Cantu Construction, Inc.	$2,548.04
M3239.00.000.0006.00	Alonzo Cantu Construction, Inc.	$4,490.77
M3239.00.000.0008.00	Alonzo Cantu Construction, Inc.	$2,715.13
S6220.00.000.0003.00	Wells Fargo	$3,571.42
S6453.00.000.0006.00	Doctors Rehab of the Rgv	$3,146.57
T1231.05.000.0007.00	Tejas Building & Development	$4,467.77
W0100.00.030.0008.03	Corelogic	$3,609.56
W0100.00.030 0008.03	Corelogic	$3,318.16
W7650.00.000.0010.00	Law Office of Richard A Cantu Pc	$12,199.16

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
EL CAMPU LLC 4

Present mailing address *(number and street)*
2408 EL ENCINO DR 4

City, town or post office, state, ZIP code
MISSION, TX 78573 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): KELLY PHARR TRACT N18.6AC-E 1/2 LOT 98

Step 2: Describe the property

18.60AC GR 18.30AC NET

Address or location of property:

202253 4

Account number of property:
K2400.00.000.0098.01 4

Tax receipt number:
OR 21543037

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012 4	11/20 / 2012	$ 16,630.20 4	$ 6,595.78 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 6,595.78 4

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 7

VALUE DECREASED / AG EXCL INCREAS

NB Apply to Account (202253)

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: PN 4-12-13

sign here — Authorized officer

Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Pablo (Paul) Villarreal Jr

Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
MEDICAL PLAZA OF WESLACO LTD (PAID BY: ALONZO CANTU CONSTRUCTION, INC.) 4

Present mailing address *(number and street)*
5221 N MCCOLL RD 4

City, town or post office, state, ZIP code
MCALLEN, TX 78504 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): MEDICAL PLAZA OF WESLACO CONDOS UNIT 3

Step 2: Describe the property

Address or location of property:

704808 4

Account number of property:

M3239.00.000.0003.00 4

Tax receipt number:

OR 22187216

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012 4	01/04 / 2013	$ 8,188.86 4	$ 2,610.66 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 2,610.66 N

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 7

VALUE DECREASED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE C[illegible] AUDITOR'S OFFICE
DATE: (PN) 4-12-13
4/10/13

sign here — Authorized officer

Date 4/12/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Pablo (Paul) Villarreal Jr.

Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
MEDICAL PLAZA OF WESLACO LTD (PAID BY: ALONZO CANTU CONSTRUCTION, INC.) a

Present mailing address *(number and street)*
5221 N MCCOLL RD a

City, town or post office, state, ZIP code
MCALLEN, TX 78504 a

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): MEDICAL PLAZA OF WESLACO CONDOS UNIT 4

Step 2: Describe the property

Address or location of property:

704809 a

Account number of property:
M3239.00.000.0004.00 a

OR Tax receipt number:
22187218

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012 a	01/04 / 2013	$ 7,992.47 a	$ 2,548.04 a
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 2,548.04 n

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 7

VALUE DECREASED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature — Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 4-12-13

sign here — Authorized official — Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 Tax code)* — Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
MEDICAL PLAZA OF WESLACO LTD (PAID BY: ALONZO CANTU CONSTRUCTION, INC.)

Present mailing address *(number and street)*
5221 N MCCOLL RD

City, town or post office, state, ZIP code
MCALLEN, TX 78504

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): MEDICAL PLAZA OF WESLACO CONDOS UNIT 6

Step 2: Describe the property

Address or location of property:

704811

Account number of property: M3239.00.000.0006.00 OR Tax receipt number: 22187220

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	01/04 / 2013	$ 14,086.61	$ 4,490.77
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 4,490.77

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 7

VALUE DECREASED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature | Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 4-16-13

sign here — Authorized officer | Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* Pablo (Paul) Villarreal Jr. | Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
MEDICAL PLAZA OF WESLACO LTD (PAID BY: ALONZO CANTU CONSTRUCTION, INC.)

Present mailing address *(number and street)*
5221 N MCCOLL RD

City, town or post office, state, ZIP code
MCALLEN, TX 78504

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): MEDICAL PLAZA OF WESLACO CONDOS UNIT 8

Step 2: Describe the property

Address or location of property:

704813

Account number of property: M3239.00.000.0008.00 OR 22187219 Tax receipt number:

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	01/04 / 2013	$ 8,506.81	$ 2,715.13
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 2,715.13

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 7

VALUE DECREASED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature — Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 4-16-13
4/14/13

sign here — Authorized officer — Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
VASQUEZ JORGE FELIX & GRETA A VASQUEZ (PAID BY: WELLS FARGO)

Present mailing address *(number and street)*
P.O. BOX 222

City, town or post office, state, ZIP code
PHARR, TX 78577

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): STEWART SOUTH LOT 3

Step 2: Describe the property

Address or location of property:

290748

Account number of property:
S6220.00.000.0003.00

Tax receipt number:
OR 22006379

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	12/28 / 2012	$ 3,571.42	$ 3,571.42
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 3,571.42

Taxpayer's reason for refund *(attach supporting documentation)*: SUPPT# 7

VETERAN CHANGED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 4-16-13

sign here — Authorized officer

Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*

Pablo (Paul) Villarreal Jr

Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
BURT HOLDINGS LP (PAID BY: DOCTORS REHAB OF THE RGV)

Present mailing address *(number and street)*
4854 S. JACKSON RD

City, town or post office, state, ZIP code
EDINBURG, TX 78539

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): STONEWORKS PLAZA LOT 6& 7

Step 2: Describe the property

Address or location of property:

710710

Account number of property: S6453.00.000.0006.00 OR

Tax receipt number: 23123713/ 21530519

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	02/22 / 2013	$ 18,773.13	$ 3,146.57
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 3,146.57

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 7

VALUE DECREASED

NB Apply to Account (819100)

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature — Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: APR 14-16-13

sign here — Authorized official — Date 4/12/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
TEJAS BUILDING & DEV CO INC (PAID BY: TEJAS BUILDING & DEVELOPMENT) +

Present mailing address *(number and street)*
2623 N TEXAS BLVD

City, town or post office, state, ZIP code
WESLACO, TX 78596

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): TEJAS # 5 PH 2 LOT 7; DELETE CREATED IN ERROR

Step 2: Describe the property

Address or location of property:

683861

Account number of property:

T1231.05.000.0007.00 OR 21218147

Tax receipt number:

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2006	09/28 / 2012	$ 4,467.77	$ 4,467.77
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 4,467.77

Taxpayer's reason for refund *(attach supporting documentation)*:

VALUE DECREASED Apply to T1231-05-000-0007-01 (843238)

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 04-12-13

sign here — Authorized officer

Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 tax code)*

Date 4-8-13 +

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
SALAZAR JANE S (PAID BY: CORELOGIC)

Present mailing address *(number and street)*
3415 N MAYBERRY RD

City, town or post office, state, ZIP code
MISSION, TX 78573

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): WEST ADDN. TO SHARYLAND E330-N132-S792 LOT

Step 2: Describe the property

30-8 1.0AC GR .92AC NET

Address or location of property:

317404

Account number of property: W0100.00.030.0008.03 OR 19658637 Tax receipt number:

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011	12/29 / 2011	$ 3,879.76	$ 3,609.56
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 3,609.56

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 15

VETERAN CHANGED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature — Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 4-12-13

sign here — Authorized officer — Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 tax code)* — Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
SALAZAR JANE S (PAID BY: CORELOGIC)

Present mailing address *(number and street)*
3415 N MAYBERRY RD

City, town or post office, state, ZIP code
MISSION, TX 78573

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): WEST ADDN TO SHARYLAND E330-N132-S792 LOT

Step 2: Describe the property

30-8 1.0AC GR .92AC NET

Address or location of property:

317404

Account number of property:

W0100.00.030.0008.03

Tax receipt number:

OR 22107038

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	12/28 / 2012	$ 3,912.79	$ 3,318.16
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 3,318.16

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 7

VETERAN CHANGED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

...ED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: CR 4-12-13

sign here — Authorized officer

Date 4/17/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Date 4-8-13

4/9

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
GARZA MARIANO (PAID BY: LAW OFFICE OF RICHARD A. CANTU PC) 4

Present mailing address *(number and street)*
P.O. BOX 2402 4

City, town or post office, state, ZIP code
SAN JUAN, TX 78589 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): WOODS, ML # 3 E5.35 AC OF LOT 10 EXC .53AC

Step 2: Describe the property

4.82AC NET

Address or location of property:

330813 4

Account number of property: W7650.00.000.0010.00 4

Tax receipt number: OR 14591276

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2008 4	11/18 / 2009	$ 21,534.72	$ 12,199.16 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 12,199.16 A

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 48

VALUE DECREASED

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature | Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALG
COUNTY AUDITOR'S OFFICE
DATE: RN 4-12-13 4 CH/14/13

sign here — Authorized official | Date 4/12/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)* Pablo (Paul) Gillam Jr. | Date 4-8-13

4 19

AI-38340 **7. B.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Norma Briones, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

Account Number	Payer	Amount
D5790.99.000.0003.04	Doctors Hospital @ Renaissance	$3,887.59
L5330.03.000.0180.00	Wells Fargo	$3,225.00
L5335.00.000.0027.00	Wells Fargo	$3,103.03

BACKGROUND

Attachments

ComCourt05072013

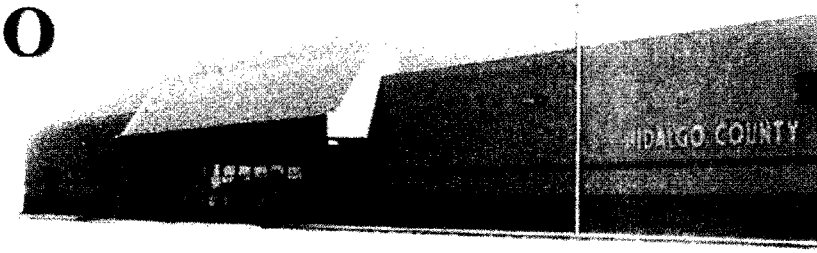
Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 09:04 AM
Olga Garza	Olga Garza	05/03/2013 01:39 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Norma Briones Started On: 04/22/2013 10:17 AM

Final Approval Date: 05/03/2013

Office of Tax Assessor - Collector
COUNTY of HIDALGO



Pablo "Paul" Villarreal, Jr. RTA
Assessor and Collector

P.O. Box 178
Edinburg, Texas 78540-0178
(956) 318-2157 • (956) 318-2733

APRIL 19, 2013

The Honorable Ramon Garcia
Hidalgo County Commissioners
Edinburg, Texas 78539

Re: See attached list

Gentlemen:

Our office has determined that the attached application(s) for a tax refund over $2,500.00 dollars is(are) erroneous and/or excessive. The County Auditor has also agreed with our determination. As a result, I respectfully request that the Commissioner's Court approve the enclosed application(s) for a tax refund as required by Property Tax Code Section 31.11, Refunds of Overpayments or Erroneous Payments.

When completed, please return the attached to our office. Thank you for your assistance in this matter.

Respectfully,

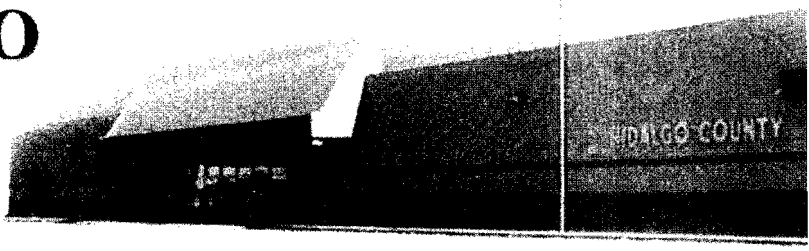
Pablo (Paul) Villarreal, Jr., RTA

nlr

Enclosure

cc: Raymundo Eufracio, CPA
Hidalgo County Auditor

Office of Tax Assessor - Collector
COUNTY of HIDALGO



Pablo "Paul" Villarreal, Jr. RTA
Assessor and Collector

P.O. Box 178
Edinburg, Texas 78540-0178
(956) 318-2157 • (956) 318-2733

ACCOUNT NUMBER	PAYER	AMOUNT
D5790.99.000.0003.04	Doctors Hospital @ Renaissance	$3,887.59
L5330.03.000.0180.00	Wells Fargo	$3,225.00
L5335.00.000.0027.00	Wells Fargo	$3,103.03

PABLO (PAUL) VILLARREAL JR., RTA
Hidalgo County Tax Assessor - Collector
PO BOX 178 EDINBURG, TX 78540-0178

Phone No.: (956) 318-2157
Fax No.: 956-318-2733

Print Date: 01/29/2013

HUD

DOCTORS HOSPITAL @ RENAISSANCE
P O BOX 329
MCALLEN, TX 78502

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 4-2-13
4/11/13

Account Number
D5790-99-000-0003-04
HCAD No. 765407

Legal Description of the Property
SUPPLIES FURNITURE FIXTURES & EQUIPMENT AT 5509 DOCTORS DRIVE /NEW ACCT 2006

5509 DOCTORS DR 78539

OWNER: RENAISSANCE WOUND CARE CENTER

2012 OVERAGE AMOUNT $3,887.59

1: HIDALGO COUNTY, 2: DRAINAGE DIST #1, 22: CITY OF EDINBURG, 41: EDINBURG CISD, 54: SOUTH TEXAS ISD, 55: SOUTH TEXAS COLLEGE

APPLICATION FOR PROPERTY TAX REFUND

If you paid the taxes on this account and believe you are entitled to a refund, please complete this application, sign it, and return it with proof of payment. Applications must be submitted within three years of the date of payment or you waive the right to the refund per Section 31.11c of Texas Property Tax Code. Governing body approval is required for refunds in excess of $500. Please allow 60 days for processing.

Step 1: Identify the Payer requesting the refund if different than shown above	Name: Doctors Hospital at Renaissance	Relationship to Property Owner:
	Mailing Address: PO BOX 3293	Daytime Telephone Number: 956-362-3010
	City, State, Zip Code: Mcallen TX 78502-3293	
Step 2: Refunds are only issued to party that paid taxes. Affirm that you are the payer.	I paid the taxes for year 2012 and am the party entitled to the refund.	
Step 3: Mark the reason for the refund and provide a brief explanation	✓ Overpaid the account — property value change	
	Duplicate payment	
	Paid in error (explain)	
Step 4: Provide payment information **Attach copies of cancelled checks or tax office receipts**	Total amount paid by this taxpayer	20,291.46
	Total tax, penalty, and interest amount owed for the year	16,403.87
	Amount of refund claimed	3887.59
Step 5: How should the refund be processed? only $288.17	Mail to Property Owner	
	✓ Mail to Payer at address in Step 1 — mail remaining balance # 350142	
	✓ Transfer this amount to account 473199000000113 For tax year 2011	
	Escrow for next year 's taxes	
Step 6: Sign the application form. Unsigned applications will not be processed. Please allow 60 days from the time this application is returned to the tax office for the refund to be processed	By completing and signing this form I hereby apply for the refund of the above described taxes and certify that the information I have given on this form is true and correct	
	SIGN HERE	Date of application: 2/7/13
	If you make a false statement on this application you could be found guilty of a Class A Misdemeanor or a state jail felony under Texas Penal Code Section 37.10	
AUDITORS USE ONLY:	✓ Approved ☐ Denied By:	Date: 4/17/13
TAX OFFICE USE ONLY:	✓ Approved ☐ Denied By:	Date: 3-21-13

This application must be completed, signed, and submitted with supporting documentation to be valid.

3/27

.1.14

ARMANDO BARRERA JR., RTA
Hidalgo County Tax Assessor - Collector
PO BOX 178 EDINBURG, TX 78540-0178

Phone No.: (956) 318-2157
Fax No.: 956-318-2733

Print Date: 01/02/2013

Account Number
L5330-03-000-0180-00
HCAD No. 673309
Legal Description of the Property
LOMA VERDE PH 3, SHARYLAND PLANTATION VILLAGE LOT 180
4205 SANTA INEZ
OWNER: FALCON JESUS & MERCEDES ESPINOZA

WELLS FARGO
MAC X2502-011
1 HOME CAMPUS
DES MOINES , IA 50328--000

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: AM 4-2-13
FSTAX

2012 OVERAGE AMOUNT $3,225.00

1: HIDALGO COUNTY, 2: DRAINAGE DIST #1, 32: CITY OF MISSION, 51: SHARYLAND ISD, 54: SOUTH TEXAS ISD, 55: SOUTH TEXAS COLLEGE

APPLICATION FOR PROPERTY TAX REFUND

If you paid the taxes on this account and believe you are entitled to a refund, please complete this application, sign it, and return it with proof of payment. Applications must be submitted within three years of the date of payment or you waive the right to the refund per Section 31.11c of Texas Property Tax Code. Governing body approval is required for refunds in excess of $500. Please allow 60 days for processing.

7-0201021722

Step 1: Identify the Payer requesting the refund if different than shown above	Wells Fargo Home Mortgage MAC X2302-04D 1 Home Campus Des Moines, IA 50328	Relationship to Property Owner: Mtg Company Daytime Telephone Number: 800-499-4829 x46508
Step 2: Refunds are only issued to party that paid taxes. Affirm that you are the payer.	I paid the taxes for year 2012 and am the party entitled to the refund.	
Step 3: Mark the reason for the refund and provide a brief explanation	☐ Overpaid the account ☑ Duplicate payment ☐ Paid in error (explain)	
Step 4: Provide payment information **Attach copies of cancelled checks or tax office receipts**	Total amount paid by this taxpayer: 3225.94 Total tax, penalty, and interest amount owed for the year: Amount of refund claimed: 3225.00	
Step 5: How should the refund be processed?	☐ Mail to Property Owner ☑ Mail to Payer at address in Step 1 ☐ Transfer this amount to account ____ For tax year ____ ☐ Escrow for next year 's taxes	
Step 6: Sign the application form. Unsigned applications will not be processed. **Please allow 60 days from the time this application is returned to the tax office for the refund to be processed**	By completing and signing this form I hereby apply for the refund of the above described taxes and certify that the information I have given on this form is true and correct **SIGN HERE** Cassie Tim Nagel Date of application: 3-8-13 **If you make a false statement on this application you could be found guilty of a Class A Misdemeanor or a state jail felony under Texas Penal Code Section 37.10**	

AUDITORS USE ONLY: ☑ Approved ☐ Denied By: _____ Date: 4/17/13

TAX OFFICE USE ONLY: ☑ Approved ☐ Denied By: _____ Date: 3-21-13

This application must be completed, signed, and submitted with supporting documentation to be valid.

3/27

ARMANDO BARRERA JR., RTA
Hidalgo County Tax Assessor - Collector
PO BOX 178 EDINBURG, TX 78540-0178

Phone No.: (956) 318-2157
Fax No.: 956-318-2733

Print Date: 01/02/2013

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: ~~FM~~ 4-2-13
L.C 4/16/13

FSTax

JAN 2 3 2013

WELLS FARGO
MAC X2502-011
1 HOME CAMPUS
DES MOINES , IA 50328--000

Account Number
L5335-00-000-0027-00
HCAD No. 692490

Legal Description of the Property
LOMAS DEL VALLE LOT 27
518 SOUTHLAND
OWNER: GONGORA BLAS E & ERICA L

2012 OVERAGE AMOUNT $3,103.03

1: HIDALGO COUNTY, 2: DRAINAGE DIST #1, 22: CITY OF EDINBURG, 41: EDINBURG CISD, 54: SOUTH TEXAS ISD, 55: SOUTH TEXAS COLLEGE

APPLICATION FOR PROPERTY TAX REFUND

If you paid the taxes on this account and believe you are entitled to a refund, please complete this application, sign it, and return it with proof of payment. Applications must be submitted within three years of the date of payment or you waive the right to the refund per Section 31.11c of Texas Property Tax Code. Governing body approval is required for refunds in excess of $500. Please allow 60 days for processing.

9-04119a27b8

Step 1: Identify the Payer requesting the refund if different than shown above	Wells Fargo Home Mortgage MAC X2302-04D 1 Home Campus Des Moines, IA 50328	Relationship to Property Owner: mtg company Daytime Telephone Number: 800-499-4829 x46508
Step 2: Refunds are only issued to party that paid taxes. Affirm that you are the payer.	I paid the taxes for year 2012 and am the party entitled to the refund.	
Step 3: Mark the reason for the refund and provide a brief explanation	X Overpaid the account Duplicate payment Paid in error (explain)	
Step 4: Provide payment information **Attach copies of cancelled checks or tax office receipts**	Total amount paid by this taxpayer: 3852.90 Total tax, penalty, and interest amount owed for the year: Amount of refund claimed: 3103.03	
Step 5: How should the refund be processed?	Mail to Property Owner X Mail to Payer at address in Step 1 Transfer this amount to account ____ For tax year ____ Escrow for next year 's taxes	
Step 6: Sign the application form. Unsigned applications will not be processed. **Please allow 60 days from the time this application is returned to the tax office for the refund to be processed**	By completing and signing this form I hereby apply for the refund of the above described taxes and certify that the information I have given on this form is true and correct SIGN HERE: Carmen Tenorio Date of application: 3-8-13 **If you make a false statement on this application you could be found guilty of a Class A Misdemeanor or a state jail felony under Texas Penal Code Section 37.10**	
AUDITORS USE ONLY:	☑ Approved ☐ Denied By: _____ Date: 4/17/13	
TAX OFFICE USE ONLY:	☑ Approved ☐ Denied By: _____ Date: 3-21-13	

This application must be completed, signed, and submitted with supporting documentation to be valid.

3/27

AI-38391 **8. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Yvonne Ramon Submitted By: Rosie Diaz, ELECTIONS DEPT.

Department: ELECTIONS DEPT.

Information

CAPTION

Elections Department:
Requesting approval to pay 2013 membership dues to STAR12 for Amanda Valdez Admin. Assistant and Melanie Esparza Accountant in the amount of $598.00, with authority for county Treasurer to issue check after review, audit, and processing procedures are completed by county Auditor.

BACKGROUND

Please refer to Requisition#235091

Attachments

Starr 12 membership
aff
aff

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/24/2013 03:09 PM
Olga Garza	Olga Garza	05/03/2013 04:49 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Rosie Diaz Started On: 04/24/2013 10:53 AM

Final Approval Date: 05/03/2013

star12 ALL-ACCESS PASS
National Seminars Training

Renewal Invoice

Your STAR12 Pass expires on 5/8/2013

Renew your All-Access Training Pass today! Review your invoice below for pass holder benefits.

Melanie Esparza
Acct Clerk
Hidalgo County Elections Dept
101 S 10th Ave
Edinburg TX 78539-4340

Rcpt # 235091

Product:	1-Year All-Access Pass	Fee:	$299.00
Return By:	3/6/2013	VIP Number:	VIP# 933-705705-777

Product:	Expiration Date:	Dues:
The All-Access Training Pass Includes: ☑ One- and Two-Day Seminars ☑ Live and On-Demand Webinars ☑ MindLeaders Computer Skills Library ☑ On-Demand Seminars ☑ FranklinCovey Online Audio Collection ☑ Tracking & Reporting ☑ Online Courses *Learn more about the All-Access Training Pass at **www.joinSTAR12.com**.*	5/8/2013	299.00

If you have recently renewed, thank you and please disregard this reminder.

73210

Renewal & Payment Instructions:

Save time! Renew online or call today!

Online:
www.mySTAR12.com/go/renewAA

Phone: 1-800-258-7246

Fax: 1-913-432-0824

Mail: Return this form with payment in the envelope.

Purchase Order:
Please contact customer service at cstserv@natsem.com.

☐ Check Enclosed
(payable to National Seminars Training, drawn on a U.S. bank)

Credit Card:
☐ Visa ☐ MasterCard
☐ Discover ☐ American Express

Card #: _____

Exp. Date: _____

Signature: _____

star12® ALL-ACCESS PASS
National Seminars Training

Renewal Invoice

Your STAR12 Pass expires on 5/8/2013

Renew your All-Access Training Pass today! Review your invoice below for pass holder benefits.

Amanda Valdez
Admin Asst
Hidalgo County Elections Dept
101 S 10th Ave
Edinburg TX 78539-4340

Product:	1-Year All-Access Pass	Fee:	$299.00
Return By:	3/6/2013	VIP Number:	VIP# 933-705705-777

Product:	Expiration Date:	Dues:
The All-Access Training Pass Includes: ☑ One- and Two-Day Seminars ☑ Live and On-Demand Webinars ☑ MindLeaders Computer Skills Library ☑ On-Demand Seminars ☑ FranklinCovey Online Audio Collection ☑ Tracking & Reporting ☑ Online Courses *Learn more about the All-Access Training Pass at **www.joinSTAR12.com**.*	5/8/2013	299.00

If you have recently renewed, thank you and please disregard this reminder.

72210

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Purchase Order:
Please contact customer service at cstserv@natsem.com.

☐ Check Enclosed
(payable to National Seminars Training, drawn on a U.S. bank)

Credit Card:
☐ Visa ☐ MasterCard
☐ Discover ☐ American Express

Card #: _____

Exp. Date: _____

Signature: _____

star12
ALL-ACCESS PASS
National Seminars Training

REC'D FEB 07 2013

VIP# 933-705705-777

Melanie Esparza
Acct Clerk
Hidalgo County Elections Dept
101 S 10th Ave
Edinburg TX 78539-4340

373

Your All-Access Training Pass Expires Soon! Continue Investing in Your Future

Dear Melanie:

In today's changing work environment, it's never been more important to invest in your future. As someone who has already dedicated a year to continual learning, you've shown that you appreciate the value of knowledge and training.

That's why I am inviting you to continue investing in yourself by renewing your All-Access Training Pass. Renew your pass today for access to our brand-new On-Demand Seminars, Computer Skills Library, and new Seminars and Webinars added every month.

73100

The All-Access Training Pass Includes:

- One- and Two-Day Seminars
- Live and On-Demand Webinars
- MindLeaders Computer Skills Library
- FranklinCovey Online Audio Collection
- Tracking & Reporting
- Online Courses
- On-Demand Seminars

Remember, whether you need a lunch-and-learn webinar, a live seminar, or a quick-tip video, your All-Access Training Pass puts you in control of when and how you get the training you need — and ultimately the career success you want.

The All-Access Training Pass is a risk-free promise to work smarter, not harder. Renew your commitment to career development by calling **1-800-258-7246** or visiting us online at **www.mySTAR12.com/go/renewAA**.

With best wishes for a successful career,

Sara Stutz
STAR12 Specialist

PS: The All-Access Training Pass is the best value in training. But don't take our word for it — visit ***CompareSeminarPasses.com*** to see for yourself.

TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES
TO ASSOCIATIONS OTHER THAN THE TEXAS ASSOCIATION OF COUNTIES

THE STATE OF TEXAS
COUNTY OF HIDALGO

I, Amanda Valdez, do hereby state that membership in the Rockhurst Univ. Cont education center and dues to be paid to the association, serve to accomplish one or more of the following County purposes:

- ☐ To obtain statutorily required continuing professional education.
- ☐ To obtain continuing education necessary to maintain a license or certification.
- ☒ To access the association or organization's programs, services, and activities in order to strengthen professional skills and keep up-to-date on developments related to the Department's primary business activities:
  - Publications
  - Periodicals
  - Training
  - Annual Conference
  - Award Programs
  - Representation
  - Technical Inquiry Services

FOR STATEWIDE ASSOCIATIONS ONLY

I further state that _____ is a statewide association with a minimum membership of at least 25 percent of eligible political subdivisions.
Rockhurst Univ. cont education center is a National Organization

SIGNATURE: Amanda Valdez DATE: 5-6-13
TITLE: Administrative Assistant III

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

(SEAL)

MELANIE ESPARZA
NOTARY PUBLIC
STATE OF TEXAS
EXPIRES
04-07-15

NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT: LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES: GC § 305.026

COUNTY AUDITOR'S FORM: RE-CA-041B
REVISED: 12-2012

TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES
TO ASSOCIATIONS OTHER THAN THE TEXAS ASSOCIATION OF COUNTIES

THE STATE OF TEXAS
COUNTY OF HIDALGO

I, Melanie Esparza, do hereby state that membership in the Rockhurst Univ. Cont. education center, and dues to be paid to the association, serve to accomplish one or more of the following County purposes:

- ☐ To obtain statutorily required continuing professional education.
- ☐ To obtain continuing education necessary to maintain a license or certification.
- ☒ To access the association or organization's programs, services, and activities in order to strengthen professional skills and keep up-to-date on developments related to the Department's primary business activities:
  - Publications
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  - Training
  - Annual Conference
  - Award Programs
  - Representation
  - Technical Inquiry Services

FOR STATEWIDE ASSOCIATIONS ONLY

I further state that _____ is a statewide association with a minimum membership of at least 25 percent of eligible political subdivisions.
Rockhurst Univ. Cont. education Center is a National organization

SIGNATURE: _____ DATE: 5/6/13
TITLE: Accountant II

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

(S E A L)

AMANDA VALDEZ
NOTARY PUBLIC
STATE OF TEXAS
EXPIRES
04-07-15

Amanda Valdez
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT: LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES: GC § 305.026

COUNTY AUDITOR'S FORM: RE-CA-041B
REVISED: 12-2012

AI-38596 **9. A.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Lisa Vela, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

HIDALGO CO. PCT #4: Requesting authority to enter into a 36-month new (capital) lease copier for a WorkCentre 5335 through our membership/participation with (TPASS) Texas Procurement & Support Services awarded vendor, Xerox contract 985-L2 for the HIDALGO CO. PCT #4 through Requisition #233291 in the total amount of $162.37/month, effective upon approval.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 31200431001240050601

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

BUDGETARY IMPACT:

FISCAL YEAR: 2013 ACCT. #: 31200431001240050780

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

BUDGETARY IMPACT:

Attachments

REQUISITION
QUOTE
PRICE VERIFICATION
CAPITAL LEASE LOG

Form Review

Inbox	Reviewed By	Date
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Lisa Vela Started On: 05/03/2013 09:33 AM

Final Approval Date: 05/03/2013

Requisition

Req # 00233291

PO #

Date: 03/14/13

Bill To: x
x

Agrda 38596

Vendor : 42129
XEROX CORPORATION
P.O. BOX 731892
DALLAS TX 75373-1892

Ship To: HIDALGO CO. PCT 4
1051 N. DOOLITTLE
EDINBURG TX 78542

Contact: MUNOZ JR. R.
956-383-3112

Contract No: TPASS 985-L2

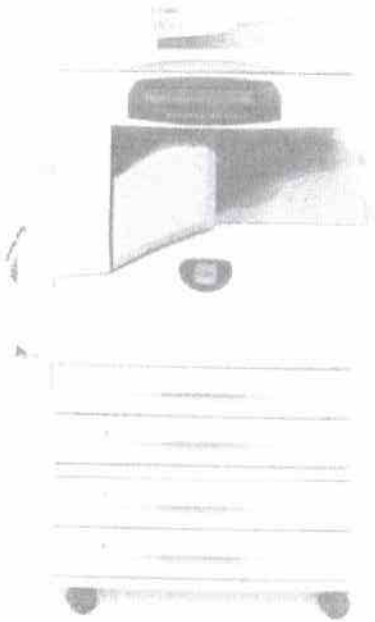
Special Instructions:
PCT. REQ. #0467

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		TPASS 985-L2 CONTRACTORS QUOTE CASH PRICE $5,846.32 TRADE IN SERIAL #KBM536042 P/U TRADE IN UPON DELIVERY ****TO BE LOCATED AT 1102 N. DOOTLITTLE ROAD EDINBURG TEXAS 78542**** DO NOT DUPLICATE ORDER		
1.00		CO "NEW" 36 MONTH (CAPITAL) COPIER LEASE OF XEROX WORKCENTER 5335 COPY/PRINTER/SCANNER 35 pages per minute 110 sheet DADF Up to 11X17 output prints Standard two 500 sheet trays Optional integrated office finisher/stapler Mobile stand included Price includes 5,000 Impressions all excess prints @0.0091		.00
9.00	MONTH	CO Contract:	143.16	1,288.44
9.00	MONTH	CO Integrated Finisher:	19.21	172.89
1.00	LOT	CO Excess Prints @ 0.0091 After 5,000 Impressions	50.00	50.00
		Account No	Encumbrance	
		3-1200-431-00-124-005-0-601	50.00	
		3-1200-431-00-124-005-0-780	1,461.33	
			Freight	.00
			Total	1,511.33
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

TPASS 985-L2 CATALOG PRICING

WORKCENTRE 5335



Copy /Printer/Scanner

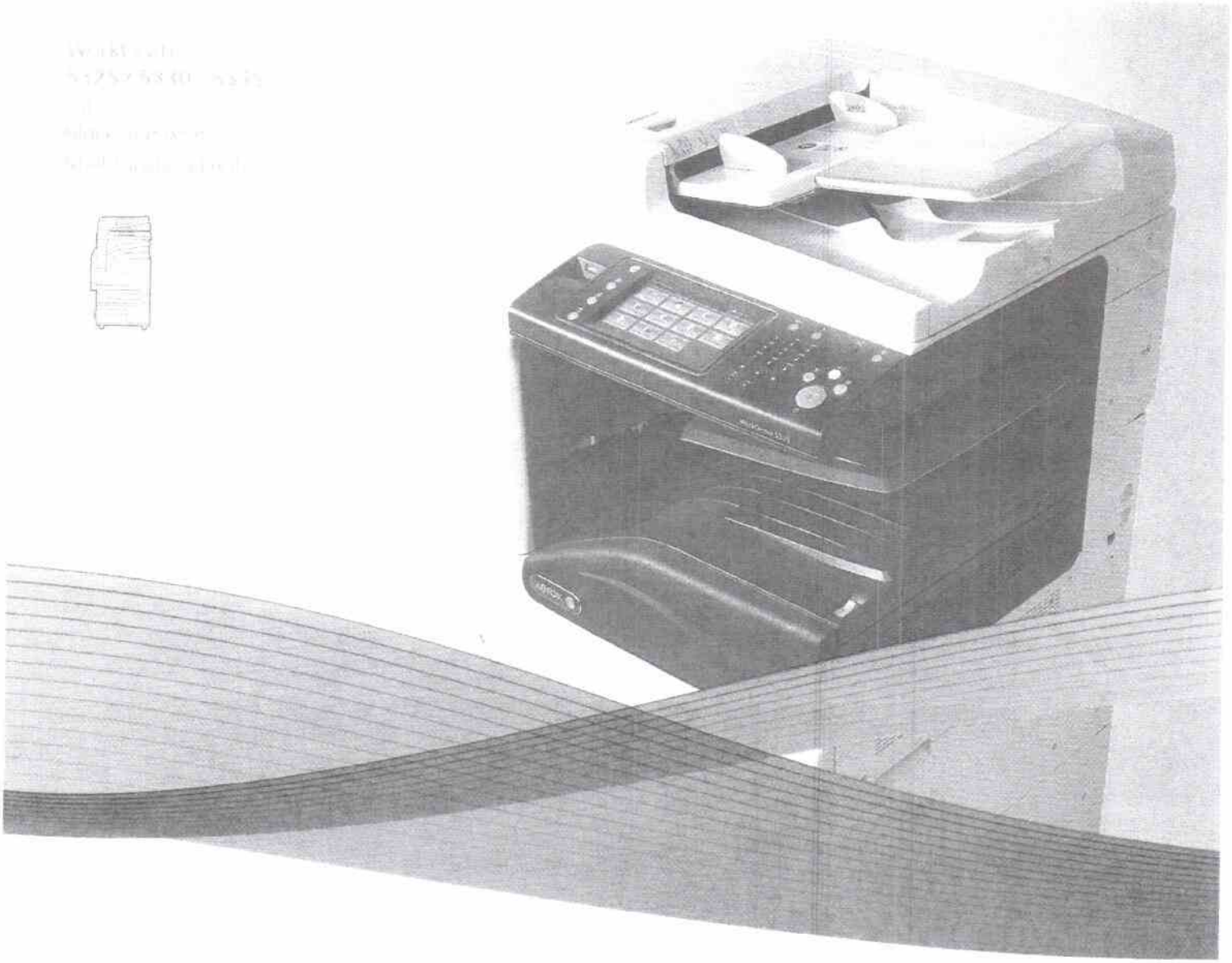
- 35 Pages per Minute
- 110 Sheet DADF
- Up to 11 X 17 output prints
- Standard Two 500-Sheet Trays
- Optional Integrated Office Finisher/Stapler
- Mobile stand included

TPASS 36 MONTH LEASE

Contract	$143.16
Integrated Finisher	$19.21
Monthly total	$162.37

PRICE INCLUDES **5,000**
IMPRESSIONES ALL EXCESS PRINTS
@ 0.0091
Trade Serial # KBM536042
CASH PRICE $ 5,846.32

Req 23391 AI 38516



Xerox® WorkCentre® 5325 / 5330 / 5335 Multifunction Printer

Optimized office efficiency

Xerox®

WorkCentre 5325/5330/5335 Multifunction Printer

The highly modular WorkCentre 5300 series multifunction printer gives today's fast-paced office environments a critical productivity advantage. The tasks you perform daily become more efficient, while intensive workplace processes are optimized with customizable workflow solutions that easily handle your unique business requirements.

Reduce costs with superior workgroup efficiency

With exceptional copier performance and the option of adding powerful printing, scanning and faxing, the WorkCentre 5300 series is built to perform as a consistently high level. Plus, multiple levels of cost-control capabilities let you easily manage expenses by limiting, tracking and assigning costs.

- **Faster results.** Print and copy speeds of up to 35 ppm keep pace with even the busiest environments.
- **Automated workflows.** Save time and increase efficiency with convenient features that automate routine tasks. For example, Fax Forward to Email automatically sends your incoming faxes from the device directly to your computer's email in-box.
- **Powerful scanning.** Improve the way you work with a host of scanning features, such as Scan to Folder[1], Network Scanning[1], Scan to Text-searchable PDF[1], and standard color scanning. Convert hard copies into digital files for automatic routing and archiving. Preview scans and documents stored on the device right on the color touch screen, and you can access documents faster with advanced file compression that dramatically shrinks file sizes.
- **Walk-up simplicity.** Scan to/print from USB functionality lets you print from and scan to a USB memory device for faster document delivery when you're not at your computer.
- **Limit and track usage.** With Xerox Standard Accounting, administrators can set limits for individual users on the number of print, copy, scan, and fax jobs, and account for device activity at the user, group or department level.
- **Experience true multitasking.** The WorkCentre 5300 series lets users perform five tasks at once: RIP, receive, program ahead, process the queue, and transmit. This advanced capability lets you copy, print, scan or fax even while other jobs are running.

Total peace of mind

The WorkCentre 5300 series features state-of-the-art technologies for optimized security at the device and on the network.

- **Keep your documents safe at all times.** With Secure Print, jobs are stored in a separate queue until the intended recipient chooses which jobs to release for printing. Plus, users can convert hard copies to secure digital files with the Scan to Password protected PDF feature.
- **Prevent unauthorized access.** Powerful features such as standard network authentication[2], with available technologies like Secure Access Unified ID System and Common Access Card Enablement Kit, ensure only authorized users can access the device.
- **Maintain information integrity.** 256-bit hard disk encryption and overwrite uses the FIPS 140-2 standard to ensure your data stays secure.
- **Stay secure.** Sensitive data stays private over your network thanks to network authentication and encrypted email, plus built-in support for IPsec, 802.1X and SNMPv3.0 — the latest security protocols.

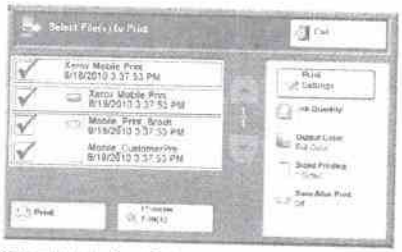
The right fit for every environment

The space-saving WorkCentre 5300 series benefits your office and the outside world, with cutting-edge engineering that delivers big reductions in energy consumption.

- **Smaller footprint.** Save valuable office space with a device that's just the right fit.
- **Quiet operation.** The WorkCentre 5300 produces less noise, letting you keep the device close by for distraction-free convenience.
- **Xerox technology advantages.** Our EA Toner with low-melt technology achieves minimum fusing temperature at 68 degrees F (20 degrees C) less than conventional toner. Plus, our LED scanner consumes just one-third the power of traditional Xenon lamps. You get significant energy savings and brilliant, glossy output — even on ordinary paper.
- **Standard duplexing.** The WorkCentre 5300 series comes with standard two-sided printing, helping you save paper and money.
- **ENERGY STAR® qualified.** The WorkCentre 5300 series meets the stringent ENERGY STAR requirements for energy usage.

With Network Scan Kit. [2] Copier/printer/scanner only.

Xerox Workflow Solutions take your WorkCentre 5300 series multifunction printer to a higher level of office optimization.

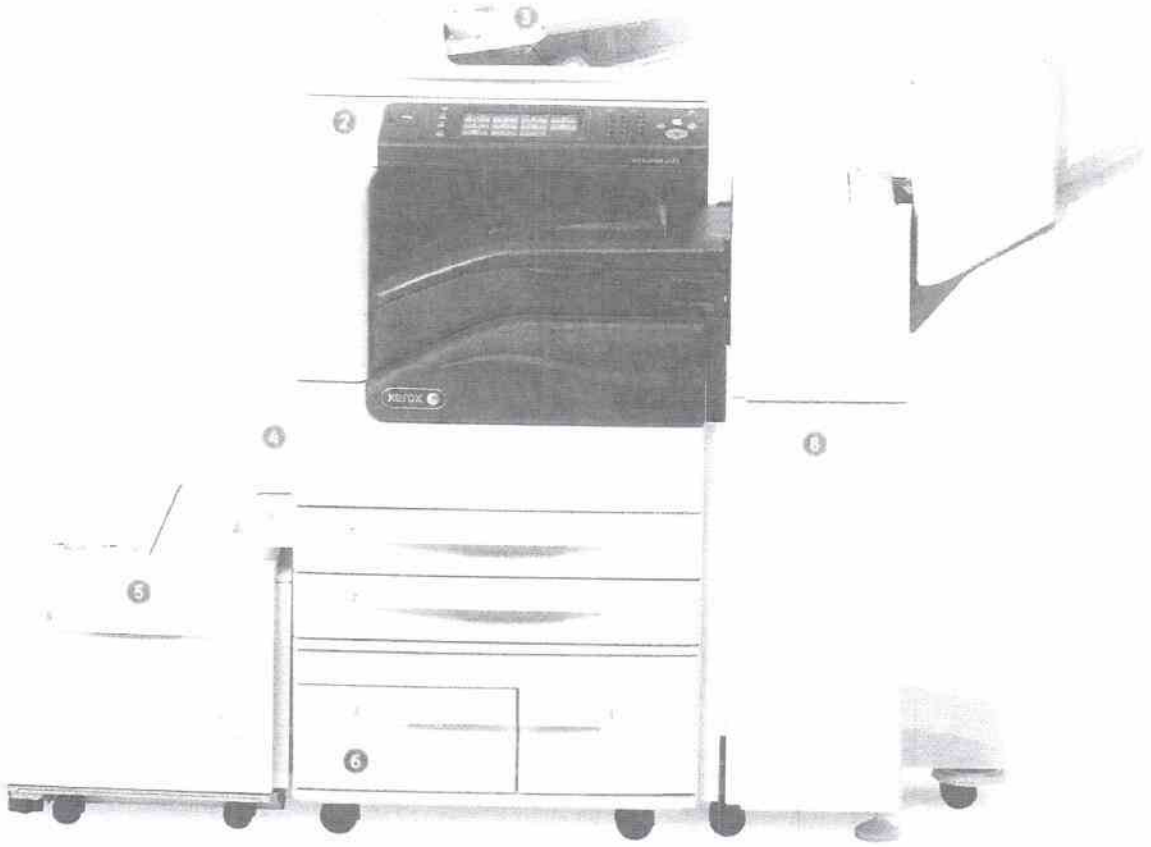


Xerox Mobile Print Solution is just one of many personalized solutions you access right from the touch screen interface.

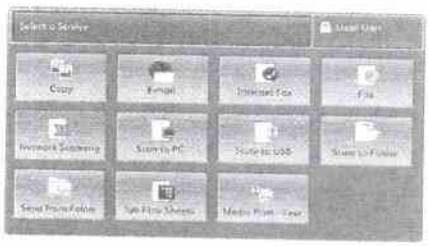
Transform the way your organization gets vital work done with the power of Xerox Workflow Solutions. When people work efficiently, in less time and with fewer steps, productivity goes up. Stress goes down. So do errors. Whether you have only a few people on your team or a very large workgroup, Xerox knows it's about streamlining your workflow — and it starts by using Xerox Workflow Solutions right from your WorkCentre 5300 series device.

Xerox Mobile Print Solution

With Xerox, being mobile has never been easier. Xerox makes mobile printing simpler and more convenient, while keeping your business secure. That's why we're empowering today's mobile professionals with the freedom to send print jobs from any email-enabled device.



❶
The innovative touch screen on the WorkCentre 5300 series front panel makes walk-up operation easy as can be. It features a 7-inch full color display with bright icons and intuitive navigation for optimal ease-of-use.



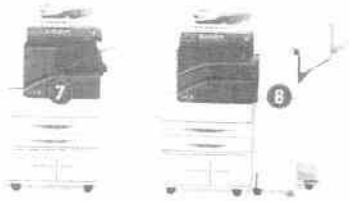
❷
Front panel USB port makes it fast and easy to print from or scan to any standard USB memory device.

❸
110-sheet Duplex Automatic Document Feeder (DADF) quickly processes single- or double-sided originals.

❹
50-sheet bypass tray for specialty media and custom sizes.

❺
The optional 2,000-sheet High Capacity Feeder* brings maximum paper capacity to 5,090 sheets.

❻
Standard paper input includes your choice of two 520-sheet trays with a stand or a 2000-sheet High Capacity Tandem Tray.



❼
Space-saving Integrated Office Finisher with convenient single-position stapling.

❽
Office Finisher LX adds 2,000-sheet stacking, multi-position stapling and optional booklet maker.

Flexibility with room to grow

Choose a powerful tabloid-size copier and add printing, scanning and faxing capabilities to optimize your workgroup's productivity. As your work volume increases, the WorkCentre 5300 series is ready to expand to meet your business needs.

* Requires High-Capacity Tandem Tray

WorkCentre 5300 Series Quick Facts

- Print and copy at up to 35 ppm
- Powerful scan and fax solutions
- Print up to 11 x 17 in. / A3
- Up to 1200 x 1200 dpi print resolution
- Max paper capacity: 5,090 sheets
- Best-in-class security — Full System Common Criteria Certified (ISO 15408)*
- Xerox Workflow Solutions built on the Xerox Extensible Interface Platform® (EIP)

* Pending

Print / Copy / Scan / Fax

11 x 17 in. / A3

35 ppm

WxDxH:
23.5 x 25.1 x 43.9 in.
597 x 637.5 x 1,115 mm

WorkCentre 5335 with High-Capacity Tandem Tray

		WorkCentre 5325 / 5330 / 5335 Copier	WorkCentre 5325 / 5330 / 5335 Copier/Printer/Scanner
Speed		Up to 25 / 30 / 35 ppm	
Duty Cycle		100,000 / 125,000 / 150,000 pages per month	
Memory		1 GB plus 160 GB hard drive	1 GB plus 160 GB hard drive / 2 GB with optional PostScript Kit
Paper Handling			
Paper input	Standard	**Duplex Automatic Document Feeder:** 110 sheets; Standard sizes: 5.5 x 8.5 in. to 11 x 17 in. / A5 to A3; Custom sizes: 3.3 x 4.9 in. to 11.7 x 17 in. / 85 x 125 mm to 297 x 432 mm	
	Choose one	**Bypass Tray:** 50 sheets; Custom sizes: 3.5 x 3.9 in. to 11.7 x 17 in. / 89 x 98 mm to 297 x 432 mm	
		Trays 1 and 2 with Stand: 520 sheets each; Sizes: Custom sizes: 5.5 x 7.2 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm **High-Capacity Tandem Tray:** 2,000 sheets; Standard Sizes: 8.5 x 11 in. and 7.25 x 10.5 in. / A4 or B5	
	Optional	**High-Capacity Feeder*:** 2,000 sheets; Standard Sizes: 8.5 x 11 in. and 7.25 x 10.5 in. / A4 or B5	
		Envelope Tray: Up to 60 envelopes; #10 commercial, Monarch, DL, C5; Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 148 mm to 162 x 241 mm	
Paper output	Standard	**Dual Catch Tray:** 250 sheets each; Lower output offset	
	Optional	**Integrated Office Finisher:** 500-sheet stacker, 50 sheets stapled; single-position stapling	
		Office Finisher LX: 2,000-sheet stacker, 50 sheets stapled, 3-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch)	
		Convenience Stapler: Staples 50 sheets	
Automatic two-sided printing		Standard	
Copy	First page-out-time	WorkCentre 5325/5330: As fast as 4.2 seconds; WorkCentre 5335: As fast as 4.0 seconds	
Resolution (max)		600 x 600 dpi	
Copy features		Automatic two-sided, Electronic pre-collation, Automatic tray selection, Build Job, Negative/Mirror image, Automatic booklet creation, Multi-up, Auto RE, Mixed-size originals, Covers insertion, Sample set, Book copying, Annotation, Delete Outside/Delete Inside, Poster mode, Watermarks, ID Card Copy, Page Layout, Form Overlay, Background Suppression	
Print	First-page-out-time	Optional	As fast as 11.0 seconds
Resolution (max)			1200 x 1200 dpi
Connectivity			10/100/1000Base-TX Ethernet, High-Speed USB 2.0 direct print
Page description languages			PCL® 5e, PCL 6, HP-GL/HP-GL2, TIFF/PDF, XPS®; Optional Adobe® PostScript® 3™
Print features			Automatic two-sided, Secure print, Delay print, Sample set, Booklet creation, Cover selection, Paper selection by attribute, N-up, Watermarks, Banner sheets, Fit to new paper size, Output tray selection, Print from USB
Scan	Standard	Optional	PDF, Linearized PDF, PDF/A, TIFF, JFIF, JPEG, XPS, Color Scan, Scan to Email, Scan to Folder
	Optional		Network Scan Kit (Text Searchable PDF, MRC compression, Thumbnail Preview, Scan to PC Desktop®, Various Xerox Business Innovation Partner Solutions)
Fax Kit		Optional	Walkup PSTN fax (one-line and three-line options) with Internet fax, Fax over IP (T.38) Kit, Network Server Fax Enablement Kit
			LAN Fax via driver, Fax Forward, Two-sided Send and Receive, Print an / Fax up to 11 x 17 in. / A3, Fax Build Job
Accounting	Standard	Auditron	Auditron, Xerox Standard Accounting (Copy, Print, Fax, Scan)
	Optional	NA	Network Accounting Enablement Kit (Various Xerox Business Innovation Partner Solutions)
Security	Standard	256-bit Hard Disk Encryption, Image Overwrite	Secure Print, Authentication with LDAP/Kerberos/SMB/CAC, Password Protected PDF, FIPS 140-2 encryption, S/MIME Encrypted Email, IPsec, 802.1X, SNMP v3.0, Email over SSL, LDAP over SSL, Image Overwrite, 256-bit Hard Disk Encryption, Audit Log
	Optional	NA	CAC, Secure Access Unified ID System®
Other Options		Common Access Card Enablement Kit, Foreign Device Interface, Unicode Kit	

* Requires High-Capacity Tandem Tray

For more information, call **1-800-ASK-XEROX** or visit us at www.xerox.com/office

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WSB8R-01UB

NIGP Code	Mfgr Name	Supplier Part No	Product Description	36 MO Monthly Price	48 MO Monthly Price	60 MO Monthly Price	UOM	Currency	Supplier Product Notes	Contract Type	End Date
98558	XEROX	5335PT	WorkCentre 5335 Digital Copier/Printer/Scanner with with 110 sheet DADF, Tandem Tray Module, Duplex, 2-520 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 160 GB HDD, 1 GB Memory, Scan to Mailbox, Scan to E-mail, Security, 35 PPM MFP Initialization Kit, Xerographic Module, Starter Toner	$143.16	$121.57	$108.75	MO	USD	5,000 prints included Excess @ $0.0091	TERM	8/31/2012
98558	XEROX	INTGDFN	INTGDFN -Integrated Office Finisher	$19.21	$15.23	$12.87	MO	USD		TERM	8/31/2012

Req 233291
AI 38594

Capital Lease Versus Operating Lease Test
2013

Req 233291
PO 38510

Indicates calculated field
Mandatory Field
Complete if indicated in lease documentation

							1	2	3a	3b	4a	4b	
CC Date	Dept. No.	Lease / Property Schedule No.	Req. Number	Asset Module Asset ID No.	Lease Term Start Date	Monthly Pymt Amount	Title Xfer at End of Lease? (Y/N)	Bargain Purchase Option? (Y/N)	Lease Term in Months	Est. Economic Useful Life in Months	Total Principal Pmts Over Lease Term	FMV of Leased Equip. at Lease Inception	Capital or Operating Lease? (Calculated Field)
5/21/2013	124	Hidalgo CO. PCT 4	233291	985-L2	5/21/2013	$162.37	N	N	36	60	$5,845.32	$5,845.32	Capital Lease
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AI-38091 **Purchasing Department 9. B.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Martha L. Salazar **Submitted By:** Yolanda Velasquez, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval of the sixty (60) day grace period extension as provided under current contract C-12-257-11-13 for "Moving Services to Relocate County Departments" with Rick's Moving & Storage so as to have no lapse in services while procurement process is completed.

BACKGROUND

Sixty (60) day extension effective as of May 13, 2013 thru July 11, 2013.

Fiscal Impact

FISCAL YEAR: **ACCT. #:**

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

BUDGETARY IMPACT:

Contract is on "as needed basis"

Funding to be determined and appropriated within the respective user department budgets, once services are utilized by user depts.

Attachments

EXTENSION LETTER-CONTRACT-MINUTES

Signed Extension Letter

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Darlene Betancourt	04/17/2013 09:28 AM
Budget & Management	Angela Garcia	04/17/2013 11:19 AM
Obdett Calzada	Obdett Calzada	05/03/2013 03:51 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Yolanda Velasquez Started On: 04/08/2013 09:36 AM

Final Approval Date: 05/03/2013

Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

April 08, 2013

Rick Garcia, Owner

via email: ricksmovingandstorage@yahoo.com

Rick's Moving and Storage
4005 W. Hwy. 83
McAllen, Texas 78501
(956) 631-5764

Re: Sixty (60) Day Extension to Contract #C-12-254-11-13 -"Moving Services to Relocate County Departments"

Dear Mr. Garcia:

Commissioners' Court will take applicable action on **(Tuesday, April 23, 2013)** in connection with the Hidalgo County's option to exercise the **Sixty (60) Day** grace period as stated in the current contract in place while the procurement process is completed. **(Commencing, May 13, 2013, and Expiring, July 11, 2013)** or **(upon completion of the procurement process which ever comes first)** under the same rate, term and conditions.

Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than, Monday, April 15, 2013, attn: Yolanda Velasquez, Buyer III. to facsimile (956) 318-2629 or via email yolanda.velasquez@co.hidalgo.tx.us

By: _____ Date: _____
Rick Garcia, Owner

Additionally, we are requesting your company provide an "Updated Certificate of Insurance" as required through Hidalgo County's Request for (Bids, Quotes, Proposals, Statement of Qualifications).

Should you have any questions or require additional information, please do not hesitate to contact me at 956-292-7000 extension 4881. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Department

xc: file

AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT MEETING
November 13, 2012
9:30 A.M.

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners' Court will be held at Edinburg Council Chambers, 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call**

2. **Pledge of Allegiance**

3. **Prayer**

4. **Approval of Consent Agenda**

5. **County Judge's Office:**

A. **AI-35121** 1. Acceptance of the resignation of Cain Caceres from the South Texas Independent School District Board of Directors

2. Appointment of 5 at large members to the South Texas Independent School District Board of Directors

6. **Executive Officer - Valde Guerra:**

A. 1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024(A) (4) "a Professional Service" for the "provision of legal services/representation in connection with litigation."

2. Requesting engagement with the firm of _____ for the "Provision of Legal Services/Representation in connection with Litigation" and authority to submit letter of engagement

B. Presentation for discussion, consideration and action (if necessary) including, but not limited to the following:
1) Renovations to Former Administration Building 1st and 2nd Floors
2) Update on Courthouse Portable Building Project, other ongoing county owned building construction and renovation repair projects
3) Emergency situations occurring since last agenda meeting

B. **AI-35085** Pct. 2 TXDOT (1315):

1. Approval of Certification of Revenues as certified by the County Auditor for revenues received from TXDOT for reimbursement of Parcel 24 for S. McColl Rd. project.

2. Approval of 2012 appropriation of funds into Pct. 2 S. McColl Rd. in the amount of $303,638.27.

C. **AI-33120** Requesting approval of Supplemental Agreement No.4 under the current agreement for R. Gutierrez Engineering for the Nolana Loop Project (from FM 1426 to FM 88) to reflect revisions on Exhibit C, Article 3.1 Exhibit D, Exhibit D1 and Article 5.

18. **Precinct #4 - Comm. J. Palacios:**

A. **AI-35241** Discussion and appropriate action regarding the Open Forum agenda item and related policies and procedures as applicable

19. **Purchasing Department - Marty Salazar:**

Notes:
A. FOR ANY CONTRACT(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FOWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.

B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

A. **Hidalgo County**

1. **Presentation for acceptance and approval of Current inter-local(s) and/or contract(s) for the "Housing of Inmates"**

2. **Presentation for discussion, consideration and action**
Including, but not limited to, the following items in connection with New Adult Detention Center:

a) Detention Facility Law Enforcement Center Design- Build Contract with including action regarding Landmark Application for payment, final punch list and release of retainage

b) Construction of additional pod(s)

c) Selection and engagement of an architect for the construction of additional pods

3. **AI-34920** Recommending award and approval of short term contract document (subject to legal review and approval) to the responsible vendor submitting lowest and best bid meeting all specifications and/or requirements for: Hidalgo County - "Moving Services to Relocate County Departments". -RFSQ No 2012-257-10-24-YZV.

APPROVED

4. **AI-35177** Requesting Authority to advertise and approval of Request for qualifications packet as attached hereto for: "Hidalgo County Pool of Professional Services" for Construction Management Services for selection on an "as needed basis" (through a grading/scoring, ranking, negotiation protocol - as established by CC) per project by Hidalgo County Commissioners Court, Precincts, all County Departments and/or applicable Programs or Agencies requiring said services effective February 09, 2013 for a period of one (1) year.

5. **AI-35243** a. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A) (4) a professional architectural services.

b. Presentation of scoring grid (for the purpose of ranking by CC) of the firms graded and evaluated through the County's approved "pool" of professional architectural services for necessary repairs for the county owned building located at 9805 North 10th Street McAllen, Texas

Polkinghorn Group Architects, Inc	Alcocer Garcia Associates, Inc	ERO Architects

c. Authority for the Purchasing Department to negotiate a professional (Architectural Services) contract with the No. 1 ranked firm of _____ for the provision of professional architectural services necessary for the county owned building located at 9805 North 10th Street McAllen, Texas

B. Pct. 1

1. **AI-35068** Acceptance and approval of contract document (C-12-255-11-13) with Guzman & Munoz Engineering (authorized for negotiations by CC on 10/01/12) for the provision of Engineering Services for "Road and Bridge, C.I.P., Drainage Projects and Other Projects in General on an as needed basis" for Hidalgo County Precinct #1.

C. Pct. 3

APPROVED

AI-34920 **Purchasing Department 19. A. 3.**

CC REGULAR

Meeting Date: 11/13/2012

Submitted By: Yolanda Velasquez,
PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Recommending award and approval of short term contract document (subject to legal review and approval) to the responsible vendor submitting lowest and best bid meeting all specifications and/or requirements for: Hidalgo County - "Moving Services to Relocate County Departments". -RFSQ No 2012-257-10-24-YZV.

BACKGROUND

Recommended vendor: **Rick's Moving and Storage**

Fiscal Impact

FISCAL YEAR: **ACCT. #:**

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

BUDGETARY IMPACT:

Contract is on an "as needed basis"; funding to be determined and appropriated within the respective user department budgets, once services are utilized by user depts.

Attachments

Legals Review
Bid Tab
Revised Service Contract-Ricks
Revised Insurance Docs-Ricks

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Darlene Betancourt	11/09/2012 10:13 AM
Budget & Management	Merlen P. Munoz	11/09/2012 10:33 AM
Ivan Cantu	Ivan Cantu	11/09/2012 11:40 AM
Auditor's Office	Angela Garcia	11/09/2012 03:46 PM

Form Started By: Yolanda Velasquez Started On: 10/24/2012 02:43 PM

Final Approval Date: 11/09/2012

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-2012-257-11-13

THIS CONTRACT is made and entered into this **13TH** Day of **November, 2012** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and **Rick's Moving & Storage** ("Company").

WHEREAS, Company responded to the Request For Sealed Quotes for **"Moving Services to Relocate County Departments"**, as more particularly described in Exhibit "A"(the "Services"); and

WHEREAS, Company submitted sealed quotes to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" ("Vendor's Bid") respectively, and incorporated herein for all purposes (the "RFSQ Packet"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agree that this Contract is entered into in order to provide the Services to locations at **Hidalgo County**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for

Services by the **Commissioners' Court** or their designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period of six months effective **November 13, 2012** and ending on **May 12, 2013** in no event to exceed fifty-thousand dollars ($50,000). Hidalgo County at its sole discretion elect the option to extend the contract for additional sixty (60) days grace period at the same rates, terms and conditions at the end of the contract term due to any unforeseen delay in the procurement process, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto

payable against written invoice submitted by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth

below:

If to County:	**The County of Hidalgo** **Attn: Ramon Garcia, County Judge** **1615 South Closner, Suite J** **Edinburg, Texas 78539**
If to Company	**Rick's Moving and Storage** **Attn: Rick Garcia, Owner** **4005 W. Hwy 83** **McAllen, Texas 78501**

13. 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.

14. Any contract award to a successful bidder will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated without cause by County with thirty day's written notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days written notice by County.

16. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

17. Commitment of Current Revenues Only. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon

ninety (90) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann '271.903 (Vernon Supp. 1996)

18. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

WITNESS our hands in duplicate originals this_____ day of _____, 2012.

COUNTY OF HIDALGO

By:_____
Ramon Garcia, County Judge

Approved by Commissioners' Court
on 11/13/12 RD

ATTEST:

By:_____
Arturo Guajardo Jr., County Clerk

COMPANY: Rick's Moving & Storage

By:_____

Printed Name: Rick Garcia

Title: Owner

APPROVED BY COMMISSIONES COURT:_____

APPROVED AS TO FORM:
Atlas & Hall, L.L.P.

By:_____
Stephen L. Crain

Project No.
2012-257-10-24

HIDALGO COUNTY
"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"

Request for Sealed Quotes

Due:
OCTOBER 24, 2012 at 3:00 PM

Hidalgo County Purchasing Department
2812 S. Business Highway 281
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

REQUEST FOR SEALED QUOTES

TABLE OF CONTENTS

HIDALGO COUNTY
MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"
RFP No: 2012-257-10-24-YZV

Item	Description	No. of Pages
1	Request for Sealed Quotes Letter	1
2.	Request for Sealed Quotes, Legal Notice	8
3.	Exhibit A, Specifications	4
4.	Exhibit B, Bid Page	1
5.	Exhibit C, Insurance Requirements,	4
6.	Exhibit D, CIQ Conflict of Interest Questionnaire	1
7.	Vendor/Bidder Application and W-9 form	6
8.	Certification Regarding Debarment	1
9.	Draft Service Contract	8
10.	RFQ Submittal Check List	1

The above mentioned items shall be found in the Request for Sealed Quotes (RFSQ) packet that is attached herewith. Should you find that any of the items are not attached in its entirety please contact Purchasing by calling (956) 318-2626, advise of missing documentation, and Purchasing will forward information either through facsimile or by U.S. Mail.

Thank you.

PURCHASING DEPARTMENT
County Of Hidalgo

October 17, 2012

RE: Hidalgo County
Request for Sealed Quotes – "Moving Services to Relocate County Departments"
RFSQ Nº 2012-257-10-24-YZV

Dear Sir or Madam:

Enclosed please find a Request for Sealed Quotes (RFSQ) packet for your review and consideration.

Hidalgo County Purchasing Department welcomes and appreciates your participation in the bid process.

If any further assistance is required, please do not hesitate to call the Purchasing Department (956) 318-2626.

Sincerely,

Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

MLS/yzv

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

RFSQ:2012-257-10-24	Buyer: Yolanda Velasquez	Tel. No: (956) 318-2626 ext 4881

REQUEST FOR SEALED QUOTES

HIDALGO COUNTY
"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"
RFSQ NO. 2012-257-10-24-YZV

DUE DATE:
OCTOBER 24, 2012

Contact Person:

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Bldg
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539
956 318-2626 X 4879

Form HCPD-03

LEGAL NOTICE **RFSQ No: 2012-257-10-24-YZV**

1. Sealed quotes will be received for **HIDALGO COUNTY–"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"** in accordance with the specifications attached as Exhibit "A" hereto. RFSQs should address all specifications set forth. Participants may suggest substitutions of features which they feel would be in the best interest of Hidalgo County ("County"). Strong rationale must be presented for any deviation from the specifications. Hidalgo County reserves the right to reject the deviation and its effect on the overall RFSQ.

2. All RFSQs are required with the Participants name and return address clearly typed/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package: **RFSQ NO. 2012-257-10-24-YZV HIDALGO COUNTY–"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"** and in County's Purchasing Department, physical address: 2802 S. Business 281 and a mailing address: 2812 S. Business Hwy 281, New Administration Building, Edinburg, Texas, **on or before 3:00 P.M., OCTOBER 24, 2012 FACSIMILES OR LATE ARRIVALS WILL NOT BE ACCEPTED. ANY RFSQ RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS ENVELOPE OR PACKAGE IN REFERENCE TO RFSQ. NO. 2012-257-10-24-YZV.** Hidalgo County reserves the right to refuse and reject any/all RFSQs and to waive any/all formalities or technicalities, or to accept the RFSQ considered the best and most advantageous to Hidalgo County.

3. Hidalgo County reserves the right to: A.) separate and accept, or eliminate any item(s) listed under this RFSQ that it deems necessary to accommodate budgetary and/or operational requirements; B.) reject any or all RFSQs submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best RFSQ for approval; and C.) award the RFSQ to one Participant or to multiple Participants if the County determines it is in its best interest to do so.

4. The Participant shall not substitute items named in the RFSQ without the express written consent of Hidalgo County. Failure of the delivered item to perform as specified or failure to meet the stated delivery schedule shall release Hidalgo County from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible Participant, or to reject all RFSQs and re-advertise.

5. For work to be performed at a County owned or operated location, each Participant shall, in its sole discretion, visit the job site before preparing the RFSQ and thoroughly familiarize himself/herself with existing conditions. Participant should take field dimensions and note all circumstances which affect the dollar amount of the RFSQ.

6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by Hidalgo County. Due to various styles and models of equipment, Participants are required to include illustrations, specifications, explanation

of warranties, and service data with their RFSQ including catalogue numbers and any necessary references.

7. No RFSQ may be withdrawn within thirty (30) days from the scheduled time to open RFSQs.

8. ~~Proposed prices are to remain firm for a minimum of ninety (90) days after RFSQ opening.~~

9. Any interpretations, amendments, corrections or changes to this RFSQ document must be in a written addendum and signed by the County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for RFSQs. Participants shall acknowledge receipt of all addenda as a part of their RFSQ.

10. County reserves the right to accept or reject any or all RFSQs.

11. Costs are to be net F.O.B., County Prepaid.

12. County is exempt from Federal Excise Tax, State Tax and Local Tax. Do Not include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.

13. Funds for this procurement have been provided through the County budget for this fiscal year only. County, on an annual basis, has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a RFSQ or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.

14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security card to the Hidalgo County Auditor's Office in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy of their Federal ID Number Certificate.

15. **DELIVERY INSTRUCTIONS:**

- No deliveries accepted after 3:00 P.M., Monday-Friday.
- At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, Purchasing Agent before delivery will be accepted.
- If you need additional information call the office listed below:

Hidalgo County Purchasing Department
Yolanda Velasquez, Buyer
(956) 318-2626 x 4881

16. **BILLING AND PAYMENT INSTRUCTIONS:**

- Invoices must include:
  a) Name and address of successful Participant
  b) Name and address of receiving department or official
  c) Purchase Order Number (if any)
  d) Notation - **HIDALGO COUNTY – "MOVING SERIVCES TO RELOCATE COUNTY DEPARTMENTS"** Descriptive information as to the items or services delivered, including product code, item number, quantity, etc.

- Discount payments will be considered when offered.
  - Contact person for Billing and Payment questions:

Hidalgo County Sheriff's Office
Attn: Guadalupe Lupe Trevino
711 E. El Cibolo Rd.
Edinburg, Texas 78541
(956) 383-8114

17. **Schedule of Events**

Sealed Quote Opening, 3:00 PM	**OCTOBER 24 , 2012**
Award of Contract	**_____,2012**
Commence Work or Deliver Products	**_____,2012**

18. ~~RFSQ or Performance Bond; Payment under Contract:~~

- ~~If the contract proposed is for the construction of public works or is for a contract exceeding $100,000, all Participants shall furnish a good and sufficient RFSQ bond in the amount of five percent of the total contract price. A RFSQ bond must be executed with a surety company authorized to do business in Texas.~~

- ~~Together with the signing of a contract or issuance of a purchase order following the acceptance of a RFSQ, and prior to commencement of the actual work, the Participant shall furnish a performance bond to the County for the full amount of the contract, if that contract exceeds $50,000.~~

- ~~If the contract is for $50,000 or less, no money will be paid to the contractor until completion and acceptance of the work or the fulfillment of the purchase obligation to the County, and, if applicable, the receipt by County of satisfactory evidence that all subcontractors and material men have been paid.~~

- ~~If a contract is for the construction, alteration or repair of public buildings or public works, the contractor *shall* provide a payment bond for a contract in excess of Twenty Five Thousand Dollars ($25,000.00), as required by Tex. Govt. Code Ch. 2253.~~

- ~~For requirements contracts, bond requirements are determined by applying the proposed unit price to the estimated quantities included in the specifications.~~

19. **ETHICAL STANDARDS:**

- It shall be a breach of ethics to offer, give or agree to give any elected official, department head or employee, or former elected official, department head or employee, of the County, or for any elected official, department head or employee or former elected official, department head or employee of the County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore pending before any department or agency of the County.

- It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

- No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

20. **Disclosure of Conflict of Interest**

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as Exhibit D, the vendor, person, consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contracts or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful bidder fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.
Please Submit completed CIQ forms to the Hidalgo County Clerk's Office located at 100 N. Closner, Edinburg, Texas 78539-Hidalgo County

Courthouse COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.

21. If during the life of any contract or RFSQ awarded, the successful Participant's net prices generally available to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to County.

22. RFSQs, and all goods and services provided there under, shall comply with all federal, state and local laws concerning this type(s) of goods and/or services.

23. Minimum Standards For Responsible Prospective Participants: A prospective Participant must affirmatively demonstrate Participant's responsibility. A prospective Participant, by submitting a RFSQ, represents to County that it meets the following requirements:

- Possess or is able to obtain adequate financial resources as required to perform under the RFSQ;
- Be able to comply with the required or proposed delivery schedule;
- Have a satisfactory record of performance;
- Have a satisfactory record of integrity and ethics;
- Be otherwise qualified and eligible to receive an award.

24. Successful Participant will pay or cause to be paid, without cost or expenses to County, all FICA, FUTA/SUTA and Federal Income Withholding Taxes of all employees, and all wages and benefits as required by Federal or State law. Successful Participant's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.

25. Any contract award to a successful Participant will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated by County with thirty day's written notice prior to cancellation.

26. County reserves the right to enforce performance of any contract awarded hereunder in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default by successful Participant; County reserves the right to terminate any contract immediately in the event a successful Participant fails to:

A. Meet schedules;
B. Pay any required fees or taxes; or
C. Otherwise perform in accordance with the specifications.

27. Successful Participant shall defend, indemnify and save harmless County and all its

elected officials, officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful Participant, or of any agent, employee, subcontractor or supplier of successful Participant in the execution of, or performance under, any contract which may result from RFSQ award or which arises from any event or casualty happening on or within County premises themselves or happening upon or in any halls, elevators, entrances, stairways or approaches of or to such County facilities. Successful Participant shall pay any judgment with costs which may be obtained against County growing out of such injury or damages, and shall, upon request, provide a defense to County by counsel reasonably acceptable to County. Successful Participant=s indemnity hereunder shall include, but is not limited to, claims relating to patent, copyright or trademark infringement, and the like, arising out of the goods and services provided by successful Participant.

28. Successful Participant shall warrant that all items/services shall conform with the specifications and/or all warranties provided under the Uniform Commercial Code and be free from all defects in material, workmanship and the like. Items supplied under a contract pursuant to this Request for RFSQs shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful Participant within two business days at no expense to County. Items not picked up within one (1) week after notification shall be deemed a donation to County and may be used or disposed of at County's discretion and without waiver of any other rights of County as to the item's nonconformity.

29. This document and any disputes arising hereunder shall be governed and construed according to the laws of the State of Texas, and will be performable exclusively in Hidalgo County, Texas.

30. The successful Participant shall not assign, sell, transfer or convey its rights under any awarded contract, in whole or in part, without the prior written consent of County.

RFSQ
for
HIDALGO COUNTY
"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"
RFSQ NO.: 2012-257-10-24-YZV

To: Hidalgo County Purchasing Department
Attn: Martha L. Salazar, CPPB, H.C. Purchasing Agent
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

In accordance with the Specifications, and subject to all laws and regulations of the United States and state and local laws, the undersigned Participant proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned Participant further agrees, upon acceptance of its RFSQ, to execute a contract and/or Purchase Order issued by Hidalgo County for performing and completing the work described in the Specifications within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Participant acknowledges receipt of all of the pages of the documents referenced in the Invitation to RFSQ Checklist presented in connection with this procurement. Participant understands that Hidalgo County reserves the right to reject any or all RFSQs and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best RFSQ.

Participant agrees that this RFSQ shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving RFSQs, as contained in the Specifications.

Respectfully submitted,

Participant: _____

Address: _____

By: _____

Printed Name: _____

Title: _____

Must be submitted with the quote

EXHIBIT "A"
"BID SPECIFICATION"

HIDALGO COUNTY
"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"
REQUEST FOR SEALED QUOTES
RFSQ: 2012-257-10-24-YZV

SCOPE OF PROJECT: The intention of this "Request for Sealed Quotes (RFSQ)" is to obtain the services of a qualified contractor to provide moving services for relocation of equipment and furnishings used in governmental offices on an **"as needed basis"** for a short term contract.

SPECIFICATIONS:

1. Using 24' minimum length boxed trucks with power lift gates or ramps and tie down devices to prevent load shift, the contractor shall load at point of pick-up and unload at point of delivery (please refer to Point of Delivery).

2. A minimum of two (2) employees per crew per truck, and at least two (2) to five (5) boxed trucks at the 24' minimum length will be required.

3. The County shall be responsible for packing and boxing all of the contents of desks, cabinets, file cabinets, bookshelf's etc.,

4. Hidalgo County Personnel shall be responsible for disconnecting computers, faxes, copiers, cables; cords etc., from device and wall outlets and will box all equipment for vendor to pick-up.

5. The assembling and/or disassembling of furniture shall be the responsibility of the contractor.

6. The contractor will **be** responsible for loading and unloading items, and making sure the items are properly transported.

7. All packing material utilized for the relocation shall be removed the site by and be the responsibility of the Contractor immediately after the items are unpacked by County personnel.

8. The Contractor is **NOT** responsible for reconnecting cables, cords, etc.,

9. Contractor will ensure that its employees observe and exercise all necessary caution and discretion so as to avoid injury to person or damage to property of any and all kinds.

10. All equipment, furniture, files and miscellaneous items shall be protected by the contractor from damage, which might be done or caused by work performed under this contract.

11. Such damages to the equipment, furniture, files and miscellaneous items shall be repaired and/or replaced by approved methods so as to restore the damaged area to their original condition at the expense of the Contractor and no additional charge to Hidalgo County.

12. The contractor shall maintain a written log describing all property being loaded and provide a copy to Hidalgo County.

13. Contractor's employees shall be identifiable by uniform, proper identification and/or a marked vehicle.

14. The contractor shall only furnish employees who are competent and skilled for work under this contract.

15. No subcontracting is permitted under this Contract without written permission from the County.

16. Contractor shall be equipped with the normal tools of their trade and shall furnish all labor, tools and all other items necessary to complete all required work.

17. The Contractor shall work closely with Hidalgo County designated Point of Contact (POC) prior to and during any office relocation to coordinate all relocation issues.

18. **Scheduling**: Scheduling will be provided by Hidalgo County in writing on an **"as needed basis"** during the term of this contract. Written notification will be provided one (1) week prior to scheduling relocation services by Hidalgo County's designated representative or designee.

19. The Contractor shall be required, upon request from the County, to provide a move plan and move coordination services. These services shall include a detailed move plan and all activities necessary for the relocation of furnishings, equipment, etc., from one location to another.

20. Contractor shall provide a contact person and telephone number for normal working hours.

21. The County has the option of declaring any needed work to be an emergency. For emergency point of contact, the Contractor shall provide a contact person and a telephone number available twenty-four (24) hours a day, seven (7) days a week. **The Contractor, when (and if) directed to provide an emergency response, shall have**

staff on-site providing services within two (2) hours of initial notification that services are needed.

22. The Contractor's on-site supervisor shall obtain the County's Point of Contact written approval of time worked and the number of workers used at the end of each day. This approval is mandatory and shall be obtained prior to the commencement of any relocation.

23. Most relocation will take place during normal business hours, Monday thru Friday, 8:00 a.m. – 5:00 p.m. or as designated by Hidalgo County.

24. The Contractor shall, upon request from the County, conduct, coordinate and document a pre-move walk-through with the County's Point of Contact to verify pre-existing conditions in and damages to the building at no additional cost to the County.

25. Upon delivery and acceptance of work, and/or at the end of each calendar month, the Contractor shall submit an invoice detailing breakdown of all charges and shall be based on completion of tasks.

TERMS AND CONDITIONS:

- BID AWARD: Award of bid shall be made to the most responsible, responsive bidder, whose offer is determined to meet all specifications and to be the best value, taking into consideration the relative importance of price. Hidalgo County reserves the right to be the sole judge as to whether items bid will serve the purpose intended. Hidalgo County reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities or informalities for the best interest of the County. Hidalgo County reserves the right to award based upon individual line items, sections or total bid.

- A short term contract will be executed and shall commence November,2012, and end May ,2013 with a term not to exceed six (6) months and/or not to exceed fifty-thousand dollars ($50,000.00).

- Hidalgo County at its sole discretion has the option to extend the contract for additional sixty (60) days grace period at the same rates, terms and conditions at the end of the contract term due to any unforeseen delay in the procurement process.

- Bidder shall comply with all permits, local, state, and federal regulations, if applicable.

- Insurance Certificates (Exhibit C) must be submitted to the Purchasing Department approval prior to any services being performed by the awarded bidder.

- The County reserves the right to reject any or all bids, to waive any or all formalities, or to accept the bid considered the best and most advantageous to the County, and to hold the bid for a period of ninety (90) days without taking action thereon.

- Any contract awarded to a successful bidder will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated by county with thirty days written notice prior to cancellation.

- All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

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

- Hidalgo County may utilize **"State Awarded Contracts"** when it is in the County's best interest to do so.

ADDITIONAL INFORMATION:

Further information required for this project can be addressed to the Hidalgo County Purchasing Departments through Yolanda Velasquez, Buyer III. Hidalgo County is also requesting that any and all questions, inquiries and clarifications regarding this bid be addressed in writing to Martha L. Salazar, CPPB/Purchasing Agent, at 2802 S. Business Hwy 281, Edinburg, Texas 78539. **TELEPHONE INQUIREIES WILL NOT BE ACCEPTED.**

All written inquires will be accepted via email to: yolanda.velasquez@co.hidalgo.tx.us or via facsimile to (956) 292-7612 by no later than 5:00 p.m. , **Friday, October 19, 2012** Responses to said inquires will be sent to all applicants via facsimile or email by no later than 5:00 p.m. on **Monday, October 22, 2012**.

EXHIBIT "B"

BID PAGE

HIDALGO COUNTY
"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"
RFSQ № 2012-257-10-24-YZV

REGULAR MONDAY – FRIDAY 8:00 A.M. – 5:00 P.M.		
DESCRIPTION	**PER HOUR EACH**	**PER DAY EACH**
TRUCK AND DRIVER		
WORKER LABORER		
Number of Staff Members		
Number of Trucks Available		

EMERGENCY HOURS SATURDAY'S-SUNDAY'S (AFTER HOURS)		
DESCRIPTION	**PER HOUR EACH**	**PER DAY EACH**
TRUCK AND DRIVER		
WORKER LABORER		
Number of Staff Members		
Number of Trucks Available		

BIDDER/COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

PHONE №: _____ **FAX №:** _____

CELLULAR №: _____ **Email:** _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

EXHIBIT "C"
Insurance Requirements

The Bidder awarded the contract shall furnish proof of insurance, which will also include any subcontractor that is subcontracted by the bidder in at least the following limits, to be in place prior to providing any services under this Contract and to continue at all times in force in effect during the term of this Contract:

1. A Five Hundred Thousand Dollar ($500,000.00) Comprehensive General Liability insurance policy providing additional coverage to all underlying liabilities of County.

2. Automobile liability insurance policy with limits of at least Three Hundred Thousand Dollars ($300,000.00) per person and Five Hundred Thousand Dollars ($500,000.00) per occurrence. Coverage should include injury to or death of persons and property damage claims with limits up to Five Hundred Thousand ($500,000.00) arising out of the services provided to County hereunder.

3. Uninsured/Underinsured motorist coverage in an amount equal to the bodily injury limits set forth immediately above;

4. Workers compensation insurance in amounts established by Texas law, unless the Bidder is specifically exempted from the Texas Workers Compensation Act, Texas Labor Code Chapter 401, et. seq.

Hidalgo County will only accept certificates of insurance on an Acord form (as attached hereto). Certificates of insurance shall name Hidalgo County as additional insured and must be submitted to County for approval prior to any services being performed by Contractor. Each policy of insurance required hereunder shall extend for a period equivalent to, or longer than the term of the Contract, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the County prior to the cancellation of any such coverage on the termination date, or otherwise. This Contract shall be automatically suspended upon the cancellation, or other termination, of any required policy of insurance hereunder, and such suspension shall continue until evidence adequate replacement coverage is provided to County. If replacement coverage is not provided within thirty (30) days following suspension of the Contract, this Contract shall automatically terminate.

Revised 10/01/08

ACORD

CERTIFICATE OF INSURANCE

DATE (MM/DD/YY)

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

INSURER A:

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THER TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	**GENERAL LIABILITY** ☐ COMMERCIAL GENERAL LIABILITY ☐ ☐ CLAIMS MADE OCCUR ☐ OWNER'S & CONT. PROT ☐ OWNER'S PROTECTIVE LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER ☐ POLICY PROJECT ☐ LOC				EACH OCCURRENCE FIRE DAMAGE (Any one fire) MED (Any one person) PER & ADV INJURY AL AGGREGATE ODUCTS – COMP/OP GG	$ $ $ $ $ $
B	**AUTOMOBILE LIABILITY** ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	GARAGE LIABILITY ☐ ANY AUTO				AUTO ONLY-EA ACCIDENT OTHER THAN AUTO ONLY EA ACC AGG	$ $ $
C	**EXCESS LIABILITY** ☐ OCCUR ☐ CLAIMS MADE ☐ DEDUCTIBLE ☐ RETENTION $				EACH OCCURENCE AGGREGATE	$ $
D	**WORKERS COMPENSATION AND EMPLOYER'S LIABILIT .**				WC STATU- ☐ OTHER TORY LIMITS E L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	 $ $ $
	OTHER					

SAMPLE

DESCRIPTION OF OPERATIONS / LOCATION / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

County of Hidalgo shall be named as additional insured on all Commercial General Liability policies

CERTIFICATE HOLDER	ADDITIONAL INSURED; INSURER LETTER: ____ CANCELLATION
Hidalgo County **Attn: Purchasing Department** **2812 S Highway Bus. 281** **Edinburg, Texas 78539**	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BY CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE

Insurance Requirement Acknowledgment

I, _____, authorized representative for_____
Company/Vendor

hereby acknowledge receipt of the County's required insurance limits. Said requirements:

☐ will be acquired within 10 working days after notification from Purchasing Department of bid awarded by the Hidalgo County Commissioners= Court;

☐ will acquire additional amounts required to meet the County's requirements within 10 working days after notification from Purchasing Department of bid award by the Hidalgo County Commissioners= Court; currently carry the following:

Automobile Liability: $_____ General Liability: $_____

☐ have already been met, see attached copy of insurance certificate.

_____ _____
Authorized Representative Date

Notice to Bidder:
A certificate of insurance for the required insurance limits shall be provided to the Purchasing
Department's Contract Managers in order to qualify for award of bid and to execute a contract
between your Company and the County

Failure to provide Certificates of Insurance to the Purchasing Department's Contract Managers will cause the bid award to be rescinded and re-awarded to next lowest bidder. Certificates of Insurance will be monitored and verified on a **quarterly basis** to ensure coverage policy is in place. It is the Company=s obligation to maintain the appropriate insurance coverage throughout the term of the contract.

THIS FORM MUST ACCOMPANY BID PACKET

PROJECT REQUIREMENTS ACKNOWLEDGMENT

This is to certify that I, _____, possess all of the APPLICABLE:

1. Licenses: _____
2. Bonds: _____
3. Certificates: _____
4. Permits: _____
5. Other: _____

necessary to carry out the required project. Furthermore, I am providing copies of the required documentation so that, if my company is awarded this bid, I may be eligible to enter into a contract with Hidalgo County and proceed to complete the project in a timely manner.

* Any licenses, bonds, certificates, permits, etc. which are required must be presented as part of the bid packet in order to expedite the bid evaluation process. Failure to provide said documentation will result in the disqualification of your bid.

_____ _____

Authorized Signature Date

_____

Company

_____

Address

_____

City, State, Zip

EXHIBIT "D"

CONFLICT OF INTEREST QUESTIONNAIRE — FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. *See* Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY
Date Received

1 **Name of person who has a business relationship with local governmental entity.**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 **Name of local government officer with whom filer has employment or business relationship.**

_____
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4

_____ _____
Signature of person doing business with the governmental entity Date

Adopted 06/29/2007

HIDALGO COUNTY
PURCHASING DEPARTMENT
Bidder/Vendor Application

Complete in print or type. Please return this application to the Hidalgo County Purchasing Department
thru Facsimile: (956) 318-2629 or (956) 292-7612
in person or regular mail to:
Mailing/Postal Address: 2812 S. Business Hwy. 281
Physical Address: 2802 S. Business Hwy. 281
Edinburg, Texas 78539
or e-mail: purchasing@co.hidalgo.tx.us

Company Name:	Telephone No. ( )
dba Name:	
Legal Name:	
Mailing Address:	Fax No. ( )
Physical Address:	
City, State, Zip	Tax I.D. No.
Remit to Address :	City, State, Zip
E-Mail Address:	
Representative(s) Name(s) & Title(s)	

Type of Organization (check one): _____ Individual _____ Partnership _____ Corporation _____Non-Profit
_____ LLC _____ Sole Proprietor _____ Other, Specify
State Identification No._____ (Please attached completed W-9 form with this application)
Federal Identification No. or (if individual) SS No.

State of Incorporation: _____ Date:_____ Other:

Type of Business (check one): _____ Manufacturer _____ Wholesaler _____ Retailer _____ Broker
_____ Distributor _____ Service Organization _____ Other, Specify

Name & Title of Person(s) Authorized to Sign Bids, Proposals, and/or Contracts:

Small and/or Disadvantaged Business Information (check application criteria)

Small Business:	Disadvantaged Business (At Least 51% Ownership)	
☐ Less than 125,000 annual gross receipt	☐ Black American	☐ Native American
☐ Less than 250,000 annual gross receipt	☐ Hispanic American	☐ Women
☐ Less than 499,000 annual gross receipt	☐ Asian Pacific American	☐ Other
☐ More than 500,000 annual gross receipt		

Have you been certified as a HUB or an MBE/WBE source?: ☐ Yes ☐ No

Indicate Certification No.(s):_____ or are Certificate(s) attached?: ☐ Yes ☐ No

What type of product(s) is/are solicited by your company?:

Would you like to be provided with specifications for procurements of such products?: ☐ Yes ☐ No

To Be Completed by the County: Rec'd by (Purchasing):_____ Date Rec'd by (Purchasing):

Date Forwarded Information to Auditor's Office:_____Entry Date: _____ Vendor No.:

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION

The primary objective of the Hidalgo County HUB Program is to ensure Historically Underutilized Businesses receive a fair and equal opportunity for participation in the County's procurement process. This fact holds true for Services (Professional & Non-Professional), Commodities, and Construction contracts and any subcontracts thereto. The program strongly encourages Prime Contractors to provide subcontracting opportunities to Certified Hub Contractors/Vendors. Our goal for HUB contractor/vendor participation, as well as HUB subcontractor participation is 30%. To be considered as a "Certified HUB Contractor/Vendor" the contractor/vendor must have been certified by, and hold a current and valid certification with any of the three agencies listed below.

Have you been Certified as a HUB or an MBE/WBE source?: ☐Yes ☐ No

If yes, by whom?: ☐ Texas Building & Procurement Commission ☐ Other_____

Indicate Certification No(s).:_____ or Are Certificate(s) Attached?: ☐ Yes ☐ No

LIST OF CERTIFIED HUB SUBCONTRACTORS

(Attach additional pages if necessary)

What percentage of the Bid, RFP, or RFQ is to be subcontracted with Certified HUB sources?: _____%
(List HUB Subcontractor information below).

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐Texas Building & Procurement Commission ☐ other
Address: _____ City: _____ State: _____ Zip:
Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐Texas Building & Procurement Commission ☐ other
Address: _____ City: _____ State: _____ Zip:
Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐Texas Building & Procurement Commission ☐ other
Address: _____ City: _____ State: _____ Zip:
Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

Form **W-9**
(Rev. November 2005)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/ Sole proprietor ☐ Corporation ☐ Partnership ☐ Other ▶ ---------- ☐ Exempt from backup withholding

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
___ ___ ___ - ___ ___ - ___ ___ ___ ___

or

Employer identification number
___ ___ - ___ ___ ___ ___ ___ ___ ___

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here **Signature of U.S. person ▶** **Date ▶**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments (after December 31, 2002). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 4 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules regarding partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line. Check the appropriate box for your filing status (sole proprietor, corporation, etc.), then check the box for "Other" and enter "LLC" in the space provided.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

Exempt payees. Backup withholding is not required on any payments made to the following payees:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),
2. The United States or any of its agencies or instrumentalities,
3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,
4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,
7. A foreign central bank of issue,
8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,
9. A futures commission merchant registered with the Commodity Futures Trading Commission,
10. A real estate investment trust,
11. An entity registered at all times during the tax year under the Investment Company Act of 1940,
12. A common trust fund operated by a bank under section 584(a),
13. A financial institution,
14. A middleman known in the investment community as a nominee or custodian, or
15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for 9
Broker transactions	Exempt recipients 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients 1 through 5
Payments over $600 required to be reported and direct sales over $5,000 [1]	Generally, exempt recipients 1 through 7 [2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees; and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-owner LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.socialsecurity.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer ID Numbers under Related Topics. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Writing "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see *Exempt From Backup Withholding* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or single-owner LLC	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Sole proprietorship or single-owner LLC	The owner [3]
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one). If you are a sole proprietor, IRS encourages you to use your SSN.

[4] List first and circle the name of the legal trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules regarding partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

Certification
Regarding Debarment, Suspension and Ineligibility

As is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 76, Government-wide Debarment and Suspension, the applicant certifies, to the best of his or her knowledge and belief, that both it and its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;

b. Have not within a three-year period preceding this bid proposal and/or application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity with commission of any of the offenses enumerated herein; and

d. Have not within a three-year period preceding this bid proposal and/or application had one or more public transactions terminated for cause or default.

Signature:_____
Print Name:_____
Title:_____
Telephone Number:_____
Date:_____

If the bidder is unable to certify to all of the statements in this Certification, such bidder should attach an explanation to this proposal.

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-2012-257-00-00

THIS CONTRACT is made and entered into this ____ Day of_____, **2012** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and _____ _____("Company").

WHEREAS, Company responded to the Request For Sealed Quotes for **"Moving Services to Relocate County Departments"**, as more particularly described in Exhibit "A"(the "Services"); and

WHEREAS, Company submitted sealed quotes to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" ("Vendor's Bid") respectively, and incorporated herein for all purposes (the "RFSQ Packet"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agree that this Contract is entered into in order to provide the Services to locations at **Hidalgo County**. This Contract does not

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extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for Services by the **Commissioners' Court** or their designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period of six months effective _____ _____**2012** and ending on _____**2013** in no event to exceed fifty-thousand dollars ($50,000). Hidalgo County at its sole discretion elect the option to extend the contract for additional sixty (60) days grace period at the same rates, terms and conditions at the end of the contract term due to any unforeseen delay in the procurement process, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads

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and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

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10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County: **The County of Hidalgo**
Attn: County Judge
1615 South Closner, Suite J
Edinburg, Texas 78539

If to Company _____
_____
_____

13. 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.

14. Any contract award to a successful bidder will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated without cause by County with thirty day's written

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notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days written notice by County.

16. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

17. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

WITNESS our hands in duplicate originals this_____ day of _____, 2012.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____

Arturo Guajardo Jr., County Clerk

COMPANY:_____

By:_____

Printed Name:_____

Title:_____

APPROVED BY COMMISSIONES COURT:_____

APPROVED AS TO FORM:
Atlas & Hall, L.L.P.

By:_____
Stephen L. Crain

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EXHIBIT "B"
VENDOR'S BID

EXHIBIT "B"

BID PAGE

HIDALGO COUNTY
"MOVING SERVICES TO RELOCATE COUNTY DEPARTMENTS"
RFSQ № 2012-257-10-24-YZV

REGULAR MONDAY – FRIDAY 8:00 A.M. – 5:00 P.M.		
DESCRIPTION	**PER HOUR EACH**	**PER DAY EACH**
TRUCK AND DRIVER	$50.00	
WORKER LABORER	$50.00	
Number of Staff Members		
Number of Trucks Available		

EMERGENCY HOURS SATURDAY'S-SUNDAY'S (AFTER HOURS)		
DESCRIPTION	**PER HOUR EACH**	**PER DAY EACH**
TRUCK AND DRIVER		
WORKER LABORER		
Number of Staff Members		
Number of Trucks Available		

BIDDER/COMPANY NAME: Rick's Moving

ADDRESS: 4005 W. Hwy 83.

CITY/STATE/ZIP CODE: Mcallen, TX 78501

PHONE №: (956) 631-5764 **FAX №:**

CELLULAR №: **Email:** ricksmovingandstorage@yahoo.com.

AUTHORIZED SIGNATURE:

PRINTED NAME:

TITLE:

EXHIBIT "C"
INSURANCE REQUIREMENTS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/08/2012

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	STATE FARM INSURANCE ROBERT R ELIZALDE 5107 S MCCOLL RD EDINBURG, TX 78539	CONTACT NAME: Iliana Perez PHONE (A/C, No, Ext): 956-683-9800 FAX (A/C, No): 956-683-9810 E-MAIL ADDRESS: ILIANA@ROBERTELIZALDE.COM	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A :	
INSURED	RICK'S MOVING & STORAGE 4005 W HIGHWAY 83 REAR MCALLEN, TX 78501	INSURER B : State Farm Mutual Automobile Insurance Company	25178
		INSURER C : Texas Mutual	
		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 WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
	☐ CLAIMS-MADE ☐ OCCUR						MED EXP (Any one person)	$
	Primary and Non-Contributory						PERSONAL & ADV INJURY	$
							GENERAL AGGREGATE	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$
	☐ POLICY ☐ PRO-JECT ☐ LOC							$
B	AUTOMOBILE LIABILITY	Y		167 0604	10/22/2012	04/22/2013	COMBINED SINGLE LIMIT (Ea accident)	$ 500,000
	☐ ANY AUTO			199 7981	10/22/2012	04/22/2013	BODILY INJURY (Per person)	$
	☐ ALL OWNED AUTOS ☒ SCHEDULED AUTOS			157 0607	10/22/2012	04/22/2013	BODILY INJURY (Per accident)	$
	☒ HIRED AUTOS ☒ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			0001244758	11/10/2012	11/10/2013	WC STATU-TORY LIMITS ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? ☐ N/A						E.L. EACH ACCIDENT	$ 1,000,000
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

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

PROJECT: MOVING SERVICES TO RELOCATE HIDALGO COUNTY DEPARTMENT.
Certificate holder, Hidalgo County, will be named as Additional Insured on the current project.

2004 Ford F650 3FRNF65224V619264
1999 International 4700 1HTSCABM3XH596404
2002 International Box 1HTMMAAM22H506949
2007 Hino 268A 5PVNJ8JR172S50215
2007 Hino 268A 5PVNJ8JR572S50170
1998 Ford F700 1FDNF70J5WVA03179
1992 GMC Box Truck 1GDJ6H1P5NJ506904
1995 Ford E350 1FDKE37G6SHA60881
2012 Wells Cargo Trailer 1W4200J20C2022087

CERTIFICATE HOLDER

HIDALGO COUNTY
2802 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

Iliana Perez

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/07/2012

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 STATE FARM INSURANCE ROBERT R ELIZALDE 5107 S MCCOLL RD EDINBURG, TX 78539	CONTACT NAME: Iliana Perez PHONE (A/C, No, Ext): 956-683-9800 FAX (A/C, No): 956-683-9810 E-MAIL ADDRESS: ILIANA@ROBERTELIZALDE.COM
INSURED RICK'S MOVING SERVICE 4005 W HIGHWAY 83 REAR MCALLEN, TX 78501	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : State Farm Mutual Automobile Insurance Company — 25178 INSURER B : INSURER C : 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 WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			90-B6-L649-4	09/27/2012	09/27/2013	EACH OCCURRENCE	$ 1,000,000
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
	CLAIMS-MADE ☐ OCCUR ☐						MED EXP (Any one person)	$ 5,000
	Primary and Non-Contributory						PERSONAL & ADV INJURY	$ 2,000,000
							GENERAL AGGREGATE	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$ 2,000,000
	POLICY ☐ PRO-JECT ☐ LOC ☐							$
B	AUTOMOBILE LIABILITY			157 0604	10/22/2012	04/22/2013	COMBINED SINGLE LIMIT (Ea accident)	$ 500,000
	ANY AUTO			199 7981	10/22/2012	04/22/2013	BODILY INJURY (Per person)	$
	ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒			157 0607	10/22/2012	04/22/2013	BODILY INJURY (Per accident)	$
	HIRED AUTOS ☒ NON-OWNED AUTOS ☒						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB ☐ OCCUR ☐						EACH OCCURRENCE	$
	EXCESS LIAB ☐ CLAIMS-MADE ☐						AGGREGATE	$
	DED ☐ RETENTION $ ☐							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						WC STATU-TORY LIMITS ☐ OTH-ER ☐	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? ☐ N/A	N/A	☐				E.L. EACH ACCIDENT	$
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
		☐	☐					

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

PROJECT: MOVING SERVICES TO RELOCATE COUNTY DEPARTMENT

CERTIFICATE HOLDER

HIDALGO COUNTY
2802 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

Iliana Perez

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Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

April 08, 2013

Rick Garcia, Owner

via email: ricksmovingandstorage@yahoo.com

Rick's Moving and Storage
4005 W. Hwy. 83
McAllen, Texas 78501
(956) 631-5764

Re: Sixty (60) Day Extension to Contract #C-12-254-11-13 -"Moving Services to Relocate County Departments"

Dear Mr. Garcia:

Commissioners' Court will take applicable action on **(Tuesday, April 23, 2013)** in connection with the Hidalgo County's option to exercise the **Sixty (60) Day** grace period as stated in the current contract in place while the procurement process is completed. **(Commencing, May 13, 2013, and Expiring, July 11, 2013)** or **(upon completion of the procurement process which ever comes first)** under the same rate, term and conditions.

Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than, Monday, April 15, 2013, attn: Yolanda Velasquez, Buyer III. to facsimile (956) 318-2629 or via email yolanda.velasquez@co.hidalgo.tx.us

By: _____ Date: 4-11-2013
Rick Garcia, Owner

Additionally, we are requesting your company provide an "Updated Certificate of Insurance" as required through Hidalgo County's Request for (Bids, Quotes, Proposals, Statement of Qualifications).

Should you have any questions or require additional information, please do not hesitate to contact me at 956-292-7000 extension 4881. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Department

xc: file

AI-38537 **9. C.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Agapito Vargas Submitted By: Yolanda Cisneros, COMM. PCT. #2

Department: COMM. PCT. #2

Information

CAPTION

1. Requesting approval for payment to R. Gutierrez Engineering Corporation, project engineer, on Invoice #3312 for Minnesota Drain Project in the amount of $3,544.72, Contract #C-10-376-12-14

2. Requesting approval for payment to R. Gutierrez Engineering Corporation, project engineer, on Invoice #3313 for Minnesota Drain Project construction staking in the amount of $2,218.54, Contract #C-11-310-01-24

BACKGROUND

Contract #C-12-314-01-29

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1342-431-00-122-058-0-841

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

BUDGETARY IMPACT:

PO# 666710 & Auditor's adjustment from 733 to 841.

Amount available as of 5/2/2013 $10,250.36
Less Invoice #3312 payment of ($3,544.72)
Amount o/s pending to be paid $6,705.64

FISCAL YEAR: 2013 ACCT. #: 3-1342-431-00-122-058-0-733/841

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

BUDGETARY IMPACT:

PO #679326 has available balance to cover invoice payment of $2,218.54 as of 5/2/2013.

733- Amount available as of 5/2/2013 $563.55
Less Invoice #3313 payment of ($554.63)
Amount o/s pending to be paid $8.92

841- Amount available as of 5/2/2013 $1,690.69
Less Invoice #3313 payment of ($1,663.91)
Amount o/s pending to be paid $26.78

Attachments

Invoice #3313

Invoice #3312

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	05/02/2013 08:03 AM
Obdett Calzada	Obdett Calzada	05/02/2013 09:40 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Yolanda Cisneros Started On: 05/01/2013 11:02 AM

Final Approval Date: 05/03/2013

R. Gutierrez Engineering Corporation
Professional Engineers & Land Surveyors
130 E. PARK AVENUE • PHARR, TEXAS 78577
(TEL) 956-782-2557 • (FAX) 956-782-2558
Engineering Firm F - 486 • Surveying Firm #101650-00

Invoice Number 3313
Date 4/2/2013
Due on receipt

Invoice

Hidalgo County Precinct No. 2
Hector "Tito" Palacios
300 W. Hall Acres
Suite G
Pharr, TX 78577

Project: Minnesota Drain Const. Staking

Project No.: ENG11.105
Contract No.: C-11-310-01-24(WA#5)(SA#1)
PO No. 679326

Const. Cost
% of Const. Cost
Billing Fee 15,000.00

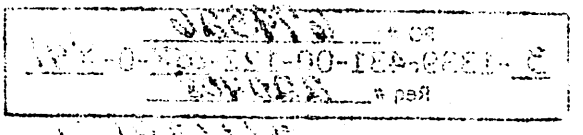
Phase	*Phase Fee*	*% Complete*	*Fee Earned*	*Prior Billing*	*Current Fee*
Construction Management and Staking Services	15,000.00	99.76%	14,964.30	12,745.76	2,218.54

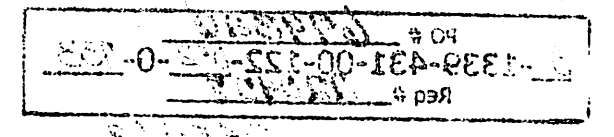
PO # 679326
3-1342-431-00-122-058-0-733
Req # 220408
$554.63

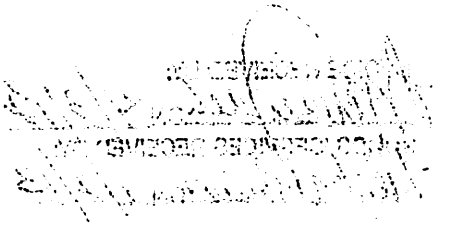
PO # 679326
3-1342-431-00-122-058-0-841
Req # 220408
$1,663.91

INVOICE RECEIVED BY: Maricela ON 4/3/13
GOODS/SERVICES RECEIVED BY: Hector Palacios ON 4/2/13

Balance Due **$2,218.54**







ENG11.105

Minnesota Drain
Construction Management & Staking Hourly Charges

Breakdown by Position/Title

Position/Title	Total Hours Worked	Contract Hourly Rate	Overhead Multiplier	Monthly Salary Paid	Fee Earned (Salary + 10%)
Principal	0.0	$ 291.41	1.0000	$ -	$ -
Project Manager	0.0	$ 208.15	1.0000	$ -	$ -
Senior Engineer	0.0	$ 149.87	1.0000	$ -	$ -
Engineer/RPLS	0.0	$ 116.57	1.0000	$ -	$ -
Graduate Engineer	0.0	$ 99.91	1.0000	$ -	$ -
Senior Engineering Tech	0.0	$ 86.60	1.0000	$ -	$ -
CADD-Design Technician	3.5	$ 69.28	1.0000	$ 242.48	$ 266.73
Clerical	0.0	$ 63.28	1.0000	$ -	$ -
Survey Crew	12.5	$ 141.95	1.0000	$ 1,774.38	$ 1,951.81
				Total Due	**$ 2,218.54**

R. Gutierrez Engineering Corporation
Texas Engineering Firm Number: F-486
Texas Surveying Firm Number: 101650-00

April 2, 2013

Hector "Tito" Palacios
County Commissioner
Hidalgo County Precinct No. 2
300 W. Hall Acres, Suite G
Pharr, TX 78577

RE: Minnesota Drain Construction Management & Staking – Invoice
ENG11.105

Dear Commissioner Palacios:

Enclosed is an invoice for the construction management and staking services performed to date on this project. This project is billed on an hourly basis per position/title. I am providing a breakdown of the hours on the attached worksheet.

If you have any questions, please call Ramiro or myself at 956-782-2557 or Ramiro on his mobile at 956-227-2154.

Sincerely,

Jaime Jaimez, Jr.
Accounting Manager

Attachments

cc: File

130 E. Park Avenue – Pharr, Texas 78577 – Tel: 956-782-2557 – Fax: 956-782-2558 – Email: jaime@rgec.net

R. Gutierrez Engineering Corporation

Transmittal Form

TO: Commissioner Palacios
Hidalgo County Precinct No. 2
300 W. Hall Acres, Suite G
Pharr, TX 78577

FROM: Jaime Jaimez, Jr.
SUBJECT: Minnesota Drain Const. Mgmt & Staking
PROJECT NO.: ENG11.105
DATE: April 2, 2013

WE ARE SENDING YOU X ATTACHED ___ UNDER SEPARATE COVER VIA Hand Delivery THE FOLLOWING ITEMS:

___ BLUEPRINTS	___ PLANS	___ SHOP DRAWINGS	___ CD
___ CHANGE ORDER	___ SAMPLES	___ PAYMENT REQUEST	X OTHER: INVOICE
___ BID TABULATION	___ CONTRACT DOCUMENTS	___ RECORD DRAWINGS	___ 3 1/2" DISKETTE

QUANTITY / SETS	DATED	ITEM DESCRIPTION
1	4/2/2013	Invoice 3313 with Hourly Breakdown
1	4/2/2013	Cover Letter

THESE ARE TRANSMITTED AS CHECKED BELOW:

___ FOR BIDS DUE	___ APPROVED AS NOTED	___ FOR YOUR RECORDS
___ FOR APPROVAL	___ APPROVED AS SUBMITTED	___ FOR YOUR ACKNOWLEDGEMENT
___ FOR YOUR USE	___ RETURN FOR CORRECTIONS	___ RESUBMIT FOR APPORVAL
___ AS REQUESTED	X FOR FURTHER PROCESSING	___ ON LOAN
___ FOR REVIEW AND COMMENT	___ FOR SIGNATURE	___ OTHER

COMMENTS:

RECEIVED
APR 30 2013
BY: Yeli C. @ 4:15pm

Copy Distribution: file

Received by:

130 East Park Ave. - Pharr, TX 78577 - Tel: 956 - 782 - 2557 - Fax: 956 - 782 - 2558 - Email: jaime@rgutierrezengineering.com

R. Gutierrez Engineering Corporation
Professional Engineers & Land Surveyors
130 E. PARK AVENUE • PHARR, TEXAS 78577
(TEL) 956-782-2537 • (FAX) 956-782-2538
Engineering Firm F - 486 • Surveying Firm #101650-00

Invoice Number 3312
Date 4/2/2013
Due on receipt

Invoice

Hidalgo County Precinct No. 2
Hector "Tito" Palacios
300 W. Hall Acres
Suite G
Pharr, TX 78577

Project: Minnesota Drain

Project No.: ENG10.108
Contract No.: C-10-376-12-14
PO No. 666710

Const. Cost
% of Const. Cost
Billing Fee 179,757.18

Phase	Phase Fee	% Complete	Fee Earned	Prior Billing	Current Fee
Preliminary Design	59,078.59	100.00%	59,078.59	59,078.59	0.00
Design Phase	35,447.15	100.00%	35,447.15	35,447.15	0.00
Construction Phase	23,631.44	90.00%	21,268.30	17,723.58	3,544.72
Right of Way Services (Est. 20 Parcels)	53,600.00	100.00%	53,600.00	53,600.00	0.00
Geotechnical Investigation Services	8,000.00	45.72%	3,657.50	3,657.50	0.00

PO # 666710
3-1342-431-00-122-058-0-841
Req # 204802

Thank you for your business.

INVOICE RECEIVED BY: Marcie Jack ON 4/3/13
GOODS/SERVICES RECEIVED BY: Hector Palacios ON 4/2/13

Balance Due **$3,544.72**

R. Gutierrez Engineering Corporation
Texas Engineering Firm Number: F-486
Texas Surveying Firm Number: 101650-00

April 2, 2013

Hector "Tito" Palacios
County Commissioner
Hidalgo County Precinct No. 2
300 W. Hall Acres, Suite G
Pharr, TX 78577

RE: Minnesota Drain – Invoice
ENG10.108

Dear Commissioner Palacios:

Enclosed is an invoice for the work completed to date on the above referenced project. The construction phase is now 90% complete.

If you have any questions, please call Ramiro or myself so that we may discuss them. You can call us at 956-782-2557 or Ramiro on his mobile at 956-227-2154.

Sincerely,

Jaime Jaimez, Jr.
Accounting Manager

Attachments

cc: File

130 E. Park Avenue – Pharr, Texas 78577 – Tel: 956-782-2557 – Fax: 956-782-2558 – Email: jaime@rgec.net

R. Gutierrez Engineering Corporation

Transmittal Form

TO: Commissioner Palacios
Hidalgo County Precinct No. 2
300 W. Hall Acres, Suite G
Pharr, TX 78577

FROM: Jaime Jaimez, Jr.
SUBJECT: Minnesota Drain
PROJECT NO.: ENG10.108
DATE: April 2, 2013

WE ARE SENDING YOU X ATTACHED ___ UNDER SEPARATE COVER VIA Hand Delivery THE FOLLOWING ITEMS:

___ BLUEPRINTS ___ PLANS ___ SHOP DRAWINGS ___ CD
___ CHANGE ORDER ___ SAMPLES ___ PAYMENT REQUEST X OTHER: INVOICE
___ BID TABULATION ___ CONTRACT DOCUMENTS ___ RECORD DRAWINGS ___ 3 1/2" DISKETTE

QUANTITY / SETS	DATED	ITEM DESCRIPTION
1	4/2/2013	Invoice No. 3312
1	4/2/2013	Cover Letter

THESE ARE TRANSMITTED AS CHECKED BELOW:

___ FOR BIDS DUE ___ APPROVED AS NOTED ___ FOR YOUR RECORDS
___ FOR APPROVAL ___ APPROVED AS SUBMITTED ___ FOR YOUR ACKNOWLEDGEMENT
___ FOR YOUR USE ___ RETURN FOR CORRECTIONS ___ RESUBMIT FOR APPORVAL
___ AS REQUESTED X FOR FURTHER PROCESSING ___ ON LOAN
___ FOR REVIEW AND COMMENT ___ FOR SIGNATURE ___ OTHER

COMMENTS:

RECEIVED
APR 30 2013
BY: Yeli C @ 4:15pm

Copy Distribution: file

Received by:

130 East Park Ave. - Pharr, TX 78577 - Tel: 956 - 782 - 2557 - Fax: 956 - 782 - 2558 - Email: jaime@rgec.net

AI-38348 **9. D.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Omar Salinas, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval to declare as “surplus” (for the purpose of destruction) staff uniforms from Constable Precinct #4 inasmuch as uniforms cannot be recycled (with approval for disposition through the County Sheriff’s Department scheduled in May 2013 and subject to weather conditions).

BACKGROUND

Request ratification for the destruction of Uniform for Constable Precinct #4. Uniforms were salvaged for destruction due to the uniforms being unusable and to ensure that the uniforms would not be used by individuals other than Deputy Constables. Purchasing Department witnessing said documenting same. Declare "salvage" (TxLGC 262.151) uniforms described in attachment:

Fiscal Impact

FISCAL YEAR: ACCT. #:

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

BUDGETARY IMPACT:

No budgetary impact, uniforms have no value.

Attachments

LGC 263.151

INV.1

INV.2

INV.3

Pic 1

Pic 2

Pic 4

Pic 5

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/23/2013 01:23 PM
Obdett Calzada	Obdett Calzada	04/29/2013 03:42 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Omar Salinas Started On: 04/22/2013 03:01 PM

Final Approval Date: 05/03/2013

LOCAL GOVERNMENT CODE

TITLE 8. ACQUISITION, SALE, OR LEASE OF PROPERTY

SUBTITLE B. COUNTY ACQUISITION, SALE, OR LEASE OF PROPERTY

CHAPTER 263. SALE OR LEASE OF PROPERTY BY COUNTIES

SUBCHAPTER D. DISPOSITION OF SALVAGE OR SURPLUS PROPERTY

Sec. 263.151. DEFINITIONS. In this subchapter:

(1) "Salvage property" means personal property, other than items routinely discarded as waste, that because of use, time, accident, or any other cause is so worn, damaged, or obsolete that it has no value for the purpose for which it was originally intended.

(2) "Surplus property" means personal property that:

(A) is not salvage property or items routinely discarded as waste;

(B) is not currently needed by its owner;

(C) is not required for the owner's foreseeable needs; and

(D) possesses some usefulness for the purpose for which it was intended.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, Sec. 61(b), eff. Aug. 28, 1989.

HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT
FIXED ASSET DIVISION

ASSET DISPOSITION FORM

DEPARTMENT REQUESTING TRANSMITTAL: Constable Precinct 4

DEPT. NO. 294

DISPOSITION TYPE:
☐ **Trade-in** ☐ **Landfill**
☒ **Destruction** ☐ **Other**

DATE OF REQUEST:

LOCATION:

Other:

DEPARTMENT CONTACT INFORMATION:

NAME (PRINT) Horaldo Sanchez **PHONE NO.** 956-383-8560 **FAX NO.** 956-29

E-MAIL ADDRESS:

	ASSET TAG NO.	DESCRIPTION	SERIAL NO.	CONDITION	TRADE-IN VALUE
1		12- short sleeve shirts -silver tan	no sizes (no tags on shirts)	poor	
2		18 -XL 17-17.5 short sleeve shirts -silver tan		poor	
3		6 -Large 16-16.5 short sleeve shirts - silver tan		poor	
4		5 -XXL 18-18.5 Short sleeve shirts - silver tan		poor	
5		1 -17x34 long sleeve shirt -silver tan		poor	
6		1 -16x33 long sleeve shirt -silver tan		poor	
7		23 -36R (waist) pants - od green		poor	
8		15 -40R(waist) pants - od green		poor	
9		3-pants od green	no sizes (no tags on pants)	poor	
10		4 -34R (waist) pants - od green		poor	

Explanation:

ELECTED OFFICIAL/DEPARTMENT HEAD SIGNATURE:

APPROVED COMMISSIONERS' CO

ATTACHMENTS TO INCLUDE: APPROVED COMMISSIONERS' COURT AGENDA MINUTES, CREDIT MEMO, AND/OR PICTURES OF THE ASSETS.

AFTER COMMISSIONERS' COURT APPROVAL, PLEASE SUBMIT ORIGINAL TRANSMITTAL FORM AND BACKUP TO PURCHASING DEPARTMENT - FIXED ASSET DIVISION

:

*ASSETS BEING DESTROYED
PICTURES OF DESTRUCTION
NEED TO BE TAKEN

92-7767

FIXED ASSET DIVISION	
FUND	HISTORICAL COST

DATE:

URT DATE:

:

HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT
FIXED ASSET DIVISION

ASSET DISPOSITION FORM

DEPARTMENT REQUESTING TRANSMITTAL: Constable Precinct 4 **DEPT. NO.** 294

DISPOSITION TYPE: ☐ Trade-in ☐ Landfill ☒ Destruction ☐ Other

DATE OF REQUEST:

LOCATION:

Other:

DEPARTMENT CONTACT INFORMATION:

NAME (PRINT) Horaldo Sanchez **PHONE NO.** 956-383-8560 **FAX NO.** 956-29

E-MAIL ADDRESS:

	ASSET TAG NO.	DESCRIPTION	SERIAL NO.	CONDITION	TRADE-IN VALUE
11		1 -42R (waist) pant - od grren		poor	
12		1 -38R (waist) pant - od green		poor	
13		4 -34R (waist) pants - tan		poor	
14		1 -42R (waist) pant - blue		poor	
15		2 -16-16 1/2 shirts- tan		poor	
16		2 - 2XL polo shirt - tan		poor	
17		1 - large polo shirt - tan		poor	
18		9 -2XL polo shirt - blue		poor	
19		1- 18.5 shirt - blue		poor	
20		1 - medium - blue/black police jacket		poor	

Explanation:

ELECTED OFFICIAL/DEPARTMENT HEAD SIGNATURE:

APPROVED COMMISSIONERS' CO

ATTACHMENTS TO INCLUDE: APPROVED COMMISSIONERS' COURT AGENDA MINUTES, CREDIT MEMO, AND/OR PICTURES OF THE ASSETS.

AFTER COMMISSIONERS' COURT APPROVAL, PLEASE SUBMIT ORIGINAL TRANSMITTAL FORM AND BACKUP TO PURCHASING DEPARTMENT - FIXED ASSET DIVISION

:

*ASSETS BEING DESTROYED
PICTURES OF DESTRUCTION
NEED TO BE TAKEN

92-7767

FIXED ASSET DIVISION	
FUND	HISTORICAL COST

DATE:

URT DATE:

:

HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT
FIXED ASSET DIVISION

ASSET DISPOSITION FORM

DEPARTMENT REQUESTING TRANSMITTAL: Constable Precinct 4 **DEPT. NO.** 294

DISPOSITION TYPE: ☐ Trade-in ☐ Landfill ☒ Destruction ☐ Other

DATE OF REQUEST:

LOCATION:

Other:

DEPARTMENT CONTACT INFORMATION:

NAME (PRINT) Horaldo Sanchez **PHONE NO.** 956-383-8560 **FAX NO.** 956-29

E-MAIL ADDRESS:

	ASSET TAG NO.	DESCRIPTION	SERIAL NO.	CONDITION	TRADE-IN VALUE
21		2 -2XL polo shirts - yellow		poor	
22		1 -medium bicycle pant - black		poor	
23		1 -2XL bicycle pant - blue		poor	
24		1-medium bicycle pant - blue		poor	
25		3 -42R (waist) shorts - blue		poor	
26		1 -medium short - black		poor	
27					
28					
29					
30					

Explanation:

ELECTED OFFICIAL/DEPARTMENT HEAD SIGNATURE:

APPROVED COMMISSIONERS' CO

ATTACHMENTS TO INCLUDE: APPROVED COMMISSIONERS' COURT AGENDA MINUTES, CREDIT MEMO, AND/OR PICTURES OF THE ASSETS.

AFTER COMMISSIONERS' COURT APPROVAL, PLEASE SUBMIT ORIGINAL TRANSMITTAL FORM AND BACKUP TO PURCHASING DEPARTMENT - FIXED ASSET DIVISION

:

*ASSETS BEING DESTROYED
PICTURES OF DESTRUCTION
NEED TO BE TAKEN

92-7767

FIXED ASSET DIVISION	
FUND	HISTORICAL COST

DATE:

URT DATE:

:

R. GONZALEZ
SERGEANT

AI-37918 **Purchasing Department 9. E.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Gricelda Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Request to Hidalgo County Commissioners Court by Arnold Patrick, Director, HCCSCD, for approval to permit the Hidalgo County Purchasing Department to provide procurement services in connection with the solicitation of sealed proposals through advertisement for : Independent Audit Services" for the Adult Probation Department with review and recommendation for award of proposal and contract to be made by Arnold Patrick in accordance with Government Code, Chapter 76.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 **ACCT. #:** 3-1297-423-00-320-002-3-540

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

BUDGETARY IMPACT:

Funding available to advertise the referenced project.

Attachments

Government Code-76

Draft Packet 13-075

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Darlene Betancourt	04/25/2013 11:05 AM
Budget & Management	Angela Garcia	04/25/2013 01:27 PM
Manuel Chapa	Manuel Chapa	05/03/2013 09:02 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Gricelda Villarreal Started On: 03/25/2013

Final Approval Date: 05/03/2013

GOVERNMENT CODE

CHAPTER 76. COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENTS

§ 76.001. DEFINITIONS. In this chapter:

(1) "Board" means the Texas Board of Criminal Justice.

(2) "Community supervision" has the meaning assigned by Section 2, Article 42.12, Code of Criminal Procedure.

(3) "Council" means a community justice council.

(4) "Department" means a community supervision and corrections department established under this chapter.

(5) "Division" means the community justice assistance division of the Texas Department of Criminal Justice.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995.

§ 76.002. ESTABLISHMENT OF DEPARTMENTS. (a) The district judge or district judges trying criminal cases in each judicial district and the statutory county court judges trying criminal cases in the county or counties served by the judicial district shall:

(1) establish a community supervision and corrections department; and

(2) approve the department's budget and community justice plan.

(b) Repealed by Acts 2005, 79th Leg., ch. 255, § 12.

(c) Except as provided by Subsection (d), one department serves all courts and counties in a judicial district if:

(1) two or more judicial districts serve a county; or

(2) a district includes more than one county.

(d) The board may adopt rules to allow more than one department to serve a judicial district that includes more than one county if providing more than one department will promote administrative convenience or economy or improve services.

(e) The board may adopt rules allowing departments to contract with one another for services or facilities.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 2005, 79th Leg., ch. 255, § 1, 12, eff. May 30, 2005.

§ 76.003. COMMUNITY JUSTICE COUNCIL. (a) A community justice council must be established by the judges described by Section 76.002 who are served by a department, unless a board or council that was in existence on September 1, 1991, is performing duties substantially similar to those imposed on a community justice council under this section. The council shall provide continuing policy guidance and direction for the development of community justice plans and community corrections facilities, programs, and conditions of community supervision.

(b) A council should consist of the following persons or their designees:

(1) a sheriff of a county served by the department, chosen by the sheriffs of the counties to be served by the department;

(2) a county commissioner or a county judge from a county served by the department, chosen by the county commissioners and county judges of the counties served by the department;

(3) a city council member of the most populous municipality in a county served by the department, chosen by the members of the city councils of cities served by the department;

(4) not more than two state legislators elected from a county served by the department, or in a county with a population of one million or more to be served by the department, not more than one state senator and one state representative elected from the county, chosen by the state legislators elected from the county or counties served by the department;

(5) the presiding judge from a judicial district served by the department, chosen by the district judges from the judicial districts served by the department;

(6) a judge of a statutory county court exercising criminal jurisdiction in a county served by the department, chosen by the judges of statutory county courts with criminal jurisdiction in the counties served by the department;

(7) a county attorney with criminal jurisdiction from

a county served by the department, chosen by the county attorneys with criminal jurisdiction from the counties served by the department;

(8) a district attorney or criminal district attorney from a judicial district served by the department, chosen by the district attorneys or criminal district attorneys from the judicial districts served by the department; and

(9) an elected member of the board of trustees of an independent school district in a county served by the department, chosen by the members of the boards of trustees of independent school districts located in counties served by the department.

(c) The community justice council shall appoint a community justice task force to provide support staff for the development of a community justice plan. The task force may consist of any number of members, but should include:

(1) the county or regional director of the Texas Department of Human Services with responsibility for the area served by the department;

(2) the chief of police of the most populous municipality served by the department;

(3) the chief juvenile probation officer of the juvenile probation office serving the most populous area served by the department;

(4) the superintendent of the most populous school district served by the department;

(5) the supervisor of the Department of Public Safety region closest to the department, or the supervisor's designee;

(6) the county or regional director of the Texas Department of Mental Health and Mental Retardation with responsibility for the area served by the department;

(7) a substance abuse treatment professional appointed by the Council of Governments serving the area served by the department;

(8) the department director;

(9) the local or regional representative of the pardons and paroles division of the Texas Department of Criminal Justice with responsibility for the area served by the department;

(10) the representative of the Texas Workforce Commission with responsibility for the area served by the

department;

(11) the representative of the Texas Rehabilitation Commission with responsibility for the area served by the department;

(12) a licensed attorney who practices in the area served by the department and whose practice consists primarily of criminal law;

(13) a court administrator, if one serves the area served by the department;

(14) a representative of a community service organization that provides adult treatment, educational, or vocational services to the area served by the department;

(15) a representative of an organization in the area served by the department that is actively involved in issues relating to defendants' rights, chosen by the county commissioners and county judges of the counties served by the department; and

(16) an advocate for rights of victims of crime and awareness of issues affecting victims.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 165, § 9.02(a), 9.03(a), eff. Sept. 1, 1997; Acts 2005, 79th Leg., ch. 255, § 2, eff. May 30, 2005.

§ 76.004. DEPARTMENT DIRECTOR; FISCAL OFFICER. (a) The judges described by Section 76.002 shall appoint a department director who must meet, at a minimum, the eligibility requirements for officers established under Section 76.005.

(a-1) The department director shall perform or delegate the responsibility for performing the following duties:

(1) overseeing the daily operations of the department;

(2) preparing annually or biennially a budget for the department;

(3) negotiating and entering into contracts on behalf of the department;

(4) establishing policies and procedures for all functions of the department;

(5) developing personnel policies and procedures,

including disciplinary proceedings; and

(6) establishing procedures and practices through which the department will address an employment-related grievance.

(b) The department director shall employ a sufficient number of officers and other employees to conduct presentence investigations, supervise and rehabilitate defendants placed on community supervision, enforce the conditions of community supervision, and staff community corrections facilities. A person employed under this subsection is an employee of the department and not of the judges or judicial districts.

(c) The judges described by Section 76.002 may appoint for the department a fiscal officer, other than the county auditor. The fiscal officer is responsible for:

(1) managing and protecting funds, fees, state aid, and receipts to the same extent that a county auditor manages county funds and funds of other local entities;

(2) ensuring that financial transactions of the department are lawful and allowable; and

(3) prescribing accounting procedures for the department.

(d) The judges described by Section 76.002 may appoint a person as fiscal officer only after investigating the person and determining that the person is:

(1) a person of unquestionably good moral character and intelligence; and

(2) a financial officer with at least two years' experience in auditing and accounting.

(e) A fiscal officer appointed under this section, before beginning employment and not later than the 20th day after the date of appointment, shall:

(1) take an oath stating that the person meets the qualifications required by this section and will not have a personal interest in any contract entered into by the department; and

(2) execute a good and sufficient surety bond that:

(A) is in the amount of $5,000 or more;

(B) is approved by and payable to the judges described by Section 76.002; and

(C) is conditioned on the faithful performance by

the fiscal officer of the officer's duties.

(f) The judges described by Section 76.002 shall set the annual compensation of a fiscal officer appointed under this section, and the department shall pay all costs related to the functions of the fiscal officer.

(g) Subsections (c)-(f) do not diminish the rights of the following officers or entities to examine and audit accounts, records, receipts, and expenditures of a department:

(1) the county auditor of a county served by the department;

(2) the comptroller;

(3) the state auditor; and

(4) the division.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 2001, 77th Leg., ch. 207, § 1, eff. Sept. 1, 2001; Acts 2005, 79th Leg., ch. 255, § 3, eff. May 30, 2005.

§ 76.0045. JUDICIAL RESPONSIBILITIES; IMMUNITY. (a) The responsibility of a judge described by Section 76.002 for personnel decisions is limited to the appointment of a department director and a fiscal officer.

(b) The responsibility of a judge described by Section 76.002 for budgetary decisions is limited to:

(1) appointment of a fiscal officer; and

(2) approval of the department's budget.

(c) A judge described by Section 76.002 has judicial immunity in a suit arising from:

(1) the performance of a duty described by Section 76.002(a); or

(2) the appointment of a department director or a fiscal officer or an act or failure to act by a department employee or by a department director or fiscal officer.

Added by Acts 2005, 79th Leg., ch. 255, § 4, eff. May 30, 2005.

§ 76.005. STANDARDS FOR OFFICERS. (a) An officer

appointed by the department director must comply with a code of ethics developed by the division.

(b) To be eligible for appointment as an officer who supervises defendants placed on community supervision a person must have acquired a bachelor's degree conferred by an institution of higher education accredited by an accrediting organization recognized by the Texas Higher Education Coordinating Board.

(c) A person employed as a peace officer is not eligible for appointment as an officer under this section.

(d) The division may establish a waiver procedure for departments unable to hire persons meeting the requirements under Subsection (b)(2).

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 108, § 1, eff. May 15, 1997.

§ 76.0051. AUTHORIZATION TO CARRY WEAPON. An officer is authorized to carry a weapon while engaged in the actual discharge of the officer's duties only if:

(1) the officer possesses a certificate of firearms proficiency issued by the Commission on Law Enforcement Officer Standards and Education under Section 1701.257, Occupations Code; and

(2) the director of the department agrees to the authorization.

Added by Acts 1997, 75th Leg., ch. 1261, § 29, eff. Sept. 1, 1997. Amended by Acts 2005, 79th Leg., ch. 255, § 5, eff. May 30, 2005.

§ 76.006. EMPLOYEE STATUS AND BENEFITS. (a) Except as provided by Subsection (c), department employees are not state employees. The department shall contract for all employee benefits with one county served by the department and designated for that purpose by the judges described by Section 76.002. To the extent that employee benefits are provided by a county under this

subsection, the employees are governed by personnel policies and benefits equal to personnel policies for and benefits of other employees of that county. This subsection does not apply to employee benefits for group insurance and related coverages provided to employees of a department through the group benefits program for state employees under Chapter 1551, Insurance Code.

(b) The judicial districts served by a department shall pay the salaries of department employees.

(c) Department employees are state employees for the purposes of Chapter 104, Civil Practice and Remedies Code, and Chapter 501, Labor Code. Notwithstanding Subsection (a), a department employee is eligible to participate in the group benefits program established under Chapter 1551, Insurance Code, as provided by Section 1551.114, Insurance Code.

(d) The attorney general has the duty to defend a department for suits for injunctive, declaratory, or monetary relief brought against it for any action not covered by an indemnification policy, except any action brought by the state or another political subdivision. The attorney general shall not defend a department or its employees in cases in which a person under supervision challenges the fact or duration of the supervision.

(e) The department shall provide information requested by the attorney general that the attorney general considers necessary for the defense or prosecution of any case brought under this section.

(f) The department shall provide transportation or automobile allowances for officers who supervise defendants placed on community supervision.

(g) A document evaluating the performance of an officer of the department who supervises defendants placed on community supervision is confidential.

(h) If under Subsection (a) the judges described by Section 76.002 change the designation of the county providing employee benefits, the judges may not subsequently change that designation before the 10th anniversary of the date on which the previous designation was made.

(i) The department shall submit all information required by Section 1551.321, Insurance Code, in the manner and form prescribed by the Employees Retirement System of Texas.

(j) The attorney general shall defend a statutory county court judge in an action in state or federal court if:

(1) the cause of action is the result of the judge performing a duty described by Section 76.002, 76.003, or 76.004; and

(2) the judge requests the attorney general's assistance in the defense.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 987, § 1, eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 1240, § 1, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 62, § 19.01(29), eff. Sept. 1, 1999; Acts 1999, 76th Leg., ch. 875, § 1, eff. June 18, 1999; Acts 2003, 78th Leg., ch. 1030, § 2.01, eff. Sept. 1, 2004; Acts 2005, 79th Leg., ch. 255, § 6, eff. May 30, 2005.

§ 76.007. PUBLIC FUNDS, GRANTS, AND GIFTS. A department may accept public funds and grants and gifts from any source for the purpose of financing programs and facilities. A municipality, county, or other political subdivision may make grants to a department for those purposes.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995.

§ 76.008. FINANCIAL RESPONSIBILITIES OF COUNTIES. (a) The county or counties served by a department shall provide physical facilities, equipment, and utilities for a department. The division shall monitor the support a county provides under this section and determine whether a county provides support that meets the standards for minimum support established by the division. If the division determines that a county's support is insufficient, the division may impose on the department a sanction authorized by Section 509.012.

(b) If a department serves two or more counties, those counties may enter into an agreement for the distribution of the expenses of facilities, equipment, and utilities.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995.

§ 76.009. FINANCIAL RESPONSIBILITIES OF DISTRICTS. (a) The department may expend district funds in order to provide expanded facilities, equipment, and utilities if:

(1) the department needs to increase its personnel in order to provide more effective services or to meet workload requirements established under Chapter 509;

(2) the county or counties certify to the department director that they have neither adequate space in county-owned buildings nor adequate funds to lease additional physical facilities, purchase additional equipment, or pay for additional utilities required by the department; and

(3) the county or counties provide facilities, equipment, and utilities at or above the levels required by the division.

(b) The division shall set as the level of contribution a county or counties must meet or exceed to receive district funds under Subsection (a) a level not lower than the average level provided by the county or counties during the fiscal year in which the funds are to be received and the four fiscal years immediately preceding that year.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 2005, 79th Leg., ch. 255, § 7, eff. May 30, 2005.

§ 76.010. STATE FUNDS OR GUARANTEES FOR CORRECTIONS FACILITIES. (a) In this section:

(1) "Community corrections facility" has the meaning assigned by Section 509.001.

(2) "State jail felony facility" means a facility operated or contracted for by the state jail division of the Texas Department of Criminal Justice under Subchapter A, Chapter 507.

(b) A department, county, municipality, or a combination

involving more than one of those entities may establish a community corrections facility and are specifically encouraged to purchase or enter into a contract for the use of abandoned or underutilized public facilities, such as former military bases and rural hospitals, for the purpose of providing community corrections facilities.

(c) The department may authorize expenditures of funds provided by the division to the department for the purposes of providing facilities, equipment, and utilities for community corrections facilities or state jail felony facilities if:

(1) the community justice council recommends the expenditures; and

(2) the division, or the state jail division in the case of a state jail felony facility, provides funds for the purpose of assisting in the establishment or improvement of the facilities.

(d) A department may acquire, hold title to, and own real property for the purpose of establishing a community corrections facility or a state jail felony facility.

(e) A department, county, municipality, or a combination involving more than one of those entities may not use a facility or real property purchased, acquired, or improved with state funds unless the division, or the state jail division in the case of a state jail felony facility, first approves the use.

(f) The division or the state jail division, in the case of a state jail felony facility, is entitled to reimbursement from an entity described by Subsection (e) of all state funds used by the entity without division approval as required by Subsection (e).

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 2005, 79th Leg., ch. 255, § 8, eff. May 30, 2005.

§ 76.011. PRETRIAL SERVICES. (a) The department may operate programs for the supervision and rehabilitation of persons in pretrial intervention programs. Programs may include testing for controlled substances. A person in a pretrial intervention program may be supervised for a period not to exceed two years.

(b) The department may use money deposited in the special

fund of the county treasury for the department under Article 103.004(b), Code of Criminal Procedure, only for the same purposes for which state aid may be used under this chapter.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 2005, 79th Leg., ch. 91, § 1, eff. Sept. 1, 2005.

§ 76.012. REPORTING AND MANAGEMENT SERVICES. A department may enter into a contract with a public or private vendor to provide telephone reporting, automated caseload management, and collection services for fines, fees, restitution, and other costs ordered to be paid by a court or fees imposed by a department.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995.

§ 76.013. RESTITUTION. (a) If a judge requires a defendant to make restitution to a victim of the defendant's offense, and a payment is received by a department from the defendant for transmittal to a victim of the offense, the department that receives the payment for disbursement to the victim shall immediately deposit the payment in an interest-bearing account in the county treasury as required by Section 140.003(f), Local Government Code.

(b) If an initial restitution payment is received by a department, the department immediately shall notify the victim of that fact by certified mail, mailed to the last known address of the victim. If a victim then makes a claim for payment, the department promptly shall remit the payment to the victim. A department is obligated to make a good faith effort to locate and notify a victim that an unclaimed payment exists. The department satisfies the good faith requirement under this subsection by sending to the victim by certified mail on any one occasion during the period the defendant is required to make payments a notice that the victim is entitled to an unclaimed payment. Not earlier than the fifth anniversary of the date on which the department mails notice under

this subsection, if the victim has not made a claim for payment, the department shall transfer from the interest-bearing account to the comptroller all payments received. After making an initial transfer of payments to the comptroller under this subsection, the department, not later than the 121st day after the date the department receives a subsequent payment, shall transfer the subsequent payment to the comptroller. The department shall deduct five percent of the payment or subsequent payment as a collection fee and deduct any interest accrued on the payment or subsequent payment before transferring the payment to the comptroller under this subsection. The comptroller shall deposit the payment in the state treasury to the credit of the compensation to victims of crime auxiliary fund.

(c) The collection fee under Subsection (b) and the accrued interest under Subsections (a) and (b) shall be deposited in the special fund of the county treasury provided by Section 509.011 to be used for the same purposes for which state aid may be used under that section. The department has a maximum of 121 days after the five-year expiration date to transfer the funds to the comptroller's office. Failure to comply with the 121-day deadline will result in a five percent collection fee penalty calculated from the total deposit and all interest attributable to the unclaimed funds.

(d) If the victim of the offense claims the payment during the five-year period in which the payment is held in the interest-bearing account, the department shall pay the victim the amount of the original payment, less any interest earned while holding the payment. After the payment has been transferred to the comptroller, the department has no liability in regard to the payment, and any claim for the payment must be made to the comptroller. If the victim makes a claim to the comptroller, the comptroller shall pay the victim the amount of the original payment, less the collection fee, from the compensation to victims of crime auxiliary fund.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 165, § 9.04(a), eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 796, § 1, eff. Sept. 1, 1997.

§ 76.014. ASSESSMENT AND ENHANCEMENT OF DEFENDANT'S EDUCATIONAL SKILLS. (a) A department, with the assistance of the Texas Workforce Commission, the Texas Workforce Investment Council, local workforce development boards, and other appropriate public and private entities, may establish a developmental program for a defendant under the supervision of the department on the basis of information obtained in the presentence investigation report prepared for the defendant.

(b) The developmental program may provide the defendant with the educational and vocational training necessary to:

(1) meet the average skill level of students who have completed the sixth grade in public schools in this state; and

(2) maintain employment while under the supervision of the department, to lessen the likelihood that the defendant will commit additional offenses.

(c) To decrease expenditures by departments for the educational and vocational skills assessment and enhancement program established under this section, the Texas Department of Economic Development shall provide information to departments, the Texas Workforce Commission, the Texas Workforce Investment Council, local workforce development boards, and other appropriate public and private entities for obtaining financial assistance through programs under Chapter 301, Labor Code, and other applicable programs of public or private entities.

Added by Acts 1995, 74th Leg., ch. 76, § 7.11, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 165, § 9.05(a), eff. Sept. 1, 1997; Acts 2003, 78th Leg., ch. 818, § 6.05, eff. Sept. 1, 2003.

§ 76.015. ADMINISTRATIVE FEE. (a) A department may collect money from an individual as ordered by a court served by the department regardless of whether the individual is under the department's supervision.

(b) A department that collects money under this section shall promptly transfer the money collected to the appropriate

county or state officer.

(c) A department may assess a reasonable administrative fee of not less than $25 and not more than $40 per month on an individual who participates in a department program or receives department services and who is not paying a monthly fee under Section 19, Article 42.12, Code of Criminal Procedure.

Added by Acts 1997, 75th Leg., ch. 165, § 9.07(a), eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 983, § 1(a), eff. Sept. 1, 1997.

§ 76.016. VICTIM NOTIFICATION. (a) A department, using the name and address provided by the attorney representing the state under Article 56.08(d), Code of Criminal Procedure, shall immediately notify a victim of the defendant's crime or, if the victim has a guardian or is deceased, notify the guardian of the victim or close relative of the deceased victim of:

(1) the fact that the defendant has been placed on community supervision;

(2) the conditions of community supervision imposed on the defendant by the court; and

(3) the date, time, and location of any hearing or proceeding at which the conditions of the defendant's community supervision may be modified or the defendant's placement on community supervision may be revoked or terminated.

(b) In this section, "close relative of a deceased victim," "guardian of a victim," and "victim" have the meanings assigned by Article 56.01, Code of Criminal Procedure.

Added by Acts 1997, 75th Leg., ch. 165, § 9.08(a), eff. Sept. 1, 1997. Amended by Acts 2001, 77th Leg., ch. 1034, § 9, eff. Sept. 1, 2001.

§ 76.017. TREATMENT ALTERNATIVE TO INCARCERATION PROGRAM. (a) A department may establish a treatment alternative to incarceration program in each county served by the department according to standards adopted by the division. A department may enter into an interlocal cooperation agreement with one or more

other departments in order to establish this program on a regional basis.

(b) The program must:

(1) include automatic screening and evaluation of a person arrested for an offense, other than a Class C misdemeanor, in which an element of the offense is the use or possession of alcohol or the use, possession, or sale of a controlled substance or marihuana;

(2) include automatic screening and evaluation of a person arrested for an offense, other than a Class C misdemeanor, in which the use of alcohol or drugs is suspected to have significantly contributed to the offense for which the individual has been arrested;

(3) coordinate the evaluation and referral to treatment services; and

(4) make referrals for the appropriate treatment of a person determined to be in need of treatment, including referrals to a community corrections facility as defined by Section 509.001.

(c) A program administered under this section must use a screening and evaluation procedure developed or approved by the division.

(d) After a person is screened and evaluated, a representative of the department shall meet with the participating criminal justice and treatment agencies to review the person's case and to determine if the person should be referred for treatment. If a person is considered appropriate for referral, the person may be referred to community-based treatment in accordance with applicable law or any other treatment program deemed appropriate. A magistrate may order a person to participate in a treatment program recommended under this section, including treatment in a drug court program established under Chapter 469, Health and Safety Code, as a condition of bond or condition of pretrial release.

(e) A department may contract for the provision of treatment services. The department may pay for services only if other adequate public or private sources of payment are not available. A person is responsible for the payment of any treatment program recommended under this section if it is determined that a person referred for treatment is able to pay for the costs of treatment or if the person has insurance that will pay for the treatment. If a

person is able to pay for treatment or if the person has insurance that will pay for the treatment, the payment may be made a condition for receiving treatment.

(f) An employee of a department or treatment provider either administering this program or providing services under this section may exchange or otherwise disclose information regarding the assessment, evaluation, or treatment of a person participating in this program to:

(1) another employee of the department;

(2) an officer in the court that has jurisdiction over the person's case;

(3) a county sheriff or jail administrator;

(4) an employee of the Texas Department of Criminal Justice; or

(5) any employee in a facility, institution, or halfway house in which a person may be confined in accordance with a disposition of the criminal charges in the case.

Added by Acts 1997, 75th Leg., ch. 165, § 9.09(a), eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 1269, § 1, eff. Sept. 1, 1997. Amended by Acts 2005, 79th Leg., ch. 1139, § 1, eff. June 18, 2005.

§ 76.018. APPLICATION OF LAW RELATING TO FREE EXERCISE OF RELIGION. For purposes of Chapter 110, Civil Practice and Remedies Code, an ordinance, rule, order, decision, or practice that applies to a person in the custody of a correctional facility operated by or under a contract with a community supervision and corrections department is presumed to be in furtherance of a compelling governmental interest and the least restrictive means of furthering that interest. The presumption may be rebutted.

Added by Acts 1999, 76th Leg., ch. 399, § 3, eff. Aug. 30, 1999.

RFP NO: 2013-075-00-00-CGA	Buyer III: GRISELDA (CRIS) AYALA	Tel. No: (956) 292-7600-X-4867

REQUEST FOR PROPOSALS

Hidalgo County CSCD
(ADULT PROBATION)
Edinburg, Texas

HIDALGO COUNTY COMMUNITY SUPERVISION AND
CORRECTIONS DEPARTMENT-
"INDEPENDENT AUDIT SERVICES"

, 2013

DRAFT

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Administration Building
Physical Address: 2802 S. Business Hwy. 281
Mailing/US Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

1. **Sealed Proposals** will be received for **" Hidalgo County Community Supervision and Corrections Department-Independent Audit Services ",** in accordance with the requirements attached hereto as Exhibit "A." Proposals should address all requirements set forth. Proposals may suggest substitutions of features which they feel would be in the best interest of Hidalgo County ("County"). Strong rationale must be presented for any deviation from the requirements. Hidalgo County reserves the right to reject the deviation and its effect on the overall proposal.

2. **ONE (1) ORIGINAL AND SEVEN (7) COPIES** of all RFP's are required, with the vendor's name and address clearly typed/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package, "**RFP No: 2013-075-00-00-CGA- Hidalgo County Community Supervision and Corrections Department-Independent Audit Services** **"** and at County's Purchasing Department with a physical address: 2802 S. Business 281 and a mailing address: 2812 S. Business Hwy 281, New Administration Building, Edinburg, Texas on **or before 9:30 a.m. Wednesday, , 2013.**

   NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFP/Q RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS ENVELOPE WITH THE FOLLOWING REFERENCE: RFP NO: 2013-075-00-00-CGA- Hidalgo County Community Supervision and Corrections Department-Independent Audit Services.

   WRITTEN QUESTIONS WILL BE ACCEPTED via facsimile to (956) 292-7612 or via email to: cris.villarreal@co.hidalgo.tx.us , by NO LATER THAN Wednesday, , **at 5:00 p.m.** Responses will be sent to all applicants by **Friday, at 5:00 p.m. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

   Hidalgo County reserves the right to refuse and reject any/all proposals and to waive any/all formalities or technicalities, or to accept the proposal considered the best and most advantageous to Hidalgo County.

3. Hidalgo County reserves the right to: **A)** separate and accept, or eliminate any items(s) listed under this proposal that it deems necessary to accommodate budgetary and/or operational requirements; **B)** reject any or all proposals/qualifications submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best proposal for approval. Receipt of any proposal shall under no circumstances obligate County to accept the lowest dollar proposal and; **C)** award of this contract shall be made to the responsible offeror whose proposal is determined to be the best evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other evaluation factors as herein set forth.

4. Failure of the delivered item(s) to perform as specified or failure to meet the stated delivery

schedule shall release Hidalgo County from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible proposer, or to reject all proposals and re-advertise.

5. For work to be performed and/or services to be provided or rendered at a County owned or operated location, each submitter shall, in its sole discretion, visit the job site before preparing the proposal and thoroughly familiarize himself/herself with existing conditions. Proposer should take field dimensions and note all circumstances which affect the proposal.

6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by Hidalgo County. Due to various styles and models of equipment, proposers are required to include illustrations, specifications, explanation of warranties, and service data with their proposal including catalogue numbers and any necessary references.

7. No proposal may be withdrawn within sixty (60) days from the scheduled time to accept proposals.

8. Proposed prices are to remain firm for a minimum of ninety (90) days after priced proposal opening.

9. Any interpretations, amendments, corrections or changes to this proposal document must be in a written addendum and signed by Hidalgo County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Proposals. Proposers shall acknowledge receipt of all addenda as a part of their proposal.

10. County reserves the right to accept or reject any or all RFP's.

11. Costs are to be net F.O.B. destination County Prepaid.

12. County is exempt from Federal Excise Tax, State Tax and Local Tax. Do Not include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.

13. Funds for this procurement have been provided through the County's budget for this fiscal year only. County on an annual basis has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a proposal or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.

14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security card to the Hidalgo County Auditor in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy of their Federal ID Number Certificate.

15. **DELIVERY INSTRUCTIONS: (IF APPLICABLE)**

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- No deliveries accepted after 3:00 P.M., Monday-Friday.
- At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, CPPB, Purchasing Agent, before delivery will be accepted.
- If you need additional information call the office listed below:

Hidalgo County Purchasing Department
Martha L. Salazar, CPPB, Purchasing Agent
(956) 318-2626

16. **BILLING AND PAYMENT INSTRUCTIONS**:

- Invoices must include:
  a) Name and address of successful submitter
  b) Name and address of receiving department or official
  c) Purchase Order Number and Contract Number (if any)
  d) Notation - **"Hidalgo County Community Supervision and Corrections Department-Independent Audit Services".**
  e) Descriptive information as to the items or services delivered, including product code, item number, quantity, etc.

- Discount payments will be considered when offered.
- Contact person for Billing and Payment questions:

Community Supervision & Corrections Department
(Adult Probation)
P.O. BOX 1109
Edinburg, TX 78542
(956) 318-2920
ATTN.: Arnold K. Patrick

17. **SCHEDULE OF EVENTS**

Proposal Acceptance: 9:30 a.m.	**_____, 2013**
Award of Contract	_____ 2013
Commence Work or Deliver Products	_____ 2013

18. ~~**BID OR PERFORMANCE BOND AND**~~ **DEBARMENT CERTIFICATION**~~**; PAYMENT UNDER CONTRACT:**~~

- ~~If the contract proposed is for the construction of public works or is for a contract for goods and services exceeding $100,000, all submitters shall furnish a good and sufficient bid bond in the amount of five percent of the total contract price. A bid bond must be executed with a surety company authorized to do business in Texas.~~

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All participants are also required to furnish a certification or acknowledgment stating that the contractor or vendor is free from suspension or debarment pursuant to federal regulation 45CFR76.

- ~~Together with the signing of a contract or issuance of a purchase order following the acceptance of a proposal, and prior to commencement of the actual work, the proposer shall furnish a performance bond to the County for the full amount of the contract, if that contract exceeds $50,000.~~

- ~~If the contract is for $50,000 or less, no money will be paid to the contractor until completion and acceptance of the work or the fulfillment of the purchase obligation to the County, and, if applicable, the receipt by County of satisfactory evidence that all subcontractors and materialmen have been paid.~~

- ~~If a contract is for the construction, alteration or repair of public buildings or public works, the contractor *shall* provide a payment bond for a contract in excess of Twenty Five Thousand Dollars ($25,000.00), as required by Tex. Govt. Code Ch. 2253.~~

- ~~For requirements contracts, bond requirements are determined by applying the proposed unit price to the estimated quantities included in the specifications~~.

19. **ETHICAL STANDARDS**:

- It shall be a breach of ethics to offer, give or agree to give any elected official, department head or employee, or former elected official, department head or employee, of the County, or for any elected official, department head or employee or former elected official, department head or employee of the County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore pending before any department or agency of the County.

- It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

- No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

20. **DISCLOSURE OF CONFLICT OF INTEREST:**

- Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as Exhibit D, the vendor, person consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contract or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful Proposer fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

- Please submit complete CIQ forms to the Hidalgo County Clerk's Office located at 100 N. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE PROPOSER.**

21. If, during the life of any contract or proposal awarded, the successful proposer's net prices generally available to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to County.

22. Proposals, and all goods and services provided thereunder, shall comply with all federal, state and local laws concerning this type(s) of goods and/or services.

23. Minimum Standards For Responsible Prospective Proposers: A prospective proposer must affirmatively demonstrate proposer's responsibility. A prospective proposer, by submitting a proposal, represents to County that it meets the following requirements:
    - Possess or is able to obtain adequate financial resources as required to perform under the proposal;
    - Be able to comply with the required or proposed delivery schedule;
    - Have a satisfactory record of performance;
    - Have a satisfactory record of integrity and ethics;
    - Be otherwise qualified and eligible to receive an award.

24. Successful proposer will pay or cause to be paid, without cost or expenses to County, all FICA, FUTA/SUTA and Federal Income Withholding Taxes of all employees, and all wages and benefits as required by Federal or State law. Successful proposer's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.

25. Any contract award to a successful proposer will be in effect until: **a)** the contract expires; **b)** delivery and acceptance of products, and/or performance of services ordered, or; **c)** terminated by County with thirty (30) day's written notice prior to cancellation.

26. County reserves the right to enforce performance of any contract awarded hereunder in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default by successful proposer; County reserves the right to terminate any contract immediately in the event a successful proposer fails to:

    A. Meet schedules;
    B. Pay any required fees or taxes; or
    C. Otherwise perform in accordance with the requirements.

27. Successful proposer shall defend, indemnify and save harmless County and all its elected officials, officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful proposer, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from proposal award. Successful proposer indemnifies and will indemnify and save harmless County from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful proposer shall pay any judgment with costs which may be obtained against County growing out of such injury or damages, and shall, upon request, provide a defense to County by counsel reasonably acceptable to County. Successful proposer's indemnity hereunder shall include, but is not limited to, claims relating to patent, copyright or trademark infringement, and the like, arising out of the goods or services provided by successful proposer.

28. Successful proposer shall warrant that all items/services shall conform to the specifications and/or all warranties provided under the Uniform Commercial Code and be free from all defects in material, workmanship and the like. Items supplied under a contract pursuant to this Request for Proposal shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful proposer within two business days at no expense to County. Items not picked up within one (1) week after notification shall be deemed a donation to County and may be used or disposed of at County's discretion and without waiver of any other rights of County as to the item's nonconformity.

29. This document and any disputes arising hereunder shall be governed and construed according to the laws of the State of Texas, and will be performable exclusively in Hidalgo County, Texas.

30. The successful proposer shall not assign, sell, transfer or convey its rights under any awarded contract, in whole or in part, without the prior written consent of County.

31. Proposers shall provide with the proposal response, a list of at least three (3) references where like services have been supplied by their firm. Include the name of the business or government, address, telephone number and name of representative or contact person.

32. Proposers must provide **all** documentation requested with this Proposal in their response. Failure to provide this information may result in rejection of the proposal as non-conforming.

Proposal for

HIDALGO COUNTY
"Community Supervision and Corrections Department -Independent Audit Services"

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical Address: 2802 S. Business Hwy. 281
Mailing/US Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

In accordance with the Requirements, and subject to all laws and regulations of the United States and state and local laws, the undersigned submitter proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned submitter further agrees, upon acceptance of its proposal, to execute a contract and/or Purchase Order issued by Hidalgo County for performing and completing the work described in the Requirements within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Proposer acknowledges receipt of all of the pages of the documents referenced in the Request for Proposal Checklist presented in connection with this procurement. Proposer understands that Hidalgo County reserves the right to reject any or all proposals and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best proposal.

Submitter agrees that this proposal shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for accepting proposal, as contained in the Requirements.

Respectfully submitted,

Bidder: _____

Address:

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By: _____

Printed Name: _____

Title: _____

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Texas Department of Criminal Justice
Community Justice Assistance Division

Fiscal Year 2013

Independent Audit Guidelines

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HIDALGO COUNTY COMMUNITY SUPERVISION AND CORRECTION DEPARTMENT
REQUEST FOR PROPOSALS
"INDEPENDENT AUDIT SERVICES"
RFP No. 2013-075-00-00-CGA

General Audit Objectives:

The initial term of the contract shall be for two (2) years, with the Hidalgo County Community Supervision and Corrections Department's option for additional one (1) year extension based on prior year's performance evaluation and contingent upon cost remaining unchanged.

To determine that the funding recipient has set up and used appropriate financial and administrative systems of controls to discharge management responsibilities effectively and to accomplish program objectives;

To determine whether the financial reports submitted to TDCJ-CJAD contain accurate and reliable financial data;

To determine if the financial statements are presented fairly in accordance with TDCJ-CJAD financial reporting requirements;

To determine whether TDCJ-CJAD funds are expended in accordance with TDCJ-CJAD approved budgets; and;

To determine that the funding recipient has no instances of non-compliance required to be reported under the *Government Auditing Standards* issued by the Comptroller General of the United States.

COMPLIANCE REQUIREMENTS

Applicable Laws and Regulations:

To audit, the independent auditor must follow the requirements of generally accepted auditing standards and the *Government Auditing Standards* issued by the Comptroller General of the United States. The auditor must also be knowledgeable about the following:

- Article 42.12 of the Texas Code of Criminal Procedures;
- Chapter 76 and Chapter 509 of the Vernon's Texas Codes Annotated Government Code;
- Compliance with bidding requirements as codified in the Vernon's Texas Codes Annotated; Local Government Code, Chapter 262, Subchapter C;
- Family Code, Section 157.213;
- The *Financial Management Manual* for TDCJ-CJAD Funding, revised July 1, 2012;
- *The Contract Management Manual* for TDCJ-CJAD Funding of Offender Services;
- The TDCJ-CJAD Standards for CSCDs, revised March 2012 (Financial Section); and
- TDCJ-CJAD Standard and Special Conditions for receiving grant funds **as numerated in the Grant Award Statement**.

General Requirements:

- All TDCJ-CJAD administered funds and locally generated program funds are to be audited, including Basic Supervision, Community Corrections (CC) Program Funds, Diversion Program (DP) Funds, and Treatment Alternatives to Incarceration Program (TAIP) Funds.

- CSCDs that previously submitted a Contract Monitoring Plan to TDCJ-CJAD with the FY08 or FY09

independent audit reports do not need to submit the Plan with the FY10 audit report. However, if the Plan was not previously submitted, or if the Plan has had a major revision since the last submission, then those CSCDs with vendor contracts for all services to offenders are to send to TDCJ-CJAD, along with the Independent Audit Report, a copy of their current Plan (vendor monitoring policy) on monitoring vendor payments and services.

- Audits are to cover the 12-month period of September 1, 2013 through August 31, 2014.

- Financial statements must be prepared using the modified accrual basis of accounting.

- As defined in the Financial Management Manual for TDCJ-CJAD Funding, revised June 1, 2013, revenues and expenditures accrued as of August 31, 2013 **AND** those goods received and paid for as of October 31, 2013, are to be included in the Fiscal Year 2014 Quarterly Financial Reports**.**

- CSCDs must have and operate by an existing policy on budget approval, and the policy must be approved in an open meeting by the judges charged with oversight of the CSCD (Government Code, Section 76.002, and TDCJ-CJAD's Financial Management Manual).

- Audit Reports must disclose and list all vendor contracts for offender services with values of $100,000 or more.

- **Audit Reports must disclose and list all other funding sources for the CSCD (sources other than TDCJ-CJAD), including, but not limited to, grants from other sources, county contributions, fees collected pursuant to Family Code, Section 157.213 (civil fees), and other fees collected by the CSCD that are not associated with programs funded by TDCJ-CJAD. This discloser must include the source, the amount, any restrictions on fund use, whether or not a separate budget is required by the funding source, and that the funds were expended in accordance with any applicable limitations.**

- The CSCD is to confirm its final TDCJ-CJAD approved budget for all programs with the TDCJ-CJAD Budget Section before providing the information to the independent auditor.

- A schedule of differences between the Audit Report and the CSCD's Quarterly Financial Reports shall be prepared for each program, whether or not a difference exists. **Detailed and specific explanations** should be given for any differences between the amounts in the Audit Report and the amounts in the CSCD Quarterly Financial Reports. For example, —The difference in Supervision Fees amounting to $500 was caused by the timing difference of reporting the August receipts of the previous fiscal year.‖ Please note that responses such as —Differences in Supervision Fees amounting to $500 were caused by timing difference‖ are not specific and will not be acceptable.

- All audit findings and recommendations regarding financial and compliance matters are to be thoroughly addressed in the exit conference.

- Independent Audit Reports are to include the description of all relevant funds as contained in the Financial Management Manual for TDCJ-CJAD Funding.

- Independent Audit Reports must include a report on the CSCD's Community Service Restitution (CSR) programs that **previously allowed** offenders to make payment in lieu of performing CSR work. **Such reports, which can be shown as notes to the Audit Report, should include the fund balance, what the money is used for, and if the CSCD is currently allowing offenders to make payments in lieu of performing CSR work**. **(Refer to Texas Attorney General Opinion No. GA-0593, 2008.)**

- Two copies of audit reports are due to TDCJ-CJAD by April 30, 2014.

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STANDARD REPORT CONTENTS

Minimum standards—report contents—will include the following:

Please note that these standards are not to be construed as a limitation on reporting. Any material findings and/or questioned costs observed should be disclosed regardless of the TDCJ-CJAD reporting requirements.

- An Independent Auditor's Opinion;
- A Combined Statement of Financial Position;
- A Combined Statement of Revenues, Expenditures and Changes in Fund Balances;
- Individual Statements of Revenues, Expenditures and Changes in Fund Balances for each program, reflecting Budget, Actual, Variance, and prior-year actual comparative information;
- Schedule of Differences between the actual amounts per the Audit Report and the amounts reported in the CSCD's Quarterly Financial Reports, **with detailed and specific explanations of all differences;**
- Applicable notes to the financial statements should include, but are not limited to, the accounting basis, description of individual programs, explanations for line item expenditures that exceed $15,000 or 15% (whichever is greater) of the approved line item budgeted amount in individual programs, and any interfund transfers receivable and payable;
- Independent Auditor's Report on Compliance and on Internal Control;
- Schedule of Findings and Questioned Costs for FY 2013, <u>including the independent auditor's recommendations for alleviating such findings in the future or for correcting certain findings</u>;
- Follow-up on findings of the previous Fiscal Year; Reference Governmental Auditing Standards, Chapter 4.05, 2010 Revision, as issued by the Comptroller General of the United States that states "**auditors should evaluate whether the audited entity has taken appropriate corrective action to address finding and recommendations from previous engagements that could have a material effect on the financial statements or other financial data significant to the audit objectives**."
- TDCJ-CJAD Compliance Checklist (**as revised and attached herewith**), bound with the audit report; and
- Any letters to management as a result of the audit and the response by management.

<u>Reporting Reminders:</u>

- All disbursements from the State to the funding recipient should be reported as Revenues.
- Balances Due to the State from previous fiscal years should be reported as reductions to Fund Balances.
- Deobligated Funds should be reported as negatives (decreases to) State Aid Revenues.
- Funds set aside for pending lawsuits and construction-related funds for which specific permission was obtained from TDCJ-CJAD to be carried over or encumbered from previous fiscal years are to be disclosed, audited, and reported in the financial statements.

<u>Audit Tracking:</u>

- The Fiscal Management Section of TDCJ-CJAD will coordinate audit review activities.
- TDCJ-CJAD will follow up on any deficiencies, questioned costs, audit findings, and resolution of findings noted in the financial and compliance audit reports.

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DEFINITIONS

Balances Due to the State (Refund Due to TDCJ-CJAD) are unexpended funds payable to TDCJ-CJAD following the end of the second fiscal year of each legislative biennium.

Community Corrections Facility (CCF) is a residential program operated by the CSCD.

Community Supervision Fees are fees collected directly from offenders. These fees should be budgeted and reported only in Basic Supervision.

County Treasury is the county's bank account in the county depository (banking institution). All funds in the County Treasury are under the control of the county treasurer and are disbursed by the county treasurer (or county auditor if there is no county treasurer).

Dedicated Salary Funds are specifically targeted salary increases for community supervision officers (CSO's) And direct care staff. These funds were appropriated by the 81st Legislature at a 3.5% increase from salaries as of August 1, 20___ for FY 20___ and another 3.5% increase for FY 20__. Fiscal year 20__ was funded at the same rate as FY 20___.

Deobligated Funds are State funds that have been removed from the budget by the CSCD and subsequently returned to TDCJ-CJAD, normally during the same fiscal year in which the funds were awarded.

Funding Recipient is the Community Supervision and Corrections Department (CSCD) or a governmental or nonprofit organization that receives TDCJ-CJAD funds to carry out an approved program.

Independent Auditor is a certified public accountant licensed by the Texas State Board of Public Accountancy. The independent auditor meets the independence standards specified in the Government Auditing Standards issued by the Comptroller General of the United States.

Interest Income is revenue resulting from investment of funds. Interest income should be budgeted and reported only in Basic Supervision.

Interfund Transfer is movement of funds between programs. If funds are moved between programs (for example, from Basic Supervision to a Community Corrections (CC) funded program or from a CC program to a DP or TAIP program), then the — "Iterfund Transfer" line is used. **However, if funds are moved between two CC funded programs, or between two DP programs (i.e., two like-type funded programs), then the "State Aid" line is either reduced or increased in the affected CC or DP programs. For programs funded by DP or TAIP funds (grant programs), movement of funds (normally into the program) is on the "Interfund Transfer" line when the funds come from Basic Supervision or a CC program.**

Modified Accrual Basis of Accounting requires that revenues are recognized when "measurable and available" and expenditures are recognized in the "accounting period in which the fund liability is incurred." For reporting purposes, TDCJ-CJAD requires all CSCDs to recognize, in the fiscal year being audited, all revenues and expenditures accrued by August 31_____. To be reportable, these goods must be received and the expenditures paid by October 31_____.

Other Revenue may be budgeted and reported in any program to which it is related.

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Payments by Program Participants are fees collected directly from offenders for their share of costs for various programs operated by the CSCD. These program participant fees may be budgeted and reported in any program to which they are collected and related; i.e., Basic Supervision, Community Corrections, Diversion Program, or TAIP.

Quarterly Financial Reports (and other financial reports required by TDCJ-CJAD) are interim financial report forms that are prepared on the basis of specific TDCJ-CJAD guidelines. The guidelines do not necessarily conform to Generally Accepted Accounting Principles.

Questioned Costs are costs challenged in an audit report or in a review of an audit report.

State Aid is funds provided to the CSCDs from TDCJ-CJAD for basic operations and program costs.

State Aid: SAFPF is funds from TDCJ-CJAD for officers supervising and providing aftercare for offenders released from Substance Abuse Felony Punishment Facilities (SAFPF). These funds should be budgeted and reported only in Basic Supervision.

Unallowed Expenditures are the amounts reported in the independent audit report that are listed as unallowable in the *Financial Management Manual for TDJC-CJAD Funding*.

Unauthorized Expenditures are the amounts reported in the independent audit report that are in excess of $15,000 or 15%, whichever is greater, of the line item amount in the last *TDCJ-CJAD* approved CSCD budget.

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Texas Department of Criminal Justice
Community Justice Assistance Division

Fiscal Year 2013

Standard Reporting Formats

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(INDEPENDENT AUDITOR LETTERHEAD)
***(County Name)* Community Supervision and Corrections Department**
City, Texas
EXAMPLE OF UNQUALIFIED OPINION
(See AICPA Audit and Accounting Guide for Audits of State and Local Governmental Units for additional formats in case a qualified opinion is to be issued.)

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying combined financial statements of the *(County Name)* Community Supervision and Corrections Department, and the combining and individual funds of (County Name) Community Supervision and Corrections Department as of and for the year ended August 31, XXXX, as listed in the table of contents. These financial statements are the responsibility of the management of the *(County Name)* Community Supervision and Corrections Department. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the financial statements are prepared using the prescribed basis of accounting that demonstrates compliance with the Texas Department of Criminal Justice – Community Justice Assistance Division's (TDCJ-CJAD's) financial reporting requirements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

As discussed in Note 1, the financial statements present only the *(County Name)* Community Supervision and Corrections Department, and are not intended to present fairly the financial position of (County Name) County, Texas and the results of its operations in conformity with generally accepted accounting principles.

In our opinion, the combined financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the (County Name) Community Supervision and Corrections Department, as of August 31, XXXX, and the results of its operations for the year then ended, in conformity with the basis of accounting described in the Notes. Also, in our opinion, the combining and individual funds referred to above present fairly, in all material respects, the financial position of each of the individual funds of (County Name) Community Supervision and Corrections Department, as of August 31, XXXX, and the results of operations of such funds for the year then ended in conformity with the basis of accounting described in the Notes.

In accordance with Government Auditing Standards, we have also issued a report dated (date of report) on our consideration of (County Name) Community Supervision and Corrections Department's internal control structure and a report dated (date of report) on its compliance with laws and regulations.

This report is intended solely for the information and use of the management, others within the organization, (*County Name)* Community Supervision and Corrections Department, and the Texas Department of Criminal Justice - Community Justice Assistance Division and is not intended to be and should not be used by anyone other than these specified parties.

Firm's Name

March 1, XXXX
(Signed by Independent Auditor)

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(County Name) COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT
COMBINED STATEMENT OF FINANCIAL POSITION
AUGUST 31, 200Y

(All TDCJ-CJAD funding sources should be included.)

ASSETS

	Basic Supervision	Community Corrections	Diversion Program	TAIP	Total
Cash					
Bank Balances	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Petty Cash	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Time Deposits	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Cash	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Accounts Receivable					
Community Supervision Fees	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Due from _____	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Accounts Receivable	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Assets	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00

LIABILITIES AND FUND BALANCE

Liabilities					
Accounts Payable	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Due to TDCJ-CJAD	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Due to _____	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Liabilities	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Fund Balance	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Liabilities and Fund Balance	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00

The accompanying notes are an integral part of these financial statements.

DRAFT

(County Name) COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT
COMBINED STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED AUGUST 31, 200Y

REVENUE

	Basic Supervision	Community Corrections	Diversion Program	TAIP	Total
State Aid	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
State Aid: SAFPF	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Community Supervision Fees	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Payment by Program Participants	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Interest Income	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Other Revenue	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Revenue	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00

EXPENDITURE

Salaries and Fringe Benefits	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Travel and Furnished Transportation	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Contract Services	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Professional Fees	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Supplies and Operating Expenses	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Facilities	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Utilities	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Equipment	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Expenditure	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00

EXCESS OR REVENUE OVER (UNDER) EXPENDITURES	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
FUND BALANCE 9/1/XXXX	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Prior Period Adjustment	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Interfund Transfer in (Out)	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Fund Balance before Refund to TDCJ-CJAD	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Refund due to TDJC-CJAD	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00
FUND BALANCE 8/31/200Y	$00,000.00	$00,000.00	$00,000.00	$00,000.00	$00,000.00

The accompanying notes are an integral part of these financial statements.

DRAFT

(County Name) COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT
(City, Name), TEXAS
INDIVIDUAL STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-BUDGET, ACTUAL, AND PRIOR YEAR
FOR THE YEAR ENDED AUGUST 31, 200Y

BASIC SUPERVISION (**OR** COMMUNITY CORRECTIONS-**SPECIFIC PROGRAM,** OR TAIP PROGRAM, **OR** DIVERSION PROGRAM-**SPECIFIC PROGRAM)**

REVENUE				
State Aid	$00,000.00	$00,000.00	$00,000.00	$00,000.00
State Aid: SAFPF	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Community Supervision Fees	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Payment by Program Participants	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Interest Income	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Other Revenue	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Revenue	$00,000.00	$00,000.00	$00,000.00	$00,000.00
EXPENDITURE				
Salaries and Fringe Benefits	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Travel and Furnished Transportation	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Contract Services	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Professional Fees	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Supplies and Operating Expenses	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Facilities	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Utilities	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Equipment	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Total Expenditure	$00,000.00	$00,000.00	$00,000.00	$00,000.00
EXCESS OR REVENUE OVER (UNDER) EXPENDITURES	$00,000.00	$00,000.00	$00,000.00	$00,000.00
FUND BALANCE 9/1/XXXX	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Prior Period Adjustment	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Interfund Transfer in (Out)	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Fund Balance before Refund to CJAD	$00,000.00	$00,000.00	$00,000.00	$00,000.00
Refund due to CJAD	$00,000.00	$00,000.00	$00,000.00	$00,000.00
FUND BALANCE 8/31/200Y	$00,000.00	$00,000.00	$00,000.00	$00,000.00

The accompanying notes are an integral part of these financial statements.

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NOTES
(Examples)

1. SUMMARY OF SIGNIFICANT ACOCUNTING POLICIES

Reporting Entity (*Comments should address all TDCJ-CJAD funding sources at the CSCD*).

The accompanying financial statements include the revenue of the (County Name) Community Supervision and Corrections Department related to the receipt of funds administered by the Community Justice Assistance Division of the Texas Department of Criminal Justice from State Appropriations for the Basic Supervision Fund, Community Corrections Program Funds, Diversion Program Grant Funds, Treatment Alternatives to Incarceration Program Grant Funds, **local fees collected for the use of the CSCD,** and the expenditures of those funds. (Note: Only include fund types actually funded to the CSCD.)

The (County Name) Community Supervision and Corrections Department, a special purpose district of state government, was organized to provide certain adult probation services to judicial districts.

Basis of Accounting

Describe

2. FUNDING SOURCES – STATE AID

Basic Supervision Funds

Describe

Community Corrections (CC) Program Funds

List and describe each program

Diversion Program (DP) Grant Funds

List and describe each program, if DP grants are received by the CSCD.

Treatment Alternatives to Incarceration Programs (TAIP) Funding

Describe, If TAIP program funds are received by the CSCD.

3. FUNDS COLLECTED BY THE CSCD FROM SOURCES OTHER THAN TDCJ-CJAD WHICH ARE REQUIRED TO BE REPORTED ON THE TDCJ-CJAD QUARTERLY FINANCIAL REPORTS (Community Supervision fees collected, program participation funds collected, count contributions, donations, interest, commissions, etc.)

*Describe, **all in chart format**, including source, amount, restrictions for use, and if funds are expended in accordance with any applicable limitations.*

4. FUNDS COLLECTED BY THE CSCD FROM SOURCES OTHER THAN TDCJ-CJAD WHICH ARE NOT REQUIRED TO BE REPORTED ON THE TDCJ-CJAD QUARTERLY FINANCIAL

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REPORTS (Civil Fees, CSR Funds, Victim Restitution Funds, Federal Grants, Bond Supervision Funds, Grants from Sources Other Than TDJC-CJAD, etc.)

*Describe, **all in chart format**, including source, amount, restrictions for use, and if funds are expended in accordance with any applicable limitations.*

5. CASH, PETTY CASH AND INVESTMENTS

Collection or clearing accounts are trust funds and must be covered by pledged collateral to cover the estimated highest daily balance of funds operated in conjunction with or through the county depository by the CSCD. Collection accounts must be transferred to the county treasury within the time frames listed in the Local Government Code 113.022. All CSCD funds must be in the country treasury and must be disbursed by the County Treasurer. (Government Code 509.011 (c) and Local Government Code 140.003 (f).

6. EXCESS OF EXPENDITURES OVER BUDGETS IN INDIVIDUAL PROGRAMS

*Describe the excess amounts **with explanations**.*

7. INTERFUND TRANSFERS RECEIVABLE AND PAYABLE

Describe, if any.

8. VENDOR CONTRACTS FOR OFFENDER SERVICES

For contracts and/or payments over $100,000, per vendor or per same-type service, list vendors who provide services to offenders, along with the total amounts paid. State whether or not there is a valid contract with each vendor per the Contract Management Manual for TDCJ-CJAD Funding of Offender Services (CMM) If there are no vendor contracts and/or payments over $100,000, please state that there are none.

NOTE: ***To be in compliance with the Contract Management Manual for TDCJ-CJAD Funding of Offender Services (CMM), CSCD contracts must include the following:***

- **All contract clauses as listed in the CMM for the type of services provided. Only Article I of the contract may differ from the clauses printed in the CMM. No other section or Articles of the contract format may be altered by the CSCD. Article I details the specific services required by the CSCD, such as term of the contract, services to be provided, performance measures (required for contracts above $25,000), and penalties for non-compliance with the performance measures.**

- **Article I's requirements would mirror the elements listed in the Invitations to Bid (ITB) and or Requests for Proposals (RFP's).**

- **Contracts with an aggregate amount for the same type of service for the year of over $100,000 must be the result of an ITB and/or a RFP.**

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- **Contract terms may be established for one or two years with the option to renew for only one additional year before competitive bid again.**

- **The CSCD must have a Contract Monitoring Plan (a written Policy) for monitoring vendors paid with CSCD funds. The Monitoring Plan must include <u>detailed procedures</u> for CSCD's conducting the monitoring activities by vendors. The Monitoring Plan should be the result of a risk-based assessment tool to determine which vendors should receive the highest to lowest of annual monitoring.**

- **Elements that, at a minimum, should be included in the CSCD's Monitoring Plan's procedures are (1) a checklist indicating whether or not the vendor performed each of the performance measures as listed in Article I of the contract, (2) definitions and/or descriptions of how the CSCD will sample the vendor's records for compliance, (3) an overall ranking or assessment of the vendor based on the findings of the monitoring activity by the CSCD personnel, and documentation of penalties imposed on the vendor for non-compliance with provision of services or performance measures. Procedures will vary for different vendors and/or different type of services.**

9. COMMITMENTS AND CONTINGENCIES

Describe and state expected outcome.

10. PRIOR PERIOD ADJUSTMENTS

Describe. If none, state that fact.

11. OTHER

Other notes as deemed appropriate.

12. SUBSEQUENT EVENTS

Describe

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(County Name) COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT
SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS

FUNDING SOURCE AND PROGRAM TITLE (if applicable)

FOR THE YEAR ENDED AUGUST 31, 200Y

REVENUE			
State Aid	$00,000.00	$00,000.00	$00,000.00
State Aid: SAFPF	$00,000.00	$00,000.00	$00,000.00
Community Supervision Fees	$00,000.00	$00,000.00	$00,000.00
Payment by Program Participants	$00,000.00	$00,000.00	$00,000.00
Interest Income	$00,000.00	$00,000.00	$00,000.00
Other Revenue	$00,000.00	$00,000.00	$00,000.00
Total Revenue	$00,000.00	$00,000.00	$00,000.00
EXPENDITURE			
Salaries and Fringe Benefits	$00,000.00	$00,000.00	$00,000.00
Travel and Furnished Transportation	$00,000.00	$00,000.00	$00,000.00
Contract Services	$00,000.00	$00,000.00	$00,000.00
Professional Fees	$00,000.00	$00,000.00	$00,000.00
Supplies and Operating Expenses	$00,000.00	$00,000.00	$00,000.00
Facilities	$00,000.00	$00,000.00	$00,000.00
Utilities	$00,000.00	$00,000.00	$00,000.00
Equipment	$00,000.00	$00,000.00	$00,000.00
Total Expenditure	$00,000.00	$00,000.00	$00,000.00
EXCESS OR REVENUE OVER (UNDER) EXPENDITURES	$00,000.00	$00,000.00	$00,000.00
FUND BALANCE 9/1/XXXX	$00,000.00	$00,000.00	$00,000.00
Prior Period Adjustment	$00,000.00	$00,000.00	$00,000.00
Interfund Transfer in (Out)	$00,000.00	$00,000.00	$00,000.00
Fund Balance before Refund to CJAD	$00,000.00	$00,000.00	$00,000.00
Refund due to CJAD	$00,000.00	$00,000.00	$00,000.00
FUND BALANCE 8/31/200Y	$00,000.00	$00,000.00	$00,000.00

***Note A Example:** Difference due to prior year difference between CSCD report and the General Ledger; correction was made during the current year.

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(INDEPENDENT AUDITOR LETTERHEAD)

(*Example report-no issues noted)*
(See AICPA Audit and Accounting Guide for Audits of State and Local Government Units for additional formats).

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

(County name) Community Supervision and Corrections Department
City, Texas

We have audited the financial statements of the (County name) Community Supervision and Corrections Department, as of and for the year ended August 31, 2013, and have issued our report thereon dated (March 1, 2014). We conducted our audit in accordance with generally accepted auditing standards and the Government Auditing Standards issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether (County name) Community Supervision and Corrections Department's financial statements are free of material misstatement, we performed tests of its compliance with certain provision of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards. (However, we noted certain immaterial instances of noncompliance that we have reported to management of (County name) Community Supervision and Corrections Department in a separate letter dated April 1, 2014.)

Internal Control Over Financial Reporting

In planning and performing our audit, we considered (County name) Community Supervision and Corrections Department's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. (However, we noted other matters involving the internal control over financial reporting that we have reported to management of (County name) Community Supervision and Corrections Department in a separate letter dated April 1, 2014.)

This report is intended solely for the information and use of the management, others within the organization, (County Name) Community Supervision and Corrections Department, and the Texas Department of Criminal Justice and is not intended to be and should not be used by anyone other than these specified parties.

April 1, 2014
(Signed)
Accounting Firm

DRAFT

(County Name) COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT
(City), TEXAS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED AUGUST 31, 2013

Reportable Condition (*example*)

The (County Name) Community Supervision and Corrections Department, (City), Texas, has not established procedures that will identify, record, and report all transactions and accounts handled by the department.

The *Financial Management Manual (FMM) for TDCJ-CJAD Funding* requires the reporting of all funds and transactions of the department.

These conditions were considered in determining the nature, timing, and extent of the audit tests to be applied in our audit. The books and records have been adjusted to reflect all transactions and accounts of the department.

There are no questioned costs associated with this finding. OR

The department incurred expenditures not expressly allowed in accordance with the FMM. The itemized list below details the expenditures that do not conform to the FMM's guidelines.

The department's funds are not deposited with the county treasurer, (or county auditor, if there is no county treasurer) and are not disbursed by the county treasurer, (or county auditor), per Government Code 509.11 (c) and Local Government Code 140.003 (f).

The department failed to follow guidelines as outlined in the FMM, and the fiscal agent failed to properly classify and report certain transactions of the department.

The department should review accounting and reporting procedures in the FMM.

Statement of Corrective Action Taken

Department personnel and the fiscal agent will review accounting and reporting procedures in the FMM. They will also include all accounts and transactions in future reports, with all transactions properly classified.

The county is in the process of installing a new accounting system that will include all funds of the CSCD. When financial information is available to the CSCD, the issuance of more accurate and timely quarterly reports will be possible.

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FY 2013 TDCJ-CJAD Compliance Checklist

Yes	No	Indicate whether these compliance requirements have been met by answering "Yes", "No", or "NA" (Not applicable):
		Separate accountability is maintained for TDCJ-CJAD funds.
		Revenues and Expenditures reported to TDCJ-CJAD are in agreement with, or reconcilable to, the funding recipient's accounting records and with audited expenditures in each budget category.
		TDCJ-CJAD funds and locally generated revenues are expended in accordance with the Financial Management Manual for TDCJ-CJAD Funding, TDCJ-CJAD Funding and Fiscal Management Updates, TDCJ-CJAD Standards, TDCJ-CJAD Field Correspondence, TDCJ-CJAD Policy Statements, Standard and Special Grant Conditions, and applicable laws.
		Proper cutoff procedures are observed at the end of each fiscal period. The cutoff date for revenues recognition and expenditures payments of FY 2013 if October 31, 2013. The modified accrual basis of accounting is used in preparing the fourth quarter reports for submission to TDCJ-CJAD.
		If the CSCD serves both juveniles and adults, expenditures that benefit both juveniles and adults are prorated on an equitable basis. Determination of the method of prorating such expenditures is supported by adequate documentation.
		TDCJ-CJAD funds are not used to pay judge's salaries **(unless specifically approved by TDCJ-CJAD in a Program Budget; i.e., DWI Courts),** community justice council member's salaries, or other court-related expenses.
		Expenditures and revenues are supported by adequate documentation.
		If the CSCD determines that an increase or decrease in revenue or expenditures is required, budget adjustments are submitted to TDCJ-CJAD in accordance with the **Financial Management Manual for TDCJ-CJAD Funding.**
		Idle funds, are invested according to Vernon's Texas Codes Annotated Local Government Code Section 140.003(f).
		All employees with access to funds are covered by a surety bond.
		Locally generated funds, **and other collections,** are documented with a proper receipt system.
		All non-TDCJ-CJAD funded program fees are expended in accordance with applicable limitations.
		All equipment is physically inventoried and adequately supported with an inventory form. Surplus equipment is disposed of in accordance with TDCJ-CJAD guidelines.
		Victim Restitution Funds are accounted for in accordance with Vernon's Texas Codes Annotated Government Code Section 76.013.
		TDCJ-CJAD policies regarding contracts with vendors have been followed.
		All leases have received TDCJ-CJAD approval prior to the expenditure of funds.
		All purchases adhere to the requirements of the Vernon's Texas Codes Annotated Government Code, Section 262.023, regarding competitive bids.
		The CSCD has a policy regarding eligibility for employee salary merit increase.
		The CSCD has an existing policy on budget approval, operated by the policy, **and the policy has been approved in an open meeting by the judges charged with oversight of the CSCD (Government Code, Section 76.002, and TDCJ-CJAD's Financial Management Manual.**
		Does the CSCD allow offenders to pay a fee in lieu of performing community service restitution (CSR) work hours, and does the CSCD have an applicable written policy allowing this?

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EVALUATION CRITERIA
EXHIBIT "B"

HIDALGO COUNTY COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

"INDEPENDENT AUDIT SERVICES"
RFP No. 2013-075-00-00-CGA

The respondent's RFQ will be evaluated based on the criteria presented below. These criteria will be scored on the scales shown on the enclosed "RFQ Evaluation Form."

1. RESPONSIVENESS (15)

A. Thoroughness of requested information
B. Understanding of Project

2. FIRM CAPABILITIES (85)

A. Capability to perform all services requested
B. Experience with similar projects
C. Capability to meet schedules & deadlines
D. Current workload & ability to commence various requested projects simultaneously

GRAND TOTAL 100 Points

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EVALUATION CRITERIA
EXHIBIT "B"

HIDALGO COUNTY COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

"INDEPENDENT AUDIT SERVICES"
RFP No. 2013-075-00-00-CGA

Selection Criteria	Points	Score
1. RESPONSIVENESS (15 pts)		
➢ Thoroughness of requested information	**10**	
➢ Understanding of project	**5**	
Comments/Rationale For Points:		**TOTAL** _____
2. FIRM CAPABILITIES (85 pts)	**35**	
➢ Capability to perform all services required		
➢ Experience with similar projects	**20**	
➢ Capability to meet schedules & deadlines	**15**	
➢ Current workload and ability to commence various requested projects simultaneously	**15**	
Comments/Rationale For Points:		**TOTAL** _____
Total Score		

Provider: _____

Evaluator: _____ Date: _____

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AI-38330 **9. F.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Pct. #2:
Requesting approval for payment to project engineer, R. Gutierrez Engineering Corporation, Contract #C-12-314-01-29, Invoice #3320 for Rancho Blanco Road (Alamo-Tower) Project in the amount of $5,070.00.

BACKGROUND

Work Authorization No.1 approved on cc AI-37753 04-09-13 R

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-122-086-0-731

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

BUDGETARY IMPACT:

P.O.#690938 available balance as of 5-2-13 $20,280.00

Attachments

Invoice No.3320 R. Gutierrez Corporation

Executed Work Authorization No.1 C-12-314-01-29

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Darlene Betancourt	04/25/2013 11:09 AM
Budget & Management	Angela Garcia	04/25/2013 01:28 PM
Manuel Chapa	Manuel Chapa	05/02/2013 11:25 AM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Marcie Jackson Started On: 04/19/2013 03:03 PM

Final Approval Date: 05/03/2013

R. Gutierrez Engineering Corporation
Texas Engineering Firm Number: F-486
Texas Surveying Firm Number: 101650-00

April 16, 2013

Hector "Tito" Palacios
County Commissioner
Hidalgo County Precinct No. 2
300 W. Hall Acres, Suite G
Pharr, TX 78577

RE: Rancho Blanco Rd. (Alamo-Tower) – Invoice
ENG13.101

Dear Commissioner Palacios:

Enclosed is an invoice for the work completed to date on the above referenced project. The preliminary engineering phase is 50% complete.

If you have any questions, please call Ramiro or myself so that we may discuss them. You can call us at 956-782-2557 or Ramiro on his mobile at 956-227-2154.

Sincerely,

Jaime Jaimez, Jr.
Accounting Manager

Attachments

cc: File

130 E. Park Avenue – Pharr, Texas 78577 – Tel: 956-782-2557 – Fax: 956-782-2558 – Email: jaime@rgec.net

R. Gutierrez Engineering Corporation
Professional Engineers & Land Surveyors
130 E. PARK AVENUE • PHARR, TEXAS 78577
(TEL) 956-782-2557 • (FAX) 956-782-2558
Engineering Firm F - 486 • Surveying Firm #101650-00

Invoice Number 3320
Date 4/16/2013
Due on receipt

Invoice

Hidalgo County Precinct No. 2
Hector "Tito" Palacios
300 W. Hall Acres
Suite G
Pharr, TX 78577

Project: Rancho Blanco Rd (Alamo-Tower)

Project No.: ENG13.101
Contract No.: C-12-314-01-29(WA#1)
PO No. 690938

Const. Cost
% of Const. Cost
Billing Fee $ 20,280.00

Phase	*Phase Fee*	*% Complete*	*Fee Earned*	*Prior Billing*	*Current Fee*
Preliminary Engineering Phase	$ 10,140.00	50.00%	$ 5,070.00		$ 5,070.00
Design Phase	$ 6,084.00	0.00%			0.00
Construction Phase	$ 4,056.00	0.00%			0.00

REQ# 233489 P.O.# 690938
3-1200-431-00-122-086-0-731→$5,070.00
PCT2 RANCHO BLNC(1/4M E ALAMO-TOWER-ROADS

INVOICE RECEIVED BY: [illegible] ON 4/16/13
GOODS/SERVICES RECEIVED BY: Hector Tito Palacios ON 4/16/13

Balance Due $ ***$5,070.00***

Purchase Order

COUNTY OF HIDALGO

PO#: 690938

DATE: 04/12/13

VENDOR: 234443 REQ:00233489 Cancelled 01-28-14
FAX (956)782-2558 Email: BUYER:
Phone:(956)782-2557 SHIP TO: HIDALGO CO. PCT 2
R. GUTIERREZ ENGINEERING CORPORATION 300 WEST HALL ACRES, SUITE G
130 E. PARK PHARR TX 78577
PHARR TX 78577
Vendor Acct:

CONTACT:
SITE: COMMISSIONER, PRECINCT 2
Special Instructions: Contract No: C-12-314-01-29
REQ. #00070

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.

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		C-12-314-01-29		
		RANCHO BLANCO ROAD (1/4 Mile E of FM 907 to Tower Rd) PROJECT		
		GASB SECTION B ROAD #281 / WORK AUTHORIZATION NO.1 ON CC 4/9/2013 #AI-37753		
1	EACH	CC SERVICES CONSIST OF PROVIDING: PRELIMINARY ENGINEERING, TOPOGRAPHIC SURVEYING, FINAL DESIGN, AND CONSTRUCTION PLANS DEVELOPMENT & CONSTRUCTION MANAGEMENT FOR RANCHO BLANCO ROAD PROJECT. ENGINEERING SERVICES FOR ROAD PROJECT	20,280.00	20,280.0
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		
		Total		20,280.0

****

For Hidalgo County use only

3-1200-431-00-122-086-0-731 20,280.00

Approved

RECEIVED
APR 17 2013

Authorized by: Martha L. Salazar

HIDALGO COUNTY
Professional Engineering Services
Contract # C-12-314-01-29
Work Authorization Form

Work Authorization No. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 1. of the Agreement made by and between the **HIDALGO COUNTY**, acting herein by and through Commissioner's Court, hereinafter called the "**Owner**," and, **R. GUTIERREZ ENGINEERING CORPORATION**, professional engineers of Pharr, Texas, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide services in the development of the Rancho Blanco Road project. Hidalgo County desires to improve Rancho Blanco Road to a two-lane rural county road section with 12-foot lanes. The limits of work are from ¼ mile east of FM 907 (Alamo Rd) on the west to Tower Road on the east. The length of the project is approximately 0.5 miles. The proposed work will consist of providing: preliminary engineering, topographic surveying, final design, and construction plans development and construction management and support for the project.

The scope of services to be provided by the **Owner** is identified in **Attachment A – Scope of Services to be Provided by the Owner** attached hereto.

The scope of services to be provided by the **Engineer** is identified in **Attachment B – Scope of Services to be Provided by the Engineer** attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is included in **Attachment D – Proposed Fee**. The actual amount payable for services under this Work Authorization will be in accordance with Article 6.

PART 3. PAYMENT

Payment to the Engineer for the services established under this Work Authorization shall be made in accordance with Article 9.

PART 4. FUNDING
This Work Authorization No. 1 shall be funded through funding source:

Account No. 3-1200-431-00-122-086-0-731

Requisition No. #233489 (must be included after CC approval)

PART 5. PERIOD OF SERVICE
This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall terminate upon completion of the scope of services of the work as provided in Article 4.

PART 6. RESPONSIBILITIES AND OBLIGATIONS
This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

PART 7. ACCEPTANCE AND ACKNOWLEDGEMENT
This Work Authorization is hereby accepted and acknowledged as indicated below and effective as of 09th day of March, 2013.

ENGINEER:

R. Gutierrez Engineering Corporation

By: _____, P.E.
Name: Ramiro Gutierrez, P.E.
Title: President

OWNER:

COUNTY OF HIDALGO

By: _____
Name: Hector "Tito" Palacios
Title: Commissioner Pct. No. 2

By: _____
Name: Ramon Garcia
Title: County Judge

APPROVED BY
COMMISSIONERS' COURT
ON: 4/9/13

LIST OF ATTACHMENTS

EXHIBIT A – Services to be Provided by the Owner
EXHIBIT B – Services to be Provided by the Engineer
EXHIBIT C – Work Schedule
EXHIBIT D – Proposed Fee

HIDALGO COUNTY
Professional Engineering Services
Contract # C-12-314-01-29
Work Authorization Form

Work Authorization No. 1

EXHIBIT A
Services to be Provided by the Owner

The following provides an outline of the services to be provided by the **Owner** in the development of the **Project.**

General
The **Owner** will provide to the **Engineer** the following:

(1) Payment for work performed by the **Engineer** and accepted by the **Owner** in accordance with Article 5 and Article 6, both of this Agreement.

(2) Assistance to the **Engineer**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the **Engineer** cannot easily obtain.

(3) Provide any available relevant data the **Owner** may have on file concerning the project.

(4) Provide timely review and decisions in response to the **Engineer**'s request for information and/or required submittals and deliverables.

(5) Attend and participate in progress meetings as required and as coordinated and conducted by the **Engineer**.

(6) Assist **Engineer** with obtaining permission to enter on properties for the purpose of surveying and engineering investigations for the project.

HIDALGO COUNTY
Professional Engineering Services
Contract # C-12-314-01-29
Work Authorization Form

Work Authorization No. 1

EXHIBIT B
Services to be Provided by the Engineer

The following provides an outline of the services to be provided by the **Engineer** in the development of the **Project.**

The **Engineer** will provide to the **Owner** the following:

The Engineer will perform, or provide for, professional engineering and surveying as well as geotechnical engineering services for the development and upgrading of Rancho Blanco Road, with limits from ¼ mile east of FM 907 (Alamo Rd) to Tower Road. The proposed improvements will be to reconstruct, resurface and/or widen Rancho Blanco Road from a 20-foot wide two-lane rural county road section to a 24-foot wide 2-lane roadway facility within the existing right-of-way.

The Engineer will perform field surveying for the purpose of establishing vertical and horizontal control for the Project. The Engineer will perform detailed topographic surveying for use in developing the project. The Engineer will also provide an inventory of existing utility information and provide coordination with the owners of these utilities for their adjustment. The Engineer will obtain the services of a geotechnical engineering firm to obtain geotechnical information, or utilize geotechnical information provided by the Owner, for use in the design of the project. The Engineer will prepare a Preliminary Engineering Report in sufficient detail to indicate the problems involved and the alternate solutions available to the Owner; to include preliminary layouts, sketches, and cost estimates for the Project, and to set forth clearly the Engineer's recommendations. The Engineer will perform the final design of the project and develop the construction plans for the project based on the Owner's direction after review of the Preliminary Engineering Report. The Engineer will assist the Owner with the bidding process as well as provide construction management and support.

PHASE I – PRELIMINARY PHASE

Preliminary Engineering Report. The Engineer will prepare a Preliminary Engineering Report in sufficient detail to indicate the problems involved and the alternate solutions available to the Owner; to include preliminary layouts, sketches, and cost estimates for the Project, and to set forth clearly the Engineer's recommendations.

Field Surveying. The Engineer will secure written permission to enter private property for the purpose of surveying and engineering investigations. The Engineer will establish primary Project control for field surveying by establishing horizontal and vertical control points, and perform a detailed topographic survey of the project.
The Engineer will provide the following:

1) **Vertical and Horizontal Control** - Establish and stake the Project control centerline (baseline). Establish vertical control by looping all benchmark (BM) circuits and tying them to a known permanent BM elevation. BM's are to be set at approximately 1,000 ft. intervals, or at intervals appropriate to suit field conditions, using Three Wire Level and Global Positioning System (GPS) survey. BM's are to be placed in a location that will be undisturbed by future construction.

2) **Topography** - Obtain topographic survey for the length of the project, as required; provide location (station and offset), size, height, and depth and/or length and description of topographic features; to include, but not limited to the following: driveways, signs, light poles, mail boxes, all fences (including metal beam guard fence and turndowns), utilities (type, owner, location, and depth), riprap, existing right of way lines, private property lines, county and/or city limits, etc.. Drainage elements to include: flow lines and/or top of structures for drain pipes, inlets, manholes, other miscellaneous structures and ditches.

3) **Design Centerline** - Establish and stake the proposed design centerline.

Utility Coordination/Inventory

1) The Engineer will develop utility layout sheets from schematics and incorporate utility information; identify all existing overhead and above ground utilities; identify all existing underground utilities; document all information on utility layout sheets; identify potential conflicts. The layout sheets will be reproducible drawings (11" X17") with the following information:

a) Existing and/or proposed right of way lines
b) Benchmark data
c) Existing and proposed drainage system(s)
d) Location and size of utility
e) Limits of existing casing pipe
f) Name of the owner/company

2) The Engineer will coordinate utility adjustments with Owner and all affected utility owners as necessary. Costs for adjustment of utilities will be borne by either the Utility Owner or the County of Hidalgo.

Geotechnical Investigation. The engineer will provide for the performance of a geotechnical investigation and testing for the purpose of pavement design and

determining the suitability of existing soils to be used in the proposed construction. The Owner may provide this Geotechnical information for use by the Engineer. The Geotechnical Investigation work, if provided under this work authorization, will be considered an additional service.

PHASE II – DESIGN PHASE

The Engineer will perform, or provide for, professional engineering services for the plans, specifications and estimate part for of the development and upgrading of Rancho Blanco Road as determined by the Owner after review of the Preliminary Engineering Report.

Plans Development (PS&E). The Engineer will perform, or provide for, professional, surveying, and engineering design services for the preparation of plans for the development and upgrading of Rancho Blanco Road. The engineer will perform field surveys to obtain additional information that may not have been gathered during the schematic design phase of the project. The engineer will utilize the Geotechnical investigation data obtained during the Preliminary Phase for the proper design of the project. The engineer will provide the engineering design services necessary for the development of the final construction plans, specifications and estimate (PS&E) for the project.

Engineering Design. The Engineer will utilize Hidalgo County established Standards in the development of the project design. The engineer will provide, or provide for, the development of the plans, specifications and estimate for the construction of the project. The plans will be developed on 11"x17" sheets. The plans may include, but not be limited to, title sheet, project layout, general notes, estimate and quantity, typical sections, sequence of construction, traffic control plan, plan & profile, roadway & drainage layout, bridge layout & details (if necessary), culvert layout & details (as necessary), hydraulic data, drainage area map, drainage details, drain ditch details, storm water pollution prevention plan (SW3P), irrigation structure adjustment details, signing details, striping details, and traffic signal layout & details (if necessary). The project cost estimate will be developed based on the unit price system of bidding utilizing recent bids received by the Owner or utilizing TxDOT's 12-month average bid data. The engineer will not be required to guarantee the accuracy of those estimates. The engineer will develop the horizontal and vertical design for the proposed roadway improvements utilizing GEOPAK.

The Engineer will develop the hydraulic design in accordance with Hidalgo County/Local Municipal or TXDOT guidelines. The engineer will also provide the drainage design utilizing HEC-HMS, HEC-RAS, TR-55, Winstorm or other approved methods.

Plans will be developed utilizing a Microstation or AutoCADD software package. All design shall in all respects combine the application of sound engineering principles with a high degree of economy.

PHASE III – CONSTRUCTION PHASE

Construction Management and Support

The Engineer will provide engineering and support services for and during the construction of the Project or portions of the Project approved by the Owner. Specific services for CONSTRUCTION MANAGEMENT AND SUPPORT by the Engineer will include the following:

Construction Bidding

1) The Engineer will furnish to the Owner the necessary copies of approved plans, specifications, notices to bidders, and proposals as prepared under the PS&E phase.

2) The Engineer will coordinate and conduct a Pre-Bid Conference for prospective bidders.

3) The Engineer will assist Owner the tabulation of bids, recommendations to the Owner as to the proper action on all bid proposals received, and the preparation of formal contract documents for the award of each construction contract.

Construction Contract Administration

4) In general, the Engineer will provide the management and engineering support/data required for consultation and advisement to the Owner and act as the Owners representative as provided in the General Condition of the Construction Contract.

5) The Engineer will coordinate and conduct a pre-construction conference.

6) Defects and Deficiencies. The Engineer will use his best efforts to protect the Owner against defects and deficiencies in the work of the Contractor. The Engineer will promptly notify the Owner of any such defect or deficiency, and take all steps possible to require the Contractor to correct the defect or deficiency.

7) Contractor Payment. The Engineer will take measurements and calculate quantities, in accordance with the construction contract specifications, of those items of work accepted and conforming to the construction contract specifications, for the preparation of the monthly and final estimates for payment to the Contractor.

8) The Engineer will provide periodic Project site observations of the authorized construction as follows:

a) Project Engineer. The Engineer will provide periodic site visits by the Project Engineer or a competent representative of the Engineer to the site of construction for

the purpose of monitoring the Contractor's progress and conformance to the construction contract plans and specifications.

b) Resident Engineer and/or Construction Inspector(s). If requested and authorized by Owner as an additional service, the Engineer will furnish the services of a Resident Engineer and/or Construction Inspector(s) for continuous on-site inspection of construction to monitor/inspect the Contractor's daily progress and conformance to PS&E specifications.

Miscellaneous Technical Activities

9) Shop Drawings. The Engineer will review and check all shop or working drawings furnished by the Contractor.

10) Control of Materials & Equipment. The Engineer will provide inspection of all materials and equipment furnished/used by the Contractor as follows:

a) Review and record all laboratory, shop and mill tests of materials and equipment for compliance with the construction contract specifications.

b) Observe Project record testing and/or independent assurance testing as outlined in the construction contract specifications.

11) Change Orders. When applicable the Engineer will prepare the engineering data, including plan sheet drawings, specifications, and estimates, for the preparation of construction contract change orders, which may be required due to actual field conditions encountered or new requirements directed by the Owner.

12) Record Drawings. The Engineer will develop "record drawings", based on Contractor mark-ups, to depict the work as constructed. The Owner will be furnished three (3) set of prints.

ADDITIONAL SERVICES

Geotechnical Investigation work and Resident Engineer and/or Construction Inspector work will be considered as an additional service as stipulated in the Agreement.

HIDALGO COUNTY
Professional Engineering Services
Contract # C-12-314-01-29
Work Authorization Form

Work Authorization No. 1

EXHIBIT C
Work Schedule

The schedule for the work in this Work Authorization shall commence on the date of execution of this Work Authorization and continue for:

(1) a period which may reasonably be required for the design and construction for the Project including the various parts, phases, any extra work and any required additions thereto; or

(2) a period extending 12 months after the completion of the services called for in Phase I and/or Phase II as described in Exhibit B of this Work Authorization, which ever may be pertinent, in case construction is not commenced.

The final acceptance by the Owner of each phase of work on the Project shall serve as evidence of completion of that phase of work on the Project.

HIDALGO COUNTY

Professional Engineering Services
Contract #C-12-314-01-29
Work Authorization No. 1

EXHIBIT D
FEE ESTIMATE

TASK	CONTRACT AMOUNT ($)
Basis for Engineering Fee based on Article 5A of Contract	
Project Estimated Construction Cost	$193,145
Engineering Services Fee (8% of Construction Cost)	$15,452
Topographic Survey Services Fee (2.5% of Construction Cost)	$4,829
Total Fee (Prelim Eng, Design & Construction Services Fee)	**$20,280**
PART I - PRELIMINARY ENGINEERING (50% of Total Fee)	**$10,140**
TOPOGRAPHIC SURVEY (50% of Prelim Eng Fee)	$5,070
SCHEMATIC DESIGN (50% of Prelim Eng Fee)	$5,070
SUB-TOTAL (Prelim Eng Fee)	**$10,140**
PART II - DESIGN (30% of Total Fee)	**$6,084**
60% Plans Submittal (60% of PS&E Fee)	$3,650
90% Plans Submittal (30% of PS&E Fee)	$1,825
100% Plans Submittal (10% of PS&E Fee)	$608
SUB-TOTAL (PS&E Fee)	**$6,084**
PART III - CONSTRUCTION (20% of Total Fee)	**$4,056**
CONSTRUCTION PHASE SERVICES	$4,056
SUB-TOTAL (PS&E Fee)	**$4,056**
TOTAL PROFESSIONAL SERVICES FEE	**$20,280**

R. Gutierrez
Engineering
Corporation

Statement of Probable Cost
Construction Cost

3/7/2013

Project Name:	**Rancho Blanco Rd - 24 Ft Rural Road Curb & Gutter Roadway**
Projec Length:	0.5 Miles = 2,640 LF
Project Limits:	
From:	1/4 Mi E of FM 907 (Alamo Rd)
To:	Tower Road
Proposed R.O.W.:	40 FT
Roadway Width:	24 FT
Hot Mix:	2 IN
Base Mat'l:	10 IN
Percent Lime for Base:	2 %
Prime Coat Rate:	0.3 Gal/Sy
Turnout Radius:	30 FT
Intersecting Rdwy Width:	30 FT
Construction Durationi:	2 MO

Item	Item Description	Quantity	Unit	Unit Cost	Total Cost
100	Prep R.O.W.	26.40	Sta	$ 600.00	$ 15,840.00
110	Rdwy Excavation	651.85	CY	$ 5.00	$ 3,259.26
247	Flex Base	651.85	CY	$ 20.75	$ 13,525.93
262	Lime Treat Base	2,346.67	SY	$ 2.10	$ 4,928.00
262	Lime	22.00	Ton	$ 230.00	$ 5,060.00
310	Asph Mat'l	704.00	Gal	$ 4.60	$ 3,238.40
340	Hot Mix	802.56	Ton	$ 80.00	$ 64,204.80
464	RCP (CL III)(18")	480.00	LF	$ 37.00	$ 17,760.00
467	Safety End Treat (6:1) (18")	20.00	Ea	$ 700.00	$ 14,000.00
500	Mobilization	1.00	LS	$ 10,800.00	$ 10,800.00
502	Barricades	2.00	Mo	$ 1,200.00	$ 2,400.00
530	Driveways	284.44	SY	$ 19.30	$ 5,489.78
666	Refl Pav Mark (Y)(Bkn)	660.00	LF	$ 0.35	$ 231.00
672	Raised Pav Mark (Refl)(Ty II-A-A)	66.00	Ea	$ 3.30	$ 217.80
	Sub-Total				$ 160,954.96
	20% Contingencies	0.20	LS	$ 160,954.96	$ 32,190.99
	TOTAL				**$193,145.96**

AI-38396 **9. G.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted By: Nielda Cavazos, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval to add/delete fuel card(s) and/or driver(s) for:

1. Adult Probation - Fuel Card

2. Constable Pct No. 1 - Fuel Card User

BACKGROUND

Attachments

Back up

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Darlene Betancourt	04/25/2013 11:10 AM
Budget & Management	Angela Garcia	04/25/2013 01:29 PM
Olga Garza	Olga Garza	05/03/2013 02:25 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Nielda Cavazos Started On: 04/24/2013 01:46 PM

Final Approval Date: 05/03/2013

FUEL CREDIT CARD REQUEST FORM

RECEIVED
APR 22 2013
BY

Purpose: This form will be used by Hidalgo County Purchasing Department to request a fuel card for County business use only. The Requestor must be authorized to sign for the billing account number provided by the department.

☑ **Add Vehicle Card** ☐ **Add Driver Pin** ☐ **Delete/ Cancel Card** ☐ **Delete/Cancel Driver**

Department:	Adult Probation
Billing Address:	P O Box 970 Edinburg, Texas 78540
Fuel Card Manager:	Diana G Solis
	This person can not have use of the fuel card
Phone Number:	**956-587-6008** **County Email**: diana.solis@hidalgocountycscd.org
Web user Name:	DIANASOLIS **Password:**
Hidalgo Co Acct Number:	3-1100-423-00-320-034-0-626
Requested By:	Diana G Solis 4/22/2013
Original Signature is required	Sign & Print Elected/Official Supervisor/Director

On behalf of my department, I hereby request fuel cards for the following department vehicles. I understand that there will be one fuel card per requested vehicle. I understand that each card is to be used for the purpose of obtaining fuel for the designated Hidalgo County vehicle for which the card is issued.

For Purchasing Department Use Only

Approved by Commissioners Court On: Agenda Item No. # 38396

Reviewed by Fuel Card Administrator:

Cards Received by Dept on: _____ Date Returned/Cancelled: _____

Fuel Cards Received by Department:

Sign & Print Authorized Elected Official/Supervisor/Director

Vehicle Plate No (N/A = Non-vehicle)	**Description** *(Vehicle or Non-vehicle Equip.)*	**VIN Number** (N/A = Non-vehicle)	**Asset Number** (N/A = Non-vehicle)	***Purchasing Dept. Use Only*** **Card Number**
113-9686	2013 Ford Escape	1FMCUOF7XDUB32392	AA00-2156	

List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

User Name	**DOB**	**User ID** *(6 digits)*	***DBM Use Only*** **License Verification**	***Purchasing Dept. Use Only*** **Training Date & Signed Fuel Policy**

Form F.1.1 Revised: ***Attach separate list if additional users are required***

FUEL CREDIT CARD REQUEST FORM

Purpose: This form will be used by Hidalgo County Purchasing Department to request a fuel card for County business use only. The Requestor must be authorized to sign for the billing account number provided by the department.

☑ **Add Vehicle Card** ☐ **Add Driver Pin** ☐ **Delete/ Cancel Card** ☐ **Delete/Cancel Driver**

Department: Constable Pct. 1
Billing Address: 1902 Joe S Tephens Ave. Suite 303 Weslaco, Tx 78596
Fuel Card Manager: Juan M. Hernandez
This person can not have use of the fuel card
Phone Number: 956-447-3775 **County Email:**
Web user Name: **Password:**
Hidalgo Co Acct Number:
Requested By:
Original Signature is required
Sign & Print Elected/Official Supervisor/Director

On behalf of my department, I hereby request fuel cards for the following department vehicles. I understand that there will be one fuel card per requested vehicle. I understand that each card is to be used for the purpose of obtaining fuel for the designated Hidalgo County vehicle for which the card is issued.

For Purchasing Department Use Only

Approved by Commissioners Court On: Agenda Item No. # 38396
Reviewed by Fuel Card Administrator:
Cards Received by Dept on: Date Returned/Cancelled:
Fuel Cards Received by Department:
Sign & Print Authorized Elected Official/Supervisor/Director

Vehicle Plate No (N/A = Non-vehicle)	**Description** *(Vehicle or Non-vehicle Equip.)*	**VIN Number** (N/A = Non-vehicle)	**Asset Number** (N/A = Non-vehicle)	*Purchasing Dept. Use Only* **Card Number**

List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

User Name	**DOB**	**User ID** *(6 digits)*	*DBM Use Only* **License Verification**	*Purchasing Dept. Use Only* **Training Date & Signed Fuel Policy**
John Paul Sauceda	6-14-69	196665		

Form F.1.1 Revised: *Attach separate list if additional users are required*

AI-38256 **9. H.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Comm. A.C. Cuellar, Pct. #1 Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Requesting approval of payment for Invoice No. 20131474 in the amount of $1,945.63 (Pct 1, 3rd Call, Various Subdivisions) as submitted by project engineer TEDSI Infrastructure Group (C-CAP-08-028-10-28.)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1312-431-00-121-495-1-334

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

BUDGETARY IMPACT:

Available funds as of 05/03/13 (P.O.# 691594).

Attachments

Invoice No.20131474 TEDSI Infrastructure Group

Form Review

Inbox	Reviewed By	Date
Yvette Islas	Yvette Islas	04/30/2013 01:54 PM
Purchasing Department	Marty Salazar	05/01/2013 04:54 PM
Budget & Management	Angela Garcia	05/02/2013 08:00 AM
Olga Garza	Olga Garza	05/03/2013 01:45 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Marcie Jackson Started On: 04/16/2013 02:21 PM

Final Approval Date: 05/03/2013

TEDSI INFRASTRUCTURE GROUP
TEDSI
TBPE F-1640
Consulting Engineers
1201 East Expressway 83 ♦ Mission, Texas 78572
Tel: (956) 424-7898
Fax: (956) 424-7022

March 19, 2013
Project No: 2009-1027-02
Invoice No: 20131474

Ms. Marcie Jackson
Hidalgo County BCAP
301 East State Street
Pharr, TX 78577

Project 2009-1027-02 HCBCAP Round 3 - Additional Colonias

Round 3 funded Proposition 3 - Border Access Colonia Projects
Hidalgo County, Precinct No. 1
Agreement #C-CAP-08-028-10-28
Work Authorization No. 2

4-18-2013
REQ# 235071 P.O.# 691594
3-1312-431-00-121-495-1-334→$1,945.63
NORTH CAPISALLO SUBD-ARCH&ENG SRV

Professional Services from Notice to Proceed thru February 28, 2013
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Bernal Heights (CSS)	1,564.74	0.00	0.00	0.00	0.00
Dimas #3 (CSS)	5,458.98	0.00	0.00	0.00	0.00
El Mesquite (CSS)	4,366.23	0.00	0.00	0.00	0.00
North Capisallo (CSS)	1,945.63	100.00	1,945.63	0.00	1,945.63
Total Fee	13,335.58		1,945.63	0.00	1,945.63

Total Fee **1,945.63**

Billing Summary	Current	Prior	To-Date
Total Billings	1,945.63	0.00	1,945.63
Total Fee			13,335.58
Remaining Fee			11,389.95

Total this Invoice **$1,945.63**

INVOICE RECEIVED BY: _____ ON 4/10/13
GOODS/SERVICES RECEIVED BY: _____ ON 4/10/13

PLEASE REMIT PAYMENT TO:
TEDSi Infrastructure Group, Inc.
738 Highway 6 South, Suite 430
Houston, Texas 77079

Authorized By: _____ Date: 03/19/2013
Jose A. Sanchez, P.E.
Project Manager

TEDSI Infrastructure Group
Border Colonia Access Program - Round III

Work Authorization Number 2
Schedule of Values
TEDSI Invoice No. 2131474

CSJ	Colonia	Street Name	Engineering Fee	Preliminary Engineering & Design Phase	Construction Engineering Construction Phase	Total This Invoice	Previous Payment	Current Amount Earned	Percentage Complete	Engineering Fee Available Balance
2C-1080-103	Bernal Heights (Construction Management Only)	Bernal Ct	$ 1,564.74		$0.00	$0.00		$0.00	0.00%	$ 1,564.74
2C-1080-230	Dimas #3 (Construction Management Only)	Delaware St	$ 5,458.98		$ -	$0.00		$0.00	0.00%	$ 5,458.98
		California St								
		Alabama St								
2C-1080-244	El Mequite (Construction Management Only)	Diana St	$ 4,366.23		$ -	$0.00		$0.00	0.00%	$ 4,366.23
		Julie St								
2C-1080-495	North Capisallo (Construction Management Only)	Judge Beto Garza Dr	$ 1,945.63		$ 1,945.63	$1,945.63		$1,945.63	100.00%	$ -
			$ 13,335.58	$ -	$ 1,945.63	$ 1,945.63	$ -	$ 1,945.63		$ 11,389.95

Project Completion

Anticipated Completion Date: December 31, 2013

Extension: _____

Date Extension was approved in Court: _____

Project Engineer: TEDSI Infrastructure Group

Name (Print): Jose A. Sanchez

Signature: _____

Date: March 19, 2013

Colonia Access Program Director: _____

Date: _____

AI-37492 **9. I.**

CC CONSENT

Meeting Date: 05/07/2013

Submitted For: Martha L. Salazar Submitted By: Vangie Garcia, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of request for payment of the following invoices as submitted by L&G Engineering amid Work Authorization #3-PO#682857 under Contract #C-11-289-11-15 for professional construction material testing services for the "Construction Of Constable Precinct One Building" project:

1. Invoice #12-11-000004- $3,530.62
2. Invoice #12-12-000009- $2,718.90
3. Invoice #13-11-000010- $1,371.89

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1336-421-00-220-042-0-720

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

BUDGETARY IMPACT:

PO# 682857 available balance as of 5-3-13 $30,406.47

Attachments

Invoice #12-11-000004

Invoice #12-12-000009

Invoice #13-11-000010

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	05/03/2013 01:34 PM
Budget & Management	Obdett Calzada	05/03/2013 02:27 PM
Manuel Chapa	Manuel Chapa	05/03/2013 03:11 PM
Auditor's Office	Monica Badillo	05/03/2013 05:10 PM

Form Started By: Vangie Garcia Started On: 03/06/2013 01:16 PM

Final Approval Date: 05/03/2013

L&G Engineering Laboratory

Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 11/28/2012
Invoice No: 12-11-000004

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Client Address: Hidalgo County Pct. #1 (Gen.)

1902 Joe Stephens Drive

Weslaco, TX. 78596

Account No.: L155
Project No: L1551201
Project Desc.: Constable's Office Bldg.- Hidalgo Cnty Pct. 1

Due Date: UPON RECEIPT
Budget/Remaining: $30,405.38 / $22,556.97
PO: 682857

========== Invoice Summary by Billing Code ==========

	Unit Rate	Qty	Extension
910:91004 - Atterberg Limits Det	$76.18	4.00	$304.72
910:91006 - Materials Finer #200	$63.57	1.00	$63.57
910:91009 - M-D ASTM D698 (Standard Proctor) (each)	$196.83	2.00	$393.66
910:91011 - Field Density (Nuclear Method)	$22.87	20.00	$457.40
940:94048 - Eng. Tech. (Soils / SP.)	$45.75	24.50	$1,120.89
940:94054 - Engineering Specialist	$114.30	3.25	$371.54
940:94055 - Engineer / P.E.	$152.47	3.00	$457.44
940:94055 - Engineer / P.E. (Report Review)	$152.47	0.25	$38.12
950:95058 - Vehicle Trip Charge	$0.50	60.00	$30.00
950:95061 - Test Report	$22.56	13.00	$293.28
	Total for this Invoice:		**$3,530.62**

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R001	*10/24/2012*	*1.00*	*910:91004 - Atterberg Limits Det*	*Each*	*$76.18*	*$76.18*
R001	*10/24/2012*	*1.00*	*910:91006 - Materials Finer #200*	*Each*	*$63.57*	*$63.57*
R001	*10/24/2012*	*1.00*	*910:91009 - M-D ASTM D698 (Standard Proctor) (each)*	*Each*	*$196.83*	*$196.83*
R001	*10/24/2012*	*2.50*	*940:94048 - Eng. Tech. (Soils / SP.)*	*Hour*	*$45.75*	*$114.38*
R001	*10/24/2012*	*0.25*	*940:94054 - Engineering Specialist*	*Hour*	*$114.30*	*$28.58*
R001	*10/24/2012*	*0.25*	*940:94055 - Engineer / P.E. (Report Review)*	*Hour*	*$152.47*	*$38.12*
R001	*10/24/2012*	*6.00*	*950:95058 - Vehicle Trip Charge*	*Mile*	*$0.50*	*$3.00*

REMIT TO: **2100 W. Expressway 83**
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory
Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 11/28/2012
Invoice No: 12-11-000004

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R001	10/24/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R001 for a Subtotal of:		$543.22
R003	11/02/2012	1.00	910:91004 - Atterberg Limits Det	Each	$76.18	$76.18
R003	11/02/2012	1.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$45.75
R003	11/02/2012	0.25	940:94054 - Engineering Specialist	Hour	$114.30	$28.58
R003	11/02/2012	0.25	940:94055 - Engineer / P.E.	Each	$152.47	$38.12
R003	11/02/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R003 for a Subtotal of:		$211.19
R004	11/02/2012	2.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$45.74
R004	11/02/2012	2.50	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$114.38
R004	11/02/2012	0.25	940:94054 - Engineering Specialist	Hour	$114.30	$28.58
R004	11/02/2012	0.25	940:94055 - Engineer / P.E.	Each	$152.47	$38.12
R004	11/02/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R004	11/02/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R004 for a Subtotal of:		$252.38
R005	11/05/2012	1.00	910:91004 - Atterberg Limits Det	Each	$76.18	$76.18
R005	11/05/2012	1.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$45.75
R005	11/05/2012	0.25	940:94054 - Engineering Specialist	Hour	$114.30	$28.58
R005	11/05/2012	0.25	940:94055 - Engineer / P.E.	Each	$152.47	$38.12
R005	11/05/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R005 for a Subtotal of:		$211.19
R006	11/05/2012	1.00	910:91004 - Atterberg Limits Det	Each	$76.18	$76.18
R006	11/05/2012	1.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$45.75
R006	11/05/2012	0.25	940:94054 - Engineering Specialist	Hour	$114.30	$28.58
R006	11/05/2012	0.25	940:94055 - Engineer / P.E.	Each	$152.47	$38.12
R006	11/05/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R006 for a Subtotal of:		$211.19

REMIT TO: **2100 W. Expressway 83**
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory
Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 11/28/2012
Invoice No: 12-11-000004

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R007	11/08/2012	1.00	910:91009 - M-D ASTM D698 (Standard Proctor) (each)	Each	$196.83	$196.83
R007	11/08/2012	2.50	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$114.38
R007	11/08/2012	0.25	940:94054 - Engineering Specialist	Hour	$114.30	$28.58
R007	11/08/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R007	11/08/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R007	11/08/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R007 for a Subtotal of:		$403.47
R008	11/13/2012	2.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$45.74
R008	11/13/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R008	11/13/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R008	11/13/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R008	11/13/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R008	11/13/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R008 for a Subtotal of:		$229.50
R009	11/15/2012	2.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$45.74
R009	11/15/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R009	11/15/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R009	11/15/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R009	11/15/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R009	11/15/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R009 for a Subtotal of:		$229.50
R010	11/16/2012	2.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$45.74
R010	11/16/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R010	11/16/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R010	11/16/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R010	11/16/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00

REMIT TO: 2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory
Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 11/28/2012
Invoice No: 12-11-000004

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R010	11/16/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R010 for a Subtotal of:		$229.50
R011	11/16/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R011	11/16/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R011	11/16/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R011	11/16/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R011	11/16/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R011	11/16/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R011 for a Subtotal of:		$252.37
R012	11/17/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R012	11/17/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R012	11/17/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R012	11/17/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R012	11/17/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R012	11/17/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R012 for a Subtotal of:		$252.37
R013	11/19/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R013	11/19/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R013	11/19/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R013	11/19/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R013	11/19/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R013	11/19/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R013 for a Subtotal of:		$252.37
R014	11/19/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R014	11/19/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R014	11/19/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58

REMIT TO: **2100 W. Expressway 83**
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory
Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 11/28/2012
Invoice No: 12-11-000004

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R014	*11/19/2012*	*0.25*	*940:94055 - Engineer / P.E.*	*Hour*	*$152.47*	*$38.12*
R014	*11/19/2012*	*6.00*	*950:95058 - Vehicle Trip Charge*	*Each*	*$0.50*	*$3.00*
R014	*11/19/2012*	*1.00*	*950:95061 - Test Report*	*Each*	*$22.56*	*$22.56*
					Report Number R014 for a Subtotal of:	*$252.37*
					Total for this Invoice:	***$3,530.62***

REMIT TO: **2100 W. Expressway 83**
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory

Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 12/21/2012
Invoice No: 12-12-000009

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Client Address: Hidalgo County Pct. #1 (Gen.)

1902 Joe Stephens Drive

Weslaco, TX. 78596

Account No.: L155
Project No: L1551201
Project Desc.: Constable's Office Bldg.- Hidalgo Cnty Pct. 1

Due Date: UPON RECEIPT
Budget/Remaining: $30,405.38 / $22,556.97
PO: 682857

========== Invoice Summary by Billing Code ==========

	Unit Rate	Qty	Extension
910:91004 - Atterberg Limits Det	$76.18	1.00	$76.18
910:91011 - Field Density (Nuclear Method)	$22.87	36.00	$823.32
940:94048 - Eng. Tech. (Soils / SP.)	$45.75	21.75	$995.06
940:94054 - Engineering Specialist	$114.30	2.25	$257.22
940:94055 - Engineer / P.E.	$152.47	2.25	$343.08
950:95058 - Vehicle Trip Charge	$0.50	42.00	$21.00
950:95061 - Test Report	$22.56	9.00	$203.04
		Total for this Invoice:	**$2,718.90**

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R015	*11/16/2012*	*2.00*	*940:94048 - Eng. Tech. (Soils / SP.)*	*Each*	*$45.75*	*$91.50*
R015	*11/16/2012*	*0.25*	*940:94054 - Engineering Specialist*	*Each*	*$114.30*	*$28.58*
R015	*11/16/2012*	*0.25*	*940:94055 - Engineer / P.E.*	*Hour*	*$152.47*	*$38.12*
R015	*11/16/2012*	*1.00*	*950:95061 - Test Report*	*Each*	*$22.56*	*$22.56*
				Report Number R015 for a Subtotal of:		*$180.76*
R016	*11/16/2012*	*1.00*	*910:91004 - Atterberg Limits Det*	*Each*	*$76.18*	*$76.18*
R016	*11/16/2012*	*1.00*	*940:94048 - Eng. Tech. (Soils / SP.)*	*Each*	*$45.75*	*$45.75*
R016	*11/16/2012*	*0.25*	*940:94054 - Engineering Specialist*	*Each*	*$114.30*	*$28.58*
R016	*11/16/2012*	*0.25*	*940:94055 - Engineer / P.E.*	*Hour*	*$152.47*	*$38.12*
R016	*11/16/2012*	*1.00*	*950:95061 - Test Report*	*Each*	*$22.56*	*$22.56*
				Report Number R016 for a Subtotal of:		*$211.19*

REMIT TO: **2100 W. Expressway 83**
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory
Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 12/21/2012
Invoice No: 12-12-000009

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R017	11/21/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R017	11/21/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R017	11/21/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R017	11/21/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R017	11/21/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R017	11/21/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R017 for a Subtotal of:		$252.37
R018	11/26/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R018	11/26/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R018	11/26/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R018	11/26/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R018	11/26/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R018	11/26/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R018 for a Subtotal of:		$252.37
R019	11/26/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R019	11/26/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R019	11/26/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R019	11/26/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R019	11/26/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R019	11/26/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R019 for a Subtotal of:		$252.37
R020	11/27/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R020	11/27/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R020	11/27/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R020	11/27/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R020	11/27/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00

REMIT TO: 2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory
Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 12/21/2012
Invoice No: 12-12-000009

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R020	11/27/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R020 for a Subtotal of:		$252.37
R021	12/06/2012	2.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$45.74
R021	12/06/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R021	12/06/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R021	12/06/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R021	12/06/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R021	12/06/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R021 for a Subtotal of:		$229.50
R022	12/07/2012	19.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$434.53
R022	12/07/2012	6.75	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$308.81
R022	12/07/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R022	12/07/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R022	12/07/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R022	12/07/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R022 for a Subtotal of:		$835.60
R023	12/10/2012	3.00	910:91011 - Field Density (Nuclear Method)	Each	$22.87	$68.61
R023	12/10/2012	2.00	940:94048 - Eng. Tech. (Soils / SP.)	Each	$45.75	$91.50
R023	12/10/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R023	12/10/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R023	12/10/2012	6.00	950:95058 - Vehicle Trip Charge	Each	$0.50	$3.00
R023	12/10/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R023 for a Subtotal of:		$252.37
				Total for this Invoice:		**$2,718.90**

REMIT TO: 2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Net 30 Days

PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
PLEASE REFERENCE INVOICE NUMBER WITH PAYMENT

L&G Engineering Laboratory

Construction Material Testing
Geotechnical Engineering

INVOICE
Invoice Date: 01/23/2013
Invoice No: 13-1-000010

2100 W. Expressway 83
Mercedes, TX 78570
Office (956) 565-0760 Fax (956) 565-6746

Client Address: Hidalgo County Pct. #1 (Gen.)
1902 Joe Stephens Drive
Weslaco, TX. 78596

Account No.: L155
Project No: L1551201
Project Desc.: Constable's Office Bldg.- Hidalgo Cnty Pct. 1

Due Date: UPON RECEIPT
Budget/Remaining: $30,405.38 / $22,556.97
PO: 682857

========== Invoice Summary by Billing Code ==========

	Unit Rate	Qty	Extension
920:92033 - Air Content (Pressure Method)	$22.82	4.00	$91.28
920:92034 - Comp. Strength of Cyl. Specimen	$15.22	8.00	$121.76
920:92035 - Cyl. Specimen Prep./Hold/Cure	$11.49	16.00	$183.84
940:94047 - Eng. Tech. (Concrete / Lab)	$58.41	2.00	$116.84
940:94050 - Eng. Tech. (Concrete)	$58.41	7.00	$408.87
940:94054 - Engineering Specialist	$114.30	1.25	$142.90
940:94055 - Engineer / P.E.	$152.47	1.25	$190.60
950:95058 - Vehicle Trip Charge	$0.50	6.00	$3.00
950:95061 - Test Report	$22.56	5.00	$112.80
		Total for this Invoice:	**$1,371.89**

========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R024	*12/28/2012*	*4.00*	*920:92033 - Air Content (Pressure Method)*	*Each*	*$22.82*	*$91.28*
R024	*12/28/2012*	*16.00*	*920:92035 - Cyl. Specimen Prep./Hold/Cure*	*Each*	*$11.49*	*$183.84*
R024	*12/28/2012*	*7.00*	*940:94050 - Eng. Tech. (Concrete)*	*Each*	*$58.41*	*$408.87*
R024	*12/28/2012*	*0.25*	*940:94054 - Engineering Specialist*	*Each*	*$114.30*	*$28.58*
R024	*12/28/2012*	*0.25*	*940:94055 - Engineer / P.E.*	*Hour*	*$152.47*	*$38.12*
R024	*12/28/2012*	*6.00*	*950:95058 - Vehicle Trip Charge*	*Each*	*$0.50*	*$3.00*
R024	*12/28/2012*	*1.00*	*950:95061 - Test Report*	*Each*	*$22.56*	*$22.56*
				Report Number R024 for a Subtotal of:		*$776.25*

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PAST DUE BALANCES SUBJECT TO 1.5% SERVICE CHARGE PER MONTH
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L&G Engineering Laboratory

Construction Material Testing
Geotechnical Engineering

INVOICE

Invoice Date: 01/23/2013
Invoice No: 13-1-000010

2100 W. Expressway 83
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========== Invoice Detail by Report ==========

Report No.	Sampled	Qty	Billing Code	Unit Type	Unit Rate	Extension
R025	12/28/2012	2.00	920:92034 - Comp. Strength of Cyl. Specimen	Each	$15.22	$30.44
R025	12/28/2012	0.50	940:94047 - Eng. Tech. (Concrete / Lab)	Each	$58.41	$29.21
R025	12/28/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R025	12/28/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R025	12/28/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R025 for a Subtotal of:		$148.91
R026	12/28/2012	2.00	920:92034 - Comp. Strength of Cyl. Specimen	Each	$15.22	$30.44
R026	12/28/2012	0.50	940:94047 - Eng. Tech. (Concrete / Lab)	Each	$58.41	$29.21
R026	12/28/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R026	12/28/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R026	12/28/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R026 for a Subtotal of:		$148.91
R027	12/28/2012	2.00	920:92034 - Comp. Strength of Cyl. Specimen	Each	$15.22	$30.44
R027	12/28/2012	0.50	940:94047 - Eng. Tech. (Concrete / Lab)	Each	$58.41	$29.21
R027	12/28/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R027	12/28/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R027	12/28/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R027 for a Subtotal of:		$148.91
R028	12/28/2012	2.00	920:92034 - Comp. Strength of Cyl. Specimen	Each	$15.22	$30.44
R028	12/28/2012	0.50	940:94047 - Eng. Tech. (Concrete / Lab)	Each	$58.41	$29.21
R028	12/28/2012	0.25	940:94054 - Engineering Specialist	Each	$114.30	$28.58
R028	12/28/2012	0.25	940:94055 - Engineer / P.E.	Hour	$152.47	$38.12
R028	12/28/2012	1.00	950:95061 - Test Report	Each	$22.56	$22.56
				Report Number R028 for a Subtotal of:		$148.91
				Total for this Invoice:		**$1,371.89**

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Net 30 Days

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