



**CONSENT AGENDA  
DRAINAGE DISTRICT  
BOARD OF DIRECTORS**

**August 25, 2014  
9:00 A.M.**

**NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a REGULAR MEETING of the Drainage District #1 Board of Directors will be held at the Edinburg Council Chambers 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:**

**NOTICE TO THE PUBLIC  
CONSENT AGENDA**

**The following items are of a routine or administrative nature. The Drainage District #1 Board has been furnished with background and support on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Board Member, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.**

1. Approval of check register and payment of claims and bills - County Treasurer
2. **AI-45971** Discharge Permit:  
Hidalgo County Engineering Project - Delta West
3. **AI-46133** Discharge Permit:  
Applicant: John Paul Lugo-BCA Program-Hidalgo County Pct.1  
Subdivision: La Milpa Subdivision
4. **AI-46005** 2013 Bonds Payments-Engineering:
  - A. Inv. no. M185302 in the amount of \$11,361.61 from Halff & Associates, Inc. related to Work Authorization No. 2-Engineering Services for North Main Drain Weir no. 1 Project. PO#624132-R.
  - B. Inv. No. M186204 in the amount of \$2,151.07 from Halff & Associates, Inc. related to Work Authorization No. 2-Engineering Services for North Main Drain Weir no. 1 Project. PO#624132-R.

AI-45971

2.

**DRAINAGE - CONSENT**

**Meeting Date:** 08/25/2014

Submitted By: Sylvia Sanchez, DRAINAGE  
DISTRICT

Department: DRAINAGE DISTRICT

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Information

CAPTION

Discharge Permit:  
Hidalgo County Engineering Project - Delta West

BACKGROUND

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Form Review

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Budget & Management	Debbie Tamez	08/14/2014 10:05 AM
Final Approval	Monica Badillo	08/21/2014 05:14 PM
Form Started By: Sylvia Sanchez		Started On: 08/11/2014 11:23 AM
	Final Approval Date: 08/21/2014	

**AI-46133**

**3.**

**DRAINAGE - CONSENT**

**Meeting Date:** 08/25/2014

Submitted For: SYLVIA SANCHEZ

Submitted By: Claudette Guerrero, DRAINAGE DISTRICT

Department: DRAINAGE DISTRICT

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**Information**

**CAPTION**

Discharge Permit:

Applicant: John Paul Lugo-BCA Program-Hidalgo County Pct.1

Subdivision: La Milpa Subdivision

**BACKGROUND**

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Budget & Management	Debbie Tamez	08/21/2014 03:53 PM
Final Approval	Monica Badillo	08/21/2014 05:14 PM
Form Started By: Claudette Guerrero		Started On: 08/21/2014 03:42 PM
	Final Approval Date: 08/21/2014	

AI-46005

4.

**DRAINAGE - CONSENT**

**Meeting Date:** 08/25/2014

Submitted By: Claudette Guerrero, DRAINAGE  
DISTRICT

Department: DRAINAGE DISTRICT

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Information

CAPTION

2013 Bonds Payments-Engineering:

A. Inv. no. M185302 in the amount of \$11,361.61 from Halff & Associates, Inc. related to Work Authorization No. 2-Engineering Services for North Main Drain Weir no. 1 Project. PO#624132-R.

B. Inv. No. M186204 in the amount of \$2,151.07 from Halff & Associates, Inc. related to Work Authorization No. 2-Engineering Services for North Main Drain Weir no. 1 Project. PO#624132-R.

BACKGROUND

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Attachments

Halff Inv# M186204

Halff Inv# M185302

Form Review

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Budget & Management	Debbie Tamez	08/21/2014 01:22 PM
Final Approval	Monica Badillo	08/21/2014 05:14 PM
Form Started By: Claudette Guerrero		Started On: 08/14/2014 04:59 PM
	Final Approval Date: 08/21/2014	

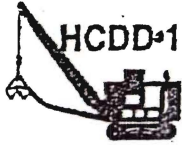
# HIDALGO COUNTY DRAINAGE DISTRICT NUMBER ONE

9102 NORTH DOOLITTLE

EDINBURG, TEXAS 78542

(956) 292-7080

FAX (956) 292-7089



GODFREY GARZA, JR.  
MANAGER

## INVOICE PROCESSING CHECKLIST

Date Received: 7/22/14 PO 024132-R

Engineer/Firm Name: HALFF ENGR.

Project Name/Number: HCDD#1/N. Main Drain Weir No 1

Invoice No: # M186204

Logged in and Scanned: 1010 7/23 By: P. Arce Forwarded to: N. Reyna

Engineer	Name	Date	Comment
Scope of work reviewed			

Accounting	Name	Date	Comment
Encumbrance			
Purchase Order Attached			
Audit			
Final Approval for Agenda			

	Name	Date	Comment
Placed on Agenda			

Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

RECEIVED  
HIDALGO COUNTY  
DRAINAGE DISTRICT #1

JUL 22 2014

3:01 AM/PM  
BY: *Rosalree*

# INVOICE

# HALFF

ENGINEERS ARCHITECTS SCIENTISTS PLANNERS SURVEYORS

### REMITTANCE ADDRESS:

P.O. Box 910259  
Dallas, TX 75391-0259

www.halff.com

HIDALGO COUNTY DRAINAGE DISTRICT #1  
902 N. DOOLITTLE  
EDINBURG, TX. 78539  
  
Attention: Ms. Lora Briones

Invoice Date : 07/14/2014  
Invoice # : M186204  
Project : 29945  
Invoice Group : 01  
Client Code : HIDALG

Project Name : HCDD#1\North Main Drain Weir NO. 1

For Professional Services Rendered through: 6/30/2014

Re:Engineering Services  
North Main Drain Weir No.1  
Edinburg, TX  
Purchase Order #624132 -R

\*\* Please contact Maribel Martinez at (956-664-0286)  
with any questions regarding this invoice.

Phase / Task / Name	Fee	Previous Amount	% Complete	Current Amount	Total Fee Earned
<b>CM01 -- Construction Administration</b>					
WO01 -- Bidding	4,858.44	0.00	0.00	0.00	0.00
WO02 -- Construction Administration	22,395.60	0.00	0.00	0.00	0.00
WO03 -- Record Drawings	4,921.54	0.00	0.00	0.00	0.00
Phase CM01 Subtotal	32,175.58	0.00	0.00	0.00	0.00
<b>DZ01 -- Engineering Services</b>					
WO01 -- Preliminary Planning	6,821.84	6,821.84	100.00	0.00	6,821.84
WO02 -- Preliminary Engineering	19,183.60	18,644.20	98.78	306.18	18,950.38
WO03 -- Final Design	37,769.12	6,328.11	21.64	1,844.89	8,173.00
Phase DZ01 Subtotal	63,774.56	31,794.15	53.23	2,151.07	33,945.22
<b>RE01 -- Reimbursable Expenses</b>					
**** -- Default Task	2,320.00	871.21	37.55	0.00	871.21
Phase RE01 Subtotal	2,320.00	871.21	37.55	0.00	871.21
<b>Totals:</b>	<b>98,270.14</b>	<b>32,665.36</b>	<b>35.43</b>	<b>2,151.07</b>	<b>34,816.43</b>

Total Fee Earned To Date 34,816.43  
Less Previous Billings 32,665.36

2,151.07





Phase :DZ01 -- Engineering Services

Task : WO02 -- Preliminary Egnineering

Rate Schedule Labor

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
<b>Project Administrator</b>				
Maribel M. Martinez	06/12/2014	0.50	58.32	29.16
	06/13/2014	2.00	58.32	116.64
	06/18/2014	1.50	58.32	87.48
	06/19/2014	0.50	58.32	29.16
	06/20/2014	0.75	58.32	43.74
		-----		-----
		5.25		306.18

**Rate Schedule Labor 306.18**

Total Task : WO02 -- Preliminary Egnineering

Labor : 306.18  
Expense : 0.00

Task : WO03 -- Final Design

Rate Schedule Labor

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
<b>Engineering Designer</b>				
Marcos Diaz	06/04/2014	4.00	97.20	388.80
	06/06/2014	2.00	97.20	194.40
		-----		-----
		6.00		583.20
<b>Project Engineer</b>				
Raul Garcia, Jr.	06/12/2014	1.00	124.61	124.61
	06/13/2014	1.00	124.61	124.61
	06/16/2014	1.00	124.61	124.61
	06/17/2014	0.50	124.61	62.31
	06/18/2014	1.00	124.61	124.61
		-----		-----
		4.50		560.75
<b>Project Manager</b>				
Wayne Andrew Johnston	06/09/2014	0.25	233.65	58.41
	06/13/2014	2.25	233.65	525.71
	06/16/2014	0.25	233.65	58.41
	06/17/2014	0.25	233.65	58.41
		-----		-----
		3.00		700.94

**Rate Schedule Labor 1,844.89**

Total Task : WO03 -- Final Design

Labor : 1,844.89  
Expense : 0.00

Total Phase : DZ01 -- Engineering Services

2,151.07

Total Project: 29945 -- HCDD#1\North Main Drain Weir NO. 1

2,151.07



**HIDALGO COUNTY  
DRAINAGE DISTRICT**

902 N. DOOLITTLE  
EDINBURG, TEXAS 78542

624132-R

**PURCHASE ORDER**

Date	Number
1/23/2014	624132-R

**Vendor Address:**

HALFF ASSOCIATES, INC.  
5000 WEST MILITARY HIGHWAY, SUITE 100  
MCALLEN, TX 78503

**Attention:**

**Shipping Address:** 902 N. Doolittle  
Edinburg, TX 78542

NORTH MAIN DRAIN WEIR NO. 1 PROJECT. WORK  
AUTHORIZATION NO. 2-ENGINEERING SERVICES.  
APPROVED BY B.O.D. 11-26-13.

**Shipping Method:**

**VENDOR NOTES**

- DO NOT ADD TO, ALTER THIS PURCHASE ORDER. THIS ORDER IS NOT RENEWABLE.
- TAX EXEMPTION: THIS PURCHASE ORDER MAY BE ACCEPTED IN LIEU OF EXEMPTION CERTIFICATE.
- THIS ORDER IS ALSO PLACED F.O.B. DESTINATION. VENDOR MUST REPAY ALL SHIPPING COSTS.
- INVOICE EACH PURCHASE ORDER SINGLY. ORIGINAL INVOICES ARE REQUIRED. CUSTOMER COPY MAY BE ACCEPTED.
- PAYMENT WILL BE MADE ONLY FOR BONA FIDE AND FULLY COMPLETED ORDERS, UNLESS OTHERWISE ATTACHED.

Item Code	Description	GL Code	Dist... Code	Quantity	Unit Price	Total	Date Received
	ENGINEERING SERVICES	43340	375	1.00	98,270.14	98,270.14	

Purchase Order Total: \$98,270.14

Vendor Name HALFF ASSOCIATES, INC.

1/23/2014

624132-R

Item Code	Item Description	Unit of Measure	Quantity	Unit Price	Total
	ENGINEERING SERVICES		1.00	98,270.14	98,270.14

Purchase Order Total: \$98,270.14

Authorized By:



**HIDALGO COUNTY  
DRAINAGE DISTRICT**

902 N. DOOLITTLE  
EDINBURG, TEXAS 78542

624132

Date	Number
1/23/2014	624132

**PURCHASE ORDER**

**Vendor Address:**

HALFF ASSOCIATES, INC.  
5000 WEST MILITARY HIGHWAY, SUITE 100  
MCALLEN, TX 78503

**Attention:**

**Shipping Address:** 902 N. Doolittle  
Edinburg, TX 78542

NORTH MAIN DRAIN WEIR NO. 1 PROJECT. WORK  
AUTHORIZATION NO. 2-ENGINEERING SERVICES.  
APPROVED BY B.O.D. 11-26-13.

**Shipping Method:**

**VENDOR NOTES**

- DO NOT ADD TO, ALTER THIS PURCHASE ORDER. THIS ORDER IS NOT RENEWABLE.
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- PAYMENT WILL BE MADE ONLY FOR BONA FIDE AND FULLY COMPLETED ORDERS, UNLESS OTHERWISE ATTACHED.

Item Code	Description	GL Code	Dist... Code	Quantity	Unit Price	Total	Date Received
	ENGINEERING SERVICES	43340	006-...	1.00	98,270.14	98,270.14	

5-7-14 NR LIQUIDATE PO 624132  
DUE TO WRONG GL USED, NEW PO 624132-R.

Purchase Order Total: \$98,270.14

Vendor Name HALFF ASSOCIATES, INC.

1/23/2014

624132

Item Code	Item Description	Unit of Measure	Quantity	Unit Price	Total
	ENGINEERING SERVICES		1.00	98,270.14	98,270.14

Purchase Order Total: \$98,270.14

Authorized By:

# PROJECT STATEMENT

Not an Invoice



HIDALGO COUNTY DRAINAGE DISTRICT #1  
902 N. DOOLITTLE  
EDINBURG, TX 78539

Date: 7/15/2014

Attention: Ms. Lora Briones

T55  
HIDALG

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## Statement

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Project: 29945 -- HCDD#1\North Main Drain Weir NO. 1

Invoice Group: 0101 Sump Sum

### Invoice

Number	Date	Amount	Balance
M184459	5/14/2014	6,399.49	6,399.49
M185302	6/12/2014	11,361.61	11,361.61
M186204	7/14/2014	2,151.07	2,151.07

Overdue Finance Charge

0.00

Total Due: Project: 29945 -- HCDD#1\North Main Drain Weir NO. 1

19,912.17

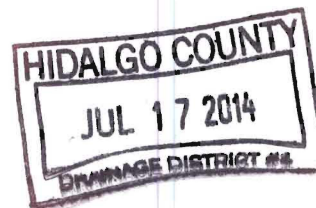
Last Payment Date:

Amount:

0.00

### Aged Balances

1 - 30	31 - 60	61 - 90	Over 90	Unallocated
2,151.07	11,361.61	6,399.49	0.00	0.00



Remit all payments to: Accounts Receivable, PO Box 910259, Dallas, TX 75391-0259

Terms: Due upon Receipt

For additional information, please contact: Maribel Martinez 956-445-5208 or MariMartinez@halff.com

PLEASE DISREGARD THIS STATEMENT IF INVOICES HAVE BEEN PAID

# PROJECT STATEMENT

Not an Invoice



HIDALGO COUNTY DRAINAGE DISTRICT #1  
902 N. DOOLITTLE  
EDINBURG, TX 78539

Date: 7/15/2014

Attention: Ms. Lora Briones

T55  
HIDALG

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## Statement

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Project: 29945 -- HCDD#1\North Main Drain Weir NO. 1

Invoice Group: 0202 Lump Sum

### Invoice

Number	Date	Amount	Balance
M183219	4/16/2014	10,100.00	10,100.00
Overdue Finance Charge			0.00
<b>Total Due: Project: 29945 -- HCDD#1\North Main Drain Weir NO. 1</b>			<b>10,100.00</b>

Last Payment Date: Amount: 0.00

### Aged Balances

1 - 30	31 - 60	61 - 90	Over 90	Unallocated
0.00	0.00	10,100.00 ✓	0.00	0.00

**Remit all payments to:** Accounts Receivable, PO Box 910259, Dallas, TX 75391-0259

**Terms:** Due upon Receipt

For additional information, please contact: **Maribel Martinez 956-445-5208** or **MariMartinez@halff.com**

**PLEASE DISREGARD THIS STATEMENT IF INVOICES HAVE BEEN PAID**

# HIDALGO COUNTY DRAINAGE DISTRICT NUMBER ONE

902 NORTH DODDLETTLE

EDINBURG, TEXAS 78542

(956) 292-7080

FAX (956) 292-7089



GODFREY GARZA, JR.  
MANAGER

## INVOICE PROCESSING CHECKLIST

Data Received: 6/17/14

Engineer/Firm Name: HALFF ASS.

Project Name/Number: HCDD1-North Main Drain Weir No.1

Invoice No: M185302

Logged in and Scanned 1022 6/17/14 By: Rosa Lopez Forwarded to: Norma Reyna

Engineer	Name	Date	Comment
Scope of work reviewed			

Accounting	Name	Date	Comment
Encumbrance			
Purchase Order Attached			
Audit			
Final Approval for Agenda			

	Name	Date	Comment
Placed on Agenda			

Additional Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

# INVOICE



# HALFF

ENGINEERS ARCHITECTS SCIENTISTS PLANNERS SURVEYORS

## REMITTANCE ADDRESS:

P.O. Box 910259  
Dallas, TX 75391-0259  
www.halff.com



**HIDALGO COUNTY DRAINAGE DISTRICT #1**  
902 N. DOOLITTLE  
EDINBURG, TX. 78539  
Attention: Ms. Lora Briones

Invoice Date : 06/12/2014  
Invoice # : M185302  
Project : 29945  
Invoice Group : 01  
Client Code : HIDALG

**RECEIVED**  
HIDALGO COUNTY  
DRAINAGE DISTRICT #1

JUN 17 2014

10:22 AM / PM

BY: *Rosa Ace*

Project Name : HCDD#1\North Main Drain Weir NO. 1

For Professional Services Rendered through: 6/1/2014

Re: Engineering Services  
North Main Drain Weir No.1  
Edinburg, TX  
Purchase Order #624132

\*\* Please contact Maribel Martinez at (956-664-0286)  
with any questions regarding this invoice.

Phase / Task / Name	Fee	Previous Amount	% Complete	Current Amount	Total Fee Earned
<b>CM01 -- Construction Administration</b>					
WO01 -- Bidding	4,858.44	0.00	0.00	0.00	0.00
WO02 -- Construction Administration	22,395.60	0.00	0.00	0.00	0.00
WO03 -- Record Drawings	4,921.54	0.00	0.00	0.00	0.00
Phase CM01 Subtotal	32,175.58	0.00	0.00	0.00	0.00
<b>DZ01 -- Engineering Services</b>					
WO01 -- Preliminary Planning	6,821.84	6,399.04	100.00	422.80	6,821.84
WO02 -- Preliminary Engineering	19,183.60	13,348.13	97.19	5,296.07	18,644.20
WO03 -- Final Design	37,769.12	685.37	16.75	5,642.74	6,328.11
Phase DZ01 Subtotal	63,774.56	20,432.54	49.85	11,361.61	31,794.15
<b>RE01 -- Reimbursable Expenses</b>					
**** -- Default Task	2,320.00	871.21	37.55	0.00	871.21
Phase RE01 Subtotal	2,320.00	871.21	37.55	0.00	871.21
<b>Totals:</b>	<b>98,270.14</b>	<b>21,303.75</b>	<b>33.24</b>	<b>11,361.61</b>	<b>32,665.36</b>

Total Fee Earned To Date	32,665.36
Less Previous Billings	21,303.75
<b>Amount Due this Invoice</b>	<b>11,361.61</b>

*Thank You,  
Paul*

(214) 346-6200

TERMS: DUE UPON RECEIPT  
**ORIGINAL**

(214) 739-0108 Fax



Phase :DZ01 -- Engineering Services

Task : WO01 -- Preliminary Planning

**Rate Schedule Labor**

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
<b>Project Administrator</b>				
Maribel M. Martinez	05/05/2014	1.50	58.32	87.48
Mariel B. Torres	05/20/2014	5.75	58.32	335.34
<b>Total: Project Administrator</b>		<u>7.25</u>		<u>422.82</u>

**Rate Schedule Labor 422.82**

**Total Task : WO01 -- Preliminary Planning**

**Labor : 422.82  
Expense : 0.00**

Task : WO02 -- Preliminary Egnineering

**Rate Schedule Labor**

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
<b>Engineer In Training</b>				
Mariel B. Torres	05/08/2014	6.00	101.25	607.50
	05/09/2014	8.00	101.25	810.00
	05/21/2014	2.00	101.25	202.50
		<u>16.00</u>		<u>1,620.00</u>
Wayne Andrew Johnston	05/14/2014	0.25	101.25	25.31
	05/16/2014	0.50	101.25	50.63
		<u>0.75</u>		<u>75.94</u>
Ashley C. Sigl	05/13/2014	3.00	101.25	303.75
	05/14/2014	1.25	101.25	126.56
	05/15/2014	3.75	101.25	379.69
		<u>8.00</u>		<u>810.00</u>
<b>Total: Engineer In Training</b>		<u>24.75</u>		<u>2,505.94</u>

**Engineering Designer**

Raul Garcia, Jr.	05/07/2014	1.00	97.20	97.20
	05/08/2014	1.00	97.20	97.20
	05/09/2014	1.00	97.20	97.20
		<u>3.00</u>		<u>291.60</u>
Marcos Diaz	05/08/2014	4.50	97.20	437.40
	05/09/2014	8.00	97.20	777.60
		<u>12.50</u>		<u>1,215.00</u>
Mariel B. Torres	05/12/2014	8.00	97.20	777.60
Wayne Andrew Johnston	05/15/2014	2.00	97.20	194.40
<b>Total: Engineering Designer</b>		<u>25.50</u>		<u>2,478.60</u>

**Project Engineer**

Wayne Andrew Johnston	05/13/2014	2.50	124.61	311.53
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**Rate Schedule Labor 5,296.07**

**Total Task : WO02 -- Preliminary Egnineering**

**Labor : 5,296.07  
Expense : 0.00**

Task : WO03 -- Final Design

Phase :DZ01 -- Engineering Services

Task : WO03 -- Final Design

**Rate Schedule Labor**

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
<b>Project Manager</b>				
Raul Garcia, Jr.	05/12/2014	2.00	233.65	467.30
	05/13/2014	2.00	233.65	467.30
		----- 4.00		----- 934.60
<b>Engineer In Training</b>				
Raul Garcia, Jr.	05/14/2014	1.00	101.25	101.25
	05/15/2014	1.00	101.25	101.25
	05/16/2014	1.00	101.25	101.25
	05/19/2014	0.50	101.25	50.63
	05/20/2014	0.50	101.25	50.63
	05/23/2014	0.50	101.25	50.63
		----- 4.50		----- 455.64
Marcos Diaz	05/12/2014	8.00	101.25	810.00
	05/13/2014	8.00	101.25	810.00
	05/14/2014	8.00	101.25	810.00
	05/15/2014	8.00	101.25	810.00
	05/16/2014	8.00	101.25	810.00
	05/19/2014	2.00	101.25	202.50
		----- 42.00		----- 4,252.50

**Rate Schedule Labor** **5,642.74**

**Total Task : WO03 -- Final Design**

**Labor : 5,642.74**  
**Expense : 0.00**

**Total Phase : DZ01 -- Engineering Services**

**11,361.63**

**Total Project: 29945 -- HCDD#1\North Main Drain Weir NO. 1**

**11,361.63**