

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

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

For faster processing of payment,
please resubmit invoice with this page
as the cover page. DO NOT REMOVE
ANY PAGES ATTACHED.

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

OFFICE OF THE COUNTY AUDITOR

NOTICE OF DISCREPANCY AND/OR ADVISORY

DATE: 06/11/2015

TO: *from:* MONICA BADILLO

DEPARTMENT: (125) EXECUTIVE OFFICE

FROM: *to:* ZORAIDA ESCAMILLA

PHONE: (956)-318-2511 ext 4621

REFERENCE: RIOS, DANIEL G. Invoice #10571

THE FOLLOWING DOCUMENT (S), i.e. **Invoice #10571** IS/ARE BEING RETURNED, BECAUSE OF THE REASON (S) INDICATED BELOW AND REQUIRES YOUR IMMEDIATE ATTENTION. CORRECTIVE ACTION IS NECESSARY IN ORDER FOR MY OFFICE TO PERFORM ITS DUTIES ACCORDING TO STATUTES, POLICIES, FEDERAL REGULATIONS, AND ACCOUNTING STANDARDS.

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

- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED - PLEASE FOLLOW PROPER CLAIMS PROCEDURES
- PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
- AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
- VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
- INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
- SIGNATURE OR DATE NOT PRESENT
- SYSTEM SHOWS INVOICE PAID
- INSUFFICIENT FUNDING IN ACCOUNT # AVAILABLE \$
- NEEDS APPROVAL OF:
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
- NEEDS CORRECTION(S):
- NEEDS ADDITIONAL DOCUMENTATION i.e.,: In order to process invoice for payment please attach the Letter of Engagement.
- OTHER:
- COMMENTS / RECOMMENDATION:

2015 JUN 17 PM 9:39

*No letter of eng.
not a lawsuit -
just a grievance.
6/16/15
DMS*

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



HIDALGO COUNTY DISTRICT JUDGES

JAIME E. TIERINA	RODOLFO DELGADO	J. R. "BOBBY" FLORES	ROSE GUERRA REYNA	JUAN R. PARTIDA	MARIO E. RAMIREZ, JR.	NOE GONZALEZ	LETICIA LOPEZ	AIDA SALINAS FLORES
JUDGE, 92ND D.C.	JUDGE, 93RD D.C.	JUDGE, 139TH D.C.	JUDGE, 206TH D.C.	JUDGE, 275TH D.C.	JUDGE, 332ND D.C.	JUDGE, 370TH D.C. OVERSEER	JUDGE, 389TH D.C.	JUDGE, 398TH D.C.

Law Office of Daniel G. Rios
 323 Nolana
 McAllen, TX 78504
 Tax ID# 74-2910612

Invoice submitted to:
 Hidalgo County
 c/o Yolanda Chapa, Chief Administrator
 PO Box 1356
 Edinburg, TX 78540

March 18, 2015

In Reference To: Laura Jasso - Level II Grievance
 Invoice #10571

2015 JUN 17 AM 9:40
 COUNTY CLERK
 HIDALGO COUNTY

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
2/4/2015 Received and reviewed Memorandum and attachments from Yolanda Chapa, Chief Administrator, regarding Level II Grievance Hearing Request	1.30 ✓ 200.00/hr	260.00
2/10/2015 Draft and prepare Notice of Hearing to Laura Jasso	1.00 ✓ 200.00/hr	200.00
Telephone conference to process server to execute notice of hearing	0.10 ✓ 200.00/hr	20.00
2/13/2015 Several telephone conferences with Esther with Javier Pena, attorney regarding request for the Grievance Hearing to be re-set for a later time on the same day.	0.30 ✓ 200.00/hr	60.00
Received and reviewed Hidalgo County's Opposed Motion for Continuance	0.30 ✓ 200.00/hr	60.00
2/17/2015 Draft and Prepare Notice of Re-Setting Hearing	0.50 ✓ 200.00/hr	100.00
Research regarding Hidalgo County Employee Policies	2.00 ✓ 200.00/hr	400.00
Preparation for Level II Grievance Hearing	1.30 ✓ 200.00/hr	260.00
2/18/2015 Level II Grievance Hearing	2.20 ✓ 200.00/hr	440.00
2/20/2015 Received and reviewed additional documentation for review and consideration from Rex Leach on behalf of Hidalgo County	1.00 ✓ 200.00/hr	200.00
2/23/2015 Received and reviewed additional documentation for review and consideration from Javier Pena on behalf of Laura Jasso	1.70 ✓ 200.00/hr	340.00
2/26/2015 Draft and prepare Grievance Hearing Officer's Order on the Level II Grievance Hearing	0.70 ✓ 200.00/hr	140.00

RECEIVED
 OFFICE OF EXECUTIVE OFFICER
 3/18/15 BY: 

	<u>Hours</u>	<u>Amount</u>
For professional services rendered	12.40	\$2,480.00
Additional Charges :		
2/10/2015 Service Fee: Notice of Hearing to Laura Jasso		70.00 ✓
2/20/2015 Copying cost for additional information provided by Rex Leach (2)		0.10
2/23/2015 Copying cost for additional information provided by Jaiver Pena (114)		5.70
3/2/2015 Postage for Laura Jasso		7.19 ✓
Copying cost of 3 official copies of Grievance Officer's file of the hearing (513)		25.65
Total additional charges		<u>\$108.64</u>
Total amount of this bill		<u>\$2,588.64</u>
Balance due		<u><u>\$2,588.64</u></u>

RECEIVED BY
 COUNTY AUDITOR
 2015 APR 9 AM 10 32
 COUNTY AUDITOR
 2015 JUN 17 AM 9 40

INVOICE RECEIVED BY: 3/18/15
Janie N...
 GOODS/SERVICES RECEIVED BY: 2/4-3/2/15
Mouca
JMB

5-1100-415-30-125-006.0-333
 \$2588.⁶⁴/₁₀₀

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
 (Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

OFFICIAL USE

Postage	\$ 1.19
Certified Fee	3.30
Return Receipt Fee (Endorsement Required)	2.70
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 7.19



Ms. Laura L. Jasso
 1105 Yale
 Edinburg, Texas 78541-6203

for instructions

7013 2630 0001 4884 1321

QUIPS N QUOTES CPU PO
 5011 N 10TH ST
 MCALLEN, TX 78504
 956 928 0802

 17:15 03-02-2015
 MC NO. 0000 1453
 6 METER \$7.19T1

SUBTOTAL \$7.19
 TAX1 \$0.00
 TOTAL-TAX \$0.00
TOTAL \$7.19
 CASH \$7.19

/ HAVE A NICE DAY /
 / PLEASE COME AGAIN /
 /

2015 JUN 17 07 9 40
 COUNTY CLERK

Zimbra

monica.badillo@co.hidalgo.tx.us

RE: Invoice - Level II Grievance Laura Jasso

From : Amy Rosas <amy@danrioslaw.com>
Subject : RE: Invoice - Level II Grievance Laura Jasso
To : Monica Badillo <monica.badillo@co.hidalgo.tx.us>

Mon, Mar 23, 2015 08:30 AM

Good morning,

Those are in office copies at .05 center per copy.

Let me know if you need anything else.

Thank you,

Amy Rosas

Legal Assistant

Law Office of Daniel G. Rios, P.C.

From: Monica Badillo [mailto:monica.badillo@co.hidalgo.tx.us]
Sent: Friday, March 20, 2015 3:44 PM
To: Amy Rosas
Subject: Re: Invoice - Level II Grievance Laura Jasso

I failed to mention to you that I need itemized receipts for:

copying costs:

.10
5.70
25.65

Thanks,

Monica Salinas Badillo, Court Administrator
Hidalgo County Executive Office
2818 S. Bus. Hwy. 281
Edinburg, Texas 78539
(956) 292-7655 ext. 5602
(956) 292-7034 (fax)

From: "Amy Rosas" <amy@danrioslaw.com>
To: "Monica Badillo" <monica.badillo@co.hidalgo.tx.us>
Sent: Wednesday, March 18, 2015 4:55:29 PM
Subject: RE: Invoice - Level II Grievance Laura Jasso

No sorry about that. I must have missed it.

Here is the corrected invoice.

2015 JUN 17 PM 9 40
COURT ADMINISTRATOR