



HIDALGO COUNTY, TEXAS NON-TRAVEL MEALS, REFRESHMENTS, AND RELATED EXPENSE CLAIM

DEPARTMENT INFORMATION

Department: Hidalgo County Civil Service
 Department Contact Name: Hermelinda Solis
 Contact Phone Number: 318-2660

EVENT INFORMATION

Date: 10/22/2015 Start Time: 5:47 PM End Time: 7:14 PM

Duration: 1:27 Location: 208 W. Cano, Edinburg, TX 78539

Purpose of Event:
 Meeting Training Other: Civil Service Meeting
(Please explain.)

Attendees: *(Please attach sign-in sheet)*
 County Employees 1 + Non-County Employees 4 = Total 5

Meals: *(Meals may not exceed \$10.00 per person including taxes and gratuity or \$250.00 per event.)*
 Breakfast + Lunch + Dinner = Total 0

Refreshments: *(Refreshments may not exceed \$3.00 per person or \$125.00 per event.)*

Related Expenses: *(Related expenses may not exceed \$25.00 per event.)*

	ACTUAL	ALLOWABLE
Meals Expense:	\$ 38.00	\$ -
Refreshments Expense:	\$ 9.00	\$ -
Related Expenses:	\$ 5.50	\$ -
Total Event Expenses:	\$ 52.50	\$ -

(Please attach original receipts.)

FUNDING

Purchase Order Number: 724265 Account Number: 5-1100-415-50-125-037-0-630

APPROVAL

I, the undersigned, certify to the best of my knowledge, that the expenditures incurred were for official County business, have been expressly authorized by the Purchasing Department, and are in compliance with the Policy on Non-Travel Meals, Refreshments, and Related Expenses.

Monica Badillo
 Name of Approving County Official/Department Head
 (Please Print)

Monica Badillo
 Signature of Approving County Official/Department Head

11/18/15
 Date

RECEIVED
 OFFICE OF EXECUTIVE OFFICER
 ON: 10/23/15 BY: [Signature]



HIDALGO COUNTY, TEXAS CIVIL SERVICE COMMISSION

NOTICE

NOTICE, IS HEREBY GIVEN IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, THAT A MEETING OF THE HIDALGO COUNTY, TEXAS CIVIL SERVICE COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 22, 2015, AT 5:30 P.M., AT THE HIDALGO COUNTY HUMAN RESOURCES DEPARTMENT, LOCATED AT 208 W. CANO, EDINBURG, TEXAS. DISCUSSION AND POSSIBLE ACTION RELATING TO THE FOLLOWING BUSINESS WILL BE TRANSACTED.

At anytime during the course of this meeting, the Board may retire to Executive Session under Texas Government Code, Section 551.071 (2) to confer with its legal counsel on any subject matter in this agenda in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. At anytime during the course of this meeting, the Board may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code;

AGENDA

- ITEM 1. Call to order;
- ITEM 2. Public Comments;
- ITEM 3. Approval of minutes of June 18, 2015;
- ITEM 4. Discussion, consideration and/or possible action without hearing, consolidation, hearing setting, action on motion for continuance, and/or hearing on the following complaints/grievances;
- | | |
|-----------------------|-----------------|
| 0515-ConstPct#1-T-005 | 0615-DD#1-T-007 |
| 0615-CSA-C-006 | 0815-S-D-009 |
| 0715-S-T-008 | |
- ITEM 5. Adjournment to closed session pursuant to Texas Government Code (551.074) for discussion and/or hearing on one or more of the complaints/grievances listed in Item 4;
- ITEM 6. Reconvene in open session;
- ITEM 7. Additional discussion and/or possible action on complaints/grievances listed on item 4;
- ITEM 8. Adjourn;

TO BE POSTED THIS 16TH DAY OF OCTOBER 2015

Hidalgo County Civil Service Commission

COMMISSIONERS

Michelle "Mickie" Rabinovich

Aurora Villarreal Zamora

Jaime Ortiz

Mercedes S. Espinosa

Civil Service Attorney

ESPINOSA LAW FIRM, P.L.L.C.

4300 N. McColl Road
McAllen, Texas 78504

Phone: 956-686-6490

Fax: 956-686-6491

www.espinosalawfirm.com



**Hidalgo County
Civil Service
Commission**

COMMISSIONERS

Michelle "Mickie" Rabinovich

Aurora Villarreal Zamora

Jaime Ortiz

Mercedes S. Espinosa

Civil Service Attorney

**ESPINOSA LAW FIRM, P.L.L.C.
4300 N. McGill Road
McAllen, Texas 78504**

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Fax: 956-686-6491

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**HIDALGO COUNTY, TEXAS
Civil Service Meeting**

held on:

October 22, 2015

(month, date, year)

Chairperson

Michelle Rabinovich

Vice-Chairperson

Aurora Villarreal

Commissioner

Jaime Ortiz

Attorney

Mercedes S. Espinosa

Court Reporter

Hermelinda Solis



Purchase Order COUNTY OF HIDALGO

PO# 724265

DATE: 04/16/15

PAGE NO: 1 of 1

PO TYPE:

VENDOR: 216723

REQ: 00275163

PHONE: (956) 380-2625

EMAIL:

SHIP TO: EXECUTIVE OFFICE

2818 S BUSINESS HWY 201
EDINBURG TX 78539

SUBWAY

1721 E. UNIVERSITY DR.
EDINBURG TX 78539

CONTACT: Valde Guerra

(556) 292-7025

SITE: EXECUTIVE OFFICE

CONTRACT NO:

SPECIAL INSTRUCTIONS: EX- 35

VENDOR NOTES

1. This PO is for the Purchase Order. This Order is not renewable.
2. DELIVERY: This Purchase Order may be accepted only if it is delivered to the
3. This Order is subject to F.O.B. Destination. Vendor must pay all shipping costs.
4. Invoice must be furnished with Order copy. Order must be for the purchase of goods and services. It is not to be used for the purchase of real estate, construction, or other services.
5. Payment is to be made by check payable to the order number. Invoices should be submitted to the order number.

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
1.00	LCT	EX OPEN PO FOR FOOD TRAYS FOR 2015 CIVIL SERVICE COMMISSION MEETINGS HELD ON THURSDAYS OF EACH MONTH OR AS POSTED.	500.00	500.00
		TOTAL:		500.00
			
		For Hidalgo County use only		
		5-1100-415-50-125-037-0-630	500.00	

Authorized by:

Martha L. Salazar mlw

(Cut here) -----

Thank you for your business today! Attached is a copy of the receipt with the total due. Please consider this the invoice. We ask that you please kindly submit your payment to the address below within the next two weeks. Please submit your payment with a copy of the receipt so that can properly credit this location.

Please make your check payable to: Subway # 6216

Please mail your check to our office at: 3921 Saratoga Blvd, Suite 103
Corpus Christi, TX 78415

If you need any further documentation, please call our office at 361-881-8561.

Revised 09/10/2009



Item	Price
Standard Base SndPit	\$3
Bottled Carbonated Drink	\$
TIPS	\$
Sub Total	
Total (Eat In)	\$5.00
Schools	\$5.00
Change	\$0.00

Exemption COUNTY OF HIDALGO
Id: SPM20151022041304

Free Cookie! Take our 1 minute survey at www.tellsubway.com

Store #6216-0 | 956-380-2625
102 S. 2nd St.
10/22/2015 4:13:04 pm Trans #31776
Clerk: Giovann

SUB SAVINGS

USE THIS RECEIPT TO GET ANY FOOTLONG SUB FOR \$6

SUBWAY

HURRY, VALID FROM:
10/23/15 - 10/26/15

THE ONLY additional charge for extra places where applicable. May be used with other offers, coupons or discount cards. Void if transferred, sold, reproduced or altered in any way. One coupon per customer per visit. Not to be combined with purchase. ©2015 Doctor's Associates Inc. SUBWAY is a trademark of Doctor's Associates, Inc. Valid only at participating independent Valley area locations (Market #138)