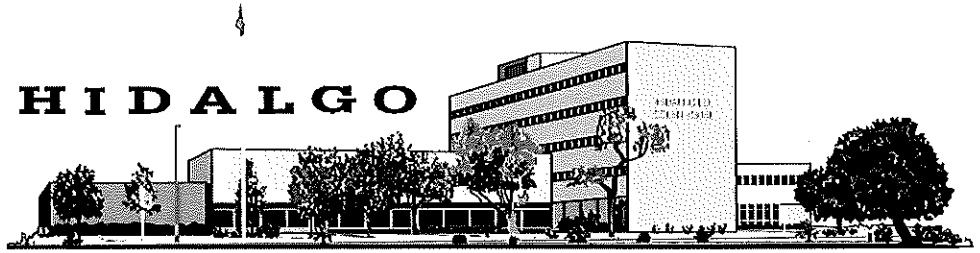


COUNTY of HIDALGO



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

May 25, 2023

The Honorable Richard F. Cortez, Hidalgo County Judge
The Honorable David Fuentes, Commissioner, Precinct No. 1
The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2
The Honorable Everardo "Ever" Villarreal, Commissioner, Precinct No. 3
The Honorable Ellie Torres, Commissioner, Precinct No. 4

RE: Certification of Revenue

Dear Judge and Commissioners:

Pursuant to Local Government Code § 111.0706 SPECIAL BUDGET FOR GRANT OR AID MONEY:

The county auditor shall certify to the commissioner's court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.

I, Linda Fong, Interim County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Texas Department of Transportation. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT
\$3,997.08

PURPOSE
STEP - FY23 Operation Slowdown Grant PCT3

CERTIFIED BY:

Linda Fong
Linda Fong, CPFO

05/25/2023
Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SNOLETERRY JUDGE, 82ND D.C. FERNANDO MANCIAS JUDGE, 82ND D.C. J. R. "BOBBY" FLORES JUDGE, 133RD D.C. ROSE GUERRA REYNA JUDGE, 206TH D.C. MARLA CUELLAR JUDGE, 275TH D.C. MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. ROE GONZALEZ JUDGE, 370TH D.C. LETICIA LOPEZ JUDGE, 389TH D.C. L. XEYO VASQUEZ JUDGE, 398TH D.C. ISRAEL RAMON, JR. JUDGE, 433RD D.C. RENEE R. BETANCOURT JUDGE, 449TH D.C. JOSE "JOE" RAMIREZ JUDGE, 454TH D.C. YSMAEL FONSECA JUDGE, 476TH D.C.

AI-90870

Constable Pct. #3 14. A.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 05/30/2023

Submitted For: Larry Gallardo, CONSTABLE
PCT. #3

Submitted By: Leidy Roque

Department: CONSTABLE PCT. #3

CAPTION

Constable Pct. 3-FY 2023 Operation Slow Down Grant (1284):

1. Authorization and approval to accept grant award for the STEP-Operation Slow Down Grant through Texas Department of Transportation in relation to FY 2023 (July 11, 2023 through August 2, 2023) in the amount of \$3,997.08 with authority for County Judge, as authorized official, to accept award electronically.
2. Authorization to pay overtime reimbursable under the grant terms and conditions.
3. Approval of certification of revenues, as certified by the County Auditor, for FY 2023 STEP Operation Slow Down in the amount of \$3,997.08.
4. Approval of appropriation of funds in the amount of \$5,072.37 to include in-kind match.

BACKGROUND

AI-90112/CC 4-4-2023, CC approval and authorization to apply for the FY 2023 (7-11-2023 to 8-2-2023) STEP Operation Slow Down grant from the Texas Dept. of Transportation (TXDOT). Grant requires an In-Kind match (21.2%) and will be covered using social media outreach as per the *TXDOT Earned Media Value Index* guidelines.

Fiscal Impact

CALENDAR YEAR: 2023

ACCT. #: 3-1284-421-00-293-029-3-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: Y

BUDGETARY IMPACT:

Appropriation of funds in the amount of \$5,072.37 which includes \$3,997.08 (78.8%) grant award and \$1,075.29 (20.2%) in-kind match, pending COR by Co. Auditor.

Revenue acct #3-1284-331-12-293-029-3-000 CONST PCT3 STEP SD-REVENUES

3-1284-337-00-294-029-3-000 CONST PCT3 STEP SD-IN KIND MATCH

REVENUES

In-Kind match will be covered using social media outreach as per the *TXDOT Earned Media Value Index* guidelines

Attachments

TXDOT Award Email

COR Request
Grant Agreement
Signature Authorization Form
LEA Overtime Policy
TXDOT Social Media Value Index Guide
Categorical Budget
Appropriation

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	05/12/2023 01:46 PM
Ivan Cantu	Ivan Cantu	05/17/2023 04:06 PM
Final Approval		
Form Started By: Leidy Roque		Started On: 05/11/2023 02:41 PM



Leidy Roque <leidy.roque@co.hidalgo.tx.us>

Certification of Revenues- FY23 STEP Operation Slow Down Grant

1 message

Leidy Roque <leidy.roque@co.hidalgo.tx.us>
To: Luis Barreto <luis.barreto@auditor.co.hidalgo.tx.us>

Thu, May 11, 2023 at 4:43 PM

Good Afternoon,

I am respectfully requesting a certification of revenues for the Constable Pct. 3 portion of the Operation Slowdown Grant in the amount of \$4,000.00. Authorization and approval to apply for FY23 Grant went to Commissioners Court on 04/04/23 (AI# 90112), and now the request for approval to accept and appropriate grant funds under grant award is 05/30/23 (AI#90870).

Thank you in advance for your assistance in this matter,

--

Leidy Nallely Roque
Executive Assistant
Hidalgo County Constable Pct. 3
Phone: 956-205-7031 EXT.3305
FAX: 956-519-4245
leidy.roque@co.hidalgo.tx.us



FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

TEXAS TRAFFIC SAFETY PROGRAM GRANT AGREEMENT

THE STATE OF TEXAS
THE COUNTY OF TRAVIS

THIS AGREEMENT IS MADE BY and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the Department and the **Hidalgo County Constable Precinct 3** hereinafter called the Subgrantee, and becomes effective then fully executed by both parties. For the purpose of this agreement, the Subgrantee is designated as a(n) **Local Government/Transit District**.

AUTHORITY: Texas Transportation Code, Chapter 723, the Traffic Safety Act of 1967, and the Highway Safety Performance Plan for the Fiscal Year 2023.

Name of the Federal Agency: **National Highway Traffic Safety Administration**

CFDA Number: **20.600**

CFDA Title: **State and Community Highway Safety Grant Program**

Funding Source: Section **402**

Unique Entity Identifier (UEI) : **LHACK1UL6NR3**

FAIN:

69A37523300004020TX0

Project Title: **STEP - Operation Slowdown**
This project is **Not Research and Development**

Grant Period: This Grant becomes effective on **07/11/2023** or on the date of final signature of both parties, whichever is later, and ends on **08/02/2023** unless terminated or otherwise modified.

Total Awarded: **\$5,072.37**

Amount Eligible for Reimbursement by the Department: **\$3,997.08**

Match Amount provided by the Subgrantee: **\$1,075.29**



Leidy Roque <leidy.roque@co.hidalgo.tx.us>

Traffic Safety Project 2023-HidalgoCCPct3-OpSlow-00018 Approved

1 message

rodney.elizondo@txdot.gov <rodney.elizondo@txdot.gov>
To: leidy.roque@co.hidalgo.tx.us
Cc: egrantshelp@txdot.gov, rodney.elizondo@txdot.gov

Thu, May 11, 2023 at 8:20 AM

Congratulations, your Traffic Safety Project 2023-HidalgoCCPct3-OpSlow-00018 has been approved.

The TxDOT Compliance Division has started a monitoring program of other entities' internal ethics and compliance programs as outlined in Texas Administrative Code (TAC) 10.51. This monitoring program includes Traffic Safety Program Subgrantees based on the requirements outlined in Texas Administrative Code 25.906 subparagraph B. Traffic Safety Subgrantees are obligated to comply with 43 TAC 25.906 which necessitates adopting and enforcing an internal ethics and compliance program that satisfies the requirements of 43 TAC 10.51.

If you have not had your ICP approved by TxDOT, as part of processing your STEP Mobilization grant, please complete the ICP Certification Form (<https://www.txdot.gov/apps/eGrants/eGrantsHelp/Instructions/ICPCertificationForm2433.pdf>) to certify your agency's compliance. Completed forms should be emailed to your TxDOT Project Manager, who will upload the form to your Organization page in eGrants.

- * TxDOT Traffic Safety eGrants allows s to electronically/digitally sign your grant agreement.
- * You must read the relevant instructions linked below for full details of either process.
- * If your agency or organization is no longer interested in receiving grant funding, and you would like to have your proposal withdrawn, contact your TxDOT Project Manager.

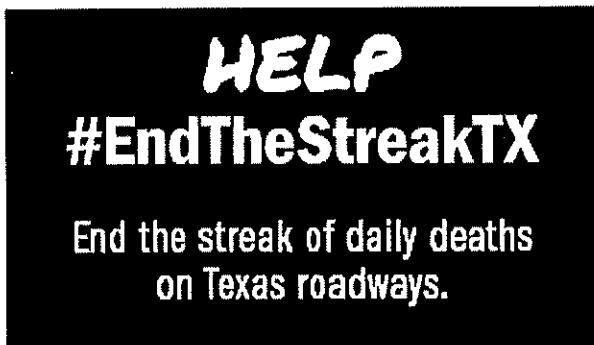
You must read and follow the "Mobilization Instructions" instructions on the eGrantsHelp webpage for detailed steps and explanations on how to digitally sign your grant agreements in eGrants with Electronic Signatures and follow the award process:

<https://www.txdot.gov/apps/eGrants/eGrantsHelp/Instructions/MobilizationInstructions.pdf>

Also, please be mindful that the grant becomes effective on Jul 11, 2023, or on the date of final signature by both parties, whichever is later. No costs can be incurred prior to the effective date of the grant.

For questions regarding this notice, contact your TxDOT Project Manager. If you have technical questions, contact your TxDOT Project Manager, or eGrantsHelp at: eGrantsHelp@txdot.gov

A Texas Department of Transportation message





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Training Materials | Organization(s) | Profile | Logout

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Document Information: 2023-HidalgoCCPcl3-OpSlow-00010

| Details

You are here: > STEP - OpSlow- 2023 Menu > Forms Menu > Budget

BUDGET SUMMARY

Instructions:
 • Click the Save button to complete this page.

Budget Category	TxDOT	Match	Total
Category I - Labor Costs			
(100) Salaries	\$3,997.00	\$0	\$3,997.08
(200) Fringe Benefits	\$0	\$975.29	\$975.29
Category I Sub-Total	\$3,997.08	\$975.29	\$4,972.37
Category II - Other Direct Costs			
(300) Travel	\$0	\$0	\$0
(400) Equipment	\$0	\$0	\$0
(500) Supplies	\$0	\$0	\$0
(600) Contractual Services	\$0	\$0	\$0
(700) Other Miscellaneous	\$0	\$100.00	\$100.00
Category II Sub-Total	\$0	\$100.00	\$100.00
Total Direct Costs	\$3,997.08	\$1,075.29	\$5,072.37
Category III - Indirect Costs			
(800) Indirect Cost Rate	\$0	\$0	\$0
Summary			
Total Labor Costs	\$3,997.08	\$975.29	\$4,972.37
Total Direct Costs	\$0	\$100.00	\$100.00
Total Indirect Costs	\$0	\$0	\$0
Grand Total	\$3,997.08	\$1,075.29	\$5,072.37
Fund Sources (Percent Share)	78.80%	21.20%	

DATE: May 30, 2023

2023

Appropriation

DEPARTMENT HEAD: _____

DEPARTMENT NAME: Dept of Budget & Mgmt for
Const Pct. 3 STEP Operation Slowdown

AI-90870/CC 5-30-2023

ACCOUNT NUMBER: 3-1284-421-00-293-029-3-XXX

Contact Person: Ivan Cantu Ph#: _____ ext. 5425



SUBJECT: Budget Amendments (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 Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
3-1284-421-00-293-029-3-131	CONST PCT3 STEP SD - OVERTIME	3,997.08
3-1284-421-00-293-029-3-220	CONST PCT3 STEP SD - FICA	305.78
3-1284-421-00-293-029-3-230	CONST PCT3 STEP SD - RETIREMENT	520.82
3-1284-421-00-293-029-3-250	CONST PCT3 STEP SD - UNEMPLOYMENT COMP	23.98
3-1284-421-00-293-029-3-260	CONST PCT3 STEP SD - WORKER'S COMP	124.71
3-1284-421-00-293-029-3-890	CONST PCT3 STEP SD - OTHER	100.00
3-1284-331-12-293-029-3-000	CONST PCT3 STEP SD-REVENUES	\$3,997.08
3-1284-337-00-294-029-3-000	CONST PCT3 STEP SD-IN KIND MATCH REVENUES	\$1,075.29
TOTAL BUDGET INCREASE (DECREASE)		\$5,072.37

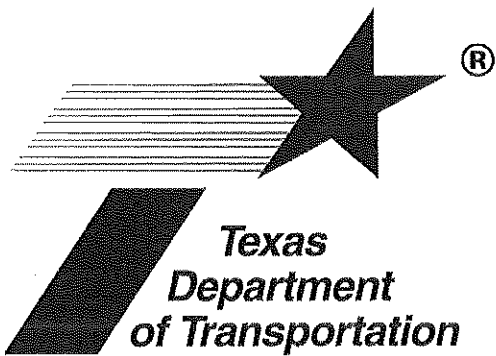
REASON: Appropriation of funds for the Constable Pct. 3 STEP Operation Slowdown for FY 2023. Grant period from 7-11-2023 to 8-2-2023. In-Kind match to be covered using social media outreach

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

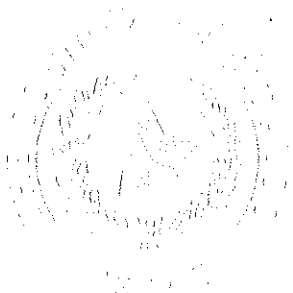
DATE

ATTEST COUNTY CLERK



Earned Media Value Index for Social Media – FY18

TxDOT Traffic Safety
October 27, 2017



OVERVIEW:

TxDOT's Traffic Safety group is happy to announce that social media may now be used to garner earned media value, and has been cleared to qualify as match on our NHTSA grants.

All sub-grantees are eligible to participate in the program. Social media has evolved quickly into a necessary part of our safety campaigns and programs, but industry-wide standards for measuring the value of social media have been slow to evolve. Therefore, the only social media values that will be accepted for match are the values outlined in this document. This index has received clearance to be used for match on NHTSA grants in our State. The program will be updated on an annual basis as the social media industry grows and changes.

In order to participate, you must:

- 1) Read this document, and if you have any questions, ask your TxDOT Grant Manager
- 2) Attend a social media match Webinar training, where you can submit your questions, and participate in a question and answer session
- 3) Notify your TxDOT Grant Manager of your decision to participate – or not
- 4) Participants must agree to submit social media match reports on a monthly basis with RFRs – even if they have no amount to claim

APPROVED VALUE INDEX:

With regard to social media, only EARNED MEDIA will qualify for match. We will exclude from our calculations as much as possible, the two categories defined by public relations organizations as: 1) "paid media" and 2) "owned media".

It is not customary to include either *paid* media or *owned* media when calculating *earned* media values. With social media, it can sometimes be difficult to differentiate between *paid*, *owned*, and *earned* media. Nevertheless, we recommend keeping the boundaries as clear as possible. The purpose of *earned* media is to show community support and engagement independent from the owners of the campaign. *Owned* media and *paid* media do not show a viewpoint independent from the campaign managers. *Owned* media does not show engagement by the community, so it is not eligible for match (see the chart below).

	Definitlon	Social Media Examples
Paid (purchased) Media	Social media activity related to a program, campaign, or brand that is <u>purchased</u> by the company, agency, or its contracted agents	<ul style="list-style-type: none"> • Online advertising such as Facebook or Twitter ads • Online banner ads, column ads, page displays, or pop-up ads • Search advertising such as Google AdWords
Owned Media	Social media activity related to a program, campaign, or brand that is generated by the company or its agents within channels it controls	<ul style="list-style-type: none"> • Company-owned or agency-owned website • Initial postings on company-owned or Agency-owned social media accounts such as Facebook or Twitter • Company-owned or Agency-controlled blog or opinion pages
Earned Media	Social media activity about a program, campaign, or brand that is not directly generated by the agency, organization or its agents but rather by other entities such as citizens or journalists showing community support and engagement	<ul style="list-style-type: none"> • Posts, reposts, likes, and comments in independently-owned online social accounts such as Facebook • Independent professional online reviews, and blogs • Likes, shares, or comments made to initial posts on company or sub-grantee owned social account

Therefore, in order to qualify as earned media match, all social media activities must:

1. Be specifically about the grant program in question – cannot be a general posting about the agency or sub-grantee organization in general.

EXAMPLE -1:

Regarding match for a bicycle safety program titled “SafeCycling” owned by UT Austin Student Council: On UT Austin Student Council Facebook Page, a citizen (not part of the sub-grantee organization) posts the following with a photo of a two bicyclists attending a community event where the bicycle safety program has a booth:

“Thank you SafeCycling for reminding motorists to watch for cyclists.”

YES - this would qualify as social media match for the SafeCycling program. And all the “likes,” “comments”, and “shares” would also qualify.

EXAMPLE -2:

Regarding match for a bicycle safety program titled “SafeCycling” owned by UT Austin Student Council: On UT Austin Student Council Facebook Page, a citizen posts the following with a photo of a two bicyclists in a bike lane:

“Thank you UT Austin Student Council for petitioning the City of Austin for additional biking lanes.”

NO - this would not qualify as social media match for the SafeCycling program even if it was posted during the months in which the program was doing a promotional event.

2. Be made in response to an initial posting on either 1) an independently-owned social media account or 2) a campaign or agency-owned social media account. But **initial** postings on a company or agency-owned account do not qualify because they are “owned media”.

EXAMPLE -1:

Regarding match for a bicycle safety program titled “SafeCycling” owned by UT Austin Student Council, the Student Council is supported by the City of Austin –because there has been an increase in bicycle fatalities in the City. On the City of Austin Twitter Account, the City of Austin posts the following with a photo of a two students holding a SafeCycling banner:

“Stop by the SafeCycling booth #35 at SXSW, and find out how to support safe cycling”

YES - The initial post would qualify as social media match for the SafeCycling program because it is not “owned media” – i.e. – the Twitter Account is not owned by SafeCycling or UT Austin Student Council. And all the “re-tweets”, “likes”, and “comments” would also qualify because they also show community engagement and support.

EXAMPLE - 2:

Regarding match for a bicycle safety program titled “SafeCycling” owned by UT Austin Student Council: On UT Austin Student Council Twitter Account, a SafeCycling administrator posts the following with a photo of a two students holding a SafeCycling banner:

“Come visit us today at the SXSW booth #35 and support safe cycling.”

NO - the initial post would not qualify as social media match for the SafeCycling program because it is “owned media” – i.e. – the Twitter Account is owned by UT Austin Student Council and the initial post was done by the program administrator.

However, YES - all the “re-tweets”, “likes”, and “comments” would qualify because they show community engagement and support outside of the campaign owners.

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

TEXAS TRAFFIC SAFETY PROGRAM GRANT AGREEMENT

THE STATE OF TEXAS
THE COUNTY OF TRAVIS

THIS AGREEMENT IS MADE BY and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the Department and the, **Hidalgo County Constable Precinct 3** hereinafter called the Subgrantee, and becomes effective then fully executed by both parties. For the purpose of this agreement, the Subgrantee is designated as a(n) **Local Government/Transit District**.

AUTHORITY: Texas Transportation Code, Chapter 723, the Traffic Safety Act of 1967, and the Highway Safety Performance Plan for the Fiscal Year 2023.

Name of the Federal Agency: **National Highway Traffic Safety Administration**

CFDA Number: **20.600**

CFDA Title: **State and Community Highway Safety Grant Program**

Funding Source: Section **402**

Unique Entity Identifier (UEI) : **LHACK1UL6NR3**

FAIN:

69A37523300004020TX0

Project Title: **STEP - Operation Slowdown**

This project is **Not Research and Development**

Grant Period: This Grant becomes effective on **07/11/2023** or on the date of final signature of both parties, whichever is later, and ends on **08/02/2023** unless terminated or otherwise modified.

Total Awarded: **\$5,072.37**

Amount Eligible for Reimbursement by the Department: **\$3,997.08**

Match Amount provided by the Subgrantee: **\$1,075.29**

CALCULATING VALUES

Earned Media ORIGINATING FROM FREE Social Media Postings

Earned media actions originating as a free social media postings	Value
Independent Blog (not owned by TxDOT, TxDOT contractor, or sub-grantee)	\$853.00
Facebook "like, love" or any other emojis	\$1.60
Facebook 3 rd -party posts and mentions	\$10.17
Facebook comments	\$10.17
Facebook shares and re-posts	\$10.17
Facebook unique video views to 95% or more	\$3.25
Facebook live event & webcast views to 30 seconds or more	\$1.00
Twitter 3 rd party tweets and mentions	\$5.00
Twitter comments/replies, likes, and re-tweets	\$5.00
Twitter "follow"	\$2.25
Twitter video views	\$0.50
YouTube 3 rd -party posts	\$10.17
YouTube video views	\$7.50
YouTube likes	\$5.00
YouTube shares	\$5.00
YouTube comments	\$5.00
Instagram 3 rd party posts	\$10.17
Instagram likes/loves	\$1.60
Instagram comments	\$10.17
Instagram shares	\$10.17
Instagram video views	\$0.50

Note: *LinkedIn, Pinterest, SnapChat, and Google+* do not have enough data or history at this point, but may be added to our list in the future.

CALCULATING VALUES

Additional Values and Notes

All social media programs offer free analytics software tools which are accessible from the front page of your organization's profile page – in the top bar of the screen. The analytics software is called "Insights". Once clicked, the "Insights" program allows the user to specify a date range and download the information into an Excel spreadsheet. The download will include information such as a list of posts with corresponding data such as likes and comments. TxDOT asks all sub-

grantees to use these free programs and submit the Excel files to document their social media match claims whenever possible.

1. **Values may be adjusted to a higher value based on whether the action/posting/tweeting is done by an “influencer” or “celebrity”.** Values may be increased from the amount indicated in the chart based on the number of followers held by the person or organization who has taken the action.

NOTE: Due to privacy issues, the current available technology often limits our ability to determine the number of followers for independent party posts. Twitter allows us to see this information, but other platforms are more difficult. So the following formula may only apply to Twitter unless you can obtain verification from the owner of the account. Influencers must be documented by a screen capture showing the number of followers.

We base our influencer formula on a standard social media measurement of “influencer accounts” called “Engagement Per Thousand” (EPM),

of followers – divided by 1,000 – multiplied by the unit value for free/volunteer actions (such as 3rd party posts) shown in the charts above.

2. **Initial postings or “comments” will qualify based on whether the comment was positive or negative.** Although rare, posts and/or comments are occasionally negative in nature. We will not count any negative initial postings trashing the campaign. However, comments and postings that follow an initial (positive) posting will qualify whether they are positive or negative because we view it as part of the conversation and citizen engagement in the issue. We have decided all comments are good and may be counted, regardless of content. Negative comments tend to beget multiple more positive comments that would not have originally been posted if not for defending the original negative comment. So again, the only time we will disqualify something that is negative, is if it’s an independent initial post made by someone trashing the campaign.
3. **Video views will qualify for match if they adhere to the following guidelines.**
 - a. **Facebook video views:** We will only count unique views to 95% of the video. This number can be found by using the free Facebook analytic program called “Insights”. The “likes, comments, and shares” associated with Facebook video views will also qualify. The Facebook video view “likes, comments, and shares” will have the same value as the regular Facebook “likes, comments, and shares”.

You can export data for the month in “Facebook Insights” tracking software. In “Administrator View”, go to top menu and click on “Insights”. Then in upper right, click on “Export Data”. Choose “Video Data” as export type then calculate totals from posts

relevant to campaign. Specify the time period and export to Excel. If another pop-up screen comes up, choose "Legacy layout". After you export the data to an Excel file, go to the first tab at the bottom of the file. The first tab is titled "Video Metrics Total vs. Unique". The column titled "Lifetime Unique Views to 95%" will be column Q, or Column S. Those are the numbers that qualify for match.

- b. **Facebook live events & Webcasts:** FB puts live events on the same spreadsheet with FB video views (see instructions above under "Facebook video views". And FB does not label live events with a separate header (column) that says "live". So sub-grantees need to know that the link/post is/was a live event. This can be verified by going to the link and doing a screen capture. It will say "live" on the video post. Also FB does not separate the "live" views from the subsequent "video"—i.e. –views after the event is no longer live and becomes a recorded video. So they must be counted as a group.

We will not require unique views to 95% on Facebook live events/videos since they tend to be much longer than other videos and most viewers rarely watch the entire live event. Instead, for live events, we will use "lifetime total 30-sec views" (column "O").

- c. **YouTube video views:** For YouTube video views we will only count those times when 95% of the video was viewed by unique users – OR – only those views that occurred from the USA. YouTube does not allow the user to specify BOTH views to 95% AND views from the USA. YouTube also provides analytic programs that are free to it's account holders.
- d. **Twitter video views:** Twitter also has free analytic software called Insights. However, their analysis does not provide the detail offered by Facebook and does not show "unique views to 95%". Twitter counts all video views over 3 seconds as a "view". In "Administrator View", choose "Insights" from drop down menu in upper right. Then choose "Tweets" at the top menu bar and then export to Excel.
- e. **Instagram video views:** Instagram has free analytic software, but to date, the information it provides is very limited. It does not show "unique views to 95%". Like Twitter, Instagram counts all video views over 3 seconds as a "view".

The following information is only for organizations that use paid (purchased) postings on their social media pages.

Sometimes the paid (purchased) media on social media can become as a mixture of paid and free social media. So how do we establish where “paid” ends and “free” (also called “organic”) begins?

- A. EXAMPLE #1 (paid evolves into free) - TxDOT has agreed that if a social media post which starts as a paid (purchased) posting and evolves to include organic downline activity—everything classified as “organic” qualifies for free social media match. So, in other words, even if the sub-grantee has paid for people to see the post initially, if it continues to be shared above & beyond the paid period, this is considered “organic” sharing and may be counted as “free” social media which qualifies for match.

Facebook Analytics gives a breakout of when the “paid” becomes “organic” by column heading. However, to date, Facebook is the only company that offers this service. Also, it is our understanding (unless FB reports have changed recently), we only have an easy way to get reports from the automated TxDOT "page post insight Facebook report" on organic vs. paid results when it comes to **video views**.

- B. EXAMPLE #2 (Free evolves into Paid): Sometimes a free social media post/video is very popular with the public on TxDOT’s Facebook site, so the agency or sub-grantee “boosts” the video by putting up some money to make it a “paid” social media -- thus giving it more exposure. When a posting starts out as social media/free and then is “boosted” and becomes paid social media – the free vs. paid should be separated and calculated separately.

VERIFYING & DOCUMENTING EARNED MEDIA FOR SOCIAL MEDIA:

As with all earned media, social media must be tracked, verified, and documented. Also records must be maintained. TxDOT asks you to use the free analytics program that is part of your social media account to track and document the social media posts. For blogs, 3rd party mentions/posts, and Instagram data you may use screen captures. If you want tracking and documentation samples, they can be provided by your TxDOT Grant Manager upon request.

Please submit your reports on a monthly basis. Do not include more than one month of social media posts – and only include posts for the current reporting period.

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

TEXAS TRAFFIC SAFETY PROGRAM GRANT AGREEMENT

THE STATE OF TEXAS
THE COUNTY OF TRAVIS

THIS AGREEMENT IS MADE BY and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the Department and the **Hidalgo County Constable Precinct 3** hereinafter called the Subgrantee, and becomes effective then fully executed by both parties. For the purpose of this agreement, the Subgrantee is designated as a(n) **Local Government/Transit District**.

AUTHORITY: Texas Transportation Code, Chapter 723, the Traffic Safety Act of 1967, and the Highway Safety Performance Plan for the Fiscal Year 2023

Name of the Federal Agency: **National Highway Traffic Safety Administration**

CFDA Number: **20.600**

CFDA Title: **State and Community Highway Safety Grant Program**

Funding Source: Section **402**

Unique Entity Identifier (UEI) : **LHACK1UL6NR3**

FAIN:

69A37523300004020TX0

Project Title: **STEP - Operation Slowdown**
This project is **Not Research and Development**

Grant Period: This Grant becomes effective on **07/11/2023** or on the date of final signature of both parties, whichever is later, and ends on **08/02/2023** unless terminated or otherwise modified.

Total Awarded: **\$5,072.37**

Amount Eligible for Reimbursement by the Department **\$3,997.08**

Match Amount provided by the Subgrantee **\$1,075.29**

**Texas Department Of Transportation - Traffic Safety
Electronic Signature Authorization Form**

This form identifies the person(s) who have the authority to sign grant agreements and amendments for the Grant ID listed at the bottom of the page.

Name Of Organization: Hidalgo County Constable Precinct 3

Project Title: STEP - Operation Slowdown

Authorizing Authority

The signatory of the Subgrantee hereby represents and warrants that she/he is an officer of the organization for which she/he has executed this agreement and that she/he has full and complete authority to enter into the agreement on behalf of the organization. I authorize the person(s) listed under the section "Authorized to Electronically Sign Grant Agreements and Amendments" to enter into an agreement on behalf of the organization.

Name:

Richard Cortez

Title:

County Judge

Signature:

Date:

Under the authority of Ordinance or Resolution
Number (if applicable)

Authorized to Electronically Sign Grant Agreements and Amendments

List Subgrantee Administrators who have complete authority to enter into an agreement on behalf of the organization.

Print Name of Subgrantee Administrator in
TxDOT Traffic Safety eGrants

Title

1.

Leidy Roque

Executive Asst.

2.

3.



HIDALGO COUNTY SHERIFF'S DEPARTMENT

SHERIFF ENRIQUE "HENRY" ESCALON

MEMORANDUM

To: Criminal Enforcement and Adult Detention Personnel

From: Chief Deputy Ramiro Castellano *RC*

Date: April 10, 2003

Ref: Pay Period Computation

Effective pay period # 10, which begins on April 21, 2003, Law Enforcement and Detention Personnel of the Hidalgo County Sheriff's Department will change the way they compute their comp-time hours.

Deputy Sheriffs and Detention Officers will work eighty (80) hours within a designated two-week pay period. When an employee is authorized or required to perform his duties for more than the eighty (80) hours, the time above the eighty (80) hours will accrue at the rate of time and a half (1.5).

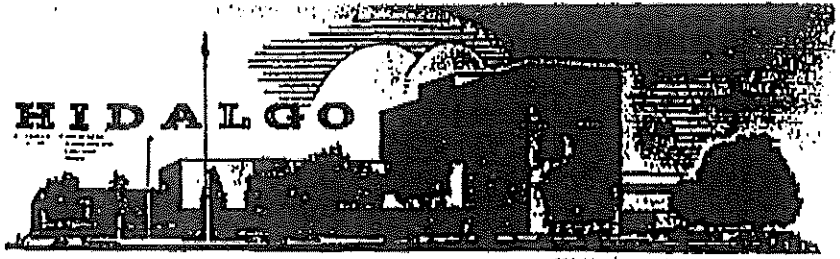
Example: An employee works 86 hours within a two-week pay period. The first eighty (80) hours will be computed at the regular pay rate. The remaining six (6) hours will be compensated at a rate of time and a half (1.5) which would amount to nine (9) hours.

Personnel affected are full time:

- Investigators
- Deputies
- Criminal Enforcement Sergeants
- Detention Sergeants
- Detention Officers
- Detention Matrons

CC COMANDER FLORENTINO GARZA
COMMANDER ADOLFO CANTU
MARILYN HILL
COUNTY AUDITOR, ANTONIO SANDOVAL

COUNTY OF HIDALGO



HIDALGO COUNTY AUDITOR'S OFFICE
Administration Building 3rd Floor
100 East Cano
Edinburg, Texas 78539-3587
PHONE: (956) 318-2511
FAX: (956) 318-2577
E-mail: hidalgoauditors@hotmail.com

EDINBURG, TEXAS 78539

MAILING ADDRESS:
HIDALGO COUNTY AUDITOR'S OFFICE
P O Box 689
Edinburg Texas 78539

MEMORANDUM

TO: All Elected Officials and Department Heads
FROM: A. R. Sandoval, Hidalgo County Auditor
DATE: April 17, 2003
SUBJECT: Recording Of Law Enforcement Compensatory Time (Comp-Time)

Effective March 24, 2003, the Hidalgo County Commissioners' Court approved the recording of compensatory time for all law enforcement officers to be based on an 80 hour pay period instead of an 86 hour pay period.

Time sheets submitted erroneously for Pay Period No. 08 (03/24/03-04/06/03) have been corrected by payroll personnel. Copies of these time sheets have been forwarded to the department.

Please do not hesitate to call Ms. Loni Salinas, Payroll Supervisor, at (956) 318-2550, if you have any questions regarding this memo.

A. R. Sandoval

HIDALGO COUNTY DISTRICT JUDGES

EDWARD G. APARICIO
JUDGE, 32ND D.C.
OVERSEER

RODOLFO DELGADO
JUDGE, 19TH D.C.

LETICIA TENOJOBA
JUDGE, 13TH D.C.

ROSIE GUERRA REYNA
JUDGE, 26TH D.C.

JUAN P. PARTIDA
JUDGE, 27TH D.C.

MARIO E. RAMIREZ, JR.
JUDGE, 32ND D.C.

MOISE GONZALEZ
JUDGE, 87TH D.C.

LETICIA LOPEZ
JUDGE, 34TH D.C.

ANNA BALDIAS FLO
JUDGE, 24TH D.C.

REGULAR MEETING – MARCH 11, 2003

BE IT REMEMBERED, that on this 11th day of March, A.D., 2003, there was begun and held a REGULAR MEETING of the Honorable Commissioners' Court of Hidalgo County, Texas, wherein the following members thereof were present, to-wit:

HONORABLE RAMON GARCIA	HIDALGO COUNTY JUDGE
HONORABLE SYLVIA HANDY	COMMISSIONER, PRECINCT NO. 1
HONORABLE JOSE FLORES	COMMISSIONER, PRECINCT NO. 3
HONORABLE OSCAR L. GARZA JR.	COMMISSIONER, PRECINCT NO. 4

and J.D. SALINAS, COUNTY CLERK & EX-OFICIO CLERK OF THE COMMISSIONERS' COURT of Hidalgo County, Texas, wherein the following proceedings were had, to-wit:

**COUNTY OF HIDALGO
RAMON GARCIA
COUNTY JUDGE**

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a **REGULAR MEETING** of the Commissioners' Court will be held on **TUESDAY, MARCH 11, 2003 at 9:30 A.M.**, in the Commissioners' Courtroom of the Administration Building, Edinburg, Hidalgo County, Texas, discussion and possible action relating to the following business will be transacted:

1. Roll Call

All Members of the Court were counted present, with the exception of Commissioner Palacios.

2. Pledge of Allegiance

At this time Judge R. Garcia called on Commissioner Handy to lead the Court and Audience in reciting the Pledge of Allegiance.

3. Prayer

Commissioner Handy led the Court and Audience in Prayer.

4. Open Forum

-Godfrey Garza made a presentation on illegal dumping in the Drainage Facilities.
-Anthony Covasavich and Thelma Garza made a presentation on behalf of the United Way Board advising that Hidalgo County has been one of the top ten contributors.

5. Approval of Consent Agenda

At this point, the Court continued with the Consent Agenda.

6. Approval of Proclamation proclaiming April 6th – 13th, 2003 as Hidalgo County Crime Victims' Rights Week (SEE EXHIBIT H)

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a **UNANIMOUS** vote of approval of the Resolution.

7. Approval of Proclamation proclaiming March 28, 2003 as "Cesar E. Chavez Day" (SEE EXHIBIT I)

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a **UNANIMOUS** vote of approval.

8. Planning Department: (SEE EXHIBIT J)

A. Preliminary Plat Approval:

- 1. Cowboy Subdivision – Pct. #1**
- 2. Luna I Subdivision – Pct. #4**

On motion of Commissioner Handy, seconded by Commissioner Garza, the Court made a **UNANIMOUS** vote to approve Item 8.A. 1 & 2.

B. Final Plat Approval:

1. Bluebonnet Village Phase 2 – Pct. #1
2. Abelardo Subdivision – Pct. #2

On motion of Commissioner Handy, seconded by Commissioner Garza, the Court made a UNANIMOUS vote to approve item 8.B.1 & 2.

C. Final Plat Approval with Letter of Credit:

1. A.R.C. Subdivision – Pct. #3

Raul Sesin, Planning Director stated for the Record: There is a Letter of Credit for \$1,000.00 for Septic Tank included.

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

D. Partial Release of Letter of Credit:

1. Frontera Heights East Phase I – Pct. #1
2. Old La Blanca Terrace Subdivision – Pct. #1

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote to approve item 8.D.1 & 2.

E. Release of Letter of Credit:

1. Rio Bravo Ranch Phase I – Pct. #4
2. Polcitrus Subdivision Phase II – Pct. #3
3. Tuberville No. 2 Subdivision – Pct. #1

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote to approve item 8.E.1-3.

9. HIDTA – Task Force: (SEE EXHIBIT K)

A. Approval of the Federal Equitable Sharing Agreement between HIDTA Task Force and the U.S. Department of Justice

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

B. Approval to appropriate a budget increase in the amount of \$ 5,000.00 for the HIDTA Command Center

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

C. Requesting approval and authorization for County Auditor to issue payment (after review) in the amount of \$ 5,000.00 to CAPPs Van and Car Rental

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

10. Budget Office: (SEE EXHIBIT L)

A. Authorization and approval to accept Texas Association of Counties check in the amount of \$ 17,966.00 made payable to Hidalgo County and CAPPs Van & Car Rental, endorse same and release to CAPPs Van & Car Rental

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

B. County Auditor:

1. Approval to create obj. #661 (minor office equip.) & approval of line item transfer - \$ 1,000.00

C. 93rd District Court:

1. Approval to create obj. #608 (household/institutional supplies) & approval of line item transfer - \$200.00

D. 332nd District Court:

1. Approval to create obj. #607 (cleaning/janitorial supplies) & approval of line item transfer - \$ 17.82

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote to approve item 10.B, C, and D.

Commissioner Handy is away from the Court.

E. Approval of budget amendment to transfer 2003 Right of Way funds originally budgeted in Right of Way Fund to each individual Commissioner Pct. R & B Budget

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

F. Approval of budget amendment to transfer out the Right of Way available balances to each County Commissioner Pct. R & B Budget

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

11. Right of Way: (SEE EXHIBIT M)

A. Approval to amend distance on Magic Valley, LP Pipeline permit from 21700' to 26200' (approved by Comm. Court on 05/17/00)

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval. Commissioner Handy was present for this vote.

12. County Judge: (SEE EXHIBIT N)

A. Authorization and approval to delete slots #008 & 015

Commissioner Handy joined the meeting.

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

B. Authorization and approval to create slots #018, 019, 020 (Budget Control Officer, Administrative Aide I, Administrative Aide II)

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

C. Approval of amended salary schedule for slots 001 through 020

As per Valde Guerra: I will provide the Court Reporter and the County Auditor a copy (of the amended salary schedule).

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

D. Approval of line item transfer

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval. No amount stated.

At this time, the Court proceeded with item #11.A., and then item #10.E.

13. Risk Management: (SEE EXHIBIT O)

Commissioner Garza is away from the Court.

A. Approval to create Risk & Safety Component Director

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

B. Set annual salary at \$ 60,000.00

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval, with incentive.

C. Approval of budget amendment

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval in the amount of \$59,691.60.

D. Presentation on Workplace Safety

E. Request approval to initiate "Hidalgo County Office Safety Training, Level I"

NO ACTION taken on Item 13.D & E.

14. Urban County: (SEE EXHIBIT P)

A. Approval of budget and program amendments – City of Alamo – UC Years 13 & 15 (2000 & 2002)

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

B. Approval of budget and program amendment – City of Weslaco – UCP Year 13 (2000)

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

Commissioner Garza joined the meeting.

C. Consider awarding bid for the demolition of the existing structure; and the reconstruction of one (1) new unit in the City of San Juan to GMH Construction in the amount of \$ 32,900.00

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

15. Head Start: (SEE EXHIBIT Q)

- A. Requesting approval of the Western Road Head Start Lease Agreement between Hidalgo County Head Start Program and the Roman Catholic Diocese of Brownsville, San Martin de Porras Catholic Church of Alton, Texas in the amount of \$ 400.00 per month**

On motion of Commissioner Garza seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

16. County Auditor: (SEE EXHIBIT R)

- A. Discussion and action on creating the position of PC Specialist**
- B. Approval of budget amendment**
- C. Set salary**

NO ACTION taken on item 16.A, B, & C.

- D. Approval of line item transfer for CO's 2002 – County Auditor office furniture in the amount of \$ 3,000.00**

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

17. WIC: (SEE EXHIBIT S)

- A. Approval to pay back wage payment for overtime worked during the period 10/07/00 to 07/06/03 for 152 employees**
- B. Approval to create obj. 131 in Acct. #3-1292-441-00-350-001-3 & line item transfer - \$ 22,709.59**

NO ACTION taken on item 17.A. & B.

18. Sheriff Department: (SEE EXHIBIT T)

- A. Approval to appropriate the December 31, 2002 fund balance (unreserved) in the amount of \$ 52,135.78 in the Sheriff's Inv. Fund 104**

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

- B. Approval to appropriate the December 31, 2002 fund balance (unreserved) in the amount of \$ 12,303.43 in the Sheriff's Inv. Fund 102**

On motion of Commissioner Garza, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

- C. Discussion and action to change the work week of Law Enforcement Personnel from 86 hours a week to 80 hours a week**

On motion of Commissioners' Handy, and Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval, effective March 24, 2003.

- D. Approval of budget amendment for Adult Detention Facility - \$ 27,595.03**

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

19. Health Department: (SEE EXHIBIT U)

- A. Approval to rescind action taken on agenda item 9A of 2/25/03 Comm. Court Meeting "Authorization and approval to delete slot #4 – TB Outreach Worker and slot #6 – TB Clerk Adm. Program Income Acct. #3-1293-441-00-340-017-3-113
- B. Authorization and approval to delete slot #6 – TB Outreach Worker and slot #7 – TB Clerk Administration Program Income Acct. #3-1293-441-00-340-005-0

On motion of Commissioner Garza, seconded by Commissioner Handy, the Court made a UNANIMOUS vote to approve item 19.A & B.

20. Pct. #1: (SEE EXHIBIT V)

- A. Authorization to advertise for construction bids for the Colonia Access Program – Wes-Mer Subdivision road improvements

On motion of Commissioner Handy, seconded by Commissioners' Garza, and Flores, the Court made a UNANIMOUS vote of approval.

Commissioner Handy is away from the Court.

21. Pct. #2: (SEE EXHIBIT W)

- A. Approval of line item transfer - \$ 2,000.00 (CRC Project)
- B. Approval to create obj. 425 (pest control) and line item transfers for the following:
 - 1. R & B Countywide - \$ 300.00
 - 2. R & B Adm. - \$ 500.00
 - 3. R & B - \$ 10,300.00
 - 4. Parks - \$ 3,200.00
 - 5. Sanitation - \$ 300.00

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote to approve item 21.A & B.1-5.

22. Human Services: (NO EXHIBITS)

- A. Discussion and/or action, including, but not limited to the following items:
 - 1. Authorization to pay 2002 claims: \$609,920.59

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

- 2. Authorization to pay 2003 claims: \$101,146.45

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

- 3. Indigent Health Care expenditures
- 4. Modify Services being provided
- 5. Report and Recommendations regarding Indigent Health Care

Presentation made. NO ACTION taken on item 22.A.3-5.

Commissioner Handy joined the meeting.

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval to recess, and continue with the Drainage District Meeting.

After concluding the Drainage District Meeting, the Court continued with the Purchasing Department on the Regular Agenda.

23. Purchasing Department: (SEE EXHIBIT X)

A. HIDALGO COUNTY -

1. Present Hidalgo County Jail:

Total Inmate population:	<u>1033</u>
a) Physical Count:	<u>536</u>
b) Out of County Count: La Villa Facility (LCS):	<u>242</u>
Brooks:	<u>255</u>
Other	<u>0</u>

c) Presentation for discussion, consideration, acceptance and approval of a claim/invoice #3502, dated 4-16-02 in the amount of \$5047.50 from Delta Air Conditioning in connection with an "immediate emergency repair" of a walk-in freezer unit at the County Jail and authority for County Auditor to issue payment;

Presentation made. NO ACTION taken on this item.

2. Current Inter-local(s) and/or contract(s) for the "Housing of Inmates";

Presentation made. NO ACTION taken on this item.

3. New Adult Detention Facility and Law Enforcement Center Project:

a) Detention Facility Law Enforcement Center Design-Build Contract Amendments (if any);

Presentation made. NO ACTION taken on this item.

b) Acceptance, approval and authority for Auditor to pay Application and Certificate for Payment No. 25 (dated 11-30-02) by Landmark Organization, L.P. in the amount of \$1,730,416.93 with all applicable documentation provided and subject to Auditor's review, audit and processing procedures completed;

NO ACTION taken on this item.

c) Acceptance, approval and authority for Auditor to pay Requests for Payment #8 in the amount of \$1,705.16 (01-1006A0) and \$4,326.42 (01-1006B) in connection with the design and construction of the and Maintenance & Motor Pool Building and the Law Enforcement Training Facility to V-A Architecture, project architect with all applicable documentation provided and subject to Auditor's review, audit and processing procedures completed;

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

d) Requesting rescission of award (by CC on 3-4-03) of solicited quote to Lafayette Instrument in the amount of \$675.00 for the New Law Enforcement Center in as much as vendor did not include freight/shipping charges and award to next lowest quote reflected in Item D below;

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

e) Requesting authority to purchase the following goods/products and procured through awarded vendors, solicited quotes, or state awards, catalogue or purchasing programs for the structures on site of the New Adult Detention Facility (ADF), Law Enforcement Center (LEC), Maintenance and Motor Pool Building (MMP) and Law Enforcement Training Facility (LETF) and as detailed in the requisitions below;

<u>Requisition No.</u>	<u>Vendor</u>	<u>Structure/Building</u>	<u>Total</u>
No. 42	Axciton Systems, Inc.	Law Enforcement Center	\$ 710.00

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

No. 44a Midway Auto Supply Maintenance & Motor Pool Bldg \$44,315.67

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

- f) Report and Recommendations from Design/Builder, Consulting Architect and/or other on-site projects Architect in connection with completion, turn-over, occupancy and transition into the New Adult Detention Facility and Law Enforcement Center including certification of the jail portion and other structures under construction on site;
- g) County Auditor's Report on Detention Facility Law Enforcement Center Project paid and pending payment request approval;
- h) Report of Hidalgo County Sheriff's Department on the Transition and Occupancy of the New Adult Detention Facility and Law Enforcement Center Project.

Presentation made. NO ACTION taken on item 23.A.3.f, g, & h.

- 4. Recommending award of bid for "Lubricants (Grease, Oil, Hydraulic Fluids) and Anti-Freeze Products" to sole bidder.
- 5. Requesting approval of Contract for: "Lubricants (Grease, Oil, Hydraulic Fluids) and Anti-Freeze Products" to sole bidder. Note: A fully executed copy of the contract will be forwarded to the Hidalgo County Auditor's Office.

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote to approve Item 23.A.4 & 5., to Oil Patch.

Commissioner Garza is away from the Court.

- 6. Presentation for discussion, consideration, acceptance and approval for the purpose of ranking by Hidalgo County Commissioner's Court as "Qualified", the sole response received to the RFQ&P in connection with "Consulting Services Turnkey Solution/Compliance with HIPAA-Hidalgo County", project from Border Visions.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

- 7. Requesting authority for Purchasing Department to negotiate a contract with "Border Visions," as "Qualified" for Consulting Services Turnkey Solution/Compliance with HIPAA – Hidalgo County.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

- 8. Requesting approval of a short-term contract (90 days) with Package & Postal Connection, L.C. for Mailing Services so as not to have a lapse in services while completing the procurement process.

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

- 9. Requesting authority to participate in and enter into a Fuel Card contract with Voyager, awarded contractor, under the Texas Building and Procurement Commission

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

B. HIDALGO COUNTY PRECINCT NO. 1 –

1. Requesting consideration, acceptance and approval with authority for Auditor to issue payment (after review, audit and payment procedures completed) of claims/invoices (#s0081, 0082, 0083, 0084) totaling \$25,752.00 to S.D.S., Inc., dba, Pothole Solutions. Said invoices reflect services rendered during a period of time that contracted vendor experienced a lapse of insurance coverage through an oversight from 1-14-03 to 2-21-03.

Commissioner Garza joined the meeting.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

C. HIDALGO COUNTY PRECINCT NO. 3 –

1. Requesting approval of a short-term contract with BFI Waste Systems of Texas, LP for Solid Waste Collection Services for Hidalgo County Precinct No. 3.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

2. Requesting authority to advertise for: "Construction of Storm Drain in Friendly Acres Subdivision and Schuerbach Road" (Project carried by Hinojosa Engineering)

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

D. HIDALGO COUNTY CRIMINAL DISTRICT ATTORNEY -

1. Requesting exemption from competitive bidding requirement under Texas Local Government Code §262.024(a) (9)(C), "...a state agency of this state", Texas Correctional Industries (TCI);
2. Requesting authority to purchase Panels and acoustical tiles from Texas Correctional Industries total purchase \$1,700.00.

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

At this time, Marty Salazar requested a to make a correction on the Consent Agenda on Item 7.B.1.

E. HIDALGO COUNTY BUDGET OFFICE-

1. Discussion, consideration and approval of an invoice (#03125, dated 2-23-03) in the amount of \$120.00 from CACC-Carolyn Arnold Communications Consultant for an adjustment issued by Cingular for taxes billed in error since account was opened in December 2000 with authority for County Auditor to issue payment (after review, audit, and processing procedures completed.) See Attachment:

Invoice No. 03125-Dated 02-23-03	
Total adjustment	\$400.00
	<u>X 30% commission due for services.</u>
Total due CACC	\$120.00

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote of approval.

F. HIDALGO COUNTY PURCHASING DEPARTMENT –

1. Approval of line item transfer from account #3-1332-415-18-160-002-0-741 (vehicle) to account #3-1332-415-18-160-002-0-747 (software).

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

G. HIDALGO COUNTY SHERIFF'S DEPARTMENT -

1. Requesting authority to advertise and approval of draft specifications as attached hereto for: "Hidalgo County Sheriff's Department" – Uniforms (Section I).

On motion of Commissioner Flores, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

2. Requesting authority to exercise the sixty (60) day grace period under the current contract for: "Pharmaceutical and Infirmary Medical Supplies", so as to have no lapse in service while bid process is on going.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

3. Requesting ratification of the renewal of the Interlocal Agreement between Brooks and Hidalgo Counties for one (1) additional year (as provided in Article 10 of the current agreement) in connection with the Housing of Hidalgo County prisoners in the Brooks County Jail.

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

4. Discussion, consideration, approval and acceptance of a "donation/gift" consisting of one New Compressed Air Foam System (referred to as CAFS unit) from Mike and Josie Harvey the proprietors of O.F.B. International LTD for the new Hidalgo County Sheriff's Department, Jail Facility.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

At this time Commander Cantu addressed the court with a report on the status of the jail.

H. HIDALGO COUNTY WIC PROGRAM -

1. Recommending bid award to sole bidder meeting all specifications attached hereto for: "Lease space WIC Clinic in the City of La Joya"
2. Requesting approval of contract to sole bidder meeting all requirements & specifications for: "Lease space WIC"

On motion of Commissioner Flores, seconded by Commissioner Garza, the Court made a UNANIMOUS vote to approve item 23.H.1 & 2, and award the bid to Felix Alaniz Jr.

24. Closed Session:

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval to go into Executive Session.

Commissioners' Court may go into Closed Session pursuant to Chapter 551, Texas Government Code, Sections 551.071, 551.072 & 551.074 to discuss the following:

- A. Real Estate Acquisition
- B. Cause #T-390-99-E; McAllen Independent School District, et al vs. F.G. Subdivision Homeowners, Inc.
- C. Duties and evaluation of Interim Fire Marshal
- D. Pending and/or potential litigation – Planning Department issue
- E. Duties and evaluation of Urban County Director
- F. Potential Litigation – ADA Courthouse Project

NO ACTION taken on this item.

25. Open Session:

A. Real Estate Acquisition

Parcel #57, Mile 2 W Rd Expansion, check requested i/a/o \$1,159.00 made payable to Victor Hugo Garcia and spouse Esmeralda Rincon.

On motion of Commissioner Garza, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval.

B. Cause #T-390-99-E; McAllen Independent School District, et al vs. F.G. Subdivision Homeowners, Inc.

On motion of Commissioner Garza, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval in the amount of \$39,000.00.

C. Compensation of/and Interim Fire Marshal status

Per Steve Crain, for the record: Compensation was not discussed in Closed Session.

Adjustment to salary in the amount of \$5,000.00, effective next pay cycle, which will make the salary \$38,600.00.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote to approve the status of Interim Fire Marshal into Fire Marshal.

D. Pending and/or potential litigation – Planning Department issue

Raul Sesin will proceed as directed.

E. Compensation of Urban County Director

Per Steve Crain, for the record: Compensation was not discussed during executive session.

As per previous agreement, the Urban County Director will be compensated with a full salary in the amount of \$85,000.00 per year. Effective date of the pay increase will be next pay period.

On motion of Commissioner Handy, seconded by Commissioner Flores, the Court made a UNANIMOUS vote of approval.

F. Potential Litigation – ADA Courthouse Project

Proceed as directed.

26. Closed Session:

Commissioners' Court may reconvene into Closed Session for the discussion regarding the agenda items listed

NO ACTION taken on this item.

27. Open Session:

Commissioners' Court may reconvene into Open Session for the discussion regarding the agenda items listed

NO ACTION taken on this item.

On motion of Commissioner Garza, seconded by Commissioner Handy, the Court made a UNANIMOUS vote of approval to adjourn.

MEMORANDUM

To: Mercedes Salinas, Attorney for the Civil Service Commission
 Esther Cortez, Civil Service Secretary

From: Valorie C. Glass

Date: March 13, 2014

Subject: Request for Approval of wording for Chapter 7 of the Hidalgo County Civil Service Commission Rules

On or about March 24, 2003, the Hidalgo County Commissioner's Court discussed and took action to change the regular work period of Hidalgo County law enforcement personnel from 86 hours a week to 80 hours a week. On April 10, 2003, the change to the designated work period was memorialized and disseminated to the law enforcement and adult detention personnel of the HCSO. Additionally, the County Auditor gave notice of the change to all elected officials and department heads on April 17, 2003. [See attached] We submit and request approval of proposed language for the Hidalgo County Civil Service Rules to reflect the 2003 changes as follows:

7.02 There are 40 regular work hours in a seven day work period and 80 regular work hours in a fourteen day work period. In the event of a conflict between the work hours rules set forth in Section 7.01 through 7.08 hereof for Head Start Program employees, the work hours set forth in the County's approved grant application for operation of the County's Head Start Program shall control. (Amended March 24, 2003).

7.09 The Fair Labor Standards Act ("FLSA") is the federal law which governs overtime compensation for employees covered by the provision of that Act. Most County and/or District non-management employees are covered by the overtime compensation requirements of the FLSA. An FLSA covered employee receives: (i) time and one-half compensation; or (ii) compensatory leave of one and one-half hours, for each hour physically worked in excess of 40 hours for employees with a seven (7) day work period and 80 hours for those employees with the fourteen (14) day work period. Hours for which an employee receives pay, such as paid leave and holiday hours, but which are not physically worked, are not considered hours worked for purposes of calculating FLSA overtime. (Amended March 24, 2003).

[The following 2 sections were switched and re-numbered.]

7.48 An FLSA covered employee earns Compensatory Leave for overtime hours worked when the employee physically works more than 40 hours if the employee has a seven (7) day work period or 80 hours if the employee has

a fourteen (14) day work period. When this occurs, the employee is credited with leave calculated at one and one-half time (converted overtime) for each hour of overtime. (Amended March 24, 2003).

- 7.49 Compensatory Leave on an hour for hour basis, for an FLSA covered employee, is earned by any employee, including law enforcement personnel, when the total of hours actually worked is less than 40 hours for an employee who has a seven day work period or 80 hours for an employee who has a fourteen day work period, but the total of such hours actually worked, plus paid leave used, and official holiday hours, exceeds 40 hours for an employee who has a seven day work period or 80 hours for an employee who has a fourteen day work period. (Amended March 24, 2003).



Esther A. Cortez
Human Resources Director

HUMAN RESOURCES DEPARTMENT County Of Hidalgo

HIDALGO COUNTY, TEXAS CIVIL SERVICE COMMISSION

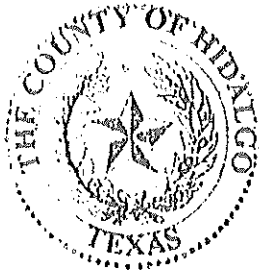
NOTICE

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, APRIL 03, 2014, AT 5:30 P.M., AT THE HIDALGO COUNTY HUMAN RESOURCES DEPARTMENT, LOCATED AT 208 WEST 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 February 13, 2014;
- ITEM 4. Discussion, consideration and/or possible action regarding the following request;
"Acknowledgement of Hidalgo County Commissioners Court Law Enforcement Compensatory Time Change of 2003 and Approval of Language for Chapter 7 of the Hidalgo County Civil Service Commission Rules".



HUMAN RESOURCES DEPARTMENT
County Of Hidalgo

Esther A. Cortez
Human Resources Director

THE STATE OF TEXAS *
COUNTY OF HIDALGO *

BE IT REMEMBERED that on the 03rd day of April, 2014 after due notice having been posted, a Meeting of the Civil Service Commission was held at the Hidalgo County Human Resources Department located at 208 West Cano, City of Edinburg, Hidalgo County, Texas with the following members present and participating:

**AURORA VILLARREAL ZAMORA
CIVIL SERVICE CHAIRPERSON**

**MICHELLE RABINOVICH
CIVIL SERVICE VICE-CHAIRPERSON**

**SILVESTRE RODRIGUEZ
CIVIL SERVICE COMMISSIONER**

Also present:

**MERCEDES SALINAS ESPINOSA
CIVIL SERVICE ATTORNEY**

**SYLVIA RIOS
EXECUTIVE ASSISTANT III**

**HERMELINDA SOLIS
COURT REPORTER**

The following matters were discussed and/or actions taken:



HUMAN RESOURCES DEPARTMENT
County Of Hidalgo

Esther A. Cortez
Human Resources Director

ITEM 1. Call to order;

Chairperson Aurora Villarreal Zamora calls the meeting to order at 5:38 p.m.;

ITEM 2. Public Comments;

None

ITEM 3. Approval of minutes of February 13, 2014;

Commissioner Silvestre Rodriguez, motion to approve the minutes;

Chairperson Aurora Villarreal Zamora, seconds the motion;

All in Favor say "Aye"

Motion Passes;

ITEM 4. Discussion, consideration and/or possible action regarding the following request; "Acknowledgement of Hidalgo County Commissioners Court Law Enforcement Compensatory Time Change of 2003 and Approval of Language for Chapter 7 of the Hidalgo County Civil Service Commission Rules".

Vice-Chairperson Michelle Rabinovich, motion to approve

Commissioner Silvestre Rodriguez, seconds the motion;

All in Favor say "Aye"

Motion Passes;



HUMAN RESOURCES DEPARTMENT
County Of Hidalgo

Lsther A. Cortez
Human Resources Director

ITEM 5. Discussion, consideration and/or possible action without hearing, consolidation, hearing setting, action on motion for continuance, and/or hearing on the following complaints/grievances;

1212-S-T-043

Vice-Chairperson Michelle Rabinovich, motion to Dismiss;

Commissioner Silvestre Rodriguez, seconds the motion;

All in Favor say "Aye"

Motion Passes;

0214-S-T-002

Vice-Chairperson Michelle Rabinovich, motion to Dismiss;

Commissioner Silvestre Rodriguez, seconds the motion;

All in Favor say "Aye"

Motion Passes;

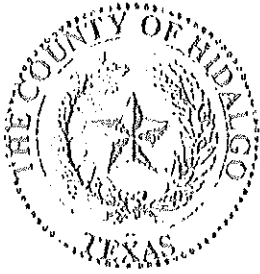
0913-S-T-026

Vice-Chairperson Michelle Rabinovich, motion to reset hearing based on rule 10.04;

Commissioner Silvestre Rodriguez, seconds the motion;

All in Favor say "Aye"

Motion Passes;



Esther A. Cottez
Human Resources Director

HUMAN RESOURCES DEPARTMENT
County Of Hidalgo

ITEM 6. 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 5;

Adjourned to closed session on Cases #0913-S-T-026 at 5:48 pm;

ITEM 7. Reconvene in open session;

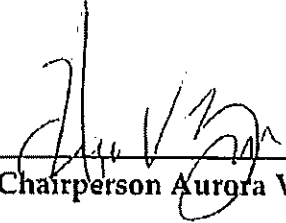
Reconvened to open session on Cases #0913-S-T-026 at 6:02 pm;

ITEM 8. Additional discussion and/or possible action on complaints/grievances listed on item 5;

None


ITEM 9. Adjourn;

Chairperson Aurora Villarreal Zamora adjourns at 6:08 pm;



Chairperson Aurora Villarreal Zamora

Dated this 12th day of June, 2014

By: 

Sylvia Rios
Executive Assistant III