



**JUDGE JOANNE GARCIA**  
**HIDALGO COUNTY PROBATE COURT**  
100 N. CLOSNER, 2ND FLOOR  
EDINBURG, TEXAS 78539  
PHONE: 956-318-2385

## **MEMO**

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**TO: COMMISSIONER'S COURT**

**FROM: JUDGE JOANNE GARCIA**  
**PROBATE COURT JUDGE**

**DATE: JULY 25, 2024**

**SUBJECT: AGENDA ITEM:**

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In regards to the Hidalgo County, Texas Administrative Policy Manual Travel Policies, Guidelines, and Procedures Travel policy as it pertains to mileage reimbursement, I am requesting approval of mileage reimbursement for each of Probate Court employee as follows:

**JUAN RODRIGUEZ, Bailiff, Probate Court**  
**SAMANTHA DIMAS, Assistant Court Auditor, Probate Court**  
**NOEL GRACIA, Court Auditor, Probate Court**

The above mentioned employees are each registered to attend the Texas College of Probate Judges legal seminar in San Antonio, Texas on August 29, 2024-August 30, 2024.

I am requesting approval of mileage reimbursement for each staff member for reason as stated below:

- different departure times
- different arrival times
- conflicting schedules
- seminar is live and in person and not available virtually
- there is no vehicle that can accommodate all employees
- employees are encouraged not to travel together
- rental cars are not available for each employee
- health and COVID-19 safety and potential concerns
- health reasons
- COVID-19 infections

In addition to the reasons stated above, the Court does have the budget to fund the full mileage expense for each employee cited above. This approval will not burden the Probate Court budget.



100 N Closner Blvd, Edinburg, TX 78539 to 204 Alamo Plaza, San Antonio, TX 78205 Drive 229 miles, 3 hr 27 min

100 N Closner Blvd  
Edinburg, TX 78539

Get on I-69C N/US-281 N from N Closner Blvd, E Chapin Rd and N Expressway 281/N Frontage Rd

*• 670 per mile  
x 458 miles  
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\$306.86*

- ..... 8 min (3.2 mi)
- ↑ 1. Head north toward N 10th Ave  
..... 220 ft
- ↘ 2. Turn right onto N 10th Ave  
..... 180 ft
- ↘ 3. Turn right at the 1st cross street onto W McIntyre St  
..... 387 ft
- ↶ 4. Turn left onto N Closner Blvd  
..... 0.9 mi
- ↘ 5. Turn right onto E Chapin Rd  
..... 0.9 mi
- ↶ 6. Turn left onto N Expressway 281/N Frontage Rd  
..... 1.1 mi
- ⤴ 7. Use the left lane to take the ramp onto I-69C N/US-281 N  
..... 0.1 mi

Continue on US-281 N. Take I-37 N to I-37 Access Rd in San Antonio. Take exit 141 from I-37 N

- ..... 3 hr 14 min (225 mi)
- ⤴ 8. Merge onto I-69C N/US-281 N  
..... 8.8 mi
- ↑ 9. Continue onto US-281 N  
..... 39.9 mi
- ↘ 10. Exit to stay on US-281 N  
..... 21.5 mi
- ↗ 11. Slight right  
..... 3.6 mi
- ↗ 12. Use any lane to turn slightly right onto US-281 N  
Ⓧ Pass by Dairy Queen (on the right in 77.8 mi)  
..... 82.5 mi
- ⤴ 13. Merge onto I-37 N  
..... 68.3 mi

- 14. Take exit 141 toward Commerce St/Downtown/The Alamo

0.2 mi

Take E Commerce St, Bowie St and Bonham to E Crockett St

5 min (0.7 mi)

- ⬆️ 15. Merge onto I-37 Access Rd

417 ft

- ↶ 16. Use the middle lane to turn left onto E Commerce St

0.2 mi

- 17. Turn right onto Bowie St
- 📍 Pass by Denny's (on the right)

0.2 mi

- ↶ 18. Use the left lane to turn left onto E Houston St

466 ft

- ↶ 19. Turn left onto Bonham

436 ft

- ↶ 20. Turn left to stay on Bonham

75 ft

- ↶ 21. Turn left onto E Crockett St
- 📍 Destination will be on the right

30 ft

204 Alamo Plaza