

County of Hidalgo §  
State of Texas §

**MEMORANDUM OF UNDERSTANDING BETWEEN THE  
HIDALGO COUNTY COMMUNITY SERVICE AGENCY AND CONCHO VALLEY  
INC., A COMMUNITY ACTION AGENCY**

**PARTIES**

This Memorandum of Understanding, hereinafter, “Agreement” is made on this \_\_\_\_\_ day of July, 2025 by and between **THE COUNTY OF HIDALGO, TEXAS** by and through its **COMMUNITY SERVICE AGENCY**, hereinafter referred to as “Hidalgo CSA”, with administrative offices located at 2524 N. Closner Blvd., Edinburg, Texas, 78541, and **CONCHO VALLEY COMMUNITY ACTION AGENCY, INC.**, a nonprofit organization, hereinafter referred to as “Concho Valley CAA”, located at 133 W. Concho Ave Suite 301, San Angelo, Texas, 76903, referred to collectively as “the Parties”.

**PREAMBLE**

**WHEREAS**, Kerr County, Texas, along with its surrounding counties, is in a local state of disaster, due to extreme, life-threatening flooding that occurred overnight from heavy rains on July 4, 2025, resulting in extensive damage to the region; and

**WHEREAS**, on July 5, 2025, Governor Greg Abbott declared a state of disaster in the affected counties and authorized the use of all available resources of political subdivisions that are reasonably necessary to cope with the disaster; and

**WHEREAS**, Hidalgo CSA has equipment that is not currently in use; and

**WHEREAS**, Concho Valley CAA is a Community Action Agency serving the residents of the affected counties, including by providing emergency relief services to eligible households; and

**WHEREAS**, the equipment shall be used in support of Concho Valley CAA’s disaster recovery services;

**NOW THEREFORE**, pursuant to Texas Government Code section 418.109 and with approval of the Hidalgo County Commissioners Court, the Parties agree to the following:

**TERMS CONDITIONS AND PROCEDURES**

**SECTION 1. Assistance provided by Hidalgo CSA:**

- A. Hidalgo CSA will loan to Concho Valley CAA certain equipment owned by Hidalgo CSA for use by Concho Valley CAA, which is designated and identified as:
  - i. Mobile Service Unit Trailer; VIN: 5NHUELZ29LU219770

- ii. Equipment associated with the Mobile Service Unit, including but not limited to: garage fans, office furnishings, computer cradle point, and AED Defibrillator.
- B. In addition, Hidalgo CSA will assign Hidalgo CSA employee(s) to travel to Concho Valley CAA's service area to assist in the processing of applications for direct services made to Concho Valley CAA.
  - i. Hidalgo CSA will incur expenses related to the provision of Hidalgo CSA personnel as described above, including but not limited to salary, lodging, travel, and per diem expenses.

## **SECTION 2. Consideration for Assistance:**

- A. Concho Valley CAA agrees to the following:
  - i. Concho Valley CAA will accept the loaned equipment in "as-is" condition and acknowledges that Hidalgo CSA makes no warranty in any manner as to the working condition for any purpose; and
  - ii. Concho Valley CAA will supervise Hidalgo CSA employees as appropriate to effect timely provision of direct services to eligible residents living in its service area, including providing information necessary to effect these services.
- B. The Parties agree to equally share the costs incurred by Hidalgo CSA pursuant to this Agreement.
  - i. Upon completion of the Agreement, Hidalgo CSA shall submit a request for reimbursement to Concho Valley CAA for fifty percent (50%) of expenses incurred, including but not limited to employee wages, travel costs, per diem, and administrative or operational fees incurred by Hidalgo CSA while provide direct or indirect support related to disaster response, case management, outreach, or technical assistance service to Concho Valley CAA.
  - ii. Concho Valley CAA will provide payment to Hidalgo CSA within a reasonable time of receiving its request for reimbursement.
  - iii. The Parties agree to each maintain all supporting documentation required for reporting, auditing, and compliance purposes.

## **SECTION 3. Term of Agreement**

This MOU will remain in effect for the duration of the collaborative activities outlined herein and shall conclude once the objectives described in this agreement are completed, unless terminated earlier by mutual written agreement.

## **SECTION 4. Notices**

All notices or other writing required under this Agreement shall be deemed to have been made when sent by certified or registered mail, return receipt requested, to the following address:

TO CONCHO VALLEY COMMUNITY ACTION  
AGENCY, INC.:  
Mike Burnett  
Executive Director  
133 W. Concho Ave Suite 301  
San Angelo, Texas 76903

TO COUNTY OF HIDALO:  
County Judge Richard F. Cortez  
Hidalgo County Community Service Agency  
Attn: Jaime R. Longoria  
Executive Director  
2524 N. Closner,  
Edinburg, TX 78539

#### **SECTION 4. Termination**

This Agreement may be terminated by either party by giving (7) days written notice, to the other party of the intention to terminate.

#### **SECTION 5. Modification**

This Agreement shall constitute the entire understanding of the Parties and shall supersede any prior agreement. This Agreement may be modified at any time in writing only by the mutual consent of both parties. Changes shall be in the form of a modification and shall become effective upon signature by authorized individuals representing both parties.

#### **SECTION 6. Venue**

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and, obligations and undertakings of each of the Parties to this Agreement shall be performable in Kerr County, Texas.

**WITNESS THE HANDS OF THE PARTIES** effective as of the day and year first written above.

**CONCHO VALLEY COMMUNITY ACTION  
AGENCY, INC.**

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Mike Burnett  
Executive Director, Concho Valley Community  
Action Agency, Inc.

**COUNTY OF HIDALGO**

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Richard F. Cortez, County Judge

**HIDALGO COUNTY COMMUNITY  
SERVICE AGENCY**

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Jaime R. Longoria  
Executive Director, Hidalgo County Community  
Service Agency