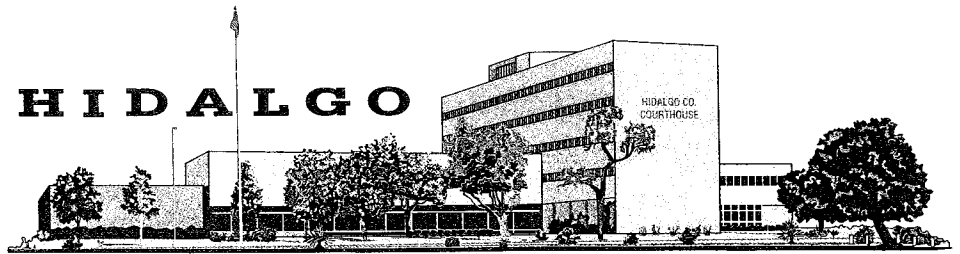


# COUNTY *of* HIDALGO



EDINBURG, TEXAS 78539

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](http://www.co.hidalgo.tx.us/auditor)

April 20, 2010

Ms. Angie Z. Chapa, Law Librarian  
Hidalgo County Law Library  
100 N. Clossner Blvd.  
Edinburg, Texas 78539

Ref: Change Fund  
Local Government Code Section 130.92

Dear Ms. Chapa:

We have reviewed your request and have approved the change fund of \$150.00 as you requested. As stated on your letter dated April 14, 2010, the change fund will be distributed as follows: \$50.00 for the Law Librarian and \$50.00 for each of the two Library Aides.

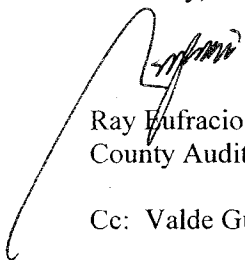
According to Local Government Code Section 130.902, "The Commissioner's Court of a county may set aside from the general fund of the county an amount approved by the County Auditor for use as a change fund by any county or district official who collects public funds. The fund may be used only to make change in connection with collections that are due and payable to the county, the state, or another political subdivision of the state that are made by the official. On the recommendation of the county auditor, the Commissioner's Court may increase or decrease the change fund at any time."

Please submit this letter to Commissioner's Court requesting the change fund for a total of \$150.00. Once Commissioner's Court approves the \$150.00 change fund, request a check from the Hidalgo County Auditor's Accounts Payable Division to be made payable to "Angie Chapa, Hidalgo County Law Librarian".

You will be responsible for this change fund. The change fund should be accounted for on a daily basis and safeguarded under lock and key. Please be reminded that this change fund is not to serve as petty cash or comingled with personal funds.

If you have any questions, do not hesitate to call Yvonne Torres, Internal Auditor III, at 318-2511 ext. 4642, or Arcy B. Duran, MBA, Director of Audit, at ext. 4645.

Sincerely,

  
Ray Bufracio, CPA  
County Auditor

Cc: Valde Guerra, Commissioners Court Executive Officer

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#### HIDALGO COUNTY DISTRICT JUDGES

RICARDO P. RODRIGUEZ, JR.  
JUDGE, 92<sup>ND</sup> D.C.

RODOLFO DELGADO  
JUDGE, 93<sup>RD</sup> D.C.

J. R. "BOBBY" FLORES  
JUDGE, 139<sup>TH</sup> D.C.

ROSE GUERRA REYNA  
JUDGE, 206<sup>TH</sup> D.C.

JUAN R. PARTIDA  
JUDGE, 275<sup>TH</sup> D.C.

MARIO E. RAMIREZ, JR.  
JUDGE, 332<sup>ND</sup> D.C.

NOE GONZALEZ  
JUDGE, 370<sup>TH</sup> D.C.  
OVERSEER

LETICIA LOPEZ  
JUDGE, 389<sup>TH</sup> D.C.

AIDA SALINAS FLORES  
JUDGE, 398<sup>TH</sup> D.C.

ISRAEL RAMON, JR.  
JUDGE, 430<sup>TH</sup> D.C.

JESSE CONTRERAS  
JUDGE, 449<sup>TH</sup> D.C.