

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



EDINBURG, TEXAS 78539

November 7, 2014

The Honorable Joseph Palacios  
Hidalgo County Commissioner Pct. No. 4  
1051 N. Doolittle  
Edinburg, Texas 78542

Re: New Sanitation Permit Fee Program- Collection Point and Change Fund

Dear Commissioner Palacios:

We have reviewed your request for a change fund in the amount of \$100.00 and have approved your request.

According to Local Government Code § 130.90, "(a) The commissioners 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 often 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 Commissioners Court requesting approval of the Sanitation Permit Fee Program collection point and of the \$100.00 change fund. Once Commissioners Court approval is obtained, please request a check from the Hidalgo County Auditor's Office- Accounts Payable Section to be made payable to "Joseph Palacios, Commissioners Precinct 4."

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 the change fund is not to serve as petty cash or comingled with personal funds.

If you should have any questions, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

  
Ray Eufrazio, CPA  
County Auditor

cc: Valde Guerra, Commissioners Court Executive Officer

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## HIDALGO COUNTY DISTRICT JUDGES

JAIME E. TIJERINA  
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.

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EDINBURG, TEXAS 78539

November 7, 2014

The Honorable Jose M. Flores  
Hidalgo County Commissioner Pct. No. 3  
724 North Breyfogle Rd.  
Mission, Texas 78572

Re: New Sanitation Permit Fee Program- Collection Point and Change Fund

Dear Commissioner Flores:

We have reviewed your request for a change fund in the amount of \$100.00 and have approved your request.

According to Local Government Code § 130.90, "(a) The commissioners 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 often 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 Commissioners Court requesting approval of the Sanitation Permit Fee Program collection point and of the \$100.00 change fund. Once Commissioners Court approval is obtained, please request a check from the Hidalgo County Auditor's Office- Accounts Payable Section to be made payable to "Jose M. Flores, Commissioners Precinct 3."

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 the change fund is not to serve as petty cash or comingled with personal funds.

If you should have any questions, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

  
Ray Eufracio, CPA  
County Auditor

cc: Valde Guerra, Commissioners Court Executive Officer

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EDINBURG, TEXAS 78539

November 7, 2014

The Honorable A.C. Cuellar, Jr.  
Hidalgo County Commissioner Pct. No. 1  
1902 Joe Stephens Suite 101  
Weslaco, Texas 78596

Re: New Sanitation Permit Fee Program- Collection Point and Change Fund

Dear Commissioner Cuellar:

We have reviewed your request for a change fund in the amount of \$100.00 and have approved your request.

According to Local Government Code § 130.90, "(a) The commissioners 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 often 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 Commissioners Court requesting approval of the Sanitation Permit Fee Program collection point and of the \$100.00 change fund. Once Commissioners Court approval is obtained, please request a check from the Hidalgo County Auditor's Office- Accounts Payable Section to be made payable to "A.C. Cuellar, Jr., Commissioners Precinct 1."

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 the change fund is not to serve as petty cash or comingled with personal funds.

If you should have any questions, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

  
Ray Eufrazio, CPA  
County Auditor

cc: Valde Guerra, Commissioners Court Executive Officer

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EDINBURG, TEXAS 78539

November 7, 2014

The Honorable Hector "Tito" Palacios  
Hidalgo County Commissioner Pct. No. 2  
300 W. Hall Acres, Suite G  
Pharr, Texas 78577

Re: New Sanitation Permit Fee Program- Collection Point and Change Fund

Dear Commissioner Palacios:

We have reviewed your request for a change fund in the amount of \$100.00 and have approved your request.

According to Local Government Code § 130.90, "(a) The commissioners 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 often 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 Commissioners Court requesting approval of the Sanitation Permit Fee Program collection point and of the \$100.00 change fund. Once Commissioners Court approval is obtained, please request a check from the Hidalgo County Auditor's Office- Accounts Payable Section to be made payable to "Hector Palacios, Commissioners Precinct 2."

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 the change fund is not to serve as petty cash or comingled with personal funds.

If you should have any questions, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

  
Ray Eufracio, CPA  
County Auditor

cc: Valde Guerra, Commissioners Court Executive Officer

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