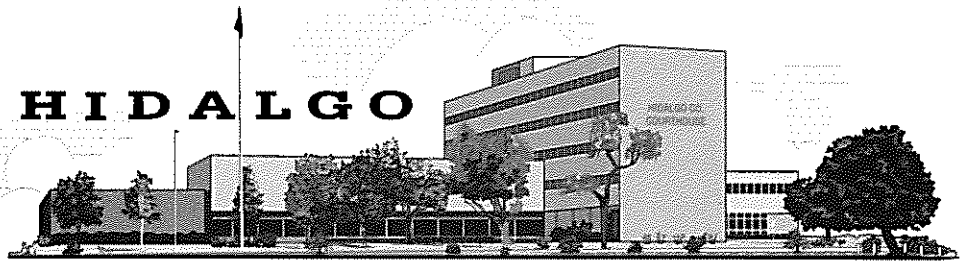


# COUNTY of HIDALGO



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)

December 2, 2016

The Honorable Ramon Garcia, Hidalgo County Judge  
The Honorable A.C Cuellar Jr., Commissioner, Precinct No. 1  
The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2  
The Honorable Jose M. Flores, Commissioner, Precinct No. 3  
The Honorable Joseph Palacios, 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 commissioners' 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, Ray Eufrazio, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the U.S. Department of Justice - U.S. Marshals Service (DOJ-USMS). These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

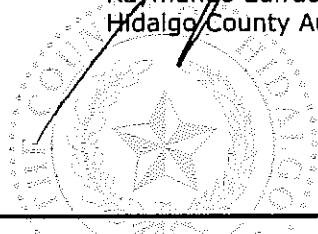
AMOUNT:  
\$18,000.00

PURPOSE:  
Hidalgo Co. Sheriff's Office - DOJ-USMS FY17  
Joint Law Enforcement Operations Task Force - Overtime for (2) TFOs

CERTIFIED BY:

\_\_\_\_\_  
Raymundo Eufrazio, CPA  
Hidalgo County Auditor

12/6/16  
\_\_\_\_\_  
Date



**HIDALGO COUNTY DISTRICT JUDGES**

LUIS M. SMOLETTERRY JUDGE, 12<sup>TH</sup> D.C.    RODOLFO DELGADO JUDGE, 13<sup>TH</sup> D.C.    J. R. "BOBBY" FLORES JUDGE, 14<sup>TH</sup> D.C.    ROSE GUERRA REYNA JUDGE, 20<sup>TH</sup> D.C.    JUAN R. PARTIDA JUDGE, 27<sup>TH</sup> D.C.    MARIO E. RAMIREZ, JR. JUDGE, 32<sup>ND</sup> D.C.    NOE GONZALEZ JUDGE, 37<sup>TH</sup> D.C. OVERSEER    LETICIA LOPEZ JUDGE, 38<sup>TH</sup> D.C.    AIDA BALMAS FLORES JUDGE, 39<sup>TH</sup> D.C.    ISRAEL RAMON, JR. JUDGE, 43<sup>RD</sup> D.C.    JESSE CONTRERAS JUDGE, 48<sup>TH</sup> D.C.

AI-57496

Sheriff's Office 15. A.

CC - REGULAR

Meeting Date: 12/06/2016

Submitted For: Raul Cantu, SHERIFF DEPT.

Submitted By: Maria Del Rosario Gonzalez, SHERIFF DEPT.

Department: SHERIFF DEPT.

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Information

CAPTION

DOJ - USMS - U.S. Marshal (1284):

1. Approval to accept overtime funding from the U.S. Department of Justice, U.S. Marshals Service for two (2) officers in the amount of \$18,000.00.
2. Requesting authorization to pay overtime reimbursable under the grant terms and conditions.
3. Approval of Certification of Revenues as certified by the County Auditor for the DOJ-USMS funding.
4. Approval to appropriate funds in the amount of \$18,000.00 for USMS overtime funding.

BACKGROUND

Pursuant to Memorandum of Understanding between the United States Marshals Service (USMS) and the Hidalgo County Sheriff's Office, funding is being made available for overtime expenses for two (2) officers assigned to the joint law enforcement operations task force.

Period of Performance is from October 19, 2016 to September 30, 2017.

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Fiscal Impact

FISCAL YEAR: 2017

ACCT. #: 6-1284-421-00-280-068-7-131

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Appropriation of funds in the amount of \$18,000.00 for DOJ-USMS funding of FY2017. Period of performance is 10/19, 2016 to 9/30/17.

6-1284-331-11-280-068-7-000 DOJ-USMS

Revenues Expenses relating to fringe benefits for the overtime hours are to be charged to the Sheriff's Office Budget(Account #6-1100-421-00-280-001-0-XXX).

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Attachments

USMS FY 2017 Obligation Document

Appropriation

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Emilia Uriegas	Emilia Uriegas	11/29/2016 09:54 AM
Budget & Management	Veronica Ortiz	11/29/2016 09:59 AM
Final Approval		
Form Started By: Maria Del Rosario Gonzalez		Started On: 11/29/2016 09:25 AM

## Hector Sandoval

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**From:** Rosie Gonzalez [rosieg@hidalgoso.org]  
**Sent:** Friday, December 02, 2016 1:18 PM  
**To:** hector sandoval  
**Cc:** deborah fischer  
**Subject:** Certification of Revenues USMS FY17  
**Attachments:** BUDGET AMEND-USMSOvertimeFY2017.xlsx

**Importance:** High

Good afternoon Hector,

Would you please complete a Certification of Revenues for the USMS FY17 Overtime Grant Account # 6-1284-421-00-280-068-7-XXX, the Agenda item is #57496.

Should you need any additional information, feel free to contact me.

Thank you,

*Rosie Gonzalez*

Accountant IV  
Hidalgo County Sheriff's Office  
Main: (956) 383-8114  
Office: (956) 292-2950  
Fax: (956) 393-6027  
email: [rosieg@hidalgoso.org](mailto:rosieg@hidalgoso.org)



INSTRUCTIONS: See last page for detailed instructions.

**SECTION 1: OBLIGATION**

DOCUMENT CONTROL #:

**SECTION 2: PARTICIPATING AGENCIES**

Notification to state and local agencies of funding provided in support of Joint Law Enforcement Operations, pursuant to the Memorandum of Understanding (MOU) between:

Hidalgo County Sheriff's Office

and

Southern District of Texas (79)

All other terms and conditions of the MOU remain the same.

**SECTION 3: PERIOD OF PERFORMANCE**

October 19, 2016 to September 30, 2017

**SECTION 4: APPROPRIATION DATA**

FISCAL YEAR	ORGANIZATION	FUND	PROJECT	SOC / PURPOSE	DOLLAR AMOUNT
2017	D79	AFF-B-OP	JLEOTFS4	25302 - TFO Overtime	\$18,000.00
<b>Total Obligation Amount:</b>					<b>\$18,000.00</b>

**SECTION 5: DESCRIPTION OF OBLIGATION**

TFO overtime for two TFOs (\$18,000)

**SECTION 6: CONTACT INFORMATION**

**DISTRICT/RFTF CONTACT:**

Name: SDUSM Dagoberto Lopez  
Phone: (956)683-2400  
E-mail: Dagoberto.Lopez@usdoj.gov

**STATE/LOCAL CONTACT:**

Name: Sheriff J.E. "Eddie" Guerra  
Phone: (956)393-6002  
E-mail: sheriff.guerra@hidalgo.org

**SECTION 7: AUTHORIZATION**

**USMS Representative - Certification of Funds:**

Signature: ANN HEPHNER Digitally signed by ANN HEPHNER  
DN: cn=ANN HEPHNER, o=U.S. Marshals Service, ou=U.S. Marshals Service, email=ANN.HEPHNER@usdoj.gov Date: 11/18/2016  
Ann Hephner, Administrative Officer

**Chief Deputy or RFTF Commander - Obligation Approval:**

Signature: RICHARD HUNTER Digitally signed by RICHARD HUNTER  
DN: cn=RICHARD HUNTER, o=U.S. Marshals Service, ou=U.S. Marshals Service, email=RICHARD.HUNTER@usdoj.gov Date: 11/18/2016  
Richard Hunter Chief Deputy U.S. Marshal

*Reimbursement of overtime work shall be consistent with the Fair Labor Standards Act. Annual overtime for each state or local law enforcement officer is capped at the equivalent of 25% of a GS-1811-12, Step 1, of the general pay scale for the RUS. Reimbursement for all types of qualified expenses shall be contingent upon availability of funds and the submission of a proper request for reimbursement which shall be submitted monthly or quarterly on a fiscal year basis, and which provides the names of the investigators who incurred overtime for the Task Force during the quarter; the number of overtime hours incurred, the hourly regular and overtime rates in effect for each investigator.*

**Departmental Representative - Acknowledgement:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
J.E. "Eddie" Guerra, Hidalgo County Sheriff

## FORM USM-607 INSTRUCTIONS

The Joint Law Enforcement Operations Task Force Obligation Document is designed to provide district and regional fugitive task forces with one standard obligating form to record new obligations in UFMS. To adjust funding in an existing obligation, please refer to Form USM-607A, Joint Law Enforcement Operations Task Force Modification Document. Funding in support of the JLEO mission is pursuant to the existing Memorandum of Understanding (MOU) between the USMS and the JLEO participant. Reimbursements are subject to the availability of funds and contingent upon the submission of proper documentation. Please note that overtime reimbursements require the submission of agency invoices and supporting documentation on a quarterly basis.

In the event that the USMS will use a payment method OTHER than reimbursement directly to the state or local agency, additional guidance will be provided by USMS Headquarters. The district or RFTF office is responsible for communicating payment procedures to their partnering agencies. All payments are made via Electronic Funds Transfer (EFT) through the U.S. Department of Treasury.

### SECTION 1: Obligation Number

- A. Enter UFMS Document Control Number.

### SECTION 2: Participating Agencies

- A. BOX 1: Enter name of state or local JLEO participating agency.
- B. BOX 2: Use drop down menu to select appropriate USMS District/RFTF.

### SECTION 3: Period of Performance

- A. Insert valid period of performance for the obligation. Obligations created using the one-page JLEO Task Force Obligation Form may not cross fiscal years. If there is a need to cross fiscal years, please utilize a Purchase Order for the obligation.
- B. Period of performance must begin no earlier than the date of funds availability (provided by IOD and the Asset Forfeiture Division) and end no later than September 30 of the following calendar year.

### SECTION 4: Appropriation Data

- A. Enter information across appropriate field for all items being obligated. All fields for a line item must be completed in order to proceed to the next step.
- B. Project Codes: District task force obligations are funded under the JLEOTFS4 project code for a JLEO obligation. RFTF project codes have been assigned by region and will be entered by Headquarters IOD staff.

### SECTION 5: Description of Obligation

- A. Enter description of obligation (optional). Include any pertinent information such as number of TFO vehicles, for example.

### SECTION 6: Contact Information

- A. Enter District/RFTF contact information (Box 1) and State/Local contact information (Box 2).

### SECTION 7: Authorization

- A. Certification of Funds: Signature will be applied by USMS District official or IOD representative (RFTF) after the Asset Forfeiture Division has confirmed that funds have been moved into the budget.
- B. Obligation Approval: Signature will be applied by District or RFTF representative upon receipt of obligation document. To ensure sufficient internal controls and proper segregation of duties, the district/RFTF representative approving obligation forms cannot also approve invoices or reimbursements related to the same obligation. (See U.S. Office of Management and Budget (OMB) Circular A-123 and USMS Office of Finance guidance for further information regarding internal controls.)
- C. Acknowledgement: Signature will be applied by state or local agency representative. The obligation is not valid until all parties have signed. When completed, the form will be returned to the District/RFTF office. Districts are responsible for entering obligations into UFMS. RFTF obligations will be forwarded to Headquarters IOD to be entered into UFMS.

DATE: December 2, 2016  
 DEPARTMENT HEAD: Sheriff J.E. "Eddie" Guerra  
 DEPARTMENT NAME: USMS Overtime FY2017  
 ACCOUNT NUMBER: 6-1284-421-00-280-068-7-131

SUBJECT: **Budget Amendments (Increases) in Accordance with Local Government Code, Chapter 111, Subchapter C**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Amendments (increases) to my budget in accordance with Local Government Code, Chapter 111, Subchapter C

INCREASE OBJECT NUMBER(S)	ACCOUNT OBJECT NAME	AMOUNT
6-1284-421-00-280-068-7-131	Overtime Pay	18,000.00

	<b>TOTAL APPROPRIATIONS</b>	<u><u>18,000.00</u></u>
6-1284-331-11-280-068-7-000	US Marshals Service (USMS)	<u>18,000.00</u>
	<b>TOTAL REVENUES</b>	<u><u>18,000.00</u></u>

REASON: To appropriate budget for the overtime hours for officer assigned to USMS investigations for FY 2017.

Funding period is October 19, 2016 to September 30, 2017.

Note: Expenses relating to fringe benefits for the overtime hours are to be charged to the Sheriff's Office Budget (Account #6-1100-421-00-280-001-0-XXX).

\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPROVED COMMISSIONERS' COURT

\_\_\_\_\_  
ATTEST COUNTY CLERK