

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

March 15, 2018

The Honorable Ramon Garcia, Hidalgo County Judge
The Honorable David Fuentes, 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 § 111.07075 SPECIAL BUDGET FOR REVENUE RECEIVED AFTER START OF FISCAL YEAR:

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, Maria Arcilia Duran, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court program income in the amount of \$7,157.00 generated by the Hidalgo County Adult Probation Department for the DWI Court Grant FY2018. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$ 2,312.00	January 2018 DWI Program Income
\$ 4,845.00	February 2018 DWI Program Income

CERTIFIED BY:



Maria Arcilia Duran, CPA
Hidalgo County Auditor

3-15-18
Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY
JUDGE, 92ND D.C.

RODOLFO DELGADO
JUDGE, 93RD D.C.

J. R. "BOBBY" FLORES
JUDGE, 139TH D.C.

ROSE GUERRA REYNA
JUDGE, 206TH D.C.

JUAN R. PARTIDA
JUDGE, 275TH D.C.

MARIO E. RAMIREZ, JR.
JUDGE, 332ND D.C.

NOE GONZALEZ
JUDGE, 370TH D.C.
OVERSEER

LETICIA LOPEZ
JUDGE, 389TH D.C.

L. KENO VASQUEZ
JUDGE, 398TH D.C.

ISRAEL RAMON, JR.
JUDGE, 430TH D.C.

RENEE R. BETANCOURT
JUDGE, 449TH D.C.

Rossana Schettino

From: Rosario Ramirez-Castilleja [rosario.castilleja@hidalgocountycscd.org]
Sent: Wednesday, March 14, 2018 12:49 PM
To: Rossana Schettino
Cc: ivan.cantu@co.hidalgo.tx.us
Subject: DWI GPI

Please certify the revenues for the DWI grant for January 2018 and February 2018. See agenda item #63964.

*Rosario Ramirez-Castilleja
Hidalgo County CSCD
Budget/Fiscal Director
P.O. Box 970
Edinburg, TX 78540
956.587.6009
Fax 956.318.2488*

****Confidentiality Notice**** This email message, including all the attachments, is for the sole use of the intended recipient(s) and contains confidential information. Unauthorized use or disclosure is prohibited. If you are not the intended recipient, you may not use, disclose, copy or disseminate this information. If you are not the intended recipient, please contact the sender immediately by reply email and destroy all copies of all copies of the original message, including attachments.

AI-63964

Adult Probation 26. A.

CC - REGULAR

Meeting Date: 03/20/2018

Submitted For: Maria Castilleja, ADULT PROBATION

Submitted By: Maria Castilleja, ADULT PROBATION

Department: ADULT PROBATION

Information

CAPTION

Adult Probation - DWI (1289):

January 2018

1. Approval of certification of revenues as certified by the County Auditor for the DWI Grant program income in the amount of \$2,312.00
2. Approval of appropriation of the DWI program income (GPI) in the amount of \$2,312.00

February 2018

1. Approval of certification of revenues as certified by the County Auditor for the DWI Grant program income in the amount of \$4,845.00
2. Approval of appropriation of the DWI program income (GPI) in the amount of \$4,845.00

BACKGROUND

Fiscal Impact

CALENDAR YEAR: 2018

ACCT. #: 8-1289-423-00-320-032-8-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Appropriation of funds for DWI Court for the months of January & February 2018

Revenue account no.: 8-1289-342-30-320-032-8-000 *DWI Court Program Income*

Attachments

Request to Certify Revenues

DWI Jan. 2018 appropriation

DWI Feb. 2018 appropriation

DWI approved budget

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	03/01/2018 11:15 AM
Ivan Cantu	Ivan Cantu	03/14/2018 01:19 PM
Final Approval		
Form Started By: Maria Castilleja		Started On: 03/01/2018 10:51 AM

[Print This Page](#)

Agency Name: Hidalgo County
 Grant/App: 2413908 Start Date: 9/1/2017 End Date: 8/31/2018

Project Title: Hidalgo County DWI Court
 Status: Active Grant

Budget Details Information
 Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Counselor and/or Therapist (licensed)	Substance Abuse Counselor provides direct services to offenders to address individual substance abuse problems. Counselor also conducts group sessions and attends court staffing. Personnel line item includes fringe benefits. Department fringe benefit rate is 38% and covers the following items: FICA 7.65%, Retirement 11.47%, Unemployment .6%, and Health Insurance 18%.	\$41,700.20	\$0.00	\$0.00	\$0.00	\$41,700.20	100
		This item will pay for travel, training, and registration fees for DWI Court staff members attending in state trainings and conferences. Out-of-County - In-State Travel: Meals will be reimbursed based on a per diem rate of \$39.00 per day. The per diem will be prorated for partial days (\$9 -breakfast, \$12 - lunch, and \$18 - dinner). Out-of-State Travel will be reimbursed on a per diem basis as in-state travel or actual cost of meals with original itemized receipts up to a maximum of \$64 per						

<p>Travel and Training</p>	<p>In-State Registration Fees, Training, and/or Travel</p>	<p>day. The \$64 maximum amount will be prorated for partial days (\$14-breakfast, \$20-lunch, and \$30-dinner). Training Conferences may include Texas Association of Specialty Court Training Conferences, National Association of Drug Court Professionals Training conferences, American Probation and Parole Association Training Conferences, Texas Probation Association training conference, and any other training conferences providing training useful in supervising DWI court offenders. Allocated training budget will be used to train DWI Court team members.</p>	<p>\$2,500.00</p>	<p>\$0.00</p>	<p>\$0.00</p>	<p>\$0.00</p>	<p>\$2,500.00</p>	<p>0</p>
<p>Supplies and Direct Operating Expenses</p>	<p>Office Supplies (e.g., paper, postage, calculator)</p>	<p>Purchase paper used to create DWI Court program pamphlets, program booklets for participants to keep track of all program appointments, and status reports for the court during weekly staffing. Files and other related office supplies will be purchased. Office supplies including, but not limited to copy paper, staples, paperclips, pens, copy toners, case folders, other.</p>	<p>\$1,000.00</p>	<p>\$0.00</p>	<p>\$0.00</p>	<p>\$0.00</p>	<p>\$1,000.00</p>	<p>0</p>
		<p>This item will pay for travel, training, and registration fees for DWI Court staff members attending national trainings</p>						

Travel and Training	Out-of-State Registration Fees, Training, and/or Travel	<p>and conferences. Out-of-County - In-State Travel: Meals will be reimbursed based on a per diem rate of \$39.00 per day. The per diem will be prorated for partial days (\$9 - breakfast, \$12 - lunch, and \$18 - dinner). Out-of-State Travel will be reimbursed on a per diem basis as in-state travel or actual cost of meals with original itemized receipts up to a maximum of \$64 per day. The \$64 maximum amount will be prorated for partial days (\$14- breakfast, \$20- lunch, and \$30- dinner). Training Conferences may include Texas Association of Specialty Court Training Conferences, National Association of Drug Court Professionals Training conferences, American Probation and Parole Association Training Conferences, Texas Probation Association training conference, and any other training conferences providing training useful in supervising DWI court offenders. Allocated training budget will be used to train DWI Court team members.</p>	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
		<p>Probation Officer (1) supervises and monitors the offenders in the program; will provide case</p>						

Personnel	Probation Officer	management for the offenders on the program; officer conducts field visits as needed and administers drug tests; also attends staffing and court hearings and keeps judge informed of offenders' progress. Personnel line item includes fringe benefits. Department fringe benefit rate is 38% and covers the following items: FICA 7.65%, Retirement 11.47%, Unemployment .6%, and Health Insurance 18%.	\$64,535.00	\$0.00	\$0.00	\$0.00	\$64,535.00	100
Personnel	Probation Officer	Probation Officer (1) supervises and monitors the offenders in the program; will provide case management for the offenders on the program; officer conducts field visits as needed and administers drug tests; also attends staffing and court hearings and keeps judge informed of offenders' progress. This is half of the salary, as the other half will be paid with the GPI. Personnel line item includes fringe benefits. Department fringe benefit rate is 38% and covers the following items: FICA 7.65%, Retirement 11.47%, Unemployment .6%, and Health Insurance 18%.	\$38,001.79	\$0.00	\$0.00	\$14,014.00	\$52,015.79	100
		780 Alcohol Testing ETG kits @ \$5.00 each. Ethyl Glucuronide (EtG) is a direct metabolite of ethanol, which is						

Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	formed by enzymatic conjugation of ethanol with glucuronic acid. Alcohol in urine is normally detected for only a few hours, whereas EtG can be detected up to several days even after complete elimination of alcohol from the body. EtG tests are useful in determining recent alcohol use and in monitoring abstinence while in the program. Probation officers will utilize EtG tests to monitor offender abstinence from alcohol while in the program as directed by the Court.	\$3,900.00	\$0.00	\$0.00	\$0.00	\$3,900.00	0
--	--	--	------------	--------	--------	--------	------------	---

You are logged in as **User Name:** apatrick

DATE: March 1, 2018
 DEPARTMENT HEAD: Arnold K. Patrick, Executive Director
 DEPARTMENT NAME: Adult Probation
 PROGRAM: HIDALGO COUNTY DWI COURT
 ACCOUNT NUMBER: 8-1289-423-00-320-032-8-XXX

SUBJECT: Budget Amendments (decrease/increase) in Accordance with Local Government Code, Chapter 111, Subchapter C

Honorable Bobby Flores, Community Supervision & Corrections Department Overseer

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

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
8-1289-423-00-320-032-8-113	DWI Court- Full-Time Employees	1,931.17
8-1289-423-00-320-032-8-211	DWI Court- Health Insurance	0.00
8-1289-423-00-320-032-8-212	DWI Court- Life Insurance	0.00
8-1289-423-00-320-032-8-220	DWI Court- FICA	147.73
8-1289-423-00-320-032-8-230	DWI Court- Retirement	221.51
8-1289-423-00-320-032-8-250	DWI Court- Unemployment Compensation	11.59
TOTAL APPROPRIATION		2,312.00
8-1289-342-30-320-032-8-000	DWI Court Program Income	2,312.00
TOTAL REVENUES		2,312.00

REASON:

To allocate the GPI for the FY2018 DWI Grant Budget #2413908 from 1/1/2018-1/31/2018. The total GPI is equal to \$2,312.00.

 Arnold K. Patrick, Director
 Hidalgo County CSCD

 Date

 Arcilia Duran, CPA

 Date

DATE: March 1, 2018
 DEPARTMENT HEAD: Arnold K. Patrick, Executive Director
 DEPARTMENT NAME: Adult Probation
 PROGRAM: HIDALGO COUNTY DWI COURT
 ACCOUNT NUMBER: 8-1289-423-00-320-032-8-XXX

SUBJECT: Budget Amendments (decrease/increase) in Accordance with Local Government Code,
 Chapter 111, Subchapter C

Honorable Bobby Flores, Community Supervision & Corrections Department Overseer

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

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
8-1289-423-00-320-032-8-113	DWI Court- Full-Time Employees	4,046.95
8-1289-423-00-320-032-8-211	DWI Court- Health Insurance	0.00
8-1289-423-00-320-032-8-212	DWI Court- Life Insurance	0.00
8-1289-423-00-320-032-8-220	DWI Court- FICA	309.59
8-1289-423-00-320-032-8-230	DWI Court- Retirement	464.18
8-1289-423-00-320-032-8-250	DWI Court- Unemployment Compensation	24.28
TOTAL APPROPRIATION		4,845.00
8-1289-342-30-320-032-8-000	DWI Court Program Income	4,845.00
TOTAL REVENUES		4,845.00

REASON:

To allocate the GPI for the FY2018 DWI Grant Budget #2413908 from 2/1/2018-2/28/2018.
 The total GPI is equal to \$4,845.00.

 Arnold K. Patrick, Director
 Hidalgo County CSCD

 Date

 Arcilia Duran, CPA

 Date

Report Date 03/15/18 08:33 AM
 Periods 01 - 03
 Ending Date 03/15/18

Hidalgo County
 Revenue Detail By Account

Page No 1
 FJRED02A

Account No/Description		Budget	Amount	Receivable	Percent
8-1289-342-30-320-032-8-000 DWI CRT PROGRAM INCOME					
* Receipts					
DATE	RECEIPT NO. BATCH RECEIVED FROM	DESCRIPTION			
02/06/18 219654	18000368 ADULT PROBATION 02/02/18	PRE-TRIAL DWI FEE	2,312.00		
03/05/18 220510	18000680 ADULT PROBATION 03/02/18	PRE-TRIAL DWI FEE	4,845.00		
Total:			7,157.00		
* Journal Entries					
DATE	REFERENCE BATCH DESCRIPTION				
02/28/18 JE180488	18000741 ACCRL DWI REV AT 02/28/16 FY18		4,845.00		
03/08/18 JE180489	18000743 REV ACCRL DWI REV AT 02/28/18		-4,845.00		
Total:			7,157.00		
* Beginning Balance		.00	.00	.00	.0
* Ending Balance		.00	7,157.00	-7,157.00	.0