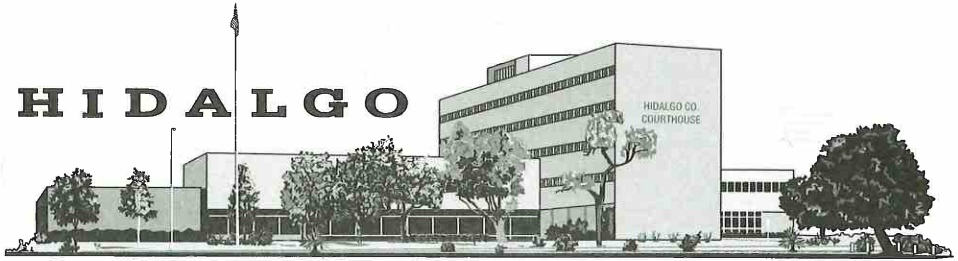


COUNTY of HIDALGO



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

May 6, 2019

The Honorable Richard Cortez, 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 Ellie Torres, 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 revenue from a new source not anticipated before the adoption of the budget and not included in the budget for that fiscal year. On certification, the court may adopt a special budget for the limited purpose of spending the revenue for general purposes or for any of its intended purposes.

I, Maria Arcilia Duran, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the revenue received from transfers from Jail Commissary Trust Fund in the amount of \$533,014.04 to fund salaries, longevity pay, supplemental pay, and fringe benefits of the Hidalgo County Jail Commissary employees. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

CERTIFIED BY:

Maria A. Duran

Maria Arcilia Duran, CPA
Hidalgo County Auditor

5-6-19

Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D.C. FERNANDO MANCIAS JUDGE, 93RD D.C. J. R. "BOBBY" FLORES JUDGE, 139TH D.C. ROSE GUERRA REYNA JUDGE, 206TH D.C. MARLA CUELLAR JUDGE, 275TH D.C. MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER LETICIA LOPEZ JUDGE, 388TH D.C. L. KENO VASQUEZ JUDGE, 388TH D.C. ISRAEL RAMON, JR. JUDGE, 430TH D.C. RENEE R. BETANCOURT JUDGE, 448TH D.C. JAIME TIERINA JUDGE, 464TH D.C.

Nereyda Gonzalez

From: linda.fong@auditor.co.hidalgo.tx.us
Sent: Wednesday, April 24, 2019 4:44 PM
To: Nereyda Gonzalez
Cc: Marcela Luna
Subject: FW: Certification of Revenues Request for \$120,512.00 (Jail Commissary)
Attachments: COR \$533,014.04.pdf; AI-70070.pdf

Linda Fong

First Assistant Auditor
Hidalgo County Auditor's Office
2808 South Business Highway 281, Edinburg, Texas 78539
Phone: (956) 318-2511 ext. 4668
Fax: (956) 318-2577
Email: linda.fong@auditor.co.hidalgo.tx.us

From: Pedro Luis Ramirez <pedro.ramirez@hidalgo.org>
Sent: Wednesday, April 24, 2019 4:11 PM
To: arcy.duran@auditor.co.hidalgo.tx.us
Cc: linda.fong@auditor.co.hidalgo.tx.us; letty.chavez@auditor.co.hidalgo.tx.us; 'Emilia Uriegas' <emilia.uriesgas@hidalgo.org>
Subject: Certification of Revenues Request for \$120,512.00 (Jail Commissary)

Ms. Duran:

This is to formally request the certification of revenues in the amount of \$533,014.04 (Jail Commissary Account Program 2102) in reference to AI# 70070 for CC agenda of 5/07/19.

Should you require additional information, feel free to contact our office.

Sincerely,

Pedro Luis Ramirez, MACC, MBA, MPP

Accountant IV
Hidalgo County Sheriff's Office • Financial Services Division
Edinburg, Texas 78542 • Phone: (956) 393-6151
pedro.ramirez@hidalgo.org



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AI-70070

Sheriff's Office 8. B.

CC - REGULAR

Meeting Date: 05/07/2019

Submitted For: Roy Quintanilha, SHERIFF DEPT.

Submitted By: Emilia Uriegas, SHERIFF DEPT.

Department: SHERIFF DEPT.

Information

CAPTION

Jail Commissary (2102):

1. Approval of Certification of Revenues by the County Auditor for the amount of \$533,014.04.
2. Approval of 2019 appropriation of funds in the amount of \$77,404.91 for the purchase of heated meal delivery carts.
3. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 351.0415, which allows a sheriff to expend commissary proceeds without complying with the County Purchasing Act, to purchase heated meal delivery carts from JonesZylon in the amount of \$77,404.91 (Quote # QTE-0003551).

BACKGROUND

To certify the revenues (\$533,014.04) previously transferred from Jail Commissary bank account to County Treasurer's Office for salaries & fringe benefits relating to commissary staff.

Fiscal Impact

CALENDAR YEAR: 2019

ACCT. #: 9-2102-423-21-280-015-0-XXX

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:** N

BUDGETARY IMPACT:

Funding was provided by the Jail Commissary bank account.

Check No. 5593, dated 1/2/2019 for \$135,595.50

Check No. 5623, dated 3/6/2019 for \$397,418.54

Attachments

COR REQUEST

Appropriation

1295

quote

Form Review

Inbox

Emilia Uriegas (Originator)

Reviewed By

Emilia Uriegas

Date

04/25/2019 08:22 AM

Budget & Management
Emilia Uriegas (Originator)

Final Approval

Budget & Management

Form Started By: Emilia Uriegas

Final Approval Date: 05/01/2019

Veronica Ortiz

Emilia Uriegas

Veronica Ortiz

Veronica Ortiz

04/25/2019 09:52 AM

04/25/2019 09:58 AM

04/25/2019 09:59 AM

04/25/2019 10:23 AM

Started On: 04/24/2019 03:58 PM

Account No 9-2102-391-03-000-426-0-000 Account Period Range: 00 - 13 419367 pg 04 1 0 -1

Acct. Year 19 Previous Year Info. Description TRANSFERS IN-JAIL COMMISSARY TRUST FUND

Sum Bud Meas Open Enc Enc Detail All Enc Checks Unpost Pay Unprt Pay Pre AJE AJE Rec/Inv Req Pre WHS WHS Pre RTB P-Card Pre P-Card Rec

Period	Original Budget	Adjusted Budget	Encumbrance	Actual	Avail/Rec/Bal
01	.00	.00	.00	135,595.50	135,595.50-
03	.00	9,770.61	.00	407,189.15	533,014.04-
04	.00	120,512.00	.00	120,512.00	533,014.04-
YTD	.00	130,282.61	.00	663,296.65	533,014.04-
PRE	.00	.00	.00	.00	.00
TOT	.00	130,282.61	.00	663,296.65	533,014.04-

HIDALGO COUNTY SHERIFF'S OFFICE
REVENUE REMITTANCE FORM
January 2, 2019

TO: HIDALGO COUNTY TREASURER

THE FOLLOWING REMITTANCE REPRESENTS COLLECTIONS FOR:

1. Sheriff's Office - Court Ordered Confiscations

\$ _____

(Seizure made prior to October 18, 1989)

- A. Credit Account Number: _____
- B. Actual date property seizure was made: _____
- C. Funds were awarded by District Court No. _____
on _____ CAUSE # _____
- D. These Funds must be Appropriated through Commissioner's
Court before they can be expended.

2. Undistributed Sheriff Fines and Court Costs ("D" Account)

\$ _____

- A. Credit Account Number: _____
- B. For Receipts Issued from No. _____ to No. _____
- C. For Date(s) _____

3. Sheriff's Office - Court Ordered Confiscations

\$ _____

(Seizure made on October 18, 1989 and thereafter)

- A. Credit Account Number: _____
- B. Actual date property seizure was made: _____
- C. Funds were awarded by District Court No. _____
on _____ CAUSE # _____
- D. These Funds must be Appropriated through Commissioner's
Court before they can be expended.

4. Sheriff's Office - Jail Commissary Trust Funds

\$ 135,595.50

- A. Credit Account Number: 9-2102-391-03-000-426-0-000
- B. For Payment of Salary, longevity pay, supplemental pay/fringe benefits
to Hidalgo County Jail Commissary Employees.
- C. These salary payments comply with all applicable State Statutes and
any applicable rules promulgated by the Texas Commission on Jail
Standards.

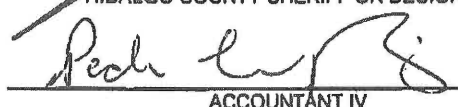
GRAND TOTAL REMITTED TO TREASURER \$ 135,595.50

APPROVED BY:


HIDALGO COUNTY SHERIFF OR DESIGNEE

1/2/19
DATE

PREPARED BY:


ACCOUNTANT IV

230565
TREASURER'S RECEIPT NO.



OFFICIAL HIDALGO COUNTY RECEIPT
OFFICE OF THE COUNTY TREASURER
LITA L. LEO

Receipt No: 230565

Received From: SHERIFF'S OFFICE 01/02/19

Date 01/03/19

1	5593	FUNDING FOR SALARIES (Q1-2019)	135,595.50
		9-2102-391-03-000-426-0-000	

Total: 135,595.50

Check Total	135,595.50
Cash Total	.00
Credit Total	.00
Other Total	.00



HIDALGO COUNTY JAIL COMMISSARY

P.O. BOX 1228
EDINBURG, TX 78540
PH. 956-381-7900 EXT. 7928

LONESTAR NATIONAL BANK
WWW.LONESTARNATIONALBANK.COM

88-1168/1149

5593

1/2/2019

PAY TO THE ORDER OF Hidalgo County Treasurer

**135,595.50

\$

One Hundred Thirty-Five Thousand Five Hundred Ninety-Five and 50/100*****

DOLLARS

Hidalgo County Treasurer

VOID AFTER 90 DAYS

MEMO

Funding for the 1st Quarter of 2019--salaries, longevi

⑈005593⑈ ⑆114911687⑆ 710 15949⑈

HIDALGO COUNTY JAIL COMMISSARY

Hidalgo County Treasurer

1/2/2019

5593

Funding for the 1st Quarter of 2019--salaries, longevi

135,595.50

Cash on Deposit - LS Funding for the 1st Quarter of 2019--salaries, lon

135,595.50

HIDALGO COUNTY SHERIFF'S OFFICE
REVENUE REMITTANCE FORM
March 7, 2019

TO: HIDALGO COUNTY TREASURER

THE FOLLOWING REMITTANCE REPRESENTS COLLECTIONS FOR:

1. Sheriff's Office - Court Ordered Confiscations \$ _____
(Seizure made prior to October 18, 1989)

- A. Credit Account Number: _____
- B. Actual date property seizure was made: _____
- C. Funds were awarded by District Court No. _____
on _____. CAUSE # _____
- D. These Funds must be Appropriated through Commissioner's
Court before they can be expended.

2. Undistributed Sheriff Fines and Court Costs ("D" Account) \$ _____

- A. Credit Account Number: _____
- B. For Receipts Issued from No. _____ to No. _____
- C. For Date(s) _____

3. Sheriff's Office - Court Ordered Confiscations \$ _____
(Seizure made on October 18, 1989 and thereafter)

- A. Credit Account Number: _____
- B. Actual date property seizure was made: _____
- C. Funds were awarded by District Court No. _____
on _____. CAUSE # _____
- D. These Funds must be Appropriated through Commissioner's
Court before they can be expended.

4. Sheriff's Office - Jail Commissary Trust Funds \$ 397,418.54

- A. Credit Account Number: 9-2102-391-03-000-426-0-000
- B. For Payment of Salary, longevity pay, supplemental pay/fringe benefits
to Hidalgo County Jail Commissary Employees.
- C. These salary payments comply with all applicable State Statutes and
any applicable rules promulgated by the Texas Commission on Jail
Standards.

GRAND TOTAL REMITTED TO TREASURER \$ 397,418.54

APPROVED BY: *Emilia Nier* 3/7/19
HIDALGO COUNTY SHERIFF OR DESIGNEE DATE

PREPARED BY: *Paul [Signature]* 232750
ACCOUNTANT IV TREASURER'S RECEIPT NO.



OFFICIAL HIDALGO COUNTY RECEIPT
OFFICE OF THE COUNTY TREASURER
LITA L. LEO

Receipt No: 232750

Received From: SHERIFF'S OFFICE 03/07/19

Date 03/07/19

1	5623	JAIL COMMISSARY TRUST FUNDS	397,418.54
		9-2102-391-03-000-426-0-000	

Total: 397,418.54

Check Total	397,418.54
Cash Total	.00
Credit Total	.00
Other Total	.00



HIDALGO COUNTY JAIL COMMISSARY

P.O. BOX 1228
EDINBURG, TX 78540
PH. 956-381-7900 EXT. 7928



**Lone Star
National Bank**

www.lonestarnationalbank.com
88-1168/1149

5623

3/6/2019

PAY TO THE
ORDER OF

Hidalgo County Treasurer

\$ **397,418.54

Three Hundred Ninety-Seven Thousand Four Hundred Eighteen and 54/100*****

DOLLARS

Hidalgo County Treasurer

VOID AFTER 90 DAYS

[Handwritten Signature]
AUTHORIZED SIGNATURE

MEMO

Funding for the 2nd, 3rd & 4th Quarters of 2019--sal

⑈005623⑈ ⑆114911687⑆ 710 15949⑈

HIDALGO COUNTY JAIL COMMISSARY

5623

Hidalgo County Treasurer

3/6/2019

Funding for the 2nd, 3rd & 4th Quarters of 2019--sala

397,418.54

Cash on Deposit - LS Funding for the 2nd, 3rd & 4th Quarters of 2019-

397,418.54

HIDALGO COUNTY JAIL COMMISSARY

5623

Hidalgo County Treasurer

3/6/2019

Funding for the 2nd, 3rd & 4th Quarters of 2019--sala

397,418.54

Cash on Deposit - LS Funding for the 2nd, 3rd & 4th Quarters of 2019-

397,418.54



Security features. Details on back.

Pedro Luis Ramirez

From: Josephine Ramirez <josephine.ramirez@da.co.hidalgo.tx.us>
Sent: Tuesday, April 16, 2019 11:21 AM
To: Pedro Luis Ramirez
Cc: Chief Roy Quintanilha; Steve Herrera; Belinda Madrigal; Joe Vasquez; David Friedlein; LT Esteban Caro 1375; Emilia Uriegas; Sabrina Rodriguez
Subject: Re: Use of Commissary Funds

Mr. Ramirez,

Thank you for your inquiry. As our office has previously advised, so long as the purchase of the heated carts proposed to be made for the jail will provide for the well-being, health and safety of the inmates at the facility as required by law, it is a permissive purchase under 351.0415 of the Texas Local Government Code. The Local Government Code dictates that the sheriff or the sheriff's designee may use commissary proceeds for a limited number of purposes, one of which is:

"[to] fund physical plant improvements, technology, equipment, programs, services, and activities that provide for the well-being, health, safety, and security of the inmates and the facility."

Tex. Loc. Gov't Code §351.0415(c)(5).

As you have represented that the proposed purchase will be used for the well being, health, and safety of inmates, and without further guidance that such a purchase is not permitted by section 351.0415(c)(5), it is within the Sheriff's discretion to use these funds for this purpose.

Should you need any further clarification from our office, please feel free to contact me.

Thank you,

Josephine Ramirez Solis

Assistant Criminal District Attorney

Chief - Civil Division

Office of Criminal District Attorney

Hidalgo County, Texas

100 E. Cano

Edinburg, TX 78539

(956) 292-7609 ext. 8186

(956) 292-7619 FAX

josephine.ramirez@da.co.hidalgo.tx.us

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On Fri, Apr 12, 2019 at 3:31 PM Pedro Luis Ramirez <pedro.ramirez@hidalgo.org> wrote:

Ms. Ramirez,

Our office is contemplating using Commissary Funds to purchase heated carts to be used by the kitchen staff to deliver food to the inmates. Texas Local Government Code Section 351.0415 states the following:

Sec. 351.0415. COMMISSARY OPERATION BY SHERIFF OR PRIVATE VENDOR.

- (a) The sheriff of a county or the sheriff's designee, including a private vendor operating a detention facility under contract with the county, may operate, or contract with another person to operate, a commissary for the use of the inmates committed to the county jail or to a detention facility operated by the private vendor, as appropriate. The commissary must be operated in accordance with rules adopted by the Commission on Jail Standards.
- (b) The sheriff or the sheriff's designee:
 - (1) has exclusive control of the commissary funds;
 - (2) shall maintain commissary accounts showing the amount of proceeds from the commissary operation and the amount and purpose of disbursements made from the proceeds; and
 - (3) shall accept new bids to renew contracts of commissary suppliers every five years.
- (c) The sheriff or the sheriff's designee may use commissary proceeds only to:
 - (1) fund, staff, and equip a program addressing the social needs of the inmates, including an educational or recreational program and religious or rehabilitative counseling;
 - (2) supply inmates with clothing, writing materials, and hygiene supplies;

- (3) establish, staff, and equip the commissary operation and fund the salaries of staff responsible for managing the inmates' commissary accounts;
- (4) fund, staff, and equip both an educational and a law library for the educational use of inmates; or
- (5) fund physical plant improvements, technology, equipment, programs, services, and activities that provide for the well-being, health, safety, and security of the inmates and the facility.

We believe that the purchase of the heated carts meets the test under 351.0415 (c) (5). Keeping the food at the right temperature up to the time of delivering it to the inmates is crucial for their well-being and health. Controlling hot temperature in food prevents disease-causing microorganisms such as bacteria from growing in the food and causing foodborne illnesses. Moreover, delivery of hot food increases its consumption by the inmate population and prevents possible food waste. In essence, the purchase of these carts will ensure the delivery of food in optimal consumption conditions, bearing in mind the well-being, health, safety, and security of the inmates and the facility.

Please review and provide your opinion regarding the use of commissary funds for this project.

Respectfully,

Pedro Luis Ramirez, MACC, MBA, MPP

Accountant IV

Hidalgo County Sheriff's Office • Financial Services Division

Edinburg, Texas 78542 • Phone: (956) 393-6151

pedro.ramirez@hidalgoso.org



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DATE: April 25, 2019
DEPARTMENT HEAD: J. E. "Eddie" Guerra
DEPARTMENT NAME: Jail Commissary
ACCOUNT NUMBER: 9-2102-423-21-280-015-0-XXX

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 ACCOUNT NUMBER(S)	ACCOUNT OBJECT NAME	AMOUNT
9-2102-423-21-280-015-0-751	Jail Commissary--Machinery and equipment	75,919.65
9-2102-423-21-280-015-0-660	Jail Commissary--Furnishings and equipment	1,485.26
9-2102-391-03-000-426-0-000	Transfer In - Jail Commissary Trust Fund	533,014.04
TOTAL APPROPRIATIONS		<u><u>77,404.91</u></u>

REASON: To appropriate funding for the purchase of heated meal delivery carts for the Hidalgo County Adult Detention Center

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK