

# 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)

October 04, 2019

The Honorable Richard F. Cortez, Hidalgo County Judge  
 The Honorable David Fuentes, Commissioner, Precinct No. 1  
 The Honorable Eduardo 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 § 111.0707 SPECIAL BUDGET FOR REVENUE FROM INTERGOVERNMENTAL CONTRACTS:

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 the receipt of an award from U.S. Immigration and Customs Enforcement (ICE), Special Agent in Charge (SAIC), San Antonio, Texas. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$45,000.00	ICE FY20 Overtime Reimbursement Hidalgo Co. Sheriff's Office

CERTIFIED BY:

Maria A. Duran *bl*  
 Maria Arcilia Duran, CPA

11/6/19  
 Date

**HIDALGO COUNTY DISTRICT JUDGES**

- LUIS M. SINGLETERRY JUDGE, 52<sup>ND</sup> D.C.
- FERRIS HINOJOSA JUDGE, 53<sup>RD</sup> D.C.
- J. R. "BOBBY" FLORES JUDGE, 133<sup>RD</sup> D.C.
- ROSE GUERRA REYNA JUDGE, 200<sup>TH</sup> D.C.
- MARLA CUELAR JUDGE, 275<sup>TH</sup> D.C.
- MARIO E. RAMIREZ, JR. JUDGE, 332<sup>ND</sup> D.C.
- JOE GONZALEZ JUDGE, 371<sup>ST</sup> D.C. OVERSEER
- LETICIA LOPEZ JUDGE, 389<sup>TH</sup> D.C.
- L. KENO VASQUEZ JUDGE, 388<sup>TH</sup> D.C.
- ISRAEL RAMON, JR. JUDGE, 436<sup>TH</sup> D.C.
- RENEE R. BETANCOURT JUDGE, 446<sup>TH</sup> D.C.
- YSMAEL D. FONSECA JUDGE, 454<sup>TH</sup> D.C.

AI-72388

Sheriff's Office 8. E.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 10/08/2019  
Submitted By: Sabrina Rodriguez,  
SHERIFF DEPT.  
Department: SHERIFF DEPT.

---

Information

CAPTION

Sheriff's Department-ICE Overtime (1284):

1. Approval to accept overtime funding from the U.S. Department of Homeland Security, Immigration and Customs Enforcement (ICE) FY 2020 in the amount of \$15,000.00 per officer.
2. Authorization to pay overtime reimbursable under the grant terms and conditions.
3. Approval of certification of revenues, as certified by County Auditor, for ICE overtime funding in the amount of \$45,000.00 and appropriation of same.

BACKGROUND

MOU between ICE and Hidalgo County (Sheriff's Office) approved by CC on 3/31/15 (AI#49060), overtime is being provided for expenses of officer providing resources in joint operational/task forces. Fringe benefits associated with overtime pay of officer is not reimbursed through grant and will be charged to the Sheriff's Office General Fund account. Reporting period ends on 9/30/20 (FY 2020).

---

Fiscal Impact

CALENDAR YEAR: 2019 ACCT. #: 9-1284-421-00-280-055-0-XXX

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

**BUDGETARY IMPACT:**

Appropriation of funds for overtime in relation to MOU between ICE and Hidalgo County (Sheriff's Office) in the amount of \$15,000.00 per officer for a total of \$45,000.00.

Fringe benefits associated with this grant are not reimbursable and will be paid from Sheriff's Office G/F account. FY2020 reporting period is from 10/1/19 - 9/30/20

Revenue acct #9-1284-331-11-280-055-0-000 *ICE REVENUES*

---

**Attachments**

MOU

Appropriation

COR Request

---

**Form Review**

Inbox	Reviewed By	Date
Emilia Uriegas	Emilia Uriegas	09/24/2019 11:01 AM
Budget & Management	Veronica Ortiz	09/24/2019 12:56 PM
Ivan Cantu	Ivan Cantu	09/25/2019 08:24 AM
Final Approval		
Form Started By: Sabrina Rodriguez		Started On: 09/19/2019 10:38 AM

**MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN  
IMMIGRATION AND CUSTOMS ENFORCEMENT AND LOCAL,  
COUNTY, OR STATE LAW ENFORCEMENT AGENCY FOR THE  
REIMBURSEMENT OF JOINT OPERATIONS EXPENSES FROM  
THE TREASURY FORFEITURE FUND**

This Agreement is entered into by the Hidalgo County Sheriff Office, (NCIC CODE # TX 10R0000) and Immigration and Customs Enforcement (ICE), Special Agent in Charge (SAIC), San Antonio, Texas for the purpose of the reimbursement of costs incurred by the Hidalgo County Sheriff Office in providing resources to joint operations/task forces.

Payments may be made to the extent they are included in the ICE Fiscal Year Plan, and the money is available within the Treasury Forfeiture Fund to satisfy the request(s) for the reimbursement of overtime expenses and other law enforcement expenses related to joint operations.

**I. LIFE OF THIS AGREEMENT**

This Agreement becomes effective on the date it is signed by both parties. It remains in force unless explicitly terminated, in writing, by either party.

**ii. AUTHORITY**

This Agreement is established pursuant to the provisions of 31 USC 9703, the Treasury Forfeiture Fund Act of 1992, which provides for the reimbursement of certain expenses incurred by local, county, and state law enforcement agencies as participants of joint operations/task forces with a federal agency participating in the Treasury Forfeiture Fund.

**iii. PURPOSE OF THIS AGREEMENT**

This Agreement establishes the responsibilities of both parties and the procedures for the reimbursement of certain overtime expenses and other law enforcement expenses pursuant to 31 USC 9703.

**IV. APPLICABILITY OF THIS AGREEMENT**

This agreement is valid for all joint investigations led by ICE SAC, San Antonio, Texas, with the participation of the Hidalgo County Sheriff Office, and until terminated, in writing, by either party.

**V. TERMS, CONDITIONS, AND PROCEDURES**

**A. Assignment of Officer(s)**

To the maximum extent possible, the Hidalgo County Sherriff Office shall assign dedicated officers to any investigation or joint operation.

Included as part of this Agreement, the Hidalgo County Sherriff Office shall provide ICE SAC San Antonio, Texas with the names, titles, four last digits of SSNs, badge or ID numbers, and hourly overtime wages of the officer(s) assigned to the joint operation. This information must be updated as necessary.

**B. Submission of Requests for Reimbursement (Invoices) and Supporting Documentation**

1. The Hidalgo County Sherriff Office may request the reimbursement of overtime salary expenses directly related to work on a joint operation with ICE SAC San Antonio, Texas, performed by its officer(s) assigned to this joint operation. In addition, the Hidalgo County Sherriff Office may request reimbursement of other investigative expenses, such as travel, fuel, training, equipment and other similar costs, incurred by officer(s) assigned as members of the designated joint operations with ICE SAC San Antonio, Texas.

The Hidalgo County Sherriff Office may not request the reimbursement of the same expenses from any other Federal law enforcement agencies that may also be participating in the investigation.

2. Reimbursement payments will not be made by check. To receive reimbursement payments, the Hidalgo County Sherriff Office must ensure that Customs and Border Protection, National Finance Center (CBP/NFC) has a current ACH Form on file with the agency's bank account information, for the purposes of Electronic Funds Transfer. The ACH Form must be sent to the following address:

CBP National Finance Center  
Attn: Forfeiture Fund  
6026 LAKESIDE BLVD.  
INDIANAPOLIS, IN 46278

If any changes occur in the law enforcement agency's bank account information, a new ACH Form must be filled out and sent to the CBP/NFC as soon as possible.

3. In order to receive the reimbursement of officers' overtime and other expenses related to joint operations, the Hidalgo County Sherriff

**Office must submit to ICE SAC San Antonio, Texas the TEOAF Form "Local, County, and State Law Enforcement Agency Request for Reimbursement of Joint Operations Expenses (Invoice)", signed by an authorized representative of that agency and accompanied by supporting documents such as copies of time sheets and receipts.**

4. **The Hidalgo County Sheriff Office remains fully responsible, as the employer of the officer(s) assigned to the investigation, for the payment of overtime salaries and related benefits such as tax withholdings, insurance coverage, and all other requirements under the law, regulation, ordinance, or contract, regardless of the reimbursable overtime charges incurred. Treasury Forfeiture Fund reimburses overtime salaries. Benefits are not reimbursable.**
5. **The maximum reimbursement entitlement for overtime worked on behalf of the joint investigation is set at \$15,000 per officer per year.**
6. **The Hidalgo County Sheriff Office will submit all requests for the reimbursement of joint operations' expenses to ICE Acting Assistant Special Agent in Charge, Mario H. Campbell at the following address: 5901 S. International Parkway, McAllen, Texas 78503, Attn. Cristina Torres, Mission Support Specialist, Ph. (956) 984-6918.**

#### **VI. PROGRAM AUDIT**

**This Agreement and its provisions are subject to audit by ICE, the Department of the Treasury Office of Inspector General, the General Accounting Office, and other government designated auditors. The Hidalgo County Sheriff Office agrees to permit such audits and agrees to maintain all records relating to these transactions for a period not less than three years; and in the event of an on-going audit, until the audit is completed.**

**These audits may include reviews of any and all records, documents, reports, accounts, invoices, receipts of expenditures related to this agreement, as well as interviews of any and all personnel involved in these transactions.**

#### **VII. REVISIONS**

**The terms of this Agreement may be amended upon the written approval by both parties. The revision becomes effective on the date of approval.**

#### **VIII. NO PRIVATE RIGHT CREATED**

This is an internal government agreement between ICE SAC San Antonio, Texas and the Hidalgo County Sheriff Office, and is not intended to confer any right or benefit to any private person or party.

Signature: \_\_\_\_\_

Special Agent in Charge  
Immigration and Customs Enforcement  
San Antonio, Texas

Date: 20 APR 2015

J.E. "Eddie" Guerra  
Hidalgo County Sheriff  
Hidalgo County Sheriff Office

Date: \_\_\_\_\_



Jose Rodriguez &lt;jose.rodriquez@auditor.co.hidalgo.tx.us&gt;

---

**COR Request ICE FY20**

1 message

---

**Sabrina Rodriguez** <sabrina.rodriquez@hidalgoso.org>  
To: "jose.rodriquez" <jose.rodriquez@auditor.co.hidalgo.tx.us>  
Cc: deborah fischer <deborah.fischer@auditor.co.hidalgo.tx.us>

Tue, Sep 24, 2019 at 9:04 AM

Good morning Jose,

Can you please certify the revenues for the ICE FY20 Grant AI 72388 Acct # 9-1284-421-00-280-055-0-XXX in the amount of \$45,000.00 (\$15,000.00 per officer).

Respectfully,

Sabrina Rodriguez  
Program Manager - Financial Division  
Hidalgo County Sheriff's Office  
p: (956)3936013  
e: sabrina.rodriquez@hidalgoso.org



Jose Rodriguez &lt;jose.rodriguez@auditor.co.hidalgo.tx.us&gt;

---

**FW: TASK FORCE Grants**

---

Martinez, Carlos E &lt;Carlos.E.Martinez@ice.dhs.gov&gt;

Fri, Nov 1, 2019 at 10:11 AM

To: "sabrina.solis@hidalgoso.org" <sabrina.solis@hidalgoso.org>, "jose.rodriguez@auditor.co.hidalgo.tx.us" <jose.rodriguez@auditor.co.hidalgo.tx.us>, "deborah.fischer@auditor.co.hidalgo.tx.us" <deborah.fischer@auditor.co.hidalgo.tx.us>  
Cc: "Michel-Manzo, Maria" <Maria.Michel-Manzo@ice.dhs.gov>, "Torres, Cristina" <Cristina.Torres@ice.dhs.gov>

Hidalgo County Auditor,

As per the MOU signed in April 2015 between HSI and the Hidalgo County Sheriff's Office, HSI agrees to reimburse Hidalgo County for overtime hours worked in FY20 by the Deputies listed below.

If you have any questions, please feel free to contact me at the number listed below.

Jose D. Solis Sr. Deputy Sheriff

Leonardo Quintana Sr. Deputy Sheriff

Armando Pena Sr. Deputy Sheriff

**Carlos Martinez**

Group Supervisor

Homeland Security Investigations

5901 S. International Parkway, McAllen, Texas

Mobile: 956-457-8528 | Direct: 956-984-6929

---

**From:** Torres, Cristina <Cristina.Torres@ice.dhs.gov>  
**Sent:** Tuesday, October 29, 2019 4:26 PM  
**To:** Martinez, Carlos E <Carlos.E.Martinez@ice.dhs.gov>  
**Subject:** FW: TASK FORCE Grants  
**Importance:** High

GS Martinez,

HCSO auditor is requesting an email from you stating confirmation that DHS /ICE/HSI is still willing to reimburse payment for OT for the three officers for FY20.

Jose D. Solis Sr. Deputy Sheriff

Leonardo Quintana Sr. Deputy Sheriff

Armando Pena Sr. Deputy Sheriff

Thanks in advance,

Cristina Torres

Mission Support Specialist

Department of Homeland Security

5901 S. International Parkway

McAllen, TX 78503

Office: (956) 984-6918

Cell: (956) 451-3401

---

**From:** Torres, Cristina

**Sent:** Tuesday, October 29, 2019 2:30 PM

**To:** Sabrina Solis <sabrina.solis@hidalgoso.org>

**Cc:** jose.rodriguez <jose.rodriguez@auditor.co.hidalgo.tx.us>; deborah fischer <deborah.fischer@auditor.co.hidalgo.tx.us>

**Subject:** RE: TASK FORCE Grants

**Importance:** High

Good Afternoon Sabrina,

We just received clarification from SAC San Antonio Operational overtime can be worked as long as approval has been granted from Group Supervisor Carlos Martinez. GS Martinez held a meeting with all Task Force officer's this morning reference SLOT funds availability. Thank you for providing overtime wages for HCSO officers.

Please see payment history for FY18 & FY19. Advise if you are still pending any payments.

Thank you in advance,

Cristina Torres

Mission Support Specialist

Department of Homeland Security

5901 S. International Parkway

McAllen, TX 78503

Office: (956) 984-6918

Cell: (956) 451-3401

**From:** Sabrina Solis <sabrina.solis@hidalgoso.org>

**Sent:** Tuesday, October 29, 2019 11:27 AM

**To:** Torres, Cristina <Cristina.Torres@ice.dhs.gov>

**Cc:** jose.rodriguez <jose.rodriguez@auditor.co.hidalgo.tx.us>; deborah.fischer <deborah.fischer@auditor.co.hidalgo.tx.us>

**Subject:** Fwd: TASK FORCE Grants

Good afternoon Cristina,

Just checking up on this request.  
Any updates?

Respectfully,

Sabrina Solis  
Program Manager - Financial Division  
Hidalgo County Sheriff's Office  
p: (956)3936013  
e: sabrina.solis@hidalgoso.org

----- Original Message -----

**From:** "Sabrina Rodriguez" <sabrina.rodriguez@hidalgoso.org>

**Sent:** 10/22/2019 1:49:15 PM

**To:** "Torres, Cristina" <Cristina.Torres@ice.dhs.gov>

**Cc:** "jose.rodriguez" <jose.rodriguez@auditor.co.hidalgo.tx.us>, deborah.fischer@auditor.co.hidalgo.tx.us

**Subject:** Fwd: TASK FORCE Grants

Good afternoon Cristina,

On 10/7/19, I sent an email stating that for FY19 three officers worked overtime for ICE. And that if could you please confirm that ICE is still willing to reimburse payment for OT for the three officers for FY20.

According to the MOU with ICE, the HCSO needs to provide names, titles, last four digits of SSN, ID #s, and hourly OT wages.

That information is as follows:

Jose D. Solis Sr. Deputy Sheriff Step IV \$33.9390

Leonardo Quintana Sr. Deputy Sheriff Step IV \$33.111

Armando Pena Sr. Deputy Sheriff Step IV \$37.0074

Please advise if these three officers are okay to begin working.

Respectfully,

Sabrina Rodriguez  
Program Manager - Financial Division  
Hidalgo County Sheriff's Office

11/4/2019

COUNTY OF HIDALGO, TEXAS Mail - FW: TASK FORCE Grants

p: (956)3936013

e: sabrina.rodriguez@hidalgoso.org

----- Original Message -----

From: "Jose Rodriguez" <jose.rodriquez@auditor.co.hidalgo.tx.us>

Sent: 10/18/2019 4:25:00 PM

To: "Sabrina Rodriguez" <sabrina.rodriquez@hidalgoso.org>

Cc: "Deborah Fischer" <deborah.fischer@auditor.co.hidalgo.tx.us>

Subject: TASK FORCE Grants

Good afternoon Sabrina,

As per our conversation, when you contact ICE and FBI be sure to reference their MOUs. I have attached a highlighted version of each MOU for you to download and email them on your follow up request.

If you have any questions do not hesitate to ask. Have a great day!!

*Jose Rodriguez*

Grant Accountant I

Hidalgo County Auditor's Office

Edinburg, Tx 78539

Phone: (956) 318-2511 Ext. 4677

Fax: (956) 318-2577

jose.rodriquez@auditor.co.hidalgo.tx.us

---

 **Hidalgo CO SO.PDF**  
152K

