

# COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE  
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January 25, 2022

- The Honorable Richard F. Cortez, Hidalgo County Judge
- The Honorable David L. Fuentes, Commissioner, Precinct No. 1
- The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2
- The Honorable Everardo "Ever" Villarreal, 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 § 111.0706 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, Maria Arcilia Duran, 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  
 \$15,000.00

PURPOSE  
 Hidalgo Co. Sheriff's Office – DOJ-USMS FY22  
 Joint Law Enforcement Operations Task Force – Overtime for (1) TFOs

CERTIFIED BY:

*Maria A. Duran*

01/18/2022

Maria Arcilia Duran, CPA

Date

**HIDALGO COUNTY DISTRICT JUDGES**

- LUIS M. SINGLETERY  
JUDGE, 92<sup>ND</sup> D.C.
- HERNANDO MANCINAS  
JUDGE, 93<sup>RD</sup> D.C.
- J. R. "BOBBY" FLORES  
JUDGE, 158<sup>TH</sup> D.C.
- ROSE GUERRA REYNA  
JUDGE, 226<sup>TH</sup> D.C.
- MARLA CUELLAR  
JUDGE, 276<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, 381<sup>TH</sup> D.C.
- L. KENO VASQUEZ  
JUDGE, 388<sup>TH</sup> D.C.
- ISRAEL RAMON, JR.  
JUDGE, 430<sup>TH</sup> D.C.
- RENEER. BETANCOURT  
JUDGE, 448<sup>TH</sup> D.C.
- JOSE "JOE" RAMIREZ  
JUDGE, 464<sup>TH</sup> D.C.

AI-84234

Sheriff's Office

**CC REGULAR AGENDA REGULAR MTG**

**Meeting Date:** 01/25/2022

**Submitted For:** David Friedlein, SHERIFF DEPT.

**Submitted By:** Jose Rodriguez, SHERIFF DEPT.

**Department:** SHERIFF DEPT.

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**CAPTION**

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

1. Approval to accept additional overtime funding from the U.S. Department of Justice, U.S. Marshals Service for one (1) officer in the amount of \$15,000.00 for FY2022 (Oct. 12, 2021 - Sep. 30, 2022)
2. Request authorization to continue to pay overtime reimbursable under the grant terms and conditions.
3. Approval of certification of revenues, as certified by the County Auditor, for the FY2022 DOJ-USMS overtime funds in the amount of \$15,000.00 and appropriation of the same.

**BACKGROUND**

Pursuant to Memorandum of Understanding between the U.S. Marshal Service (USMS) and Hidalgo County Sheriff's Office, funding is being made available for overtime expenses for one (1) Officer assigned to the joint law enforcement operations task force. Period of performance is from October 12, 2021 to September 30, 2022 for Fiscal Year 2022

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**Fiscal Impact**

**CALENDAR YEAR:** 2022

**ACCT. #:** 2-1284-421-00-280-068-2-XXX

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

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

**BUDGETARY IMPACT:**

Appropriation of funds in the amount of \$15,000.00 for the DOJ-USMS funding of FY2022.

Period of performance is 10/12/2021 to 09/30/2022.

Revenue acct# 2-1284-331-11-280-068-2-000 JLEO DOJ-USMS REVENUE

Expenses relating to fringe benefits for the overtime hours are to be charged to the Sheriff's Office budget.

No Cash Match Required

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**Attachments**

COR Request Email

FY2022 DOJ-USMS Contract

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**Form Review**

**Inbox**

(Originator)

Form Started By: Jose Rodriguez

**Reviewed By**

Jose Rodriguez

**Date**

01/18/2022 01:04 PM

Started On: 01/18/2022 01:04 PM

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 12, 2021 to September 30, 2022

**SECTION 4: APPROPRIATION DATA**

FISCAL YEAR	ORGANIZATION	FUND	PROJECT	SOC / PURPOSE	DOLLAR AMOUNT
2022	D79	AFF-B-OP	JLEOTFS4	25205 - TFO Overtime	\$15,000.00

Total Obligation Amount: \$15,000.00

**ADD OBLIGATION LINE**

**SECTION 5: DESCRIPTION OF OBLIGATION**

TX1080000

TFO Overtime for one TFO (\$15,000.00)

**SECTION 6: CONTACT INFORMATION**

**DISTRICT/RFTF CONTACT:**

Name: SDUSM Dagoberto Lopez

Phone: 956-683-2410

E-mail: dagoberto.lopez@usdoj.gov

**STATE/LOCAL CONTACT:**

Name: Sheriff J.E. "Eddie" Guerra

Phone: 956-393-6002

E-mail: sheriff.guerra@hidalgoso.org

**SECTION 7: AUTHORIZATION**

**USMS Representative - Certification of Funds:**

Signature: ANN HEPHNER

Digitally signed by ANN HEPHNER  
Date: 2022.01.14 06:12:41 -06'00'

Date: 1/14/2022

Ann Hephner, Administrative Officer

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

Signature: DANIEL FLORES

Digitally signed by DANIEL FLORES  
Date: 2022.01.14 10:00:33 -06'00'

Date: 1/14/2022

Daniel Flores, (A) 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: \_\_\_\_\_

Sheriff J.E. "Eddie" Guerra

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

## 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: January 18, 2022

DEPARTMENT HEAD: Hidalgo County Sheriff J.E. Eddie Guerra

**2022**  
Appropriation  
AI-84234



DEPARTMENT NAME: Hidalgo County Sheriff's Office

ACCOUNT NUMBER: 2-1284-421-00-280-068-2-131

Contact Person: Jose Rodriguez Ph# 956-393-6176

**SUBJECT:** Appropriations of Funds (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Appropriations of Funds (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME		AMOUNT
2-1284-421-00-280-068-2-131	JLEO DOJ-USMS	OVERTIME	\$15,000.00
2-1284-331-11-280-068-2-000	JLEO DOJ-USMS	REVENUES	15,000.00
<b>TOTAL BUDGET INCREASE (DECREASE)</b>			<b>\$15,000.00</b>

**REASON:** To appropriate the budget for overtime hours for officers assigned to USMS investigatoins. Funding period Oct 12, 2021 to Sep 30, 2022. Expense relating to fringe benefits that are assigned to the overtime hours are to be charged to the Hidalgo County Sheriff's Office general fund.

  
DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

  /  /    
DATE

ATTEST COUNTY CLERK

From: "Jose Rodriguez 5968" <jose.rodriguez@hidalgoso.org>  
To: "alejandro.torres" <alejandro.torres@auditor.co.hidalgo.tx.us>  
Cc: "guillermo.palacios" <guillermo.palacios@hidalgoso.org>, "deborah.fischer" <deborah.fischer@auditor.co.hidalgo.tx.us>, "minerva.diaz" <minerva.diaz@auditor.co.hidalgo.tx.us>  
Subject: Certification of Revenue AI-84234  
Date: 1/18/2022 1:52:03 PM

Good afternoon Alejandro,

Can you please provide a Certification of Revenue for DOJ-USMS FY22 grant?

2-1284-421-00-280-068-2-131 in the amount of \$15,000.00

Agenda Item # 84234

Jose L Rodriguez  
Program Manager I  
Hidalgo County Sheriff's Office  
jose.rodriguez@hidalgoso.org  
956-393-6176



Alejandro Torres <alejandro.torres@auditor.co.hidalgo.tx.us>

**Account Creation Request**

**Alejandro Torres** <alejandro.torres@auditor.co.hidalgo.tx.us>  
To: Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>  
Cc: Deborah Fischer <deborah.fischer@auditor.co.hidalgo.tx.us>

Tue, Jan 18, 2022 at 3:23 PM

Good Afternoon Minerva,

Please create the account listed below for certification of revenue for 1284 DOJ-USMS.

reference Agenda Item #84234

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>A/D</u>
2-1284-421-00280-068-2-131	JLEO DOJ-USMU-OVERTIME PAY	A

Thanks,  
Alejandro Torres  
Accountant I

Hidalgo County Auditor's Department  
2808 South Business Highway 281, Edinburg, Texas 78539  
Office: (956) 318-2511 Ext.4669  
Fax: (956) 318-2577

Website - [www.co.hidalgo.tx.us/auditor](http://www.co.hidalgo.tx.us/auditor)



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