

# COUNTY of HIDALGO



**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)

June 2, 2023

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 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 § 111.07075 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, Linda Fong, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the revenue received from a transfer from Jail Commissary Trust Fund in the amount of \$382,933.00 for salaries and fringe benefits. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

CERTIFIED BY:

  
\_\_\_\_\_  
Linda Fong, CPFO  
Hidalgo County Interim Auditor

06/02/2023  
Date

### HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92 <sup>ND</sup> D.C.	FERNANDO MANCIAS JUDGE, 93 <sup>RD</sup> D.C.	J. R. "BOBBY" FLORES JUDGE, 139 <sup>TH</sup> D.C.	ROSE GUERRA REYNA JUDGE, 206 <sup>TH</sup> D.C.	MARLA CUELLAR JUDGE, 275 <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, 389 <sup>TH</sup> D.C.	L. KENO VASQUEZ JUDGE, 398 <sup>TH</sup> D.C.	ISRAEL RAMON, JR. JUDGE, 430 <sup>TH</sup> D.C.	RENEE R. BETANCOURT JUDGE, 449 <sup>TH</sup> D.C.	JOSE "JOE" RAMIREZ JUDGE, 464 <sup>TH</sup> D.C.	YSMAEL FONSECA JUDGE, 476 <sup>TH</sup> D.C.
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AI-91061

Sheriff's Office 16.0.

**CC REGULAR AGENDA SPECIAL MTG**

**Meeting Date:** 06/13/2023

**Submitted By:** Sabrina Rodriguez

**Department:** SHERIFF DEPT.

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**CAPTION**

Jail Commissary (2102):

Approval of Certification of Revenues as certified by the County Auditor in the amount of \$382,933.00 for year 2023 3rd & 4th quarters.

**BACKGROUND**

To certify the revenues (\$382,933.00) previously transferred from Jail Commissary bank account for salaries & fringe benefits of commissary staff.

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**Fiscal Impact**

**CALENDAR YEAR:** 2023

**ACCT. #:** 3-2102-423-21-280-015-0-XXX

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

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

**BUDGETARY IMPACT:**

Funding was provided by the Jail Commissary bank account.

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**Attachments**

COR Request

BA

Receipt

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**Form Review**

**Inbox**

Budget & Management

Final Approval

Form Started By: Sabrina Rodriguez

**Reviewed By**

**Date**

Started On: 05/26/2023 08:24 AM



Ray Morin &lt;ray.morin@auditor.co.hidalgo.tx.us&gt;

**Fwd: Certification of Revenues Request for \$382,933.00 (Jail Commissary)**

3 messages

Linda Fong &lt;linda.fong@auditor.co.hidalgo.tx.us&gt;

Wed, May 31, 2023 at 9:19 AM

To: Ray Morin &lt;ray.morin@auditor.co.hidalgo.tx.us&gt;

Cc: Leticia Chavez &lt;letty.chavez@auditor.co.hidalgo.tx.us&gt;, Luis Salinas &lt;luis.salinas@auditor.co.hidalgo.tx.us&gt;, Xuejiao Li &lt;xuejiao.li@auditor.co.hidalgo.tx.us&gt;

FYI

Thank you,

**Linda Fong, CPFO**

Interim County 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](mailto:linda.fong@auditor.co.hidalgo.tx.us)

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----- Forwarded message -----

From: **Sabrina Solis** <[sabrina.solis@hidalgo.org](mailto:sabrina.solis@hidalgo.org)>

Date: Tue, May 30, 2023 at 5:13 PM

Subject: Certification of Revenues Request for \$382,933.00 (Jail Commissary)

To: Linda Fong <[linda.fong@auditor.co.hidalgo.tx.us](mailto:linda.fong@auditor.co.hidalgo.tx.us)>Cc: Letty Chavez <[letty.chavez@auditor.co.hidalgo.tx.us](mailto:letty.chavez@auditor.co.hidalgo.tx.us)>, Reynaldo Cantu <[reynaldo.cantu@auditor.co.hidalgo.tx.us](mailto:reynaldo.cantu@auditor.co.hidalgo.tx.us)>, Corina Martinez <[corina.martinez@auditor.co.hidalgo.tx.us](mailto:corina.martinez@auditor.co.hidalgo.tx.us)>, Myra Montoya <[myra.montoya@hidalgo.org](mailto:myra.montoya@hidalgo.org)>

Ms. Fong:

This is to formally request the certification of revenues in the amount of \$382,933.00 (Jail Commissary Account Program 2102) in reference to AI# 91061 for CC agenda of 06/13/2023. Should you require additional information, feel free to contact our office.

Sincerely,

**Sabrina Solis, MBA**

Accountant IV

Hidalgo County Sheriff's Office • Financial Services Division

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

[sabrina.solis@hidalgo.org](mailto:sabrina.solis@hidalgo.org)

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Ray Morin &lt;ray.morin@auditor.co.hidalgo.tx.us&gt;

Wed, May 31, 2023 at 2:31 PM

To: Alejandro Torres <[alejandrotorres@auditor.co.hidalgo.tx.us](mailto:alejandrotorres@auditor.co.hidalgo.tx.us)>Cc: Letty Chavez <[letty.chavez@auditor.co.hidalgo.tx.us](mailto:letty.chavez@auditor.co.hidalgo.tx.us)>, Reynaldo Cantu <[reynaldo.cantu@auditor.co.hidalgo.tx.us](mailto:reynaldo.cantu@auditor.co.hidalgo.tx.us)>, Corina Martinez <[corina.martinez@auditor.co.hidalgo.tx.us](mailto:corina.martinez@auditor.co.hidalgo.tx.us)>, Xuejiao Li <[xuejiao.li@auditor.co.hidalgo.tx.us](mailto:xuejiao.li@auditor.co.hidalgo.tx.us)>

Good afternoon Alex,

I am in the process of preparing a Certification of Revenues for funds received from the Jail Commissary fund. Please let me know if this has been reviewed by the Internal Audit Division to confirm if requested expenditures are allowed.

Respectfully,

**Ray Morin**

Financial Accounting Supervisor

Hidalgo County Auditor's Office

2808 South Business Highway 281

Edinburg, Texas 78539

Office: (956) 318-2511 Ext.4664

Fax: (956) 318-2577

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



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**Alejandro Torres** <[alejandrotorres@auditor.co.hidalgo.tx.us](mailto:alejandrotorres@auditor.co.hidalgo.tx.us)>  
To: Ray Morin <[ray.morin@auditor.co.hidalgo.tx.us](mailto:ray.morin@auditor.co.hidalgo.tx.us)>  
Cc: Letty Chavez <[letty.chavez@auditor.co.hidalgo.tx.us](mailto:letty.chavez@auditor.co.hidalgo.tx.us)>, Reynaldo Cantu <[reynaldocantu@auditor.co.hidalgo.tx.us](mailto:reynaldocantu@auditor.co.hidalgo.tx.us)>, Corina Martinez <[corina.martinez@auditor.co.hidalgo.tx.us](mailto:corina.martinez@auditor.co.hidalgo.tx.us)>, Xuejiao Li <[xuejiaoli@auditor.co.hidalgo.tx.us](mailto:xuejiaoli@auditor.co.hidalgo.tx.us)>

Good afternoon Ray,

Pursuant to LGC 351.0415(c), the Sheriff may use commissary proceeds as follows. Therefore, according to section 351.0415(c)(3), the funding of salaries is allowed.

- (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 rehabilit
  - (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 securit
- facility.



**Alejandro Torres**

Internal Auditor II | Hidalgo County | Auditor's Office

P: (956) 318-2511 Ext.4644

F: (956) 318-2577

A: 2808 South Business Highway 281, Edinburg, Texas 78539

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

Receipt No: 276949

Received From: SHERIFF'S JAIL COMMISSARY 01/04/2022

Date 01/11/23

1	6350	1ST & 2ND QTR 2023 FUNDING OF SALARIES	382,933.00
		3-2102-391-03-000-000-0-426	

Total: 382,933.00

Check Total	382,933.00
Cash Total	.00
Credit Total	.00
Other Total	.00

HIDALGO COUNTY SHERIFF'S OFFICE  
REVENUE REMITTANCE FORM  
January 4, 2022

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

- A. Credit Account Number: 3-2102-391-03-000-000-0-426 \$ 382,933.00
- A. Credit Account Number: \_\_\_\_\_ \$ \_\_\_\_\_
- B. Funding for Commissary Funded Salaries 1st, and 2nd Quarters 2023

GRAND TOTAL REMITTED TO TREASURER \$ 382,933.00

APPROVED BY:

*Myra Montoya*  
HIDALGO COUNTY SHERIFF OR DESIGNEE

1-4-23  
DATE

PREPARED BY:

\_\_\_\_\_  
ACCOUNTANT IV

\_\_\_\_\_  
TREASURER'S RECEIPT NO.



JAIL COMMISSARY  
2102-423-21-280-015

Object #	Object Code Description	2022 Original Budget	2023 Budget Request	2023 Adopted Budget
113	REGULAR FULL-TIME EMPLOYEES	\$402,851.00	\$510,671.00	\$522,441.00
115	LONGEVITY PAY	\$6,930.00	\$6,930.00	\$6,888.00
117	SUPPLEMENTAL PAY	\$1,500.00	\$1,500.00	\$1,500.00
211	HEALTH INSURANCE	\$88,437.00	\$113,169.00	\$121,240.00
212	LIFE INSURANCE	\$654.00	\$837.00	\$837.00
220	SOCIAL SECURITY AND MEDICARE CONTRIBU	\$31,463.00	\$39,711.00	\$40,608.00
230	RETIREMENT CONTRIBUTIONS	\$53,590.00	\$67,639.00	\$69,167.00
250	UNEMPLOYMENT COMPENSATION	\$2,468.00	\$3,115.00	\$3,185.00
260	WORKERS' COMPENSATION	\$6,930.00	\$10,293.00	\$0.00
	TOTALS	\$594,823.00	\$753,865.00	\$765,866.00
	SALARY EXPENSES	\$594,823.00	\$753,865.00	\$765,866.00
	OPERATING EXPENSES	\$0.00	\$0.00	\$0.00

765,866.00 / 2  
= 382,933.00  
1st + 2nd Qtrs

AI-89041

Sheriff's Office

**CC REGULAR AGENDA SPECIAL MTG**

**Meeting Date:** 01/17/2023

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

**Department:** SHERIFF DEPT.

**CAPTION**

Jail Commissary (2102): Approval of Certification of Revenues as certified by the County Auditor and appropriation of funds in the amount of \$382,933.00 for year 2023 1st & 2nd quarters.

**BACKGROUND**

To certify the revenues (\$382,933.00) previously transferred from Jail Commissary bank account for salaries & fringe benefits of commissary staff.

**Fiscal Impact**

**CALENDAR YEAR:** 2023

**ACCT. #:** 3-2102-423-21-280-015-0-XXX

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

**BUDGETARY IMPACT:**

Funding was provided by the Jail Commissary bank account.

**Attachments**

COR Request

BA

**Form Review**

**Inbox**

**Reviewed By**

**Date**

(Originator)

Sabrina Rodriguez

01/04/2023 01:28 PM

Form Started By: Sabrina Rodriguez

Started On: 01/04/2023 01:28 PM

ORIGINAL DOCUMENT PRINTED ON CHEMICAL REACTIVE PAPER WITH HEAT SENSITIVE INK HAND ICON AND MICROPRINTED BORDER



**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

6350

1/4/2023

PAY TO THE ORDER OF Hidalgo County Treasurer

\$ \*\*382,933.00

Three Hundred Eighty-Two Thousand Nine Hundred Thirty-Three and 00/100\*\*\*\*\*

DOLLARS

Hidalgo County Treasurer

Void After 90 Days

MEMO

*Jose R. Vog*

Funding for the 1st, & 2nd Quarters of 2023--salaries

⑈006350⑈ ⑆114911687⑆ 710 15949⑈