

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
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September 27, 2024

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 § 111.0707 SPECIAL BUDGET FOR REVENUE FROM INTERGOVERNMENTAL CONTRACTS:

The county auditor shall certify to the commissioner's court the receipt of all revenue from intergovernmental contracts 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 revenue from intergovernmental contracts for its intended purpose.

I, Letty Chavez, Hidalgo County Auditor, certify to the Hidalgo County Commissioners Court the receipt of an award from the U.S. Department of Justice – Federal Bureau of Investigation (FBI). These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT
\$21,740.50

PURPOSE
FBI FY25 Overtime Reimbursement
Hidalgo County Sheriff's Office

CERTIFIED BY:



Letty Chavez
County Auditor

9/30/2024
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, 389TH D.C. L. KENO VASQUEZ JUDGE, 398TH D.C. ISRAEL RAMON, JR. JUDGE, 430TH D.C. RENEE R. BETANCOURT JUDGE, 449TH D.C. JOSE "JOE" RAMIREZ JUDGE, 464TH D.C. YSMAEL FONSECA JUDGE, 476TH D.C.

AI-96846

Sheriff's Office 15. B.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 10/01/2024

Submitted For: Rocky Serna, SHERIFF DEPT.

Submitted By: Jose Rodriguez

Department: SHERIFF DEPT.

CAPTION

Sheriff's Office - FY 2025 FBI (1284):

1. Approval to accept overtime funding agreement from the Federal Bureau of Investigation (FBI) for FY 2025 (10/01/2024 to 09/30/2025) in the amount of \$21,740.50.
2. Authorization to pay overtime reimbursable under the agreement terms and conditions.
3. Approval of certification of revenues as certified by the County Auditor for the FY 2025 FBI overtime agreement in the amount of \$21,740.50 and appropriation of the same.

BACKGROUND

Fiscal Impact

CALENDAR YEAR: 2024

ACCT. #: 4-1284-421-00-280-056-5-131

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Appropriation of funds in the total of \$21,740.50 for the FY 2025 FBI overtime funding agreement, pending COR by Co. Auditor; funding period is from 10/01/2024 - 09/30/2025: no cash match required.

Note: Expense relating to all fringe benefits for the overtime hours are to be charged to the Sheriff's Office General Fund Budget.

Revenue Account: 4-1284-331-11-280-056-5-000 FBI Revenues

Attachments

FY25 Overtime Limits
 Agreement
 COR Request
 OT Policy
 appropriation-revised

Form Review

Inbox

Budget & Management

Final Approval

Form Started By: Jose Rodriguez

Reviewed By

Veronica Ortiz

Date

09/24/2024 05:24 PM

Started On: 09/24/2024 04:32 PM

**COST REIMBURSEMENT AGREEMENT
BETWEEN
THE FEDERAL BUREAU OF INVESTIGATION (FBI)
AND
HIDALGO COUNTY SHERIFF'S OFFICE (AGENCY)
TASK FORCE FILE # 281D-SA-C46020**

Pursuant to Congressional appropriations, the FBI receives authority to pay overtime for police officers assigned to the formalized Rio Grande Valley Safe Streets Violent Crime Task Force as set forth below for expenses necessary for detection, investigation, and prosecution of crimes against the United States. It is hereby agreed between the FBI and the Hidalgo County Sheriff's Office located at 711 El Cibolo, Edinburg, Texas 78540 Taxpayer Identification Number: 74-6000717, Phone Number: 956-383-8114 that:

1) Commencing upon execution of this agreement, the FBI will, subject to availability of required funding, reimburse the agency for overtime payments made to the officers assigned full-time to the task force.

2) Requests for reimbursement will be made on a monthly basis and should be forwarded to the FBI Field Office as soon as practical after the first of the month which follows the month for which reimbursement is requested. Such requests should be forwarded by the Supervisor of the agency to the FBI Task Force Squad Supervisor and Special Agent in Charge for their review, approval, and processing for payment.

3) Overtime reimbursements will be made directly to the agency by the FBI. All overtime reimbursement payments are made by electronic fund transfer (EFT). An ACH Vendor/Miscellaneous Payment Enrollment Form must be on file with the FBI to facilitate EFT.

4) Overtime reimbursements will be calculated at the usual rate for which the individual officer's time would be compensated in the absence of this agreement. However, said reimbursement, per officer, shall not exceed monthly and/or annual limits established annually by the Federal fiscal year running from October 1st of the year through September 30th of the following year, unless changed during the period. The FBI reserves the right to change the reimbursement limits, upward or downward, for subsequent periods based on fiscal priorities and appropriations limits. The FBI will notify the agency of the applicable annual limits prior to October 1st of each year.

5) The number of agency officers assigned full-time to the task force and entitled to overtime reimbursement by the FBI shall be approved by the FBI in advance of each fiscal year. Based on the needs of the task force, this number may change periodically, upward or downward, as approved in advance by the FBI.

6) Prior to the submission of any overtime reimbursement requests, the agency must prepare an official document setting forth the identity of each officer assigned full-time to the task force, along with the regular and overtime hourly rates for each officer. Should any officer change during the year, a similar statement must be prepared regarding the new officers prior to submitting any overtime reimbursement requests for the officers. The document should be sent to the field office for FBI review and approval.

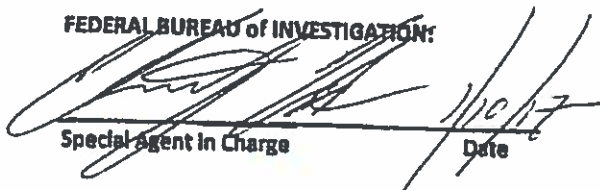
7) Each request for reimbursement will include the name, rank, ID number, overtime compensation rate, number of reimbursement hours claimed, and the dates of those hours for each officer for whom reimbursement is sought. The request must be accompanied by a certification, signed by an appropriate Supervisor of the agency, that the request has been personally reviewed, the information described in the paragraph is accurate, and the personnel for whom reimbursement is claimed were assigned full-time to the task force.

8) Each request for reimbursement will include an invoice number, invoice date, taxpayer identification number (TIN), and the correct banking information to complete the EFT. The necessary banking information is the Depositor Account Title, Bank Account Number, Routing Number, and Type of Account (either checking, savings, or lockbox). If the banking information changes, a new ACH Vendor/Miscellaneous Payment Enrollment Form must be submitted to the FBI.

9) Requests for reimbursement must be received by the FBI no later than December 31st of the next fiscal year for which the reimbursement applies. For example, reimbursement for the fiscal year ending September 30, 2009, must be received by the FBI by December 31, 2009. The FBI is not obligated to reimburse any requests received after that time.

10) This agreement is effective upon signature of the parties and will remain in effect for the duration of the agency's participation in the taskforce, contingent upon approval of necessary funding, and unless terminated in accordance with the provisions herein. This agreement may be modified at any time by written consent of the parties. It may be terminated at any time upon mutual consent of the parties, or unilaterally upon written notice from the terminating party to the other party at least 30 days prior to the termination date.

FEDERAL BUREAU OF INVESTIGATION:


Special Agent in Charge Date 1/10/17


Contracting Officer Date 1-13-2017
FBI Headquarters

Hal P. Anderson, III
Contracting Officer
Federal Bureau of Investigation

HIDALGO COUNTY SHERIFF'S OFFICE:


J. Eddie Guerra, Sheriff Date 12/10/16

APPROVED AS TO FORM
Office of Criminal District Attorney, Hidalgo County, Texas

By: 
Joseph Ramirez, Assistant DA Date 12/2/16

NOTICE OF LIMITS
FOR
FY 2025 STATE AND LOCAL OVERTIME REIMBURSEMENTS


Subject to the availability of funding and legislative authorization, the FBI may reimburse state and local law enforcement agencies (LEA) for the cost of overtime incurred by officers assigned **full-time** to FBI-managed task forces provided the overtime expenses were incurred as a result of task force-related activities. Consistent with regulation and policy, a separate Cost Reimbursement Agreement (CRA) must be executed between the FBI and the LEA, **and** an underlying Memorandum of Understanding (MOU) must exist in support of the task force relationship.

For **fiscal year 2025**, the maximum limits for reimbursements under these CRAs are **\$1,811.70** per month and **\$21,740.50** per year for each officer assigned **full-time** to the task force. These limits are effective for overtime worked on or after October 1, 2024.

These reimbursements are limited to eligible officers' direct overtime salary expenses and shall not include any costs associated with the LEA's indirect expenses or officers' benefits such as retirement, social security, and similar related expenses.

FBI field offices and state and local law enforcement agencies may process overtime reimbursement requests under formally executed CRAs in accordance with the authority of this notice. This notice is issued unilaterally by the FBI's Budget Officer and does not require formal acceptance and signature by FBI field offices and state and local law enforcement agencies.

This notice does **not** represent an authorization to obligate or expend funds. The actual amount of overtime expenses that can and should be approved for each task force officer is also dependent upon the availability of funding and operational necessity.



Matthew Kleber
Budget Officer
Federal Bureau of Investigation

8/7/24
Date

DATE: September 24, 2024

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

2025
Appropriation
AI-96846



DEPARTMENT NAME: Hidalgo County Sheriff's Office

ACCOUNT NUMBER: 4-1284-421-00-280-056-5-131

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
4-1284-421-00-280-056-5-131	JLEO 2025 FBI - OVERTIME	21,740.50
4-1284-331-11-280-056-5-000	JLEO 2025 FBI - REVENUES	21,740.50
TOTAL BUDGET INCREASE (DECREASE)		21,740.50

REASON: To appropriate funds for officer assigned to FBI investigations. Funding period October 1, 2024 to September 30, 2025.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

_____/_____/_____
DATE

ATTEST COUNTY CLERK



Jose Rodriguez <jose.rodriguez@hidalgo.org>

AI-96846 FBI FY25 COR

Jose Rodriguez <jose.rodriguez@hidalgo.org>

Tue, Sep 24, 2024 at 4:41 PM

To: Jesse Gonzales <jesse.gonzales@auditor.co.hidalgo.tx.us>

Cc: Myra Montoya <myra.montoya@hidalgo.org>, Isabel Rodriguez <isabel.rodriguez@auditor.co.hidalgo.tx.us>, Rossana Schettino <rossana.schettino@auditor.co.hidalgo.tx.us>

Good afternoon Jesse,

Can you please certify revenues for FY25 FBI in the amount of \$21,740.50?

AI-96846 to be presented on 10/01/2024.

Respectfully,

Jose L Rodriguez

Program Manager I

Hidalgo County Sheriff's Office

jose.rodriguez@hidalgo.org

956-393-6176