

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

December 17, 2024

The Honorable Richard F. 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 § 111.0706 SPECIAL BUDGET FOR GRANT OR AID MONEY:

The county auditor shall certify to the commissioner's 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, Letty Chavez, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Joint Law Enforcement Operations, United States Marshals Service (USMS). These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT
\$21,700.00

PURPOSE
USMS TASK FORCE OFFICER-OVERTIME FY25

CERTIFIED BY:



Letty Chavez

12/16/2024

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-97676 ✓

HIDTA - Task Force 13. A.

CC REGULAR AGENDA REGULAR MTG

Meeting Date: 12/17/2024 ✓

Submitted For: Maria Del Rosario Gonzalez, HIDTA

Submitted By: Maria Del Rosario Gonzalez

Department: HIDTA ✓

CAPTION

USMS Task Force Officer (1281): ✓

1. Authorization to pay overtime reimbursable under the USMS and Hidalgo County District Attorney's agreement terms and conditions.
2. Approval of certification of revenues as certified by the County Auditor for the FY 2025 USMS and Hidalgo County District Attorney's Office agreement in the amount of \$21,700.00 ✓ and appropriation of the same. ✓
3. Authorization and approval to pay straight time instead of banking extra duty hours from December 17, 2024 - September 30, 2025 ✓ to USMS TFO ✓ assigned from Hidalgo County DA's Office, Employee #164674. ✓

BACKGROUND

Funding is for the period of 12/17/24 ✓ to 9/30/25. ✓ USMS and Hidalgo County District Attorney's Office MOU previously approved on 4/2/24 (AI#94738) ✓

The Hidalgo County Personnel Policy Manual Section 8.40 states an employee receives compensation for extra hours or overtime hours as follows: Upon approval of the Governing Authority, wages for extra hours or overtime hours may be paid in cash and included in the employee's paycheck for the work period in which the extra hours or overtime hours occurred or in the paycheck following such work period. If no such approval is given, the employee is credited with Compensatory Leave as provided in this Chapter.

Fiscal Impact

CALENDAR YEAR: 2024

ACCT. #: 4-1281-421-00-080-028-5-131 ✓

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Certification of Revenues to be completed and attached by Auditors Office. ✓

Attachments

FY25 USMS OT

FY25 USMS Appropriation

Form Review

Inbox

Budget & Management

Final Approval

Reviewed By

Veronica Ortiz

Date

12/06/2024 02:02 PM

DATE: 12/17/2024 ✓

DEPARTMENT HEAD: Toribio "Terry" Palacios, Criminal District Attorney ✓

DEPARTMENT NAME: District Attorney's Office / USMS TFO OVERTIME FY2025 ✓

ACCOUNT NUMBER: Expenditure - 1281-421-00-080-028-5-131 ✓ AI-97676 ✓

SUBJECT: Budget Amendments (Increases) in Accordance with V.A.C.S., Articles 689a-11, 1666a and 1666b



Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with V.A.C.S., Pursuant to Article 689a-11, 1666a, 1666b:

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	INCREASE (DECREASE)
4-1281-421-00-080-028-5 ✓	131 ✓ USMS Task Force Officer-Overtime ✓	\$ 21,700.00 ✓
TOTAL APPROPRIATIONS		\$ 21,700.00 ✓
4-1281-331-12-080-028-5- ✓	000 ✓ USMS Task Force Officer-Federal Revenues ✓	\$ 21,700.00 ✓
TOTAL REVENUES		\$ 21,700.00

Reason: To appropriate budget for the overtime hours for investigator assigned to USMS ✓

Funding period is December 17, 2024 to September 30, 2025. ✓

Note: Expenses relating to fringe benefits for the overtime hours are to be charge to the Crim DA Budget (Account#4-1100-412-00-080-002-0-xxx) ✓

APPROVED BY
COMMISSIONER'S COURT

_____/_____/_____
DATE

DEPARTMENT HEAD SIGNATURE

ATTEST BY COUNTY CLERK

REVIEWED
By Maria Munoz at 4:00 pm, Dec 13, 2024

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 District Attorney'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 24, 2024 to September 30, 2025 ✓

SECTION 4: APPROPRIATION DATA

FISCAL YEAR	ORGANIZATION	FUND	PROJECT	SOC / PURPOSE	DOLLAR AMOUNT
2025	H50/D79	AFF-B-OP	JLEOTFOT ✓	25205 - TFO Overtime ✓	\$21,700.00

Total Obligation Amount: \$21,700.00 ✓

ADD OBLIGATION LINE

SECTION 5: DESCRIPTION OF OBLIGATION

TX1080815A
TFO overtime for one TFO (\$21,700.00)

SECTION 6: CONTACT INFORMATION

DISTRICT/RFTF CONTACT:

STATE/LOCAL CONTACT:

Name: SDUSM Dagoberto Lopez
Phone: 956-558-6240
E-mail: dagoberto.lopez@usdoj.gov

Name: Chief Investigator David White
Phone: 956-457-9456
E-mail: david.white@da.co.hidalgo.tx.us

SECTION 7: AUTHORIZATION

USMS Representative - Certification of Funds:

Signature: ANN HEPHNER Digitally signed by ANN HEPHNER
Date: 2024.12.05 12:18:50 -0600 Date: 12/5/2024
Ann Hephner, Assistant Chief, Administration

Chief Deputy or RFTF Commander - Obligation Approval:

Signature: ROBERT WRIGHT Digitally signed by ROBERT WRIGHT
Date: 2024.12.05 14:18:34 -0600 Date: 12/5/2024
Robert Wright, 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: _____ Date: _____
Chief Investigator David White

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.



Ashley Escalante <ashley.escalante@auditor.co.hidalgo.tx.us>

Certification of Revenues - AI 97676

Rosie Gonzalez <rgonzalez@hidtaskforce.us>

Fri, Dec 6, 2024 at 3:30 PM

To: Ashley Escalante <ashley.escalante@auditor.co.hidalgo.tx.us>

Cc: Sonya Lopez <slopez@hidtaskforce.us>, Patricia Pacheco <patricia.pacheco@co.hidalgo.tx.us>

Good afternoon Ms. Ashley,

Can you please prepare a certification of revenues for AI-97676. ✓

This is for Prog 027- USMS TFO OT.

REVIEWED
By Maria Munoz at 4:20 pm, Dec 13, 2024

Should you need any additional information, feel free to contact me.

Thank you,

Rosie Gonzalez

Division Manager II

Hidalgo County

H.I.D.T.A. Task Force

P.O. Box 5719

McAllen, TX

Office (956) 381-0444

Fax (956) 381-8722



This record contains Sensitive Security Information that is controlled under 49 CFR parts 15 and 1520. No part of this record may be disclosed to persons without a "need to know", as defined in 49 CFR parts 15 and 1520, except with the written permission of the Administrator of the Hidalgo County Criminal District Attorney HIDTA Task Force. Unauthorized release may result in civil penalty or other action. For U.S. government agencies, public disclosure is governed by 5 U.S.C. 552 and 49 CFR parts 15 and 1520.