



# HIDALGO COUNTY AUDITOR'S OFFICE

2808 SOUTH BUSINESS HIGHWAY 281  
EDINBURG, TEXAS 78539-6243

PHONE: (956) 318-2511 FAX: (956) 318-2577  
www.hidalgocounty.us/294/Auditors-Office

March 18, 2025

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, Letty Chavez, Hidalgo County Auditor, certify to the Hidalgo County Commissioners Court Program income in the amount of \$678.00 generated by the Hidalgo County Adult Probation Department for the DWI Court Grant FY2025. These funds may now be made available by Creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$ 292.00	January 2025 DWI Program Income
\$ 386.00	February 2025 DWI Program Income

CERTIFIED BY:

\_\_\_\_\_  
Letty Chavez  
Hidalgo County Auditor

3/14/2025

\_\_\_\_\_  
Date

## HIDALGO COUNTY DISTRICT JUDGES

AI-98673

Adult Probation 14. A.

**CC CONSENT AGENDA SPECIAL MTG**

**Meeting Date:** 03/18/2025

**Submitted For:** Maria Castilleja, ADULT PROBATION

**Submitted By:** Maria Castilleja

**Department:** ADULT PROBATION

**Information**

**CAPTION**

Approval of certification of the revenues by the County Auditor for the DWI Court Grant program income and appropriation of the same for the month of January 2025 in the amount of \$292.00 and February 2025 in the amount of \$386.00.

**BACKGROUND**

**Fiscal Impact**

**CALENDAR YEAR:** 2025

**ACCT. #:** 5-1289-423-00-320-032-5-610

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

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Funds available.

**Attachments**

DWI -Feb approp  
DWI -Jan approp  
request to certify revenues  
DWI approved budget

**Form Review**

**Inbox**

Budget & Management

Final Approval

Form Started By: Maria Castilleja

**Reviewed By**

Veronica Ortiz

**Date**

03/11/2025 01:58 PM

Started On: 03/10/2025 02:43 PM

DATE: March 10, 2025  
 DEPARTMENT HEAD: Faustino Lopez, Executive Director  
 DEPARTMENT NAME: Adult Probation  
 PROGRAM: HIDALGO COUNTY DWI COURT  
 ACCOUNT NUMBER: 5-1289-423-00-320-032-5-XXX

SUBJECT: Budget Amendments (decrease/increase) in Accordance with Local Government Code, Chapter 111, Subchapter C

Honorable Bobby Flores, Community Supervision & Corrections Department Overseer

I would like to request the following amendments (increases) to my department budget in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
5-1289-423-00-320-032-5-610	DWI Court- General Supplies	292.00
<b>TOTAL APPROPRIATION</b>		<b>292.00</b>
5-1289-342-30-320-032-5-000	DWI Court Program Income	292.00
<b>TOTAL REVENUES</b>		<b>292.00</b>

**REASON:**

To allocate the GPI for the FY2025 DWI Grant Budget #2413915 from 1/1/2025-1/31/2025. The total GPI is equal to \$292.00.

\_\_\_\_\_  
 Faustino Lopez, Director  
 Hidalgo County CSCD

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Leticia Chavez  
 Hidalgo County Auditor

\_\_\_\_\_  
 Date

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I would like to request the following amendments (increases) to my department budget in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
5-1289-423-00-320-032-5-610	DWI Court- General Supplies	386.00
<b>TOTAL APPROPRIATION</b>		<b>386.00</b>
4-1289-342-30-320-032-5-000	DWI Court Program Income	386.00
<b>TOTAL REVENUES</b>		<b>386.00</b>

**REASON:**

To allocate the GPI for the FY2025 DWI Grant Budget #2413915 from 2/1/2025-2/28/2025.  
 The total GPI is equal to \$386.00.

\_\_\_\_\_  
 Faustino Lopez, Director  
 Hidalgo County CSCD

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Leticia Chavez  
 Hidalgo County Auditor

\_\_\_\_\_  
 Date

[Print This Page](#)

**Agency Name:** Hidalgo County  
**Grant/App:** 2413915 **Start Date:** 9/1/2024 **End Date:** 8/31/2025

**Project Title:** DWI Court Program  
**Status:** Active Grant

**Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Counselor and/or Therapist (licensed)	A licensed Substance Abuse Counselor (Maralba Perez) will provide intensive outpatient treatment services for participants as supported by ASI (Addiction Severity Index) assessment. Services will consist of 48 hours of group and six individual sessions. Our current plan includes one counselor dedicated to providing these services to DWI court program participants. The department will look for the most suitable residential treatment program when residential care is indicated. The treatment providers will work with the program participant to	\$59,622.44	\$0.00	\$0.00	\$0.00	\$59,622.44	100

		<p>develop a treatment plan tailored to the participant's assets and needs. The participant will meet privately with the Substance Abuse Counselor weekly, and the treatment plan will constantly be revisited based on the participant's progress. The Substance Abuse Counselor and the probation officer will provide ongoing progress reports to the DWI Court program team, which will monitor each participant's effectiveness of the treatment plan. The budget amount would cover: Salary of \$43,000.00, Health Benefits of \$7,471.20, Life Benefit of \$26.64, FICA of \$3,289.50, Retirement Benefit of \$5,577.10, and Unemployment Benefit of \$258.00, Totaling \$59,622.44.</p>						
Personnel	Probation Officer	<p>Probation Officer #1 (Alex Martinez): The ultimate responsibility for case management rests with the</p>	\$81,072.17	\$0.00	\$0.00	\$0.00	\$81,072.17	100

probation officer. The program case management is defined as a collaboration between the probation officer and the treatment provider. The probation officer and the treatment provider work closely with the felony DWI court team, meeting monthly to manage each case thoroughly and holistically. Intensive substance abuse treatment services are provided through collaboration with the treatment provider. The probation officer oversees referral to all other services. Referral services may include education, employment, and job training services, health services, housing assistance, family counseling, mental health assessment, and any other available collateral services that may be required. Initially, the participant has weekly contact with the probation officer and appears

weekly before the Judge in the felony DWI court. The frequency of meetings and monitoring intensity decreases as the participant advances through the program. The participant will meet with the probation officer no less than once per month in the office, with visits as deemed necessary during each program phase. Based upon the participant's progress, adjustment to treatment and supervision, and ability to comply with the court's requirements, reporting, and court appearances may be reduced as the participant progresses from one phase to the next. The probation officer will monitor participants between felony DWI Court sessions. Working closely with the treatment provider and program participant, the probation officer will identify and address problems as they

arise. Non-compliance with court-ordered conditions will require the probation officer to notify the Judge immediately and require an additional court appearance or revocation of bond or probation. Upon issuing an order for arrest, local law enforcement personnel will be contacted by the probation officer or the court to have the participant arrested. The probation officer also provides cognitive-behavioral intervention services. Individuals participate and enroll in the Thinking For A Change curriculum or Decision Points curriculum instructed by the probation officer. The probation officer will utilize this integrated cognitive approach to change negative behavior. The curriculum identifies lecture topics and major points to be discussed and includes when appropriate,

		<p>participants' homework assignments and role-play. The program focuses on cognitive restructuring and emphasizes critical social skills, which support the cognitive restructuring process. All cognitive interventions require a significant level of participation from those in attendance. The budget would cover: Salary of \$58,322.00, Health benefit of \$10,347.60, Life Benefits of \$26.64, FICA of \$4,461.63, Retirement Benefit of \$7,564.36, and Unemployment Benefit of \$349.93, Totaling \$81,072.17.</p>						
Supplies and Direct Operating Expenses	Laptop System and Accessories (\$5,000 or less per unit)	Surface pro tablet (1) for program supervisor assigned to DWI court to be able to access client information while in court or staff meetings. This will provide the team with up to the minute information and expedite action plans for client supervision and coordination for	\$0.00	\$0.00	\$0.00	\$986.00	\$986.00	0

		more successful outcomes. 1 @ \$986							
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Purchase paper used to create Felony DWI Court program pamphlets, program booklets for participants to keep track of all program appointments, and status reports for the court during weekly staffing. In addition, file folders will be purchased. Office supplies include, copy paper, staples, paperclips, pens, copy toners, and case folders.	\$2,500.00	\$0.00	\$0.00	\$678.00	\$3,178.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Purchase 500 Alcohol and Drug Testing kits @ \$5.00 each. Drug and alcohol tests will be used to monitor drug and alcohol use by random urinalysis.	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0	

You are logged in as **User Name:** flopez

## **Rosario Ramirez-Castilleja**

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**From:** Rosario Ramirez-Castilleja  
**Sent:** Monday, March 10, 2025 2:58 PM  
**To:** Rossana Schettino; 'Karmina Martinez'  
**Subject:** DWI GPI - certify revenues

Good afternoon,

I have created agenda item 98673 for 3/18/25. Please certify the revenues for the DWI gpi for January and February 2025. Thanks.

*Rosario Ramirez-Castilleja  
Hidalgo County CSCD  
Budget/Fiscal Director  
P.O. Box 970  
Edinburg, TX 78540  
956.587.6009  
Fax 956.318.2488*