



HIDALGO COUNTY AUDITOR'S OFFICE

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December 12, 2025

Ms. Dairen Sarmiento Rangel, Director
Hidalgo County Department of Health & Human Services
1304 S. 25th Ave.
Edinburg, Texas 78542

Re: Cash Collection Point – El Paraiso Health Clinic

Dear Ms. Sarmiento:

We reviewed the written request to establish the El Paraiso Health Clinic collection point. We recommend placing an item on the Commissioners Court agenda to seek approval. If approved, please ensure that the employees involved receive training on the “Cash Handling Guidelines and Procedures.” For your convenience, the “Cash Handling Guidelines and Procedures” are attached.

Please submit a written request for the change fund to the Auditor’s Office once your office is ready to collect.

If you have any questions or would like the Auditor’s Office to assist in training on the “Cash Handling Guidelines and Procedures,” please contact Milka Zamora, Internal Auditor III, at 318-2511 ext. 4634; Araceli Guillen, Revenue Audit Supervisor, at ext. 4650; Yvonne Torres, Director of Audit Division, at ext. 4642; Reynaldo Cantu III, First Assistant Auditor, at ext. 4654; or me at ext. 4651.

Respectfully,

Letty Chavez
County Auditor

Enclosure: “Cash Handling Guidelines and Procedures”

cc: Mr. Carlos Oliva, Division Manager, Financial Accounting

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. JUAN R. ALVAREZ JUDGE, 332ND D.C. NOE GONZALEZ JUDGE, 370TH D.C. LETICIA LOPEZ JUDGE, 389TH D.C. L. KENO VASQUEZ JUDGE, 398TH D.C. ORLANDO ESQUIVEL JUDGE, 430TH D.C. RENEE R. BETANCOURT JUDGE, 449TH D.C. JOSE "JOE" RAMIREZ JUDGE, 464TH D.C. NEREIDA LOPEZ-SINGLETERRY JUDGE, 476TH D.C.