



HIDALGO COUNTY AUDITOR'S OFFICE

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EDINBURG, TEXAS 78539-6243

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www.hidalgocounty.us/294/Auditors-Office

January 06, 2026

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 commissioners 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, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court *revenue received from the U.S. Immigration and Customs Enforcement (ICE), Homeland Security Investigations (HSI), Special Agent in Charge (SAIC), San Antonio, Tx in the amount of \$15,000.* These funds may now be made available by creating a new special budget or amending a current budget for its intended purpose.

AMOUNT
\$15,000.00

PURPOSE
ICE FY26 Overtime Reimbursement
Hidalgo CO. Constable Precinct 3

CERTIFIED BY:



LETTY CHAVEZ
COUNTY AUDITOR

1/7/2026

DATE

HIDALGO COUNTY DISTRICT JUDGES

AI-101967

Constable Pct. #3 11. B.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 01/06/2026
Submitted For: Larry Gallardo, CONSTABLE PCT. #3
Department: CONSTABLE PCT. #3

Submitted By: Leidy Roque



CAPTION

Constable Pct. 3 JLEO ICE(1284):

1. Approval to accept overtime funding agreement from U.S. Department of Homeland Security, Immigration and Customs Enforcement (ICE) FY2026 (10/1/2025–09/30/2026) in the amount of \$15,000.00.
2. Authorization to pay overtime reimbursable under the grant terms and conditions.
3. Approval of certification of revenues, as certified by the Co. Auditor, for FY 2026 ICE overtime agreement in the amount of \$15,000.00 and appropriation of the same.

BACKGROUND

MOU between ICE and Hidalgo County (Constable Precinct 3) approved by CC on 07/12/2023 (AI#86423), overtime is being provided for expenses of officer providing resources in joint operational/task forces. Fringe benefits associated with overtime pay of officers is not reimbursed through grant and will be charged to the Constable Precinct 3 General Fund account. Reporting period ends on 9/30/2026 (FY 2026).

Fiscal Impact

CALENDAR YEAR: 2025 ACCT. #: 5-1284-421-00-293-055-6-XXX
FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

CPCT3 JLEO-ICE-OVERTIME PAY; Appropriation of overtime funds from ICE in relation to joint law enforcement operations agreement for FY 2026 (10/01/2025-9/30/2026) in the amount of \$15,000.00 pending COR by Co. Auditor. No cash match required; the agreement excludes fringe benefits associated with overtime expenses; fringe benefits are to be re-classified and paid via Constable Pct. 3 G/F budget.

Revenue Account #5-1284-331-11-293-055-6-000 CONST PCT 3 JLEO ICE - REVENUES

Attachments

- HSI-ICE MOU
- Overtime Policy
- COR Request
- Appropriation

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	12/23/2025 04:12 PM
Final Approval	Monica Salinas	12/29/2025 04:43 PM
Form Started By: Leidy Roque		Started On: 12/23/2025 03:24 PM
Final Approval Date: 12/29/2025		

ICR

**MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN
IMMIGRATION AND CUSTOMS ENFORCEMENT - HOMELAND
SECURITY INVESTIGATIONS, AND LOCAL, COUNTY, OR
STATE LAW ENFORCEMENT AGENCY FOR THE
REIMBURSEMENT OF JOINT OPERATIONS EXPENSES FROM
THE TREASURY FORFEITURE FUND**

This Agreement is entered into by the Hidalgo County Constable Precinct 3, NCIC CODE #TX1082000 and Immigration Customs Enforcement (ICE), Homeland Security Investigations (HSI), Special Agent in Charge (SAC), San Antonio, Texas for the purpose of the reimbursement of costs incurred by the Hidalgo County Constable Precinct 3 in providing resources to joint operations/task forces.

Payments may be made to the extent they are included in the ICE/HSI Fiscal Year Plan, and the money is available within the Treasury Forfeiture Fund to satisfy the timely request(s) for the reimbursement of overtime expenses and other law enforcement expenses related to joint operations.

I. LIFE OF THIS AGREEMENT

This Agreement becomes effective on the date it is signed by both parties. It remains in force unless explicitly terminated, in writing, by either party.

II. AUTHORITY

This Agreement is established pursuant to the provisions of 31 USC 9705, the Treasury Forfeiture Fund Act of 1992, which provides for the reimbursement of certain expenses incurred by local, county, and state law enforcement agencies as participants of joint operations/task forces with a federal agency participating in the Treasury Forfeiture Fund.

III. PURPOSE OF THIS AGREEMENT

This Agreement establishes the responsibilities of both parties and the procedures for the reimbursement of certain overtime expenses and other law enforcement expenses pursuant to 31 USC 9705.

IV. APPLICABILITY OF THIS AGREEMENT

This agreement is valid for all joint investigations led by Immigration Customs Enforcement (ICE), Homeland Security Investigations (HSI) SAC, San Antonio, Texas, with the participation of the Hidalgo County Constable Precinct 3, and until terminated, in writing, by either party.

V. TERMS, CONDITIONS, AND PROCEDURES

A. Assignment of Officer(s)

To the maximum extent possible, the Hidalgo County Constable Precinct 3, shall assign dedicated officers to any investigation or joint operation.

Included as part of this Agreement, the Hidalgo County Constable Precinct 3, shall provide ICE/HSI SAC San Antonio, Texas with the names, titles, four last digits of SSNs, badge or ID numbers, and hourly overtime wages of the officer(s) assigned to the joint operation. This information must be updated as necessary.

B. Submission of Requests for Reimbursement (Invoices) and Supporting Documentation

1. The Hidalgo County Constable Precinct 3 may request the reimbursement of overtime salary expenses directly related to work on a joint operation with ICE/HSI SAC San Antonio, Texas, performed by its officer(s) assigned to this joint operation. In addition, the Hidalgo County Constable Precinct 3, may request reimbursement of other investigative expenses, such as travel, fuel, training, equipment and other similar costs, incurred by officer(s) assigned as members of the designated joint operations with ICE/HSI SAC San Antonio, Texas.

The Hidalgo County Constable Precinct 3 **may not** request the reimbursement of the same expenses from any other Federal law enforcement agencies that may also be participating in the investigation.

2. **Reimbursement payments will not be made by check.** To receive reimbursement payments, the Hidalgo County Constable Precinct 3 must ensure that Customs and Border Protection, National Finance Center (CBP/NFC) has a current ACH Form on file with the agency's bank account information, for the purposes of Electronic Funds Transfer. The ACH Form must be sent to the following address:

CBP National Finance Center
Attn: Forfeiture Fund
6026 LAKESIDE BLVD.
INDIANAPOLIS, IN 46278

If any changes occur in the law enforcement agency's bank account information, a new ACH Form must be filled out and sent to the CBP/NFC as soon as possible.

3. In order to receive the reimbursement of officers' overtime and other expenses related to joint operations, the Hidalgo County Constable Precinct 3, must submit to ICE/HSI SAC San Antonio, Texas the TEOAF Form "Local, County, and State Law Enforcement Agency Request for Reimbursement of Joint Operations Expenses (Invoice)", signed by an authorized representative of that agency and accompanied by supporting documents such as pay stubs and receipts.
4. The Hidalgo County Constable Precinct 3 remains fully responsible, as the employer of the officer(s) assigned to the investigation, for the payment of overtime salaries and related benefits such as tax withholdings, insurance coverage, and all other requirements under the law, regulation, ordinance, or contract, regardless of the reimbursable overtime charges incurred. Treasury Forfeiture Fund reimburses overtime salaries. Benefits are not reimbursable.
5. The **maximum** reimbursement entitlement for overtime worked on behalf of the joint investigation is set at **\$15,000** per officer per year.
6. The Hidalgo County Constable Precinct 3 will submit all timely requests for the reimbursement of joint operations' expenses to ICE/HSI Agent in Charge, James Justet at the following address: 5901 International Parkway, McAllen, TX 78503, Attn. MSA Norma Garza Phone, 956-984-6974.

VI. PROGRAM AUDIT

This Agreement and its provisions are subject to audit by ICE/HSI, the Department of the Treasury Office of Inspector General, the General Accounting Office, and other government designated auditors. The Hidalgo County Constable Precinct 3 agrees to permit such audits and agrees to maintain all records relating to these transactions for a period not less than three years; and in the event of an on-going audit, until the audit is completed.

These audits may include reviews of any and all records, documents, reports, accounts, invoices, receipts of expenditures related to this agreement, as well as interviews of any and all personnel involved in these transactions.

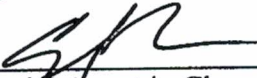
VII. REVISIONS

The terms of this Agreement may be amended upon the written approval by both parties. The revision becomes effective on the date of approval.

VIII. NO PRIVATE RIGHT CREATED

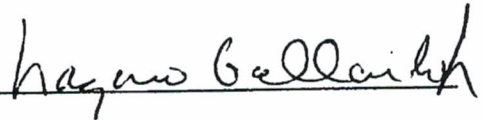
This is an internal government agreement between ICE/HSI, SAC San Antonio, Texas and the Hidalgo County Constable Precinct 3, and is not intended to confer any right or benefit to any private person or party.

Signatures:



Special Agent in Charge,
Craig S. Larrabee
Homeland Security Investigations
San Antonio, Texas

Date: 8/23/22



Constable, Larry Gallardo
Hidalgo County Constable Precinct 3

Constable, Larry Gallardo
Hidalgo County Constable Precinct 3

Date: 8/17/22



Bryan Garcia <bryan.sgarcia@auditor.co.hidalgo.tx.us>

Fwd: FY26 Welcome Letter

1 message

Leidy Roque <leidy.roque@co.hidalgo.tx.us>
To: Bryan Garcia <bryan.sgarcia@auditor.co.hidalgo.tx.us>

Tue, Dec 30, 2025 at 8:41 AM

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

From: **Garza, Norma A** <Norma.A.Garza@ice.dhs.gov>
Date: Tue, Dec 30, 2025 at 8:39 AM
Subject: RE: FY26 Welcome Letter
To: Leidy Roque <leidy.roque@co.hidalgo.tx.us>

Good Morning Leidy,

The TFF number for this FY26 is 126SA3355, thank you.

Norma A. Garza
Mission Support Assistant
5901 S. International Parkway
McAllen, TX. 78503
956-540-1209 cellphone
Norma.a.garza@hsi.dhs.gov

From: Leidy Roque <leidy.roque@co.hidalgo.tx.us>
Sent: Tuesday, December 30, 2025 8:17 AM
To: Garza, Norma A <Norma.A.Garza@ice.dhs.gov>
Subject: Re: FY26 Welcome Letter

CAUTION: This email originated from outside of DHS. DO NOT click links or open attachments unless you recognize and/or trust the sender. Please use the Cofense Report Phishing button to report. If the button is not present, click [here](#) and follow instructions.

Good Morning Ms. Norma,

May you please provide the TFF Tracking Number?

Thank you in advance,

On Mon, Dec 29, 2025 at 1:08 PM Leidy Roque <leidy.roque@co.hidalgo.tx.us> wrote:

Good Morning,

Any luck with the letter?

Thank you in advance,

On Tue, Dec 23, 2025 at 3:11 PM Leidy Roque <leidy.roque@co.hidalgo.tx.us> wrote:

Good Afternoon,

Do you have the award letter for FY26?

Thank you in advance,

--

Leidy Nallely Roque

Executive Assistant

Hidalgo County Constable Pct. 3

[730 N. Breyfogle Suite B](#)

[Mission, TX 78572](#)

Phone: 956-205-7031

Phone: 956-581-6800 EXT.3305

FAX: 956-519-4245

leidy.roque@co.hidalgo.tx.us



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Leidy Nallely Roque

Executive Assistant

Hidalgo County Constable Pct. 3

[730 N. Breyfogle Suite B](#)

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Leidy Nallely Roque

Executive Assistant

Hidalgo County Constable Pct. 3

[730 N. Breyfogle Suite B](#)

[Mission, TX 78572](#)

Phone: 956-205-7031

Phone: 956-581-6800 EXT.3305

12/30/25, 8:44 AM

COUNTY OF HIDALGO, TEXAS Mail - Fwd: FY26 Welcome Letter

FAX: 956-519-4245

leidy.roque@co.hidalgo.tx.us



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Leidy Nallely Roque
Executive Assistant
Hidalgo County Constable Pct. 3

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leidy.roque@co.hidalgo.tx.us





Bryan Garcia <bryan.sgarcia@auditor.co.hidalgo.tx.us>

COR Request FY26 ICE-HSI MOU

1 message

Leidy Roque <leidy.roque@co.hidalgo.tx.us>
To: Rossana Schettino <rossana.schettino@auditor.co.hidalgo.tx.us>
Cc: Bryan Garcia <bryan.sgarcia@auditor.co.hidalgo.tx.us>

Tue, Dec 23, 2025 at 3:48 PM

Good Afternoon,

I am requesting a Certification of Revenues for AI:101967 1/6/2026 in the amount of \$15,000.00 between HSI-ICE and Constable Precinct 3, authorization to pay overtime for one assigned Deputy Constable.

Thank you in advance,

--

Leidy Nallely Roque
Executive Assistant
Hidalgo County Constable Pct. 3

730 N. Breyfogle Suite B

Mission, TX 78572

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Phone: 956-581-6800 EXT.3305

FAX: 956-519-4245

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