



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

August 28, 2026

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

Ref: Request for Change Fund - Immunizations Division
Local Government Code Section 130.902

Dear Ms. Sarmiento:

We reviewed your request and approved the change fund of \$50.00 to be allocated to the Immunizations Division.

According to Local Government Code Section 130.902, "The Commissioner's Court of a county may set aside from the general fund of the county an amount approved by the County Auditor for use as a change fund by any county or district official who collects public funds. The fund may be used only to make change in connection with collections that are due and payable to the county, the state, or another political subdivision of the state that are often made by the official. On the recommendation of the county auditor, the Commissioner's Court may increase or decrease the change fund at any time."

Please submit this letter to the Commissioners Court as support for your request for a change fund for the Immunizations Division. Once Commissioners Court approves the change fund of \$50.00, please request a check from the Hidalgo County Auditor's Accounts Payable Division payable to "Dairen Sarmiento Rangel, Director, Hidalgo County Health and Human Services Department."

You will be responsible for this change fund. The change fund should be accounted for daily and kept secure under lock and key. Please remember that this change fund is not to be treated as petty cash or mixed with personal funds.

If you have any questions, please contact Corina Martinez, Internal Auditor III, at 318-2511 ext. 4634, Araceli A. Guillen, Revenue Audit Supervisor, at ext. 4649, 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

cc: Mr. Valde Guerra, Hidalgo County Executive Officer
Mr. Carlos Oliva, Division Manager II, 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.