

RESOLUTION

A RESOLUTION OF THE COMMISSIONERS' COURT OF THE COUNTY OF HIDALGO, TEXAS, AUTHORIZING THE SUBMISSION OF THE METHOD OF DISTRIBUTION (MOD) FOR THE HUD DISASTER RECOVERY FUNDING ALLOCATED BY THE STATE OF TEXAS, OFFICE OF RURAL COMMUNITY AFFAIRS (ORCA) AND AUTHORIZING THE COUNTY JUDGE TO ACT AS THE COUNTY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE COUNTY'S PARTICIPATION IN THE HUD DISASTER RECOVERY FUNDING PROGRAM.

WHEREAS, the Commissioners' Court of the County of Hidalgo desires to develop viable urban communities including decent housing, suitable living environments and economic opportunities principally for persons of low/moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety of our residents due to the damages sustained from Hurricane Dolly; and

WHEREAS, disaster recovery supplemental funds are the primary source of funding available for public infrastructure, economic development and housing for the disaster affected areas; and

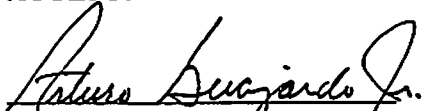
WHEREAS, it is necessary and in the best interests of the County of Hidalgo to improve infrastructure within the County to provide disaster relief, long-term recovery and restoration of infrastructure, housing and economic revitalization in areas affected by Hurricane Dolly, and

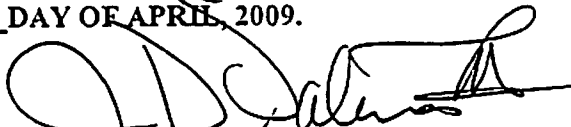
NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS' COURT OF THE COUNTY OF HIDALGO, TEXAS:

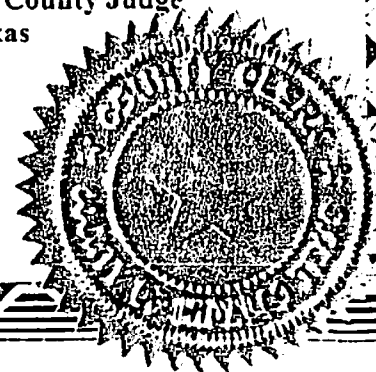
1. That a Method of Distribution (MOD) for the Hidalgo County HUD Disaster Recovery Funding Allocation is hereby authorized to be filed with the Office of Rural Community Affairs (ORCA)
2. That all funds be used for non-housing and housing needs including the improvement of housing for those families affected by the effects of Hurricane Dolly
3. That the Commissioners' Court directs and designates the County Judge as the County's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the County's participation in the Texas Community Development Block Grant Program.

PASSED AND APPROVED THIS 28th DAY OF APRIL, 2009.

ATTEST:

  
Arturo Guajardo Jr., County Clerk  
Hidalgo County, Texas

  
Juan D. Salinas, III, County Judge  
Hidalgo County, Texas



# HIDALGO COUNTY URBAN COUNTY PROGRAM

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Job Title:	Inspector	FLSA Status:	Non-Exempt
Department:	Urban County Program	Civil Service Status:	Exempt

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## **JOB SUMMARY**

This position involves the drafting of plans for the rehabilitation or reconstruction of homes. The position requires travel to the project site and documenting conditions and measurements.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Inspect homes to housing quality standard violations.
- Documentation of conditions and measurements.
- Drafting of plans for rehabilitation or reconstruction of homes.
- Coordinating plans with specifications.
- Reports to the HOME Compliance Division Manager on a regular basis communicating the progress of the Program.
- Ability to work well with others.
- Regular attendance is a must.
- Performs such other duties as may be assigned.

## **QUALIFICATION REQUIREMENTS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. These requirements listed below are representative of the knowledge skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **EDUCATION and/or EXPERIENCE**

- High School Diploma is required.
- Two years experience in direct administration of Federal Housing Program funds preferred.
- Good knowledge and experience in interpreting County, State and Federal rules and regulations.
- Good understanding and knowledge of CAD system.
- Good understanding and knowledge of Housing Quality Standards.
- Good understanding and knowledge of construction terminology.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

- Employee must have proof of a current valid Texas Motor Vehicle Operator license and current liability insurance.
- Must be able to be insured by the County's insurance carrier.

## **OTHER SKILLS AND ABILITIES**

- Knowledge of computer assisted drafting equipment.
- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

## **PHYSICAL DEMANDS**

The Physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to sit and talk or hear. The employee is required to stand; walk; use hands; handle or feel objects, tools or controls; reach with hands and arms and stoop or kneel.

The employee must occasionally lift and/or move up to twenty-five (25) pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

## **SAFETY REQUIREMENTS**

Maintain physical condition appropriate to the performance of assigned duties and

responsibilities, which may include the following:

- making sound decisions and using good judgment
- operating assigned equipment.

Maintain mental capacity, which permits:

- making sound decisions and using good judgement
- handling financial affairs effectively and honestly
- maintaining confidentiality
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions, which involve:

- working closely with others
- working in a multi-task environment.

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communicating with others.

## **ACCIDENT PREVENTION PROGRAM**

Required to follow all department=s safety regulations.