



Letter of Transmittal
HIDALGO COUNTY
DEPARTMENT OF BUDGET AND MANAGEMENT

Date: Monday, March 12, 2012

**To: Esther Cortez, Human Resources
Director**

**From: Sergio Cruz,
Budget Officer**

Attached, please find 1 original set (s) of an H.R. related agenda item that requires H.R. review and approval. Please return original document with corresponding signature of approval.

AI: 31439

C.C. Date: 03/13/12

Dept: CO CLERK RECORD ARCHIVE (1100)

Human Resources Dept:

Received By: _____

Title: _____

Date: _____

Time: _____

Hidalgo County
Department of Budget & Management
FISCAL NOTE

•Fiscal notes are prepared by the Department of Budget & Management to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

Agenda Item: 31439

To: Commissioner' Court
 From: Sergio Cruz, Budget Officer
 CC Date: Tuesday, March 13, 2012

Summary of request/proposal:

Co Clerks (1100):

Approval to reset the salary to the above highlighted position (s):

Slot No. T009 Assistant Deputy Co Clerk (Temporary Full-Time) Grade 3, Salary \$9.8894/ hr to \$10.00/ hr;

Slot No. 0012 Assistant Deputy Co Clerk (Regular Part-Time) Grade 3, Salary \$9.8894/ hr to \$10.00/ hr;

Fund	Position Title	Slot#	Obj	Current			Proposed			Total Requested
				G	S	Salary	G	S	Salary	
1100	Assistant Deputy Co Clerk	T009	121	3	0	20,570.00	3	0	20,800.00	230.00
TOTAL TEMPORARY FULL-TIME SALARIES										
TOTAL REGULAR PART-TIME SALARIES										
1100	Assistant Deputy Co Clerk	0012	114	3	0	20,570.00	3	0	20,800.00	230.00
TOTAL REGULAR PART-TIME SALARIES										
TOTAL				-	-	41,140.00	-	-	41,600.00	460.00

Budgetary Impact:

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT)	AMOUNT
2-1100-415-40-180-002-0-114	CO CLERK - REC ARCH- REG P/T EMPLOYEES	\$185.06
2-1100-415-40-180-002-0-121	CO CLERK - REC ARCH- TEMP F/T EMPLOYEES	\$69.62
2-1100-415-40-180-002-0-211	CO CLERK - REC ARCH- HEALTH INSURANCE	\$0.00
2-1100-415-40-180-002-0-212	CO CLERK - REC ARCH- LIFE INSURANCE	\$0.00
2-1100-415-40-180-002-0-220	CO CLERK - REC ARCH- FICA	\$19.49
2-1100-415-40-180-002-0-230	CO CLERK - REC ARCH- RETIREMENT	\$18.41
2-1100-415-40-180-002-0-250	CO CLERK - REC ARCH- UNEMPLOYMENT COMP	\$1.28
2-1100-415-40-180-002-0-260	CO CLERK - REC ARCH- WORKER'S COMP	
2012 BUDGETARY IMPACT:		\$293.86

2013 Budgetary Impact: \$271.64

Possible Funding Sources: WITHIN DEPT BUDGET

Comments:

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**HIDALGO COUNTY
COMMISSIONER COURT
2012 SALARY SCHEDULE**

2-1100-415-40-180-002-0

CO CLERK - RECORD ARCHIVE

AI - 31439

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2012 GRADE & STEP SALARY	2012 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2012 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	

0001	113	DEPUTY COUNTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,024.00
0002	113	DEPUTY COUNTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0005	113	DEPUTY COUNTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,024.00
0006	113	DEPUTY COUNTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0007	113	DEPUTY COUNTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,024.00
0008	113	DEPUTY COUNTY CLERK I	5	0	\$23,993.00	\$23,993.00	\$23,993.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,993.00
0009	113	DEPUTY COUNTY CLERK I	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
T009	121	ASSISTANT DEPUTY COUNTY CLERK	3	0	\$20,570.00	\$20,570.00	\$20,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,800.00
0010	113	DEPUTY COUNTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,024.00
0011	113	DEPUTY COUNTY CLERK I	5	3	\$27,024.00	\$27,024.00	\$27,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,024.00
0012	114	ASSISTANT DEPUTY COUNTY CLERK	3	0	\$20,570.00	\$20,570.00	\$20,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,800.00
0013	114	ASSISTANT DEPUTY COUNTY CLERK	3	1	\$21,653.00	\$21,653.00	\$21,653.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,653.00
0014	114	ASSISTANT DEPUTY COUNTY CLERK	3	2	\$22,411.00	\$22,411.00	\$22,411.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,411.00
		TOTAL			\$155,577.00	\$155,577.00	\$155,577.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$155,577.00

Approval to reset the salary to the above highlighted position (s):
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 Slot No. 0012 Assistant Deputy Co Clerk (Regular Part-Time) Grade 3, Salary \$9,8894/ hr to \$10.00/ hr;
 Personnel actions pending CC approval.