

AI-47587

Precinct #2 9. C.

CC - REGULAR

Meeting  
Date: 12/02/2014Submitted For: Commissioner Hector PalaciosSubmitted By: Erika Zamora, COMM. PCT. #2Department: COMM. PCT. #2InformationCAPTION

Precinct 2 (1100/1200):

Approval of the following personnel actions:

1. Delete the following positions:

Action	Program	Slot#	Position Title	Current Budgeted Salary
Delete	Parks	0010	Maintenance I	\$22,954.00
Delete	CW Mech Shop	0003	Mechanic III	\$32,131.00
Delete	Rd Administration	0015	Accounts Payable Specialist II	\$32,769.00
Delete	Rd Maintenance	0042	Maintenance I	\$23,674.00
Delete	Rd Maintenance	0044	Traf SA/SP I	\$23,015.00
Delete	Rd Maintenance	0071	Maintenance I	\$23,384.00
Delete	Rd Maintenance	0073	Maintenance I	\$23,384.00
			<b>Total:</b>	<b>\$181,311.00</b>

2. Create the following positions:

Action	Program	Slot#	Position Title	Proposed Budgeted Salary
Create	Parks	0037	Heavy Equipment Operator I	\$29,656.00
Create	CW Mech Shop	0011	Truck Driver III	\$34,589.00
Create	CW Mech Shop	0012	Mechanic III	\$37,359.00
Create	Rd Administration	0021	Accounts Payable Specialist III	\$37,869.00
Create	Rd Administration	0022	Clerk III	\$28,745.00
			<b>Total:</b>	<b>\$168,218.00</b>

3. Approval of Intra/Inter departmental transfers.

4. Approval of the revised salary schedules.

BACKGROUNDFiscal ImpactFISCAL YEAR: 2014ACCT. #: 4-1200-431-00-122-005-0-XXXFUNDS AVAILABLE Y/N?: YMATCHING FUNDS Y/N?: NBUDGETARY IMPACT:

Funds available as of 11/26/14.

**FISCAL YEAR: 2014**

**ACCT. #: 4-1200-431-00-122-006-0-XXX**

**FUNDS AVAILABLE Y/N?: Y**

**MATCHING FUNDS Y/N?: N**

**BUDGETARY IMPACT:**

Funds available as of 11/26/14.

**FISCAL YEAR: 2014**

**ACCT. #: 4-1100-452-00-122-008-0-XXX**

**FUNDS AVAILABLE Y/N?: Y**

**MATCHING FUNDS Y/N?: N**

**BUDGETARY IMPACT:**

Funds available as of 11/26/14.

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Budget & Management	Debbie Tamez	11/26/2014 01:59 PM
Rosalinda Cantu	Veronica Ortiz	11/26/2014 02:33 PM
Purchasing Department	Monica Badillo	11/26/2014 05:14 PM
Form Started By: Erika Zamora		Started On: 11/26/2014 10:58 AM
	Final Approval Date: 11/26/2014	



# HIDALGO COUNTY Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** Precinct 2 Parks / 122 - 008 *em*

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:** Maintenance I

**CURRENT SLOT. #:** 0010

**REQUESTED POSITION TITLE:**  
(For new positions or reclassifications)

**REQUEST FOR:**

- New Position     
  Temporary Position     
  Position Reclassification\*     
  Other Delete Position

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount:    \$ 22,954.00      \$ 0      \$ (22,954.00)  
                                  Current Budgeted Salary      Proposed Budgeted Salary      Net Change

Position to be funded from one of the following:

- Current Department Budget     
  Annual Budget Cycle     
  Will Require Additional Funds  
 Other Savings from deletion to fund Creation of Heavy Equipment Operation I position.

**POSITION Type:**

Full Time Employee       Part Time Employee  \_\_\_\_\_  
 Object 113      Object 114  
 Full Time Temporary       Part Time Temporary  \$ \_\_\_\_\_  
 Object 121      Object 122      Enter hourly rate for temp. positions  
    Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
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**CIVIL SERVICE:**  
 Exempt       **FLSA:** Exempt   
 Non-Exempt       Non-Exempt   
 N/A

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.




N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.		11/26/2014	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.		12/1/2014	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.		12/01/2014	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			



# HIDALGO COUNTY

## Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** CW Mech Shop / 122 -004 *EE*

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:** Mechanic III

**CURRENT SLOT. #:** 0003

**REQUESTED POSITION TITLE:**  
(For new positions or reclassifications)

**REQUEST FOR:**

- New Position     
  Temporary Position     
  Position Reclassification\*     
  Other Delete Position

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount:    \$ 32,131.00      \$ 0      \$ (32,131.00)  
                                  Current Budgeted Salary      Proposed Budgeted Salary      Net Change

Position to be funded from one of the following:

- Current Department Budget     
  Annual Budget Cycle     
  Will Require Additional Funds  
 Other Savings from deletion to fund creation of R&B positions.

**POSITION Type:**

Full Time Employee       Part Time Employee  \_\_\_\_\_  
 Object 113      Object 114  
 Enter hourly rate for temp. positions  
 Full Time Temporary       Part Time Temporary  \$ \_\_\_\_\_  
 Object 121      Object 122      Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	<input type="checkbox"/>	
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>	
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

<i>Auto Review</i>			
1.	<i>[Signature]</i> DEPARTMENT HEAD	DATE <i>11/26/14</i>	FUNDING AVAILABLE IN DEPT. BUDGET <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	<i>[Signature]</i> HUMAN RESOURCES DIRECTOR	DATE <i>12/1/2014</i>	PERSONNEL PROCEDURES COMPLETED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.	<i>[Signature]</i> DEPARTMENT OF BUDGET & MANAGEMENT	DATE <i>12/01/2014</i>	BUDGET PROCEDURES COMPLETED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE	



# HIDALGO COUNTY

## Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** Precinct 2 Administration / 122 -005 *gmu*

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:** Accounts Payable Specialist II

**CURRENT SLOT. #:** 0015

**REQUESTED POSITION TITLE:**  
(For new positions or reclassifications)

**REQUEST FOR:**

- New Position     
  Temporary Position     
  Position Reclassification\*     
  Other Delete Position

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount:    \$ 32,769.00                      \$ 0                      \$ (32,769.00)  
    Current Budgeted Salary                      Proposed Budgeted Salary                      Net Change

Position to be funded from one of the following:

- Current Department Budget     
  Annual Budget Cycle     
  Will Require Additional Funds  
 Other Savings from deletion to fund creation of R&B positions.

**POSITION Type:**

Full Time Employee       Part Time Employee  \_\_\_\_\_  
 Object 113                      Object 114  
 Full Time Temporary       Part Time Temporary  \$ \_\_\_\_\_  
 Object 121                      Object 122                      Enter hourly rate for temp. positions  
    Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	Non-Exempt	<input checked="" type="checkbox"/>
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

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**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

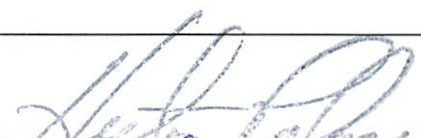
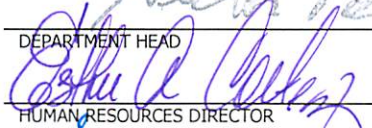

N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	DATE	11/26/14	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	DATE	12/1/2014	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	DATE	12/01/2014	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE				



# HIDALGO COUNTY Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** Precinct 2 Rd Maint / 122 -006 *em*

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:** Maintenance I

**CURRENT SLOT. #:** 0042

**REQUESTED POSITION TITLE:**  
(For new positions or reclassifications)

**REQUEST FOR:**

- New Position
- Temporary Position
- Position Reclassification\*
- Other Delete Position

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount: \$ 23,674.00 Current Budgeted Salary    \$ 0 Proposed Budgeted Salary    \$ (23,674.00) Net Change

Position to be funded from one of the following:

- Current Department Budget
- Annual Budget Cycle
- Will Require Additional Funds
- Other Savings to fund creation of R&B positions.

**POSITION Type:**

Full Time Employee Object 113     Part Time Employee Object 114  \_\_\_\_\_  
 Full Time Temporary Object 121     Part Time Temporary Object 122  \$ \_\_\_\_\_  
 Enter hourly rate for temp. positions  
 Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	Non-Exempt	<input checked="" type="checkbox"/>
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.


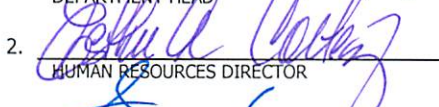

N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	DATE <u>11/26/14</u>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	DATE <u>12/1/2014</u>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	DATE <u>12/01/2014</u>	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		



# HIDALGO COUNTY Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** Precinct 2 Rd Maint / 122 - 006 em

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:** Traf SA/SP I

**CURRENT SLOT. #:** 0044

**REQUESTED POSITION TITLE:**  
(For new positions or reclassifications)

**REQUEST FOR:**

- New Position
- Temporary Position
- Position Reclassification\*
- Other Delete Position

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount: \$ 23,015.00 Current Budgeted Salary    \$ 0 Proposed Budgeted Salary    \$ (23,015.00) Net Change

Position to be funded from one of the following:

- Current Department Budget
- Annual Budget Cycle
- Will Require Additional Funds
- Other Savings to fund creation of R&B positions.

**POSITION Type:**

Full Time Employee Object 113     Part Time Employee Object 114  \_\_\_\_\_  
 Full Time Temporary Object 121     Part Time Temporary Object 122  \$ \_\_\_\_\_  
 Enter hourly rate for temp. positions  
 Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	Non-Exempt	<input checked="" type="checkbox"/>
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

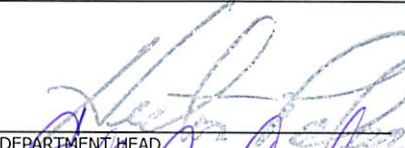


N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	DATE <u>11/26/14</u>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	DATE <u>12/1/2014</u>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	DATE <u>12/1/2014</u>	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		



**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

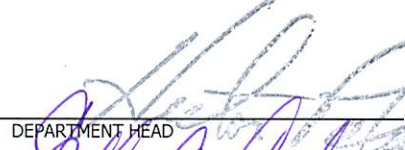
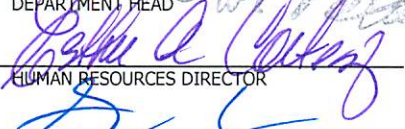

N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	DATE	11/26/14	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	DATE	12/1/2014	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	DATE	12/01/2014	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE				



# HIDALGO COUNTY Personnel Adjustment Request Form



DEPARTMENT NAME/NUMBER: Precinct 2 Rd Maint / 122 - 006 *ew*

DATE: 12/2/2014

CURRENT POSITION TITLE: Maintenance I

CURRENT SLOT. #: 0073

REQUESTED POSITION TITLE:  
(For new positions or reclassifications)

**REQUEST FOR:**

- New Position     
  Temporary Position     
  Position Reclassification\*     
  Other Delete Position

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount:    \$ 23,384.00      \$ 0      \$ (23,384.00)  
    Current Budgeted Salary      Proposed Budgeted Salary      Net Change

Position to be funded from one of the following:

- Current Department Budget     
  Annual Budget Cycle     
  Will Require Additional Funds  
 Other Savings to fund creation of R&B positions.

**POSITION Type:**

Full Time Employee Object 113      
 Part Time Employee Object 114  \_\_\_\_\_  
    Enter hourly rate for temp. positions  
 Full Time Temporary Object 121      
 Part Time Temporary Object 122  \$ \_\_\_\_\_  
    Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA: Exempt	<input type="checkbox"/>	
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>	
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.


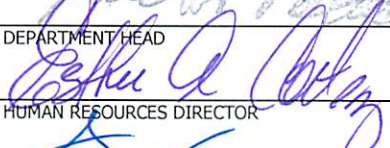

N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	DATE <u>11/26/14</u>	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	DATE <u>12/1/2014</u>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	DATE <u>12/01/2014</u>	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			



# HIDALGO COUNTY

## Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** Precinct 2 Parks / 122 *-008 em*

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:**

**CURRENT SLOT. #:**

**REQUESTED POSITION TITLE:** Heavy Equipment Operator I - Slot#0037  
(For new positions or reclassifications)

**REQUEST FOR:**

- New Position
- Temporary Position
- Position Reclassification\*
- Other \_\_\_\_\_

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount: \$ 0 Current Budgeted Salary    \$ 29,656.00 Proposed Budgeted Salary    \$ 29,656.00 Net Change

Position to be funded from one of the following:

- Current Department Budget
- Annual Budget Cycle
- Will Require Additional Funds
- Other Account # 4-1100-452-00-122-008-0-890

**POSITION Type:**

Full Time Employee Object 113     Part Time Employee Object 114  \_\_\_\_\_  
 Full Time Temporary Object 121     Part Time Temporary Object 122  \$ \_\_\_\_\_  
 Enter hourly rate for temp. positions  
 Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	Non-Exempt	<input checked="" type="checkbox"/>
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

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**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

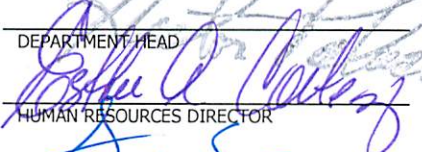


N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

- |    |  |                        |                                   |   |
|----|--|------------------------|-----------------------------------|---|
| 1. | <br>DEPARTMENT HEAD                   | DATE                   | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES <input type="checkbox"/> NO            |
| 2. | <br>HUMAN RESOURCES DIRECTOR          | DATE <u>12/1/2014</u>  | PERSONNEL PROCEDURES COMPLETED    | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| 3. | <br>DEPARTMENT OF BUDGET & MANAGEMENT | DATE <u>12/01/2014</u> | BUDGET PROCEDURES COMPLETED       | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL   | DATE                   |                                   |   |



**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.




N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.		11/26/14			
	DEPARTMENT HEAD	DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.		12/1/2014			
	HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.		12/01/2014			
	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE			



**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

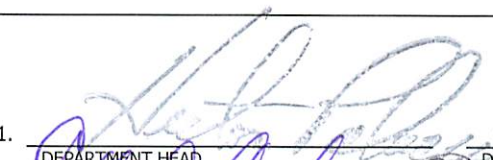
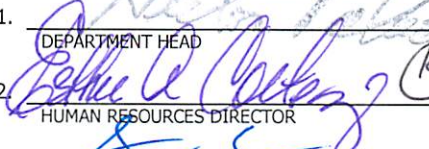

N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	DATE	11/26/14	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	DATE	12/1/2014	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	DATE	12/01/2014	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE				



# HIDALGO COUNTY Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** Pct 2 Administration / 122 -005 dm

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:**

**CURRENT SLOT. #:**

**REQUESTED POSITION TITLE:** Accounts Payable Specialist III - Slot#0021  
**(For new positions or reclassifications)**

**REQUEST FOR:**

- New Position
- Temporary Position
- Position Reclassification\*
- Other \_\_\_\_\_

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount: \$ 0 Current Budgeted Salary      \$ 37,869.00 Proposed Budgeted Salary      \$ 37,869.00 Net Change

Position to be funded from one of the following:

- Current Department Budget
- Annual Budget Cycle
- Will Require Additional Funds
- Other To be funded from savings from Pct 2 R&B Deleted Positions

**POSITION Type:**

Full Time Employee Object 113       Part Time Employee Object 114  \_\_\_\_\_  
 Full Time Temporary Object 121       Part Time Temporary Object 122  \$ \_\_\_\_\_  
 Enter hourly rate for temp. positions  
 Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	Non-Exempt	<input checked="" type="checkbox"/>
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

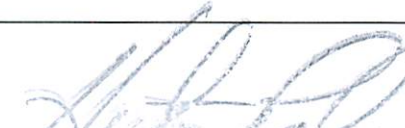


N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.		11/26/14		
	DEPARTMENT HEAD	DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.		12/1/2014		
	HUMAN RESOURCES DIRECTOR	DATE	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.		12/01/2014		
	DEPARTMENT OF BUDGET & MANAGEMENT	DATE	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		



# HIDALGO COUNTY

## Personnel Adjustment Request Form



**DEPARTMENT NAME/NUMBER:** Pct 2 Administration / 122 - 005 *sm*

**DATE:** 12/2/2014

**CURRENT POSITION TITLE:**

**CURRENT SLOT. #:**

**REQUESTED POSITION TITLE:** Clerk III - Slot# 0022  
**(For new positions or reclassifications)**

**REQUEST FOR:**

- New Position
- Temporary Position
- Position Reclassification\*
- Other \_\_\_\_\_

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount: \$ 0 Current Budgeted Salary      \$ 28,745.00 Proposed Budgeted Salary      \$ 28,745.00 Net Change

Position to be funded from one of the following:

- Current Department Budget
- Annual Budget Cycle
- Will Require Additional Funds
- Other To be funded from savings from Pct 2 R&B Deleted Positions

**POSITION Type:**

Full Time Employee Object 113       Part Time Employee Object 114  \_\_\_\_\_  
 Full Time Temporary Object 121       Part Time Temporary Object 122  \$ \_\_\_\_\_  
 Enter hourly rate for temp. positions  
 Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	Non-Exempt	<input checked="" type="checkbox"/>
N/A	<input type="checkbox"/>			

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Precinct 2 Re-organization plan.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

N/A

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

N/A

**ADDITIONAL DUTIES:** Explain reason for additional duties and attach list of additional duties.

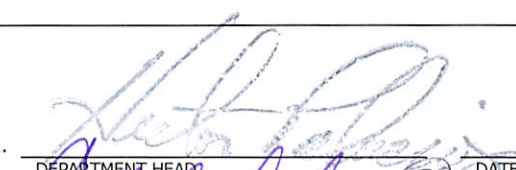
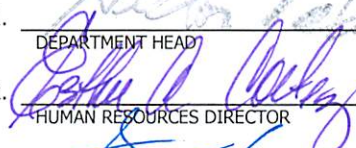
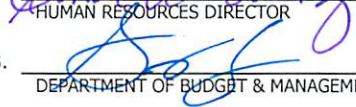
N/A

**COMMENTS:** (Any comments you wish to make regarding this request)

The position is vacant

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	DATE	11/26/14	FUNDING AVAILABLE IN DEPT. BUDGET	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	DATE	12/1/2014	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	DATE	12/01/2014	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE				









HIDALGO COUNTY  
COMMISSIONER COURT  
2014 SALARY SCHEDULE

4-1100-452-00-122-008-0

AI - 47587

PARKS PCT.2

Slot #	Obj Code	POSITION TITLE	2013 BUDGETED SALARY	2014 ADJUSTED SALARY	2014 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2014 BUDGETED SALARY APPROVED	2014 ACTUAL SALARY	Other Allowances					2014 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0003	113	MAINTENANCE III	\$28,247.00	\$0.00	\$28,247.00	0	\$0.00	\$0.00	\$28,247.00	\$26,014.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,014.00
0004	113	MAINTENANCE I	\$26,841.00	\$0.00	\$26,841.00	0	\$0.00	\$0.00	\$26,841.00	\$25,654.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,654.00
0005	114	MAINTENANCE I	\$26,630.00	\$0.00	\$26,630.00	0	\$0.00	(\$5,665.00)	\$20,965.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0006	113	MAINTENANCE I	\$25,654.00	\$0.00	\$25,654.00	0	\$0.00	\$0.00	\$25,654.00	\$25,654.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,654.00
0007	113	MAINTENANCE I	\$23,015.00	\$0.00	\$23,015.00	0	\$0.00	\$0.00	\$23,015.00	\$23,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,015.00
0008	113	MAINTENANCE I	\$23,015.00	\$0.00	\$23,015.00	0	\$0.00	\$0.00	\$23,015.00	\$23,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,015.00
0009	113	MAINTENANCE I	\$23,015.00	\$0.00	\$23,015.00	0	\$0.00	\$0.00	\$23,015.00	\$23,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,015.00
APPROVAL TO DELETE THE FOLLOWING FULL TIME POSITION (REF: AI- 47587)																
0010	113	MAINTENANCE I	\$22,954.00	\$0.00	\$22,954.00	0	\$0.00	\$0.00	\$22,954.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0011	113	MAINTENANCE I	\$22,954.00	\$0.00	\$22,954.00	0	\$0.00	\$0.00	\$22,954.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0024	113	MAINTENANCE I	\$22,413.00	\$0.00	\$22,413.00	0	\$0.00	\$0.00	\$22,413.00	\$22,413.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,413.00
0025	113	MAINTENANCE I	\$22,413.00	\$0.00	\$22,413.00	0	\$0.00	\$0.00	\$22,413.00	\$22,413.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,413.00
0032	113	PARKS DIRECTOR	\$53,426.00	\$0.00	\$53,426.00	0	\$0.00	\$0.00	\$53,426.00	\$53,426.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,846.00
0033	113	CREW LEADER I	\$30,342.00	\$0.00	\$30,342.00	0	\$0.00	\$0.00	\$30,342.00	\$30,342.00	\$1,440.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,782.00
0034	113	CREW LEADER I	\$30,342.00	\$0.00	\$30,342.00	0	\$0.00	\$0.00	\$30,342.00	\$30,342.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,342.00
0036	113	MAINTENANCE CUSTODIAN	\$22,297.00	\$0.00	\$22,297.00	0	\$0.00	\$0.00	\$22,297.00	\$22,297.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,297.00
APPROVAL TO CREATE THE FOLLOWING FULL TIME POSITION (REF: AI- 47587)																
0037	113	HEAVY EQUIPMENT OPERATOR	\$0.00	\$29,656.00	\$29,656.00	0	\$0.00	\$0.00	\$29,656.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>			<b>380,604.00</b>	<b>29,656.00</b>	<b>410,260.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-5,665.00</b>	<b>404,595.00</b>	<b>327,600.00</b>	<b>1,860.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>329,460.00</b>

APPROVAL OF THE ABOVE HIGHLIGHTED PERSONNEL ACTIONS.  
PERSONNEL ACTIONS ARE PENDING CC APPROVAL.

HIDALGO COUNTY  
COMMISSIONER COURT  
2014 SALARY SCHEDULE

4-1200-431-00-122-005-0

AI - 47587

PCT 2 ADMINISTRATION

Slot #	Obj Code	POSITION TITLE	2013 BUDGETED SALARY	2014 ADJUSTED SALARY	2014 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2014 BUDGETED SALARY APPROVED	2014 ACTUAL SALARY	Other Allowances					2014 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	113	CHIEF ADMINISTRATOR	\$86,888.00	\$0.00	\$86,888.00	0	\$0.00	\$0.00	\$86,888.00	\$86,888.00	\$660.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$92,548.00
0002	113	EXECUTIVE ASSISTANT IV	\$70,748.00	\$0.00	\$70,748.00	0	\$0.00	\$0.00	\$70,748.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
0008	113	ADMINISTRATIVE ASSISTANT II	\$41,097.00	\$0.00	\$41,097.00	0	\$0.00	\$0.00	\$41,097.00	\$41,097.00	\$1,260.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,357.00
		APPROVAL TO CHANGE THE POSITION TITLE TO THE FOLLOWING POSITION (REF: 47597)														
0010	113	<del>CLERK/RECEPTIONIST</del> <b>CLERK III</b>	\$29,761.00	\$0.00	\$29,761.00	0	\$0.00	\$0.00	\$29,761.00	\$29,761.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,661.00
		APPROVAL TO CHANGE THE POSITION TITLE TO THE FOLLOWING POSITION (REF: 47597)														
0011	113	<del>OFFICE CLERK</del> <b>CLERK III</b>	\$29,761.00	\$0.00	\$29,761.00	0	\$0.00	\$0.00	\$29,761.00	\$26,761.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,761.00
0013	113	ACCOUNTANT III	\$44,583.00	\$0.00	\$44,583.00	0	\$0.00	\$0.00	\$44,583.00	\$44,583.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,583.00
0014	113	PLANNING ANALYST I	\$38,222.00	\$0.00	\$38,222.00	0	\$0.00	\$0.00	\$38,222.00	\$38,222.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,222.00
		APPROVAL TO DELETE THE FOLLOWING FULL TIME POSITION (REF: AI- 47587):														
0015	113	<del>ACCOUNTS PAYABLE SPECIALIST II</del>	\$22,769.00	\$0.00	\$22,769.00	0	\$0.00	\$0.00	\$22,769.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0016	113	ADMINISTRATIVE ASSISTANT IV	\$41,151.00	\$0.00	\$41,151.00	0	\$0.00	\$0.00	\$41,151.00	\$41,151.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,871.00
0017	113	FIELD OPERATIONS INSPECTOR	\$36,453.00	\$0.00	\$36,453.00	0	\$0.00	\$0.00	\$36,453.00	\$36,453.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,453.00
0018	113	DIRECTOR OF ADMINISTRATIVE OPERATIONS	\$69,000.00	\$0.00	\$69,000.00	0	\$0.00	\$0.00	\$69,000.00	\$69,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,000.00
0019	113	SYSTEMS SUPPORT ANALYST	\$34,000.00	\$0.00	\$34,000.00	0	\$0.00	\$0.00	\$34,000.00	\$34,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,000.00
		APPROVAL TO CREATE THE FOLLOWING FULL TIME POSITION (REF: AI- 47596):														
0020	113	EXECUTIVE ASSISTANT IV	\$0.00	\$70,748.00	\$70,748.00	0	\$0.00	\$0.00	\$70,748.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		APPROVAL TO CREATE THE FOLLOWING FULL TIME POSITION (REF: AI- 47587):														
0021	113	ACCOUNTS PAYABLE SPECIALIST III	\$0.00	\$37,869.00	\$37,869.00	0	\$0.00	\$0.00	\$37,869.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		APPROVAL TO CREATE THE FOLLOWING FULL TIME POSITION (REF: AI- 47587):														
0022	113	CLERK III	\$0.00	\$28,745.00	\$28,745.00	0	\$0.00	\$0.00	\$28,745.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>			<b>521,664.00</b>	<b>137,362.00</b>	<b>659,026.00</b>		<b>0.00</b>	<b>0.00</b>	<b>659,026.00</b>	<b>447,916.00</b>	<b>3,540.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>456,456.00</b>

APPROVAL OF THE ABOVE HIGHLIGHTED PERSONNEL ACTIONS.  
PERSONNEL ACTIONS ARE PENDING CC APPROVAL.

HIDALGO COUNTY  
 COMMISSIONER COURT  
 2014 SALARY SCHEDULE

4-1200-431-00-122-004-0

COUNTYWIDE MECHANIC SHOP

AI - 47587

Slot #	Obj Code	POSITION TITLE	2013 BUDGETED SALARY	2014 ADJUSTED SALARY	2014 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2014 BUDGETED SALARY APPROVED	2014 ACTUAL SALARY	Other Allowances					2014 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpct. 116	Supplem. 117	Auto A. 118	Clothing 119	
0002	113	APPROVAL TO CHANGE THE POSITION TITLE FOR THE FOLLOWING FULL TIME POSITION (REF: AI-47597): MECHANIC III MECHANIC IV	\$45,266.00	\$0.00	\$45,266.00	0	\$0.00	\$0.00	\$45,266.00	\$42,700.00	\$84.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,540.00
0003	113	APPROVAL TO DELETE THE FOLLOWING FULL TIME POSITION (REF: AI-47587): MECHANIC-III	\$32,131.00	\$0.00	\$32,131.00	0	\$0.00	\$0.00	\$32,131.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0006	113	MECHANIC II	\$32,131.00	\$0.00	\$32,131.00	0	\$0.00	\$0.00	\$32,131.00	\$32,131.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,131.00
0008	113	TRUCK DRIVER III	\$30,233.00	\$0.00	\$30,233.00	0	\$0.00	\$0.00	\$30,233.00	\$30,233.00	\$160.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,593.00
0009	113	HEAVY EQUIPMENT MECHANIC SUPERVISOR	\$0.00	\$55,642.00	\$55,642.00	0	\$0.00	\$0.00	\$55,642.00	\$55,642.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,122.00
0010	113	APPROVAL TO CHANGE THE POSITION TITLE FOR THE FOLLOWING FULL TIME POSITION (REF: AI-47597): MECHANIC-IV MECHANIC V	\$0.00	\$47,703.00	\$47,703.00	0	\$0.00	\$0.00	\$47,703.00	\$47,703.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,703.00
0011	113	APPROVAL TO CREATE THE FOLLOWING FULL TIME POSITION (REF: AI-47587): TRUCK DRIVER III	\$0.00	\$34,589.00	\$34,589.00	0	\$0.00	\$0.00	\$34,589.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0012	113	APPROVAL TO CREATE THE FOLLOWING FULL TIME POSITION (REF: AI-47587): MECHANIC III	\$0.00	\$37,359.00	\$37,359.00	0	\$0.00	\$0.00	\$37,359.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL			107,630.00	175,293.00	282,923.00		0.00	0.00	282,923.00	208,409.00	1,680.00	0.00	0.00	0.00	0.00	210,089.00

APPROVAL OF THE ABOVE HIGHLIGHTED PERSONNEL ACTIONS.  
 PERSONNEL ACTIONS ARE PENDING CC APPROVAL.



HIDALGO COUNTY  
 COMMISSIONER COURT  
 2014 SALARY SCHEDULE

4-1200-431-00-122-006-0

**AI - 47587**

**PCT 2 RD MAINTENANCE**

Slot #	Obj Code	POSITION TITLE	2013 BUDGETED SALARY	2014 ADJUSTED SALARY	2014 BASE SALARY	% Inc.	AMOUNT INCREASE	OTHER INCREASE	2014 BUDGETED SALARY APPROVED	2014 ACTUAL SALARY	Other Allowances					2014 ACTUAL TOTAL COMPENSATION
											Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0089	113	ENGINEERING TECHNICIAN IV	\$41,280.00	\$0.00	\$41,280.00	0	\$0.00	\$0.00	\$41,280.00	\$41,280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,280.00
0090	113	DIRECTOR, FIELDS OPERATIONS	\$79,750.00	\$0.00	\$79,750.00	0	\$0.00	\$0.00	\$79,750.00	\$79,750.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,590.00
0094	113	CONSTRUCTION INSPECTOR	\$40,078.00	\$0.00	\$40,078.00	0	\$0.00	\$0.00	\$40,078.00	\$40,078.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,378.00
<b>TOTAL</b>			<b>\$1,346,296.00</b>	<b>\$0.00</b>	<b>\$1,346,296.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,346,296.00</b>	<b>\$1,122,900.00</b>	<b>\$13,740.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,136,640.00</b>

**APPROVAL OF THE ABOVE HIGHLIGHTED PERSONNEL ACTIONS.  
 PERSONNEL ACTIONS ARE PENDING CC APPROVAL.**



DATE: December 2, 2014

DEPARTMENT HEAD: Raul Silguero

**2014**  
Interdepartmental Transfer



DEPARTMENT NAME: Hidalgo County Precinct No. Administration

ACCOUNT NUMBER: 4-1200-431-00-122-00X-0-XXX

CONTACT PERSON: Erika Zamora PHONE: (956) 787-1891 Ext. 2015

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
<b>FROM:</b>			
4-1200-431-00-122-006-0- 113	Pct 2 Rd Maint-	Reg F/T Employees	(2,852.84)
4-1200-431-00-122-006-0- 211	Pct 2 Rd Maint-	Health Insurance	(474.39)
4-1200-431-00-122-006-0- 212	Pct 2 Rd Maint-	Life Insurance	(3.17)
4-1200-431-00-122-006-0- 220	Pct 2 Rd Maint-	FICA	(218.24)
4-1200-431-00-122-006-0- 230	Pct 2 Rd Maint-	Retirement	(310.67)
4-1200-431-00-122-006-0- 250	Pct 2 Rd Maint-	Unemployment Comp	(16.26)
4-1200-431-00-122-006-0- 260	Pct 2 Rd Maint-	Workers Comp	(4.85)
<b>TO:</b>			
4-1200-431-00-122-005-0- 113	Pct 2 Administration-	Reg F/T Employees	2,852.84
4-1200-431-00-122-005-0- 211	Pct 2 Administration-	Health Insurance	474.39
4-1200-431-00-122-005-0- 212	Pct 2 Administration-	Life Insurance	3.17
4-1200-431-00-122-005-0- 220	Pct 2 Administration-	FICA	218.24
4-1200-431-00-122-005-0- 230	Pct 2 Administration-	Retirement	310.67
4-1200-431-00-122-005-0- 250	Pct 2 Administration-	Unemployment Comp	16.26
4-1200-431-00-122-005-0- 260	Pct 2 Administration-	Workers Comp	4.85
<b>TOTAL BUDGET INCREASE (DECREASE)</b>			<b>(0.00)</b>

REASON: To transfer funds from deleted positions in Rd Maintenance to cover the prorated salaries and fringe benefits of various positions in Pct 2 Administration.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DATE

ATTEST, COUNTY CLERK

DATE: December 2, 2014

DEPARTMENT HEAD: Raul Silguero

**2014**  
Interdepartmental Transfer



DEPARTMENT NAME: Hidalgo County CW Mech Shop

ACCOUNT NUMBER: 4-1200-431-00-122-00X-0-XXX

CONTACT PERSON: Erika Zamora PHONE: (956) 787-1891 Ext. 2015

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
<b>FROM:</b>			
4-1200-431-00-122-006-0- 113	Pet 2 Rd Maint	Reg F/T Employees	(3,356.22)
4-1200-431-00-122-006-0- 211	Pet 2 Rd Maint	Health Insurance	(474.39)
4-1200-431-00-122-006-0- 212	Pet 2 Rd Maint	Life Insurance	(3.17)
4-1200-431-00-122-006-0- 220	Pet 2 Rd Maint	FICA	(256.75)
4-1200-431-00-122-006-0- 230	Pet 2 Rd Maint	Retirement	(365.49)
4-1200-431-00-122-006-0- 250	Pet 2 Rd Maint	Unemployment Comp	(19.13)
4-1200-431-00-122-006-0- 260	Pet 2 Rd Maint	Workers Comp	(184.93)
<b>TO:</b>			
4-1200-431-00-122-004-0- 113	CW Mech Shop	Reg F/T Employees	3,356.22
4-1200-431-00-122-004-0- 211	CW Mech Shop	Health Insurance	474.39
4-1200-431-00-122-004-0- 212	CW Mech Shop	Life Insurance	3.17
4-1200-431-00-122-004-0- 220	CW Mech Shop	FICA	256.75
4-1200-431-00-122-004-0- 230	CW Mech Shop	Retirement	365.49
4-1200-431-00-122-004-0- 250	CW Mech Shop	Unemployment Comp	19.13
4-1200-431-00-122-004-0- 260	CW Mech Shop	Workers Comp	184.93
<b>TOTAL BUDGET INCREASE (DECREASE)</b>			<b>-</b>

REASON:

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DATE

ATTEST, COUNTY CLERK