COUNTY OF HIDALGO
DEPARTMENT OF HUMAN RESOURCES

PERSONNEL ADJUSTMENT REQUEST FORM
(ALLOWANCES)

NOTE: Complete multiple personnel action form if department is requesting more than (3) personnel actions.

Date: 8/3/2023 Current Slot No.: 0004

Department Name: Hidalgo County Precinct 4 Current Position Title: Budget Manager I 28

Department No.: 124 -005 Requested Position Title:

ALLOWANCE REQUEST: *Type of Allowance*

☐ Position ☐ Interpreter ☐ Clothing ☑ Supplemental ☐ Auto

ALLOWANCE AMOUNT:	Current Budgeted Amount	$2,084.00 Proposed Budgeted Amount	$2,084.00 Net Change
ALLOWANCE AMOUNT:	Current Budgeted Amount	Proposed Budgeted Amount	0 Net Change

TOTAL BUDGETARY IMPACT: $2,084.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

☑ Current Department Budget ☐ Annual Budget Cycle ☐ Will Require Additional Funds
☐ Salary Adjustment ☐ Other

POSITION TYPE: ☑ Full Time Regular Object Code 113 ☐ Part Time Regular Object Code 114
☐ Full Time Temporary Object Code 121 ☐ Part Time Temporary Object Code 122

CIVIL SERVICE: ☑ Exempt ☐ Non-Exempt **FLSA:** ☑ Exempt ☐ Non-Exempt

JUSTIFICATION / PRIORITY: ***(Explain why this allowance request is essential)***

Mr. Nick Perez has been assigned additional duties to include project management, such as managing and coordinating PCT 4 construction, 14 APRA projects, and development of new infrastructures.

COMMENTS: ***(Any comments you wish to make regarding this request, attach additional pages if needed)***

From account: 3-1200-431-00-124-005-0-117 in the amount of $2,084.00
Supplemental pay effective 8/8/2023-12/31/2023

Ellie Torres JMC
Department Head — Date 8/4/23

Department of Human Resources — Date 8/4/23

HR Form: 029
Revised: 02/23/2017