



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: 02/13/2025 Current Slot No.: 0144
 Department Name: Tax Office Current Position Title: Technician IV
 Department No.: 140-001 Requested Position Title: Technician IV

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 2,250.00</u>	<u>\$ 1,125.00</u>	<u>-\$ 1,125.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	<u> </u>	<u> </u>	<u>\$ 0.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: -\$ 1,125.00

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

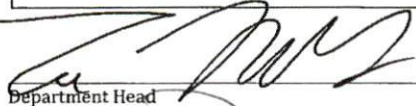
CIVIL SERVICE: Exempt **FLSA:** Exempt
 Non-Exempt Non-Exempt

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

Reduce Auto Allowance

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

Slot 0144 requires less travel.
Reduction to be added/assigned to Slot 0189


 Department Head

2-13-25
 Date


 Department of Human Resources

2/13/25
 Date



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: 02/13/2025 Current Slot No.: 0008
 Department Name: Tax Office Current Position Title: Accountant IV
 Department No.: 140-001 Requested Position Title: Accountant IV

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT: <u>\$ 0.00</u>	<u>\$ 1,500.00</u>	<u>\$ 1,500.00</u>
Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT: _____	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: \$ 1,500.00

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 **FLSA:** Exempt
 Non-Exempt Non-Exempt

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

Add Auto Allowance

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

Slot 0008 requires travel, needs Auto Allowance.
Budgeted in 2024 and prior, unassigned and deleted during the 2025 budget process in error

Department Head

2-13-25
Date

Department of Human Resources

2/13/25
Date



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: 02/13/2025 Current Slot No.: 0189
 Department Name: Tax Office Current Position Title: Deputy Clerk II
 Department No.: 140-001 Requested Position Title: Deputy Clerk II

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 0.00</u>	<u>\$ 1,125.00</u>	<u>\$ 1,125.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	<u> </u>	<u> </u>	<u>\$ 0.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: \$ 1,125.00

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)
Add Auto Allowance

COMMENTS: (Any comments you wish to make regarding this request, attach additional pages if needed)
Slot 0189 requires travel, needs Auto Allowance.
Reduced from Slot 0144


 Department Head

 Department of Human Resources

2-13-25
 Date
2/13/25
 Date