



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: 10/21/2025 Current Slot No.: 0138
 Department Name: Commissioner Pct. 3 Current Position Title: Equipment Operator III
 Department No.: 123 Requested Position Title: _____

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:		\$ 4,000.00	\$ 4,000.00
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:		\$ 0.00	\$ 0.00
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: \$ 4,000.00

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)

Employee assist the community outreach division with events outside his current scope of practice.
 Major events are coming up and the needed support is necessary for the CRC / Outreach Division.

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

Supplemental Allowance till 12/31/2025

Chief Anibal Resendez
 Department Head

Department of Human Resources

10/21/2025
 Date

10/21/25
 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: 10/22/2025 Current Slot No.: 0004
 Department Name: Commissioner Pct. 3 Current Position Title: Field Operations Director II
 Department No.: 123 Requested Position Title: _____

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT: <u>\$ 5,000.00</u>	<u>\$ 5,000.00</u>	<u>\$ 0.00</u>
Current Budgeted Amount	Proposed Budgeted Amount	Net Change

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

TOTAL BUDGETARY IMPACT: \$ 0.00

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)

Field Operations Director II, performs various task by managing several road and bridges departments brush control, paving division, heavy truck division, etc.

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

6 month extension from 10/31/2025, with a renewal of 04/31/2026

30 28

Chief Jorge Arcaute

Department Head

10/22/2025

Date

Department of Human Resources

10/22/25
Date