



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 145609
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DATE: 8/5/2025

**SUBJECT: CONSIDERATION OF A CHANGE TO THE TABLE OF ORGANIZATION –
COMMUNITY DEVELOPMENT**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the approval of changes to the Table of Organization for Community Development to eliminate the Assistant Community Development Director position and add one (1) new position effective August 6, 2025.

BACKGROUND

Community Development is requesting the elimination of the vacant Assistant Community Development Director (#20003925), Grade 4 position and the addition of a HOME Program Manager, Grade 73 position. The HOME Program Manager position is a grant funded position that will supervise the monitoring, compliance and administration of the HOME Investment Partnerships Program grant and other HOME funded projects. This position ensures that HOME-funded activities meet federal regulations and support the mission to expand, monitor and preserve affordable housing. The HOME Program Manager position description already exists and does not require review by the Job Evaluation Committee.

FISCAL IMPACT

The new position will be funded through Grant H0041.

FY 2025

The available budget for position 20003925 for the period of August 6, 2025 through September 30, 2025 is \$14,537.48. The budget needed to cover the FY 2025 Table of Organization salary change is \$11,686.52. The FY 2025 Table of Organization salary change results in a savings of \$2,850.96.

FY2026

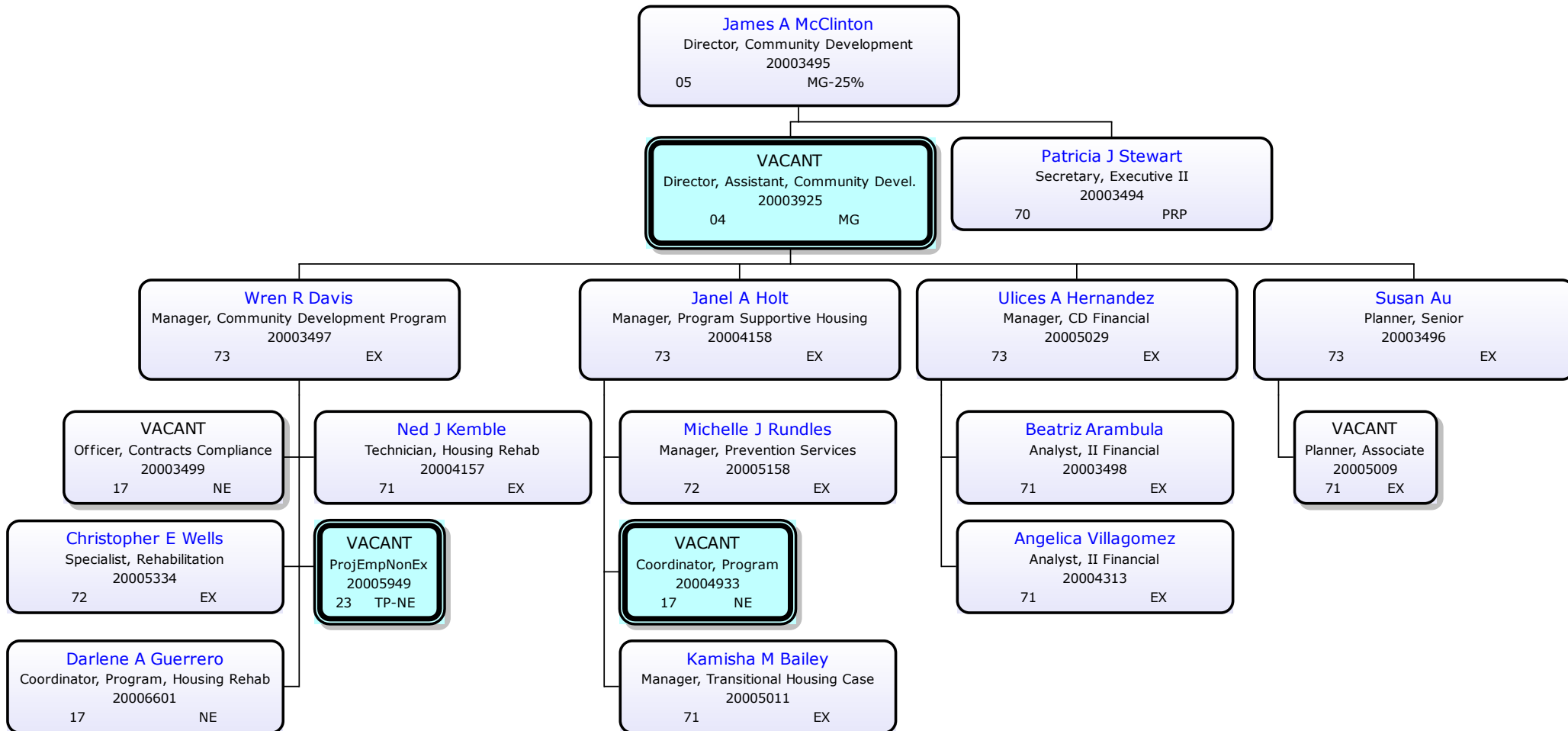
There will be no fiscal impact in FY 2026.

SUBMITTED BY	Human Resources	PREPARED BY:	Jennifer Jones
		APPROVED BY:	Roxie Held

Proposed Position Title, and Grade	Proposed Organizational Unit	Proposed Job Number	Proposed Cost Center	Proposed Fund	Effective Date
HOME Program Manager, EX 73	10000878 - Community Development-HOME Program	1189 - Manager TC73	5520010100	GRANT-2004/H0001-2999	8/6/2025

Current Position Number, Title & Grade	Current Organizational Unit	Current Job Number	Current Cost Center and Fund/Grant	Proposed Position Number, Title & Grade	Proposed Organizational Unit	Proposed Job Number	Proposed Cost Center and Fund/Grant	Effective Date
20004933 - Program Coordinator, Grade 17	10000017 - Community Development-Supportive Housing	1022 - AsstAdm TC17	5520010100/GRANT-2004/H0001-2999	---no change---	10000014 - Community Development	---no change---	---no change---	8/6/2025
20005949 - Project Employee-Non-Exempt , Grade 23	10000016 - Community Development-Program	1308 - TempProjNE TC23	5520010100/GRANT-2004/H0001-2999	---no change---	10000014 - Community Development	---no change---	---no change---	8/6/2025
20003925 - Assistant Community Development Director, Grade 4	10000015 - Community Development-Assistant	1129 - Executive - TC4	5520010100/GRANT-2004/H0001-2999	--eliminate--				8/6/2025

Current Community Development *(excerpt)*



Proposed Community Development *(excerpt)* Effective August 6, 2025

