



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

Nicole Ledet, SHRM-CP, PHR
Director of Human Resources

To: Judge KP George
Commissioner Vincent Morales
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner Dexter McCoy

From: Barbara Dees, Sr HR Generalist

Copy: Darren McCarthy, Parks Director

Date: August 6, 2024

Subject: Reclassification Request

On behalf of the Parks & Recreation Department, Human Resources is submitting the below noted personnel action.

Human Resources supports this action.

SUMMARY OF ITEMS:

Take all appropriate action on request to reclass vacant position 6601-0043, from Parks Recreation Coordinator, Grade 104 of the General Pay Structure to Administrative Assistant, Grade 103 of the General Salary Structure in the Parks & Recreation Department, effective August 13th, 2024. (Funding: Parks)