



## 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: Carmen Turner, Tax Assessor/Collector

Date: November 18, 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 reclassify vacant position 6601-0008, from Parks Recreation Coordinator, Grade 104 of the General Salary Structure to Administrative Assistant, Grade 103 of the General Salary Structure, in the Parks & Recreation Department, effective November 26, 2024. (Fund: Parks & Recreation)*