



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. Human Resources Generalist

Copy: Darren McCarthy, Parks Director

Date: December 8, 2023

Subject: New Position Requests

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

Human Resources supports these actions.

SUMMARY OF ITEM:

Take all appropriate action on request to create the following positions for the Parks & Recreation Department funded under the 2023 Parks Bond, effective December 12, 2023.

- a) One (1) full time Facilities and Programs Manager, Grade 107 of the General Salary Structure*
- b) Two (2) full time Parks Recreation Coordinators, Grade 104 of the General Salary Structure*
- c) One (1) full time Administrative Assistant, Grade 103 of the General Salary Structure*
- d) One (1) full time Custodian, Grade 101 of the General Salary Structure*
- e) One (1) part time, Customer Service Representative*