

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: March 11, 2025**Meeting Date:** March 24, 2025**Submitted By:** Randy Gillespie**Department:** Personnel**Signature of Elected Official/Department Head:**Randy Gillespie**Court Decision:**

This section to be completed by County Judge's Office



3-24-2025

Description:

Government Code: Sec. 551.074 - Personnel, Roberta Kozera, Position
F12-005, Office Mgr, Extension Office. Pam Berndt, Position B04-001, 4-H
Program Asst., Extension Office.

Motion: Reduce Budgeted Salary on Position F12-005 from \$59,902.00 to \$50,000.00;
Increase Position B04-001 \$9,902.00 for a Total of \$48,905.00 Effective March 24, 2025

(May attach additional sheets if necessary)

Person to Present: Kristen Clark

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) ☐ PUBLIC ☒ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: 10 minutes**Session Requested:** (check one)☐ Action Item ☐ Consent ☐ Workshop ☒ Executive ☐ Other _____**Check All Departments That Have Been Notified:**☐ County Attorney ☐ IT ☐ Purchasing ☐ Auditor☐ Personnel ☐ Public Works ☐ Facilities Management

Other Department/Official (list) _____

Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email

Approved in CC on 9/11/2023