

AGENDA PLACEMENT FORM

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

Date: 10/02/2025
Meeting Date: 10/14/2025
Submitted By: Dean A. Sullivan
Department: District Clerk
Signature of Elected Official/Department Head:

Court Decision:
This section to be completed by County Judge's Office



10-14-2025

Description:
Gov't Code - Section 551.074: Personnel - Vacant, A06-003, Chief Deputy Clerk; Alison Farquhar, F12-017, Office Manager; Vacant, F30-015, Supervisor; Kristine Bock, F30-011, Supervisor; Bonnie Lain, F30-019, Supervisor; Kristina Gonzalez, F31-001, Lead Clerk; Shannon Flores, F03-007, Clerk III; Jennifer Vassar, F03-014, Clerk III; Gregoria Horner, F03-055, Clerk III; Vianca Ramos, F03-019, Clerk III; Kaylee Hill, F03-040, Clerk III - District Clerk's Office

(May attach additional sheets if necessary)

Person to Present: Dean A. Sullivan

(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: 15 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**

Motions for ES 5 on the 10-14-2025 Commissioners Court

A06-003 no changes

F12-017 salary stay same moved to grade 108 & add stipend 6,078

F30-015 grade reduced to 102 reduce salary to \$43,989.00

F30-011 pay stay same move to grade 107

F30-019 grade to 107

F31-001 grade reduced to 106

F03-007 grade to 106 salary to \$59,360.00

F03-014 grade to 106 pay to \$55,975.00

F03-055 grade to 106 pay \$55,975.00

F03-019 grade to 106 pay \$55,975.00

F03-063 grade to 106 salary \$54,295.00

Effective Date of October 20, 2025





Marya Garren, CFO



District Clerk



Kaylee Hill, Exec. Secretary



Sally VanSlyke, Chief Deputy



Alison Farquhar, Operations Manager



Kristine Bock, Court Clerk/Jury Supervisor



Carley Casey, EFile Supervisor



Bonnie Lain, AG/Collections Supervisor

Court Clerks



EFile Clerks



Jury Clerks



AG Clerks



Collections Clerks



Court Clerks:

18th – Jennifer Vassar, Rylee Barton
249th – Nikki Miller, Ashley Novian
413th – Vianca Ramos, Erica Mitchell
CPS – Riylee Heath

Bond – Magen Kaye

Jury Clerks:

Kristina Gonzalez
Ana Dossey
Ashley Talley

AG/Child Support Clerks:

Shannon Flores
Samantha Meister

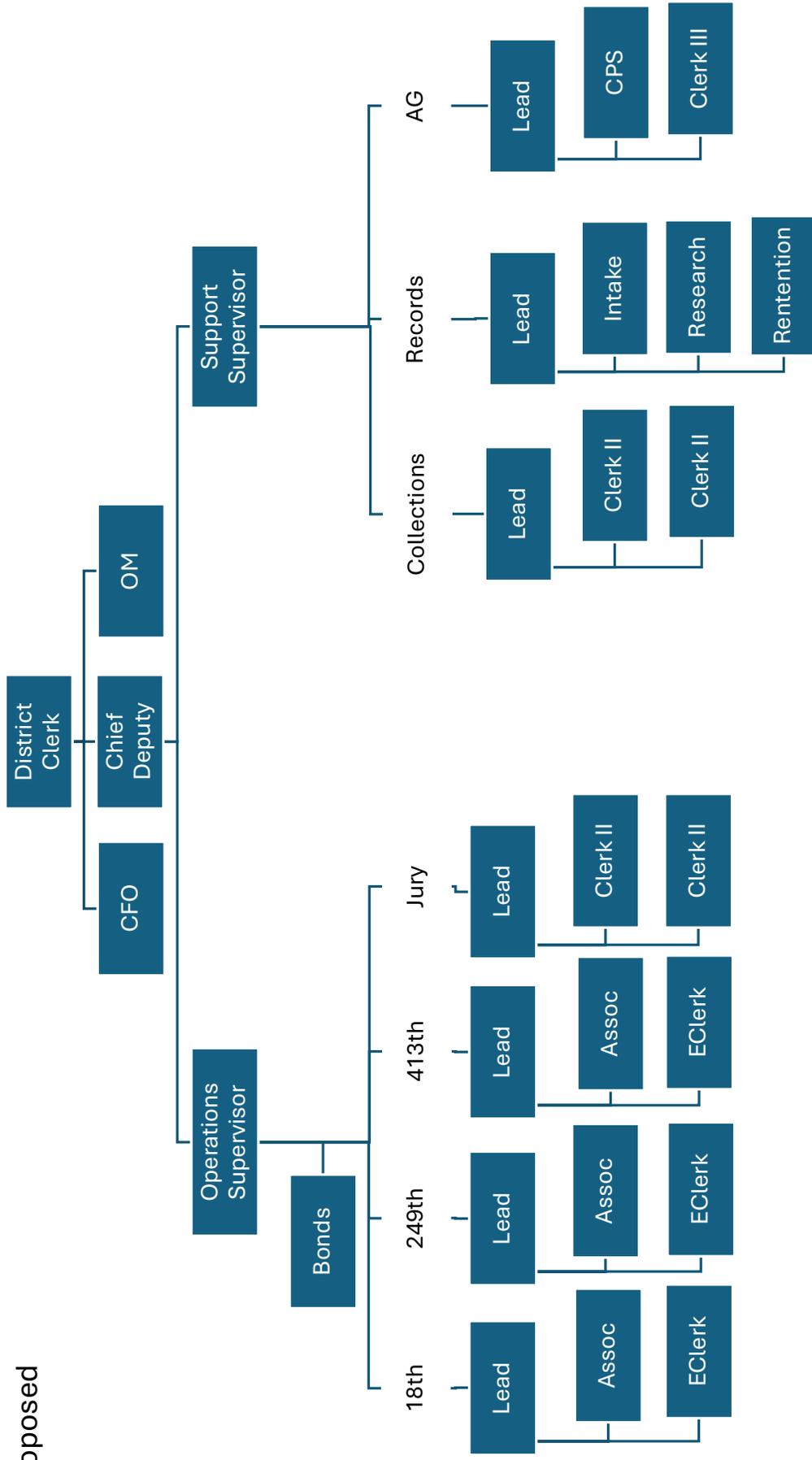
Collections Clerks:

Logan Howe
Kimberly Cleaver

EFile Clerks:

Shanda Lovell
Amaris Montemayor
Star Deluna
Christine Priest
Aubrey Schuman

Proposed



SALARY GRADE SCHEDULE

FY 2026

GRADE	MIN	MID	MAX
101	33,106	42,708	52,310
102	35,130	45,679	56,229
103	36,888	50,174	63,461
104	39,066	51,830	64,594
105	41,391	54,433	67,476
106	43,881	57,947	72,013
107	46,462	61,267	76,010
108	49,397	68,949	88,500
109	52,883	73,754	94,786
110	56,647	81,869	107,090
111	60,714	84,570	108,426
112	65,523	91,530	121,637
113	70,899	104,166	137,433
114	76,756	115,154	153,552
115	83,139	125,712	168,284
116	91,854	142,687	193,555