



COLLIN COUNTY

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MEMO

Date: April 5, 2021
To: Commissioners Court
From: Tracy R. Homfeld, P.E., CFM; Assistant Director of Engineering
Subject: Approval of an iPhone for the Engineering Project Manager

We request Commissioners Court consideration for an iPhone for the newly hired Engineering Project Manager.

We have a flip phone in the budget from the recently retired Senior Project Manager however this new position will include field inspection work and will include field communication with contractors and engineers. This employee will need access to a data phone in order to access email and more effectively do the job.

Money is available in our Maintenance and Operations category and we will use funds from line 1010-75020-0001-68-30-0000-668704 to cover the cost of \$248.00 for the iPhone. An upgrade to a data plan will also be needed. The employee understands there is a \$15 per paycheck fee that they will be responsible for paying.

Action:

We request Commissioners Court consideration of upgrading a flip phone to an iPhone with a data plan for the Engineering Project Manager.