



COLLIN COUNTY

Human Resources
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Date: January 25, 2022

To: Commissioners Court

From: Jessica Gramly, Risk Manager

Re: Budget Amendment- Equipment for Human Resources Recruiter Position

Human Resources respectfully requests a budget amendment in the amount of \$5,238 to cover the cost of equipment for the new Recruiter position that Commissioners Court approved on January 3, 2022. Attached is a breakdown of the cost for the position each fiscal year, and the cost of equipment for the position. Due to the fact the position will not be filled for the entire fiscal year 2022, there are funds available to cover equipment costs.

Funds will be moved from the General Fund/Non-Dept. Admin/Misc. account (acct. # 0001-10001-0001-41-30-0000-658701) to the General Fund/ HR Admin/One-time budget account (acct. #0001-03001-0001-41-30-0000-668704).

If you have any questions, please let me know.