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March 26, 2008 - April 8, 2008

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NO	EMPLOYEE	DEPT	JOB DESCRIPTION	TYPE OF EMPLOYMENT	GROUP STEP & WAGE	ACTION TAKEN
(1)	JERED SCOTT	R&B	113 ROAD & BRIDGE MAINTENANCE WORKER	LABOR POOL (-900)	12-(01) \$9.80/HR	CHANGE SALARY TO BEGINNING GROUP/STEP, 12/01, \$10.28/HR EFFECTIVE 03/31/2008
(2)	BOBBY L. BOSTICK	R&B ADMIN.	215 INMATE WORK SUPERVISOR	REGULAR FULL-TIME	18/01 \$28,601.04	RESIGNATION EFFECTIVE 03/31/2008
(3)	COURTNEY N. COMSTOCK	HUMAN RESOURCES	102 SECRETARY I	LABOR POOL (-900)	12/01 \$10.28/HR	RECLASSIFICATION TO DISTRICT CLERK, REG FT, #105, DEPUTY CLERK, 12/03, \$22,430.93 EFFECTIVE 03/31/2008
(4)	JOY M. GREEN	HUMAN RESOURCES	102 SECRETARY I	LABOR POOL (-900)	12/01 \$10.28/HR	NEW HIRE EFFECTIVE 04/09/2008
(5)	ANGELIC ELAIN LYNN STEPHENSON	HUMAN RESOURCES	102 SECRETARY I	LABOR POOL (-900)	12/01 \$10.28/HR	NEW HIRE EFFECTIVE 04/09/2008
(6)	CRYSTAL M. ROGERS	SHERIFF	1030 ANIMAL CONTROL OFFICER	REGULAR FULL-TIME	15/01 \$24,723.30	NEW HIRE EFFECTIVE 04/09/2008
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KATHY E. CLIFTON
POLK COUNTY DISTRICT CLERK101 West Church Street, Suite 205
Livingston, Tx 77351Phone: (936)327-6814
Fax: (936)327-6851

March 31, 2008

Honorable John Thompson, Polk County Judge
Honorable Robert Willis, Commissioner, Pct. 1
Honorable Ronnie Vincent, Commissioner, Pct. 2
Honorable Buddy Purvis, Commissioner, Pct. 3
Honorable Tommy Overstreet, Commissioner, Pct. 4
Polk County Courthouse
Livingston, Texas 77351

RE: Deputy District Clerk position

Gentlemen:

I am hereby requesting approval for the hire of Courtney N. Comstock to fill the current vacancy in my office of Deputy Clerk. Due to Miss Comstock's degree of education and previous work experience in an attorney's office my request is for a Group/Step of 12/03 with a salary of \$22,430.93. I feel she will be a great asset to my office and will have the ability to handle a more complex workload.

If any of you should have any questions or concerns please feel free to call. Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in black ink that reads "Kathy E. Clifton". The signature is written in a cursive style with a large, sweeping "K" and "C".

KATHY E. CLIFTON
Polk County District Clerk