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AGENDA ITEM REQUEST FORM

Hays County Commissioners Court

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

AGENDA ITEM

Authorize the Development and Community Services department to add a telephone allowance effective June 16, 2013 for Environmental Health Specialist I, slot number 0235-004.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	June 25, 2013	\$123.00

LINE ITEM NUMBER

001-657-00.5194

AUDITOR USE ONLY

AUDITOR COMMENTS:

PURCHASING GUIDELINES FOLLOWED: YES

AUDITOR REVIEW: BILL HERZOG

REQUESTED BY

Roxie McInnis

SPONSOR

COBB

CO-SPONSOR

N/A

SUMMARY

The Environmental Health Specialist position requires the use of a smart phone in order to conduct daily activities. The newly hired EHS will use his own smart phone in lieu of a county issued phone.

Funds for the allowance are already budgeted, this action simply authorizes payment.