



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 144957

PAGE 1 OF 1

DATE: 4/2/2025

SUBJECT: CONSIDERATION OF OUT-OF-CLASS PAY EXTENSION – CONSTABLE 4

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider an out-of-class pay extension, effective on April 23, 2025.

BACKGROUND

Since January 23, 2025, Constable, Precinct 4, has paid out-of-class pay to the incumbent of Position 20005157 – Deputy Constable, Grade 53-II, for performing the duties of Position 20006136 – Senior Deputy Constable, Grade 54-II.

The Senior Deputy Constable position is responsible for serving civil processes, writs, and warrants. The incumbent investigates criminal law violations and files cases with the Justice Court and District Attorney. This position also assists the Chief Deputy with supervising field deputies and acts as field training officer for new deputies. Both positions are funded by the General Fund.

County policy allows out-of-class pay for ninety (90) days unless an extension is approved by the Commissioners Court. The department has requested out-of-class pay through July 21, 2025 or an earlier date if this pay assignment is no longer necessary.

FISCAL IMPACT

The cost of the extension to the General Fund will be approximately \$1,956.47 including fringe benefits.

SUBMITTED BY	Human Resources	PREPARED BY:	Amber Duckworth
		APPROVED BY:	Roxie Held