



# **FORT BEND COUNTY CLERK**

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**LAURA RICHARD**  
**COUNTY CLERK**

301 Jackson Street, Richmond TX 77469-3108  
(281) 341-8685  
[www.fortbendcountytexas.gov](http://www.fortbendcountytexas.gov)

To: Judge KP George  
Commissioner Vincent Morales  
Commissioner Grady Prestage  
Commissioner Andy Meyers  
Commissioner Ken R. DeMerchant

From: Laura Richard  
Fort Bend County Clerk 

Subject: County Clerk Agenda Item for January 29, 2019

Date: January 15, 2019

The following information is a summary of the County Clerk Agenda item for the January 29, 2019 Commissioner's Court.

Agenda Item – County Clerk – Addition of one new Part Time position.

This position will be funded from the County Clerk Records Management fund and will provide clerical support to the Records Department of the County Clerk.

We are proposing funding from the County Clerk's Records Management fund and intend to sustain the funding of this position indefinitely. However, should there be an opportunity to carry the funding from our general budget in the future, we may request to include the position's funding through future budget cycles.

The Auditor has confirmed the use of the County Clerk Records Management funds for this purpose.

If you have any questions, please contact me at 832-471-1616.