

**FORT BEND COUNTY    FY 2009  
DRAINAGE DISTRICT AGENDA REQUEST FORM**

Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

<b>Date Submitted:</b>	August 14, 2009	<b>Submitted By:</b>	Mark Vogler
		<b>Department:</b>	Drainage District
<b>Court Agenda Date:</b>	August 25, 2009	<b>Phone Number:</b>	281/342-2863

<b>SUMMARY OF ITEM:</b>			
Ratify change in travel dates for Juling Bao to San Diego, California, from July 13-17, 2009 to July 12-19, 2009, to attend the ESRI User Conference			
<b>RENEWAL AGREEMENT/APPOINTMENT</b>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b> <input checked="" type="checkbox"/>
<b>REVIEWED BY COUNTY ATTORNEY'S OFFICE:</b>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b> <input checked="" type="checkbox"/>
<b>List Supporting Documents Attached:</b>	March and April Report and Summary		

<b>FINANCIAL SUMMARY:</b>	
<b>BUDGETED ITEM:</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
<b>FUNDNG SOURCE:</b>	Accounting Unit: 160620100    Account Number: 63200 Activity (If Applicable):
<b>DESCRIPTION OF LAWSON ACCOUNT:</b>	_____

<b>Instructions to submit Agenda Request Form:</b>	
<ul style="list-style-type: none"><li>• Completely fill out agenda form: incomplete forms <u>will not</u> be processed.</li><li>• Agenda Request Forms should be submitted by e-mail, fax, or inter-office mail, and all back-up information must be provided by Wednesday at 2:00 p.m. to all those listed below.</li><li>• All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday.</li></ul>	
<b>DISTRIBUTION:</b>	
Original Form Submitted with back up to County Judge's Office <input type="checkbox"/> (✓ when completed)	
If by E-Mail to <a href="mailto:ospindon@co.fort-bend.tx.us">ospindon@co.fort-bend.tx.us</a> If by Fax to (281) 341-8609	
Distribute copies with back-up to all listed below. If by fax, send to numbers below:	
<input type="checkbox"/> Auditor (281-341-3774)	<input type="checkbox"/> Comm. Pct. 1 (281-342-0587)
<input type="checkbox"/> Budget Officer (281-344-3954)	<input type="checkbox"/> Comm. Pct. 2 (281-403-8009)
<input type="checkbox"/> Facilities/Planning (281-633-7022)	<input type="checkbox"/> Comm. Pct. 3 (281-242-9060)
<input type="checkbox"/> Purchasing Agent (281-341-8642)	<input type="checkbox"/> Comm. Pct. 4 (281-980-9077)
<input type="checkbox"/> Information Technology (281-341-4526)	<input type="checkbox"/> County Clerk (281-341-8697)
<input type="checkbox"/> Other:	<input type="checkbox"/> County Atty (281-341-4557)

<b><u>RECOMMENDATION / ACTION REQUESTED:</u></b>
Ratify change in travel dates for Juling Bao to San Diego, California, from July 13-17, 2009 to July 12-19, 2009, to attend the ESRI User Conference
<b>Special Handling Requested (specify):</b>