FORT BEND COUNTY FY 2009
COMMISSIONERS COURT AGENDA REQUEST FORM
Return Completed Form to: Agenda Coordinator, County Judge's Office

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Date Submitted: April 29, 2009

Court Date: May 5, 2009

Submitted By: Ann Werlein
Department: County Judge
Telephone: 281-341-8634

SUMMARY OF ITEM:

Juvenile Probation: Ratify change in travel dates to March 10-14, 2009 for Cynthia Albarado and Matthew Kyle Dobbs to Orlando, Florida for National Conference on Juvenile Justice to allow for travel days. (Fund: Juvenile Probation, Travel)

Agreement/Appointment:	YES	NO ✔
Reviewed by County Attorney's Office:	**YES**	**NO n/a**

List Supporting Documents Attached:

FINANCIAL SUMMARY:

Budgeted Item:	**YES** ✔	**NO**
Funding Source: FY09 Juvenile Probation Travel		
Requires Auditor to Certify Funds:	**YES**	**NO** ✔

Instructions for submitting an Agenda Request:

- **Completely fill out agenda form: incomplete forms will not be processed.**
- **Agenda Request Forms may be submitted by e-mail, fax, or inter-office mail, and all information must be provided by Wednesday at 2:00 p.m. to all departments listed below.**
- **Original back-up must be received in County Judge's Office by 2:00 p.m. on Wednesday.**

DISTRIBUTION:

Original Form Submitted with back up to County Judge's Office: ☐ **(✓ when completed)**
If by E-Mail to ospindon@co.fort-bend.tx.us **If by Fax to: (281) 341-8609**
Distribute copies with back-up to all listed below. If by fax, send to the numbers below:

✔ **Auditor**	**(281-341-3774)**	✔ **Comm. Pct. 1**	**(281-342-0587)**
✔ **Budget Officer**	**(281-344-3954)**	✔ **Comm. Pct. 2**	**(281-403-8009)**
✔ **Facilities/Planning**	**(281-633-7022)**	✔ **Comm. Pct. 3**	**(281-242-9060)**
✔ **Purchasing Agent**	**(281-341-8642)**	✔ **Comm. Pct. 4**	**(281-980-9077)**
✔ **Information Technology**	**(281-341-4526)**	✔ **County Clerk**	**(281-341-8697)**
☐ **Other:** _____		✔ **County Atty**	**(281-341-4557)**

Recommendation:

There are no terms of appointment for committee members – Mr. McCarter has been serving since his appointment in 2002.