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FORT BEND COUNTY FY 2009

COMMISSIONERS COURT AGENDA REQUEST FORM

Return Completed Form to: Agenda Coordinator, County Judge's Office

Date Submitted: 05/07/09

Submitted By: Ike Watkins, Jr.
 Department: Comm. Pct. 2
 Telephone: 281-403-8004

Court Date: 05/26/09

SUMMARY OF ITEM: Commissioner Grady Prestage to Washington, DC, September 23 - 26, 2009, to attend the Congressional Black Caucus Annual Legislative Conference. (Fund: Commissioner Pct. 2, Travel)

Renewal Agreement/Appointment: YES NO

Reviewed by County Attorney's Office: YES NO

List Supporting Documents Attached: _____

FINANCIAL SUMMARY:

Budgeted Item: YES NO

Funding Source: Fund: _____ Agency: _____ Organization: _____ Object: _____

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:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Auditor (281-341-3774) | <input checked="" type="checkbox"/> Comm. Pct. 1 (281-342-0587) |
| <input checked="" type="checkbox"/> Budget Officer (281-344-3954) | <input checked="" type="checkbox"/> Comm. Pct. 2 (281-403-8009) |
| <input checked="" type="checkbox"/> Facilities/Planning (281-633-7022) | <input checked="" type="checkbox"/> Comm. Pct. 3 (281-242-9060) |
| <input checked="" type="checkbox"/> Purchasing Agent (281-341-8642) | <input checked="" type="checkbox"/> Comm. Pct. 4 (281-980-9077) |
| <input checked="" type="checkbox"/> Information Technology (281-341-4526) | <input checked="" type="checkbox"/> County Clerk (281-341-8697) |
| <input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> County Atty (281-341-4557) |

Recommendation:

Special Handling: _____