

FORT BEND COUNTY FY 2009  
COMMISSIONERS COURT AGENDA REQUEST FORM

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

Date Submitted: 08-05-09      Submitted By: JOHN HEALEY  
 Department: 4801 DA  
 Court Agenda Date: 08-11-09      Phone Number: 281-341-4473

SUMMARY OF ITEM: REQUEST TO RECORD INTO THE MINUTES THE DISTRICT ATTORNEY'S AMENDED WORTHLESS CHECK BUDGET, ACCOUNTING UNIT 260480102. BUDGET IS BEING AMENDED IN THE AMOUNT OF \$8,000., FOR A TOTAL BUDGET AMOUNT OF \$48,425.00.

RENEWAL AGREEMENT/APPOINTMENT      YES       NO X   
 REVIEWED BY COUNTY ATTORNEY'S OFFICE:      YES       NO

FINANCIAL SUMMARY  
 BUDGETED ITEM      YES X      NO   
 FUNDING SOURCE: 260480102

Instructions to submit Agenda Request Form:

- Completely fill out agenda form: incomplete forms will not be processed.
- 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.
- All original back-up must be received in the 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](mailto: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 numbers below:

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

**RECOMMENDATION / ACTION REQUESTED:**

Special Handling Requested (specify):

**DISTRICT ATTORNEY  
 WORTHLESS CK FUND  
 ACCOUNT LINE 260480102  
 AUGUST 5, 2009**

<b>335 DA WORTHLESS CHECK FUND</b>		<b>2009</b>	<b>2009</b>	<b>2009</b>
		<b>CURRENT</b>	<b>AMENDED</b>	<b>MODIFIED</b>
<b>DESCRIPTION</b>				
<b>260480102- D.A.-WORTHLESS CHECK FUND</b>				
SALARY & LABOR	61000	2,000.00	0.00	2,000.00
TEMPORARY/PART-TIME	61100	3,000.00	0.00	3,000.00
OVERTIME	61200	15.00	0.00	15.00
PAYROLL TAXES	62000	350.00	0.00	350.00
RETIREMENT	62100	60.00	0.00	60.00
FEES	63000	6,000.00	2,000.00	8,000.00
TRAVEL	63200	21,382.00	4,000.00	25,382.00
OFFICE SUPPLIES	63500	5,018.00	2,000.00	7,018.00
OPERATING SUPPLIES	63600	2,000.00	0.00	2,000.00
PROPERTY & EQUIPMENT	64000	600.00	0.00	600.00
<b>D.A. WORTHLESS CHECK FUND</b>	<b>ACCT .TOTAL</b>	<b>40,425.00</b>	<b>8,000.00</b>	<b>48,425.00</b>