

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

<b>Date Submitted:</b> August 4, 2009	<b>Submitted By:</b> Karen Stell
<b>Court Agenda Date:</b> August 11, 2009	<b>Department:</b> Tax
	<b>Phone Number:</b> 281-341-3723

<b>SUMMARY OF ITEM:</b> Approve over \$500.00 – Refunds \$ 10,518.96				
<b>RENEWAL AGREEMENT/APPOINTMENT</b>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b>	<input type="checkbox"/>
<b>REVIEWED BY COUNTY ATTORNEY'S OFFICE:</b>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b>	<input type="checkbox"/>
<b>List Supporting Documents Attached:</b>				

<b>FINANCIAL SUMMARY:</b>	
<b>BUDGETED ITEM:</b> YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>FUNDNG SOURCE:</b> Accounting Unit:	<b>Account Number:</b>
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>	
<u>Original Form</u> 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 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 type="checkbox"/> Facilities/Planning (281-633-7022)	<input checked="" type="checkbox"/> Comm. Pct. 3 (281-242-9060)
<input type="checkbox"/> Purchasing Agent (281-341-8642)	<input checked="" type="checkbox"/> Comm. Pct. 4 (281-980-9077)
<input 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 Attny (281-341-4557)

<b><u>RECOMMENDATION / ACTION REQUESTED:</u></b>
Approve & record in the minute's tax payment refunds in the amount of \$ 10,518.96 for the office of Patsy Schultz.
<b>Special Handling Requested (specify):</b>

Commissioners Court Agenda Date:08/11/09

Submit Date:08/04/09

Account Number	Owner	Refund Amount	Reason	Precinct #
6460-01-001-0710-901	Wachovia Mortgage	\$ 3,359.59	Duplicate	3038
3004-01-003-0130-901	Ronald Graham	\$ 2,939.69	Duplicate	1120
5121-06-001-0280-907	Lennar Homes of Texas	\$ 949.80	Duplicate	3082
2274-02-003-0330-914	Alamo Title Company	\$ 3,269.88	Duplicate	3038
		\$ 10,518.96		