

**AGENDA ITEM**

**FORT BEND COUNTY FY 2009  
COMMISSIONERS COURT AGENDA REQUEST FORM**

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

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<b>Date Submitted:</b> 08/05/09	<b>Submitted By:</b> Kristina Pruitt
<b>Court Agenda Date:</b> 08/11/09	<b>Department:</b> Juvenile Probation
	<b>Phone Number:</b> 2/633-7320

**SUMMARY OF ITEM:**

Approve travel by two Detention Officers (Frankie Hill, Tariq Muhammed, Terrance Woodard, Melvin Phynon – to be two of these listed) to Richmond, Virginia between August 27, 2009 and September 5, 2009, for extradition of juvenile back to Fort Bend County. There will be two round-trips: Officers going to Virginia to pick up juvenile and return him to Fort Bend County; then Officers taking juvenile back to Virginia and they return to Fort Bend County. (Fund: Juvenile, Travel)

**FINANCIAL SUMMARY:**

**BUDGETED ITEM:** YES  NO

**FUNDNG SOURCE:** Accounting Unit: 15057500 Account Number: 63200  
Activity (If Applicable):

**DESCRIPTION OF LAWSOM ACCOUNT:** \_\_\_\_\_

**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:

<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 (281-341-4528)	<input type="checkbox"/> County Clerk (281-341-8697)
<input type="checkbox"/> Other:	<input type="checkbox"/> County Atty (281-341-4557)

**RECOMMENDATION / ACTION REQUESTED:**

Special Handling Requested (specify): Approve travel by two Detention Officers (Frankie Hill, Tariq Muhammed, Terrance Woodard, Melvin Phynon – to be two of these listed) to Richmond, Virginia between August 27, 2009 and September 5, 2009, for extradition of juvenile back to Fort Bend County.