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: September 2, 2009
Submitted By: Ann Werlein
Department: County Judge
Court Date: September 8, 2009
Telephone: 281-341-8634

SUMMARY OF ITEM:

County Judge: Take all appropriate action to establish the regular schedule of Fort Bend County Commissioners Court, pursuant to Local Government Code §81.005(a) for Fiscal Year 2010, meeting every Tuesday except the third and fifth Tuesday of each month, at 1:00 p.m. in the Commissioners Courtroom located on the 7th Floor of the William B. Travis Building in Richmond, Texas.

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

List Supporting Documents Attached:

FINANCIAL SUMMARY:

Budgeted Item:	**YES**	**NO**
Funding Source: FY10		
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: