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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: 09-03-09 Submitted By: JOHN HEALEY
Department: 4801 DA
Court Agenda Date: 09-22-09 Phone Number: 281-341-4473

SUMMARY OF ITEM: RATIFY OUT OF STATE TRAVEL FOR SEMINAR FOR MICHAEL HARTMAN, TO WINONA, MINNESOTA TO ATTEND SAFETY NET COURSE/INVESTIGATION & PROSECUTION OF COMPUTER FACILATED CHILD SEXUAL EXPLOITATION SPONSORED BY THE NATIONAL DISTRICT ATTORNEY'S ASSO. SEPT. 13-18, 2009. REGISTRATION AND HOTEL PAID BY ASSOCIATION.

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

FINANCIAL SUMMARY
BUDGETED ITEM YES X NO ___

FUNDING SOURCE: 335480104

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 If by Fax to (281) 341-8609
Distribute copies with back-up to all listed below. If by fax, send to numbers below:
X Auditor (281-341-3774) X Comm. Pct. 1 (281-342-0587)
X Budget Officer (281-344-3954) X Comm. Pct. 2 (281-403-8009)
 Facilities/Planning (281-633-7022) X Comm. Pct. 3 (281-242-9060)
 Purchasing Agent (281-341-8642) X Comm. Pct. 4 (281-980-9077)
 Information Technology (281-341-4526) X County Clerk (281-341-8697)
 Other: County Atty (281-341-4557)

RECOMMENDATION / ACTION REQUESTED:

Special Handling Requested (specify):