

FORT BEND COUNTY FY 2010
COMMISSIONERS COURT AGENDA REQUEST FORM
Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: November 17, 2009

Submitted By: Karen Stell

Court Agenda Date: November 24, 2009

Department: Tax

Phone Number: 281-341-3723

SUMMARY OF ITEM: Approve over \$500.00 – Refunds \$ 8,749.31

RENEWAL AGREEMENT/APPOINTMENT

YES ☐

NO ☐

REVIEWED BY COUNTY ATTORNEY'S OFFICE:

YES ☐

NO ☐

List Supporting Documents Attached:

FINANCIAL SUMMARY:

BUDGETED ITEM: YES ☐

NO ☐

FUNDNG SOURCE: Accounting Unit:

Activity (If Applicable):

Account Number:

DESCRIPTION OF LAWSON 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

If by Fax to (281) 341-8609

Distribute copies with back-up to all listed below. If by fax, send to 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 Attny

(281-341-4557)

RECOMMENDATION / ACTION REQUESTED:

Approve & record in the minute's tax payment refunds in the amount of \$ 8,749.31 for the office of Patsy Schultz.

Special Handling Requested (specify):

Commissioner's Court Agenda Date: 1/24/09
Submit Date: 1/17/09

Account Number	Owner	Refund Amount	Reason	Precinct #
2158-01-003-0130-907	Walter or April Williams	\$ 8,749.31	Duplicate	4127
		\$ 8,749.31		