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: December 15, 2009

Court Agenda Date: December 22, 2009

Submitted By: Karen Stell
Department: Tax
Phone Number: 281-341-3723

SUMMARY OF ITEM: Approve over $500.00 – Refunds $ 21,114.01

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 minutes tax payment refunds in the amount of $ 21,114.01 for the office of Patsy Schultz.

Special Handling Requested (specify):

Commissioner's Court Agenda Date:12/22/09

Submit Date:12/15/09

Account Number	Owner	Refund Amount	Reason	Precinct #
8135-21-001-0130-907	Reliant Title Agency LLC	$ 4,133.96	Duplicate	1118
8132-03-002-0010-907	BAC Tax Services Corp	$ 3,862.73	Duplicate	2061
4966-01-008-0280-907	Energy One Federal Credit Union	$ 3,396.51	Duplicate	3022
6625-01-004-0150-901	Lennar Homes of Texas	$ 9,720.81	Duplicate	3133
		$ 21,114.01		