

MAR 18 '13 PM 4:19

Approved by CC:

MAR 25 2013

REQUEST FOR AGENDA PLACEMENT FORM

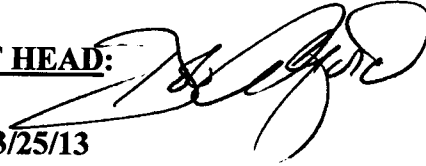
Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Sheriff Bob Alford

TODAY'S DATE: March 14, 2013

DEPARTMENT: Sheriff's Office

SIGNATURE OF DEPARTMENT HEAD:



REQUESTED AGENDA DATE: 3/25/13

SPECIFIC AGENDA WORDING: Request to increase Shred on site shred services to empty shred boxes twice a month with two extra sacks for recurring expense of \$66.00 per month.

PERSON(S) TO PRESENT ITEM: Sheriff Alford

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 10 minutes

ACTION ITEM: XXX
WORKSHOP _____

(Anticipated number of minutes needed to discuss item) **CONSENT:** _____

EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY: _____

IT DEPARTMENT: _____

AUDITOR: _____

PURCHASING DEPARTMENT: _____

PERSONNEL: _____

PUBLIC WORKS: _____

BUDGET COORDINATOR: _____

OTHER: _____

*****This Section to be Completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____