

AUG 26 2013

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: Dan Milam

TODAY'S DATE: August 20, 2013

DEPARTMENT:

Information Technology

SIGNATURE OF DEPARTMENT HEAD:

Dan Milam

REQUESTED AGENDA DATE:

August 26, 2013

SPECIFIC AGENDA WORDING:

Request consideration for IT to use Suite 220 in the Annex Building.

PERSON(S) TO PRESENT ITEM:

Dan Milam

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 05

ACTION ITEM: XX

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 _____