

FEB 10 2014

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY:

TODAY'S DATE: 1-29-2014

DEPARTMENT:

SIGNATURE OF DEPARTMENT HEAD:

REQUESTED AGENDA DATE: 2-10-2014

**SPECIFIC AGENDA WORDING: Requesting new fax line for CAO and DAO
new locations on the third floor of the Guinn.**

Monthly fee per line approx.. \$20.00.

PERSON(S) TO PRESENT ITEM: Dan Milam

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 5 min.

**ACTION ITEM: x
WORKSHOP _____**

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

EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY:

IT DEPARTMENT:

AUDITOR: _____

PURCHASING DEPARTMENT: x _____

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 _____