Approved by CC:

MAR 2 4 2014

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: Becky Williams **TODAY'S DATE: 3-14-14**

DEPARTMENT: X **County Clerk**

SIGNATURE OF DEPARTMENT HEAD: X **Becky Williams**

REQUESTED AGENDA DATE: X **3-24-14**

SPECIFIC AGENDA WORDING: Consideration of Costs for Renovations to Room B15, County Clerk's Office, in the Johnson County Courthouse

PERSON(S) TO PRESENT ITEM: **Becky Williams-County Clerk**

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: **15 min.**

(Anticipated number of minutes needed to discuss item)

ACTION ITEM: ___XX___
WORKSHOP: ___XX___
CONSENT: _____
EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY: _____ **IT DEPARTMENT:** ____XX_____
AUDITOR: _____ **PURCHASING DEPARTMENT:** _____
PERSONNEL: _____ **PUBLIC WORKS:** _____XX_____
BUDGET COORDINATOR: _____XX___ **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_____

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