

APR 11 2016

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: Debbie Rice
TODAY'S DATE: 04/05/2016

DEPARTMENT: Treasurer Office

SIGNATURE OF DEPARTMENT HEAD:

REQUESTED AGENDA DATE: 04/11/2016

SPECIFIC AGENDA WORDING: Consideration of Change Drawer of \$100.00.

PERSON(S) TO PRESENT ITEM: Debbie Rice

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME:	ACTION ITEM	X
	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 _____