

**REQUEST FOR AGENDA PLACEMENT FORM**

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

**SUBMITTED BY: Dan Milam**

**TODAY'S DATE: 11/18/2016**

**DEPARTMENT:**

**Information Technology**

**SIGNATURE OF DEPARTMENT HEAD:**

**Dan Milam**

**REQUESTED AGENDA DATE:**

**28 November 2016**

**SPECIFIC AGENDA WORDING:**

Consideration of Letter to Graves, Humphries, Stahl, Ltd. to Terminate Services for Collection of Delinquent Fines and Fees for the Justice of the Peace Courts.

**PERSON(S) TO PRESENT ITEM:**

**Dan Milam**

**SUPPORT MATERIAL: (Must enclose supporting documentation)**

**TIME: 10**

**ACTION ITEM: XX**

**WORKSHOP:**

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

**EXECUTIVE:**

**STAFF NOTICE:**

**COUNTY ATTORNEY: XX**

**IT DEPARTMENT: \_\_\_\_\_**

**AUDITOR: \_\_\_\_\_**

**PURCHASING DEPARTMENT: \_\_\_\_\_**

**PERSONNEL: \_\_\_\_\_**

**PUBLIC WORKS: \_\_\_\_\_**

**BUDGET COORDINATOR: \_\_\_\_\_**

**OTHER: JP's**

\*\*\*\*\*This Section to be completed by County Judge's Office\*\*\*\*\*

ASSIGNED AGENDA DATE: \_\_\_\_\_

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE \_\_\_\_\_

COURT MEMBER APPROVAL \_\_\_\_\_ Date \_\_\_\_\_