

JAN 27 2020

REQUEST FOR AGENDA PLACEMENT FORM

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

Approved

SUBMITTED BY: Kathy Osier

TODAY'S DATE: 01-14-2020

DEPARTMENT: JP #4

SIGNATURE OF DEPARTMENT HEAD:

REQUESTED AGENDA DATE: 01/27/2020

SPECIFIC AGENDA WORDING: Consideration of one (1) \$100.00 Cash Drawer for New Employee in the Justice of the Peace Office, Precinct #4, to be able to make change when someone comes in to pay for their case or ticket.

PERSON(S) TO PRESENT ITEM: Robert Shaw

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: X _____

PURCHASING DEPARTMENT: X _____

PERSONNEL: _____

PUBLIC WORKS: _____

BUDGET COORDINATOR: X

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 _____