

AGENDA PLACEMENT FORM

(Submission Deadline – Tuesday, 12:00 PM before Regular Court Meetings)

Date: 02/03/2023

COMMISSIONERS COURT

Meeting Date: 02/13/2023

FEB 13 2023

Submitted By: CJO

Approved
effective
2-13-23

Department/Office: CJO

Signature of Director/Official: _____

Agenda Title:

Consideration to Assign Management of the Mailroom to Facilities Management, Previously
Assigned to the County Judge's Office

Public Description (Description should be 2-4 sentences explaining to the Court and the public what action is recommended and why it is necessary):

(May attach additional sheets if necessary)

Person to Present: Judge Boedeker and Josh Green

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) PUBLIC CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: 5 minutes

Session Requested: Action (Action Item, Workshop, Consent, Executive)

Check All Departments Requiring Notification:

County Attorney IT Purchasing Auditor

Personnel Public Works Facilities Management

Other Department/Official (list) _____