

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date:	Court Decision: This section to be completed by County Judge's Office
Meeting Date: 11/27/2023	COMMISSIONERS COURT
Submitted By: County Judge's Office	NOV 2.7 2023
Department: Personnel Department	140 A E 1 5052
Signature of Elected Official/Department Head:	Approved
Description: Discuss and Take Any Appropriate Action Johnson County Christmas Party to be Hele Personnel Department Treasurer to aux Roscoes the night of	-
(May attach additional Person to Present: Randy Gillespie	
(Presenter must be present for the item unl	_ *
	PUBLIC CONFIDENTIAL
(PUBLIC documentation may be made ava	ilable to the public prior to the Meeting)
Estimated Length of Presentation: minu	tes
Session Requested: (check one)	
Action Item Consent Worksho	p Executive Other
Check All Departments That Have Been Notified	l:
✓ County Attorney	☐ Purchasing ☐ Auditor
☐ Personnel ☐ Public Wor	rks
Other Department/Official (list)	

Please List All External Persons Who Need a Copy of Signed Documents In Your Submission Email

Korseneks ziile	kehouse Catering Agreement	***************************************		
Event	Johnson County Christmas Party	Guests	625	
Contact Name	Lacy Bruton	Date	12/8/23	
/enue	Cleburne High School	Serve Time	7:00 PM	
Address	850 N Nolan River Rd, Cleburne	Arrive Time	6:30 PN	
WHAT YOU GE	ango g			
Basic Catering	All-you-can-eat sliced brisket, pulled pork, smoked	\$ 14.00		
basic catering	chicken breast, smoked sausage, potato salad,	4.00		
	coleslaw, BBQ pinto beans, iced tea, sweet tea, relishes, bread, and disposable cutlery, plates and			
	cups, and ice.			
Desserts	Peach Cobbler and Banana Pudding	\$ 2.00		
Total per person		\$ 16.00		
Total price		\$ 10,000.00		
rax	TAX EXEMPT			
rotal price with T	ax	\$ 10,000.00		
What you need to	Knowi			
Payment	Payment for your event is due the day of the event an			
	you wish to pay with a credit card then what we typical catering crew that will be catering your event call a fev			
	to get the credit card number. They then run the card			
	and bring the receipt to the event for a signature. If yo			
	payment info on the day of your event then we can take			
	we will not run the card until the day of the catering. If		cash then	
	we will send a cash receipt with the caterers to bring v			
Guest count	Final Guest Count is due two (2) days prior to the event date.			
Party crashers	If extra people show up, DON'T PANIC, we bring a lot			
Party crashers	handle an extra 10% to 20% with no problem. We wil			
	handle an extra 10% to 20% with no problem. We will total head count and charge accordingly.	l add the additional gu	ests to the	
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