

AGENDA PLACEMENT FORM

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

Date: 1/18/2024

Meeting Date: 2/12/2024

Submitted By: Chris Taylor

Department: District Clerk

Signature of Elected Official/Department Head:



Court Decision: <small>This section to be completed by County Judge's Office</small>

February 12, 2024

Description:

Requesting \$300.00 for 3 new cash drawers for the file desk section of the
District Clerk's office to allow each clerk to have a cash till.

(May attach additional sheets if necessary)

Person to Present: N/A

(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: N/A minutes

Session Requested: (check one)

Action Item Consent Workshop Executive Other _____

Check All Departments That Have Been Notified:

County Attorney IT Purchasing Auditor

Personnel Public Works Facilities Management

Other Department/Official (list) Treasurer

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

DISBURSEMENT PROCESSING FORM

(One invoice per form)

1/18/2024

Date

JOHNSON COUNTY AUDITOR
ACCOUNTS PAYABLE

Select One:

<input type="checkbox"/>	Credit
<input type="checkbox"/>	Liability
<input type="checkbox"/>	Revenue
<input type="checkbox"/>	Child Safety
<input checked="" type="checkbox"/>	Other (Specify): Cash Till

00901

Vendor Number

David Lloyd

Vendor Name

P.O. Box 495

Street Address or PO Box

Cleburne

City

TX

State

76033-0495

Zip Code

0100-0000-10322-00

15 Digit Accounting Distribution

Project Code

Invoice Number

CashDrawer01.18.24

Line Description (appears on check stub)

3 New Cash Drawers for File Desk Section

\$ 300.00

\$ _____

\$ _____

TOTAL \$ 300.00



Authorized Department Approval

1/18/24

Approval Date

Notes for Auditor:
