

AGENDA PLACEMENT FORM

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

Date: _____

Meeting Date: 12/08/2025

Submitted By: County Judge

Department: _____

Signature of Elected Official/Department Head:

| |
|--|
| Court Decision: <small>This section to be completed by County Judge's Office</small> |
|  |
| 12-08-2025 |

Description:

Consider and Approve the Creation of a Capital Improvement Fund and, Upon the Completion of Any Construction Project, Authorize the Auditor's Office to Close Any Construction Project Fund and Transfer The Unexpended Balance into the Capital Improvement Fund-County Judge's Office

(May attach additional sheets if necessary)

Person to Present: _____

(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: _____ 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) _____

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