

JAN 14 2019

Approved

**REQUEST FOR AGENDA PLACEMENT FORM**

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

**SUBMITTED BY:** Carla Hester      **TODAY'S DATE:** December 17, 2018

**DEPARTMENT:** County Judge's Office

**SIGNATURE OF DEPARTMENT HEAD:**

**REQUESTED AGENDA DATE:** January 14, 2019

**SPECIFIC AGENDA WORDING:** Consideration to Authorize Kirk Kirkpatrick, County Auditor, to be the Alternative Signatory for the SAVNS Grant Quarterly Invoicing Paperwork

**PERSON(S) TO PRESENT ITEM:** County Judge Roger Harmon

**SUPPORT MATERIAL:** (Must enclose supporting documentation)

<b>TIME:</b>	<b>ACTION ITEM:</b> <u>  X  </u>
	<b>WORKSHOP</b> _____
(Anticipated number of minutes needed to discuss item)	<b>CONSENT:</b> _____
	<b>EXECUTIVE:</b> _____

**STAFF NOTICE:**

<b>COUNTY ATTORNEY:</b> <u>  x  </u>	<b>IT DEPARTMENT:</b> _____
<b>AUDITOR:</b> <u>  x  </u>	<b>PURCHASING DEPARTMENT:</b> _____
<b>PERSONNEL:</b> _____	<b>PUBLIC WORKS:</b> _____
<b>BUDGET COORDINATOR:</b> _____	<b>OTHER:</b> _____

**\*\*\*\*\*This Section to be Completed by County Judge's Office\*\*\*\*\***

ASSIGNED AGENDA DATE: \_\_\_\_\_

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE \_\_\_\_\_

COURT MEMBER APPROVAL \_\_\_\_\_ Date \_\_\_\_\_

**ROGER HARMON  
JOHNSON COUNTY JUDGE**

**Carla Hester, Administrative Assistant  
Rexann Knowles, Budget Coordinator**



**Abby Nino, Secretary  
Amber Neathery, Receptionist**

**#2 Main St – Johnson County Courthouse, Cleburne, Texas 76033**

December 17, 2018

To Whom It May Concern:

On January 14, 2019, the Commissioners Court voted to approve to authorize Kirk Kirkpatrick, Johnson County Auditor, to be the Alternative Signatory for the SAVNS Grant invoicing paperwork. This action by the Commissioners Court, along with this letter, will authorize Kirk Kirkpatrick to sign off on the quarterly invoices for Johnson County.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Roger Harmon", is written over a horizontal line.

Roger Harmon  
County Judge – Johnson County