

**TRAVIS COUNTY COMMISSIONER COURT**

**AGENDA REQUEST**

Please consider the following item for: Voting Session 2-27-2013.

- I. A. Request made by County Auditor's Office, telephone number 854-9125.
- B. Requested text: Receive monthly financial reports for the month of December, 2012 from the County Auditor's Office.
- C. Approved by: \_\_\_\_\_  
Signature of Commissioner or Judge.

II. A. Copies of reports delivered to Commissioners on Thursday, February 14, 2013 .

B. Have the agencies affected by this request been invited to attend the work session?  
Yes \_\_\_\_\_ No X Please list those contacted and their phone numbers :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

III. PERSONNEL:

\_\_\_\_\_ A change in your department personnel. (Reclassifications, etc.)

IV. BUDGET REQUESTS:

If your request involves any of the following, please check appropriately:

- \_\_\_\_\_ Additional funding for your department.
- \_\_\_\_\_ Transfer of funds within your department budget.
- \_\_\_\_\_ A change in your department's personnel.

The County Human Resource Management Department, and / or the Planning and Budget Office must be notified prior to the submission of this agenda request.

**AGENDA REQUEST DEADLINES**

All agenda requests and supporting materials must be submitted to the County Judge's Office in writing by 5 p.m. on Tuesdays for the following week's meeting.