COUNTY DEPARTMENT AGENDA REQUEST

Department:	Finance	Presenter(s):	Mary S. Holland
Meeting Date:	Thursday, January 13, 2011	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's request to accept $122 from the Health Department as reimbursement for the cost of materials for construction of a counter by Building and Grounds Maintenance Department staff.

Background/History/Details:

Building and Grounds staff has determined that the cost of the materials to build a counter for the Health Department is $122. The Health Department has agreed to pay this amount.

What action are you seeking from the Board of Commissioners?

Approval to accept $122 from the Health Department and to proceed with the construction of the counter for the Health Department.

If this item requires funding, please describe:

Has this issue come before the Commissioners in the past?	No	If so, when?	
Do you need audio-visual for the presentation?	No	Back-up Material Submitted?	

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Not Applicable	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes: