

**PANOLA COUNTY COMMISSIONERS' COURT
AGENDA REQUEST**

DATE: June 27, 2016

MEETING DATE REQUEST: July 11, 2016

DEPARTMENT: District Clerk

CONTACT PERSON: Debra Johnson

REQUEST SUBJECT: Request permission to transfer a filing cabinet to JP #1

COMMENTS: This 36-drawer cabinet for tri-fold case files is no longer needed in the District Clerk's office, and JP #1, Lora Taylor, has expressed a need for it.

BUDGETARY IMPACT: No financial impact

c:\Users\debra\Documents\Commissioners' Court Agenda Request.wpd



DEBRA JOHNSON
DISTRICT CLERK
PANOLA COUNTY

June 27, 2016

To the Commissioners' Court of Panola County, Texas:

I hereby request permission to transfer one (1) 36-drawer cabinet for tri-fold case files from the Panola County District Clerk's office to Panola County Justice of the Peace #1. This cabinet is no longer needed in the District Clerk's office.

A handwritten signature in cursive script that reads "Debra Johnson".

Debra Johnson
Panola County District Clerk