

PENDING APPROVAL

OKLAHOMA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST SHEET

For the __ November 25, 2009 __ Agenda

DEPT.: _____ District 3 _____ BY ___ Chairman Ray Vaughn _____ EXT. ___ 1503 _____

NAME OF FUNDS: _____ FUND CODES: _____

REQUISITION NO. _____ REQUISITION SHEET MUST BE ATTACHED (If applicable)

AGENDA ITEM DESCRIPTION:

Discussion and possible action appointing Kathleen Blanco as requisitioning officer for Boucher Drive Road Improvement District Project (Tax Assessment District Fund 1118; Cost Center 1230; Boucher Road 3-2009-A)

(ALL NECESSARY DOCUMENTATION MUST BE ATTACHED FOR APPROVAL)

APPROVED BY D.A.
(If Applicable)

APPROVED BY ENGINEER
(If Applicable)

APPROVED BY PURCHASING
(If Applicable)

Assistant District Attorney

County Engineer

Purchasing Agent

NOTE: A COMMISSIONER MUST APPROVE ALL EMERGENCY REQUESTS FOR ANY ITEM SUBMITTED AFTER THE DEADLINE (THE DEADLINE IS 9:00 A.M. ONE WEEK PRIOR TO THE DATE THAT THE AGENDA IS TO BE **POSTED**)

DATE OF REQUEST: _____

APPROVED BY: _____
COUNTY COMMISSIONER

Number of original documents to be returned to your department: _____

Special Instructions: _____

PENDING APPROVAL

RESOLUTION NO. _____

BE IT RESOLVED, in accordance with the provisions of Title 19, Section 1501(4), the following employee (s) are designated as a Requisitioning Officer for **Boucher Drive Road Improvement District Project**

Appropriation Account

Tax Assessment District Fund 1118; Cost Center 1230: Boucher Road 3-2009-A

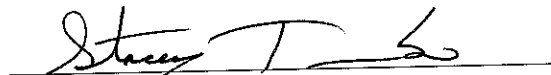
Employee

Signature

Kathleen Blanco



The Requisitioning Officer shall identify purchases by the Department as prescribed by law and maintain a record of goods received and consumed by the Department. The designation shall be valid unless revoked or amended by the termination of employment or appointment of a new designee.



County Officer

Approved this _____ day of _____, 2009.

Chairman

ATTEST:

Carolynn Caudill, County Clerk