



Travis County Commissioners Court Agenda Request

Meeting Date: March 27, 2012

Prepared By/Phone Number: Brenda Rodriguez x44985

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir x43996

Commissioners Court Sponsor: Judge Sam Biscoe

AGENDA LANGUAGE:

Enter agenda language here

Consider and take appropriate action for Election Experts Travel

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

see attachment

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

Dana DeBeauvoir, County Clerk

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a single pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Dana DeBeauvoir
Travis County Clerk

PO Box 149325, Austin TX 78714-9325
Phone: (512) 854-9188 Fax: (512) 854-3942
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**Recording, Elections, Computer Resources,
Accounting, and Administration Divisions**
5501 Airport Boulevard, Austin, Texas 78751-1410

**Misdemeanor Records, Civil/Probate,
and Records Management Divisions**
1000 Guadalupe, Austin, Texas 78701-2328

March 20, 2012

TO: Travis County Commissioners Court
FROM: Dana DeBeauvoir
RE: Reimbursement Request for Election Expert Travel Costs

We have requested the assistance of five to seven individuals from the private sector and universities throughout the country who are considered among the nation's most accomplished in the field of election system security and design. These individuals will be providing their expertise to assist Travis County in designing an RFP for a new voting system. They will be meeting at our office April 5 – 7, 2012. They are not charging for their valuable time, but we have offered to cover their airfare, hotel, and receipt-based per diem.

These individuals are non-County employees. We are requesting that we pay Four Seasons Travel directly for flights not previously paid for our visitors. We would then like to reimburse the costs for the hotel, per diem, and any remaining airfare costs after their visit. The total estimated cost is \$7700. The funds are to come out of is 056-2021-532-6503 PSPEC.

If you have any questions or need further information, please do not hesitate to contact me.

Thank you.