

**FORT BEND COUNTY**  
**COMMISSIONERS COURT AGENDA REQUEST FORM** **AGENDA ITEM**  
 RETURN TO: AGENDA COORDINATOR - COUNTY JUDGE'S OFFICE

DATE SUBMITTED: June 5, 2009

SUBMITTED BY: Sheila Whiting

AGENDA

COURT AGENDA DATE: June 23, 2009

DEPARTMENT: 024

# 631

PHONE NO.: 281-403-8019

**SUMMARY OF ITEM:** Request to extend dates of travel approved March 17, 2009. Record into the minutes out of county travel for Ruben Davis and Rodney Pentecost to the 33<sup>rd</sup> Annual NOBLE Training Conference to be held July 24 – 30, 2009 in Norfolk, Virginia. (See Comments)

RENEWAL CONTRACT/AGREEMENT: Yes ( ) No (X)

LIST SUPPORTING DOCUMENTS ATTACHED: Training Schedule.

**FINANCIAL SUMMARY:**

**BUDGETED ITEM:**  
 Yes (X) No ( ) N/A ( )

**ANNUALIZED DOLLARS:**  
 One Time (X)

**COMMENTS:**  
 Registration, Travel, & Meals  
 for Constable & Registration only  
 for Rodney Pentecost

**Funding Source:**  
 Account Unit# 100550200 Fund: 63200 Recurring ( )  
 N/A ( )

**Original Form Submitted with back up to County Judge's Office:** ( ) (✓ when completed)

If by E-Mail to [ospindon@co.fort-bend.tx.us](mailto:ospindon@co.fort-bend.tx.us)

If by Fax to (281) 341-8609

**Copies with back-up to:**

(X) Auditor	(281-341-3774)	(X) Comm. Pct. 1	(281-342-0587)
(X) Budget Officer	(281-344-3954)	(X) Comm. Pct. 2	(281-403-8009)
(X) County Attorney	(281-341-4557)	(X) Comm. Pct. 3	(281-242-9060)
(X) Purchasing Agent	(281-341-8642)	(X) Comm. Pct. 4	(281-980-9077)
(X) County Clerk	(281-341-8697)		

**Instructions for submitting an Agenda Request:**

1. Completely fill out agenda form, incomplete forms will not be processed.
2. Agenda Request Forms may be submitted by e-mail, fax, or inter-office mail, and all information must be provided by Wednesday at 2:00 p.m. to the departments listed above.
3. All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday.

**RECOMMENDATION / ACTION REQUESTED:**

Consider amending the dates for Out-of-state travel for 33<sup>RD</sup> Annual NOBLE Training Conference. Please change the dates from July 24-29, 2009 (CC approved : March 17, 2009) to July 24-30, 2009.