

AGENDA ITEM REQUEST FORM

Hays County Commissioners Court

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

AGENDA ITEM

Authorize moving funds from the Tax Office to Building Maintenance for installation of electrical outlets related to equipment for the check scanning system.

ITEM TYPE

CONSENT

MEETING DATE

June 18, 2013

AMOUNT REQUIRED

\$1,668

LINE ITEM NUMBER

001-695-00.5451

AUDITOR USE ONLY

AUDITOR COMMENTS:

See budget amendment. Need quotes for services.

PURCHASING GUIDELINES FOLLOWED: N/A

AUDITOR REVIEW: BILL HERZOG

REQUESTED BY

Luanne Caraway

SPONSOR

COBB

CO-SPONSOR

N/A

SUMMARY

During the FY13 budget process, Commissioner's Court authorized the Tax Office to purchase a new check scanning system. The current vendor has expanded their system to include all of the parts needed, therefore we will only be purchasing the new scanners saving the County over \$40k. Electrical outlets will need to be installed for the additional equipment.

Budget Amendment:

Decrease Tax Office Computer Eqp - 001-619-00.5712_700 - (\$1,668)

Increase Bldg Maint Budget Maint & Repairs - 001-695-00.5451 - \$1,668

FILED: 06 18 13
HAYS COUNTY COMMISSIONERS' COURT
Resolution #29077 VOL V PG 173

Dept	G/L	Account Number	Account Description	Appropriation Before Amendment	Increase	Decrease	Appropriation After Amendment
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COURT REPORT SERVICE FEE FUND (111):

Agenda Item #25:

Court Report Fund-CCL2 (612):

				(Revenue)	
111-612-00.4401_612	Fees of Office	0		8,000	8,000
111-612-00.5445	Transcriptions	0	8,000		8,000

*Increase revenue and budget expense for court reporting services in CCL2 per TLGC 51.601.

GENERAL FUND (001):

Agenda Item #26:

Tax Office (619):

001-695-00.5451	Bldg Maint-Repairs	68,000	1,668		69,668
001-619-00.5712_700	Tax Office-Comp Eqpt	61,150		(1,668)	59,482

*Move funds from Tax Office to Building Maintenance for electrical upgrades for check scanning system.

JUSTICE COURT BUILDING SECURITY FUND (110):

Agenda Item #36:

Justice Court Bldg Security (000):

110-000-00.5719_400	Misc Eqpt_Operating	3,956	3,956		7,912
110-000-00.5201	General Supplies	6,644		(3,956)	2,688

*Amend for JP2 security camera system.

PARKS FUND (140):

Agenda Item #37:

Parks (700):

140-700-00.5741	Misc Capital Improvements	0	9,000		9,000
140-700-00.5453	Maintenance & Repairs	23,000		(9,000)	14,000

*Amend for roof replacement at Jacobs Well area.