

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

Amend the CERT grant budget to use savings in continuing education for printing services.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	August 20, 2013	\$1,260.00

LINE ITEM NUMBER

001-656-99-072.5461 Printing Services

AUDITOR USE ONLY

AUDITOR COMMENTS:

PURCHASING GUIDELINES FOLLOWED: N/A      AUDITOR REVIEW: BILL HERZOG

REQUESTED BY	SPONSOR	CO-SPONSOR
Smith	COBB	N/A

SUMMARY

CERT will distribute Emergency Guides for the public. This grant does not require a match.

BUDGET AMENDMENT:

Decrease Expense	001-656-99-072.5551	Continuing Education	(\$1,260.00)
Increase Expense	001-656-99-072.5461	Printing Services	\$1,260.00