

12

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 the District Attorney's Office to transfer funds to Information Technology for the purchase of 7 Adobe Professional software licenses and amend the budget accordingly.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	September 3, 2013	\$1,862

LINE ITEM NUMBER

001-680-00.5429

AUDITOR USE ONLY

AUDITOR COMMENTS:

See attached budget amendment.

PURCHASING GUIDELINES FOLLOWED: YES

AUDITOR REVIEW: BILL HERZOG

REQUESTED BY	SPONSOR	CO-SPONSOR
Tibbe/McGill	COBB	N/A

SUMMARY

The Adobe Professional software allows editing for data entry and also facilitates the conversion of Adobe formats into common Microsoft Office applications. Funding is available through savings in the office supplies line item of the DA's budget.

Budget Amendment:

001-607-00.5211 - DA - Office Supplies	(\$1,862.00)
001-680-00.5429 - IT - Software License	\$1,862.00

FILED: 09 03 13
HAYS COUNTY COMMISSIONERS' COURT
Resolution # 28259 VOL V PG 224

**AMENDMENT
NO.FY2013-036 CC
FY2013 BUDGET
09/03/2013**

Dept	G/L Account Number	Account Description	Appropriation Before Amendment	Increase	Decrease	Appropriation After Amendment
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GENERAL FUND (001):

Agenda Item #7:

Sheriff (618) to Info Technology (680):

001-680-00.5718_400	IT - Software_Operating	13,745	6,000		19,745
001-618-00.5206	SO - Law Enf Supplies	72,500		(6,000)	66,500

*Move funds for Coban implementation and server configuration.

Agenda Item #12:

District Attorney (607) to Info Technology (680):

001-680-00.5429	IT - Software Maint	580,855	1,862		582,717
001-607-00.5211	Office Supplies	15,000		(1,862)	13,138

*Move funds for 7 Adobe Professional software licenses.

Agenda Item #18:

Treasurer (620) to Info Technology (680):

001-680-00.5202	Data Supplies	53,716	298		54,014
001-680-00.5712_400	IT - Computer_Op	106,790	811		107,601
001-620-00.5461	Printing	6,200		(1,109)	5,091
			1,109	(1,109)	

*Move funds for computer and monitor for Collection Specialist.

ROAD & BRIDGE GENERAL FUND (020):

Agenda Item #19:

Transportation (710):

020-710-00.5719_400	Misc Equipment_Op	12,631	3,558		16,189
020-710-00.5713_700	Vehicles_Capital	168,920		(3,558)	165,362

*Amend for purchase of 3 safety storage cabinets for chemicals.

GENERAL FUND (001):

Agenda Item #20:

Sheriff's Office (618):

001-618-00.5413	Vehicle Maintenance	118,000	6,050		124,050
001-618-00.5036	Holiday Overtime	110,000		(6,050)	103,950

*Amend for additional vehicle maintenance needs.

JUVENILE DETENTION CENTER FUND (070):

Agenda Item #21:

Juvenile Center (685):

				(Revenue	
070-685-99-017.4301	Intergov Revenue	174,000		4,600	178,600
070-685-99-017.5232	Food Supplies	221,000	21,700		242,700
070-685-99-017.5201	General Supplies	12,000		(300)	11,700
070-685-99-017.5208	Janitorial Supplies	9,000		(750)	8,250
070-685-99-017.5391	Miscellaneous	1,816		(1,300)	516
070-685-00.5160_400	Medical Insurance	630,830		(14,750)	616,080
			21,700	(21,700)	

*Amend for food supplies for September.