

BURNET COUNTY ATTORNEY'S OFFICE

Victim Services
Hot Checks Division



Criminal Division
Civil Division

EDDIE ARREDONDO
Burnet County Attorney

July 21, 2025

RE: Line Item Transfer

Helen –

Please allow this letter to serve as notice and/or authorization and/or request for a line item transfer of funds. This amount transferred will be used to pay for a replacement/new Microsoft Surface Laptop, Dell Pro Compact Silent Keyboard & Mouse and Docking Station 2 for use by the County Attorney's Office.

Amount: \$ 2,132.00

LINE ITEM:

From:

100-4750-3300: Operating Supplies

To:

100-4750-5750: Mach/Equipment (Inventoried)

A handwritten signature in black ink, appearing to be "BZ", is written over the "To:" line item.

Please feel free to contact me with any questions or concerns regarding this matter.

Sincerely,

A handwritten signature in black ink, reading "Jana Mitchell", is written above the typed name.

Jana Mitchell

Executive Director

Burnet County Attorney's Office



THE COUNTY OF BURNET
BURNET, TEXAS 78611

FY 2025

DATE: July 29, 2025
(Commissioners Court Date)

TO: HONORABLE COMMISSIONERS COURT OF BURNET COUNTY

FROM: Doug Ferguson

I SUBMIT TO YOU FOR YOUR CONSIDERATION THE FOLLOWING BUDGET LINE ITEM TRANSFERS:

	<u>FUND/DEPT</u>	<u>LINE ITEM</u>	<u>LINE ITEM#</u>	<u>AMOUNT</u>
FROM:	100	Contract Labor	100-4900-4920	\$ (6,500.00)
TO:	100	Telephone/Cell/Mobile BB	100-4900-4200	\$ 6,500.00

REASON: To cover phone and hotspot charges

Doug Ferguson
DEPARTMENT HEAD

[Signature]
APPROVED: COMMISSIONERS COURT

\$ 6,500.00

Heide Stapp
ATTEST: COUNTY CLERK
NC



THE COUNTY OF BURNET
BURNET, TEXAS 78611

FY2025

DATE: 7/29/25

(Commissioners Court Date)

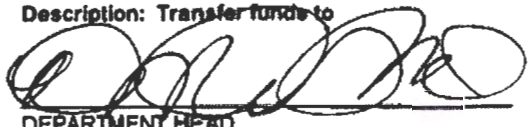
TO: HONORABLE COMMISSIONERS COURT OF BURNET COUNTY

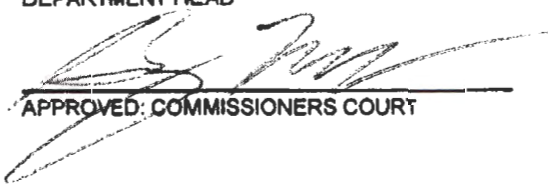
FROM: DeAnne Fisher, Burnet County Tax Assessor-Collector

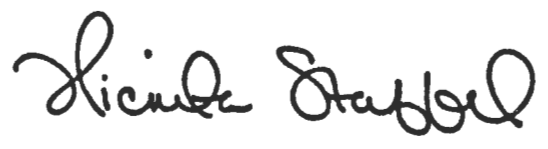
I SUBMIT TO YOU FOR YOUR CONSIDERATION THE FOLLOWING BUDGET LINE ITEM TRANSFERS:

FUND/DEPT	LINE ITEM	LINE ITEM#	AMOUNT
FROM: 100-4990-4000	MILEAGE	100-4990-400	\$ 200.00
To: 100-4990-3000	OPERATIONS	100-4990-300	\$ 200.00

Description: Transfer funds to


DEPARTMENT HEAD


APPROVED: COMMISSIONERS COURT


ATTEST: COUNTY CLERK NC



THE COUNTY OF BURNET
BURNET, TEXAS 78611

FY2025

DATE: 7/29/25
(Commissioners Court Date)

TO : HONORABLE COMMISSIONERS COURT OF BURNET COUNTY

FROM: General Fund

I SUBMIT TO YOU FOR YOUR CONSIDERATION THE FOLLOWING BUDGET LINE ITEM TRANSFERS:

	<u>FUND/DEPT</u>	<u>LINE ITEM</u>	<u>LINE ITEM#</u>	<u>AMOUNT</u>
FROM:	<u>Pact #2</u>	<u>operating</u>	<u>320-6120-3300</u>	<u>500.-</u>
To:	<u>Pact #2</u>	<u>uniform</u>	<u>320-6120-4820</u>	<u>500.-</u>

Description: New Hire

[Signature]
DEPARTMENT HEAD

[Signature]
APPROVED: COMMISSIONERS COURT

[Signature]
ATTEST: COUNTY CLERK NC



THE COUNTY OF BURNET

BURNET, TEXAS 78611

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DATE: 7/29/2025

(Commissioners Court Date)

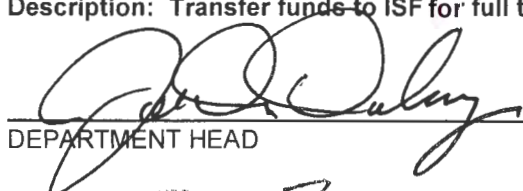
TO : HONORABLE COMMISSIONERS COURT OF BURNET COUNTY

FROM: Prcnt #4

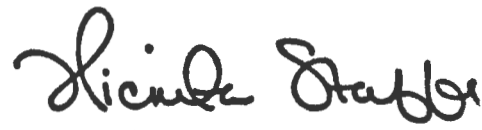
I SUBMIT TO YOU FOR YOUR CONSIDERATION THE FOLLOWING BUDGET LINE ITEM TRANSFERS:

	FUND/DEPT	LINE ITEM	LINE ITEM#	AMOUNT
FROM:	Prcnt #4	Operating Supplies	340-6140-3300	\$ 5,252.00
To:	Prcnt #4	Temp	340-6140-1800	\$ 5,252.00

Description: Transfer funds to ISF for full time Temp positions


DEPARTMENT HEAD


APPROVED: COMMISSIONERS COURT


ATTEST: COUNTY CLERK

NC

ISF F/T TEMP ESTIMATED ONE DAY TOTAL		PART TME
Hourly Rate		\$12.00
Group Insurance	6.17	\$0.00
Retirement	0.1061	\$0.00
Supplemental Death Benefit	0.0022	\$0.00
Social Security/Medicare	0.0765	\$0.92
Unemployment	0.0005	\$0.00
Worker's Compensation	0.0178228	\$0.21
Total Hourly Cost		\$13.13
Proposed annual hours: 2080		\$27,314.30

Hourly Cost	\$	13.13
Hrs Per Pay Per		80
Per Pay Period	\$	1,050.40
Pay Periods FY25		5
	\$	5,252.00



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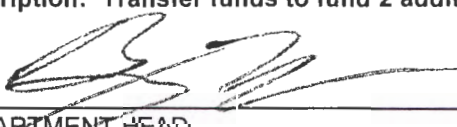
TO : HONORABLE COMMISSIONERS COURT OF BURNET COUNTY

FROM: Health & Welfare

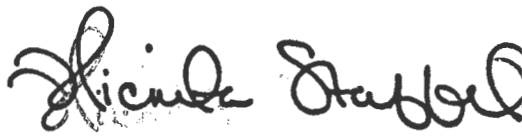
I SUBMIT TO YOU FOR YOUR CONSIDERATION THE FOLLOWING BUDGET LINE ITEM TRANSFERS:

	<u>FUND/DEPT</u>	<u>LINE ITEM</u>	<u>LINE ITEM#</u>	<u>AMOUNT</u>
FROM:	Health & Welfare	Humane Society /Animal Shelter	100-6350-4018	\$ 1,600.00
To:	Health & Welfare	Puaper Care - Barials	100-6350-4018	\$ 1,600.00

Description: Transfer funds to fund 2 additional burials.


DEPARTMENT HEAD


APPROVED: COMMISSIONERS COURT


ATTEST: COUNTY CLERK

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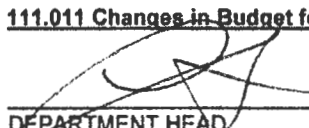
TO : HONORABLE COMMISSIONERS COURT OF BURNET COUNTY
FROM: Chief Deputy Alan Trevino

I SUBMIT TO YOU FOR YOUR CONSIDERATION THE FOLLOWING BUDGET LINE ITEM TRANSFERS:

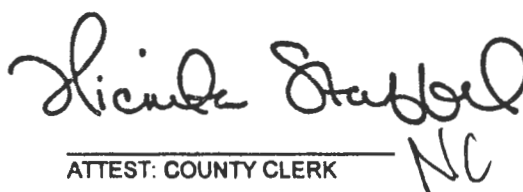
	<u>FUND/DEPT</u>	<u>LINE ITEM</u>	<u>GEN LEDGER #</u>	<u>AMOUNT</u>
FROM:	<u>5600</u>	<u>Repair & Maintenance</u>	<u>100-5600-4520</u>	<u>\$1200.00</u>
	<u>5600</u>	<u>Mach/Equip (Inventoried)</u>	<u>100-5600-5750</u>	<u>\$3329.00</u>
	<u>5600</u>	<u>Conference/Dues/Training</u>	<u>100-5600-4270</u>	<u>\$4270.00</u>
	<u>5600</u>	<u>Operating Supplies</u>	<u>100-5600-3300</u>	<u>\$5771.79</u>
TO:	<u>5600</u>	<u>Mach/Equip (Capitalized)</u>	<u>100-5600-5760</u>	<u>\$1200.00</u>
	<u>5600</u>	<u>Mach/Equip (Capitalized)</u>	<u>100-5600-5760</u>	<u>\$3329.00</u>
	<u>5600</u>	<u>Mach/Equip (Capitalized)</u>	<u>100-5600-5760</u>	<u>\$4270.00</u>
	<u>5600</u>	<u>Mach/Equip (Capitalized)</u>	<u>100-5600-5760</u>	<u>\$5771.79</u>

REASON: Purchase new Drone.
Purchase Cattle Panels.

111.011 Changes in Budget for County Purposes of the Local Government Code.


DEPARTMENT HEAD


APPROVED: COMMISSIONERS COURT


ATTEST: COUNTY CLERK NC



THE COUNTY OF BURNET

BURNET, TEXAS 78611

FY2025

DATE: 7/29/2025
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TO : HONORABLE COMMISSIONERS COURT OF BURNET COUNTY

FROM: Non Departmental

I SUBMIT TO YOU FOR YOUR CONSIDERATION THE FOLLOWING BUDGET LINE ITEM TRANSFERS:

	<u>FUND/DEPT</u>	<u>LINE ITEM</u>	<u>LINE ITEM#</u>	<u>AMOUNT</u>
FROM:	Non Departmental	Miscellaneous	100-4090-4990	\$ 275.00
To:	Non Departmental	Professional Services	100-6350-4018	\$ 275.00

Description: Trsfer for hired Attorney for Power line

DEPARTMENT HEAD

APPROVED: COMMISSIONERS COURT

ATTEST: COUNTY CLERK