DATE: November 2, 2011

DEPARTMENT HEAD: Barbara Storz

DEPARTMENT NAME: TEXAS AGRILIFE EXTENSION

ACCOUNT NUMBER: 1-1100-461-00-380-001-0

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
640	Reference Material	603	Education/Instruction	$33.95
640	Reference Material	607	Household & Janitorial	**66.05**
810	Dues & Membership	607	Household & Janitorial	**$6.65**
810	Dues & Membership	601	Office & Computer Supplies	**20.35**
631	Bottled Water	601	Office & Computer Supplies	$49.45
535	Postage	601	Office & Computer Supplies	638.48
855	Late Fees & Penalties	601	Office & Computer Supplies	$27.04
535	Postage	671	Bldg & Other Structure	311.17
855	Late Fees & Penalties	671	Bldg & Other Structure	$72.96
			TOTAL	**1,226.10**

REASON: **To properly classify expenditures for items needed to complete some of the office renovation projects and to be able to purchase much needed scanners for laserfische process.**

Barbara C. Storz

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK