DATE: August 28, 2020

DEPARTMENT HEAD: Andrea Valdez

DEPARTMENT NAME: TEXAS A&M AGRILIFE EXTENSION SERVICE

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

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**
610	**General Supplies**	**660**	**Furniture & Equipment Controlled**	$1,530.00
610	**General Supplies**	**640**	**Reference Materials**	**0.80**
			TOTAL	**1,530.80**

REASON: **To properly classify expenditures for desktop computers needing to be replaced and reference materials needed for programs/classes/meetings/presentations that are publicized.**

Andrea Valdez

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT | **DATE** / / | **ATTEST COUNTY CLERK**