DATE: November 12, 2021

DEPARTMENT HEAD: Ricardo Saldana, EMC

DEPARTMENT NAME: Division of Emergency Services-Emergency Management

ACCOUNT NUMBER: 1-1100-429-00-110-075-0-

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 NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
550	Printing & Binding	340	Technical Services	40.00
421	Cleaning Services	430	Repair & Maintenance	250.00
336	Computer Services	610	General Supplies	1,456.00
336	Computer Services	430	Repair & Maintenance	3,000.00
			TOTAL	4,746.00

REASON: Transfer is being requested to cover the cleaning services for the departments table cloths, promotional items, and repairs for depatments fleet.

DEPARTMENT HEAD SIGNATURE

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