

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE
Chairman – Commissioner Stephens

FINANCE

Mr. George Tablack, CFO

1. Unusual Demand Report dated 4/11/13

REVENUE

Mr. Travis Hulsey

No items submitted.

PURCHASING

Mr. Michael Matthews

2. Purchasing Department Reports:

- A. Week of 3/19/13-3/25/13
- B. Week of 3/26/13-4/1/13

3. Purchasing Exception Reports:

- A. Week of 3/19/13-3/25/13
- B. Week of 3/26/13-4/1/13

4. Encumbrance Reports:

- A. Week of 3/19/13-3/25/13
- B. Week of 3/26/13-4/1/13

BUDGET MANAGEMENT OFFICE

Ms. Tracie Hodge

The following staff requests have been received in the Budget Management Office. Our analyses of the budgets affected by these requests indicate that sufficient funds are available to make these advances.

MULTIPLE STAFF DEVELOPMENT

5. **Environmental Services**

Richard Green	\$175.00
Daniel Robinson	\$175.00
David Ingram	\$175.00
Reflie Lucas	\$175.00
Survey Evidence and Procedure Seminar	

Prattville, AL – May 15, 2013
Continuing Education

INDIVIDUAL STAFF DEVELOPMENT

- | | | |
|----|---|------------|
| 6. | Board of Equalization – State Funds | |
| | Lisa Meuse | \$255.00 |
| | Project Management Institute Certification Class | |
| | Homewood, AL – May 9, 2013 | |
| 7. | Revenue | |
| | Charles Bell | \$225.00 |
| | CRE Course IV | |
| | Hoover, AL – May 1-3, 2013 | |
| | Required Training | |
| | Charles Bell | \$110.00 |
| | CRE Update | |
| | Hoover, AL – August 9, 2013 | |
| | Required Training | |
| | Charles Bell | \$80.00 |
| | Large Manufacturing | |
| | Hoover, AL – September 20, 2013 | |
| | Required Training | |
| | Charles Bell | \$1,141.95 |
| | Tax Audit | |
| | Henderson, N.C. & Buford, GA – May 19-24, 2013 | |
| 8. | Roads and Transportation | |
| | Kenneth Boozer | \$591.90 |
| | Alabama Technology Seminar of Shallow Foundation Design | |
| | Orange Beach, AL – May 8-10, 2013 | |

POSITION CHANGES AND/OR REVENUE CHANGES

- | | | |
|----|---|-------------|
| 9. | Fleet Management | \$35,000.00 |
| | Shift funds from the Capital Improvements Fund (4021) capital account to the General Fund (1000) Fleet Management account to cover equipment repairs for the Bessemer Camp. | |

FOR INFORMATION ONLY

- | | | |
|-----|------------------------|-------------|
| 10. | Personnel Board | \$19,871.34 |
|-----|------------------------|-------------|

Shift funds from various accounts to equipment and data processing to purchase critical equipment and software for the Board's operations. Also, add a purchasing memorandum to purchase 1 additional device for storage space.

INFORMATION TECHNOLOGY

Mr. Wayne Cree

11. Microsoft Enterprise License Renewal – Contract #4990

Renewal of Microsoft Enterprise Licensing Agreement with Software House International for the purchase of all Microsoft software products. This agreement has no initial expenditure. Purchases are made as needed throughout the term of the agreement.

Contract Term:	4/1/13 – 3/31/14
Original Budget: (2220 account 514950)	\$106,654.00
Current Remaining Budget:	\$ 12,560.12
Requested Amount:	\$ 0
Remaining Budget After Requested Amount:	\$12,560.12
30 Day Cancellation:	Yes

SHERIFF’S OFFICE

Sheriff Mike Hale

12. Jefferson County Commission– Contract #4973

Memorandum of Understanding between the Jefferson County Commission and the Jefferson County Sheriff to deliver on loan for the duration of the fiscal year one portable X-Ray machine (JeffCo inventory number 071502) (X-Ray Machine)

Contract Term:	3/12/13-9/30/13
Original Budget:	\$0.00
Current Remaining Budget:	\$0.00
Requested Amount:	\$0.00
Remaining Budget After Requested Amount:	\$0.00
30 Day Cancellation:	Yes

TREASURER’S OFFICE

Hon. Mike Miles

No items submitted.

TAX ASSESSOR

Hon. Gaynell Hendricks/Hon. Andrew Bennett

No items submitted.

TAX COLLECTOR

Hon. J.T. Smallwood/Hon. Grover Dunn

No items submitted.

BOARD OF EQUALIZATION

Mr. Bob Rogers

No items submitted.

COUNTY ATTORNEY

Mr. Jeff Sewell

No items submitted.

COUNTY MANAGER

Mr. Tony Petelos

No items submitted.

OTHER BUSINESS

Commissioner Jimmie Stephens