



Nueces County, Texas Budget Transfer Form

RECEIVED
NUECES COUNTY AUDITOR
12 AUG 24 PM 3:03

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 1125 Department Name: RISK MANAGEMENT
(Please prepare a separate request for each department)

Key Code	Account Name	Increase	Decrease
5210	OFFICE EXPENSES & SUP		652.00 651.20
5680	FIXED ASSETS < \$5K	651.20 652.00	
TOTALS		651.20 652.00	651.20 652.00

This budget transfer is necessary to:

Replace aged & damaged RM and Assists office chairs.

Contact Person: Martha Sanchez

Telephone No: 361-888-0401

Signature of Official/Dept. Head

24 SEP 2012
Date

Recommended by:
8/27/12
County Auditors Office Date

Budget Change Order 22

Notification of Commissioners Court Action:

Approved by the Commissioner's Court on _____
Revised & Approved by the Commissioner's Court on _____
Disapproved by the Commissioner's Court on _____

County Auditors Office _____ Date _____

*Rounded
PR*

**Nueces County Production
Budget to Actual Figures**

Ledger: GL
Fiscal Year: 2011 As Of: 08/27/2012

Budget: WB

Department 1125		Title Risk Management		Director Servando Caballero	
Budget					
Category	Description	Budget	Actual	Encumbrance	Balance
510A	Salary - Dept Head	65,479.00	44,200.28	0.00	21,278.72
511	Salaries - Regular	33,759.00	29,587.42	0.00	4,171.58
514A	Salaries - Longevity	1,675.00	1,214.00	0.00	461.00
515	Employee Benefits	28,369.00	21,117.68	0.00	7,251.32
518	Other Personnel Expense	2,880.00	1,680.00	0.00	1,200.00
521	Office Expense & Supplies	2,655.00	400.30	1,732.50	522.20
521A	Postage & Fed Express	1,002.00	239.33	0.00	762.67
524	Maint & Repair - Equip & Veh	200.00	0.00	0.00	200.00
530	Professional Services	15,800.00	9,294.00	0.00	6,506.00
541	Other Services & Charges	500.00	50.00	0.00	450.00
551	Other Expense	4,309.00	3,590.60	0.00	718.40
554	Travel	1,300.00	667.35	0.00	632.65
562	Capital Outlay <\$5000	1,014.00	1,013.50	0.00	0.50
		** Sub - Total Expense Accounts **			
		158,942.00	113,054.46	1,732.50	44,155.04

From: Michael Robinson
Sent: Thursday, August 23, 2012 3:39 PM
To: Martha Sanchez
Cc: Lance C. Esswein; Theresa McLemore; Erica Cantu
Subject: Requisition Entry Instructions for Risk Management Chairs (Quote #20120823MR)

Per your department's furniture request, please submit **ONE (1) RO** exactly as follows:

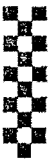
RO# 1

Vendor: Coastal Office Products (V32474)

Item # 1	CHAIR for Risk Manager Breeze Ergonomic Task Chair w/ headrest, High Back, Black Part #DALE N999	1 EA @ \$324.75/each
Item # 2	CHAIR for Risk Management Specialist – HON 6000 Series Sensible Seating, Managerial Mid-Back Chair, Black Part #HON6005NT 10T	1 EA @ \$275.95/each
Item # 3	ARM KIT for Risk Management Specialist Chair HON 6000 Series Arm Kit, Black Part #HON6093T Quoted by Purchasing Quote #20120823MR Copy to Michael Robinson	1 EA @ \$50.50/each
SUGGESTED CODING: 1125-5680		TOTAL \$651.20

*Please be sure that funds are available in the proper account **before** entering requisition.

Thanks,
Michael Robinson
 Nueces County
 Asst. Purchasing Agent
 Office (361) 888-0428
 Fax (361) 888-0458
 Email: michael.robinson@co.nueces.tx.us



NUECES COUNTY PURCHASING DEPARTMENT

901 Leopard Street, Room 106, Corpus Christi, TX 78401 (361) 888-0426 Fax (361) 888-0458

REQUEST FOR QUOTATION #20120823MR

Questions? **Contact: Michael Robinson**
Asst. Purchasing Agent
361-888-0428

Quote Deadline:
Thursday, August 23, 2012
1:00 PM CST

Instructions: **Please quote on the following items**
Please include Quick Ship Pricing
Fax quotes by Quote Deadline

Fax quotes to:
361-888-0458

Stock #	Description	Qty	Unit	Factory Price	Quick Ship Price
DALE N998	Breeze Ergonomic Task Chair w/ headrest Black	1	EA	\$ <u>324.75</u>	\$ <u>324.75</u>
HON6005NT69T	HON 6000 Series Sensible Seating Managerial Mid-Back Chair 26 3/4"W x 27 1/2"D x 36 1/2"H Burgundy	1	EA	\$ <u>275.95</u>	\$ <u>275.95</u>
HON6093T	Arm Kit, Black	1	EA	\$ <u>50.50</u>	\$ <u>50.50</u>
TOTAL QUOTE				\$ <u>651.20</u>	\$ <u>651.20</u>

Lead Time for Delivery (in days):
2 - 7 days

VENDOR INFORMATION (*Required)

*Vendor Name: COASTAL Office Product

*Vendor Phone: 361-884-9077

*Vendor Contact: Rube Gonzalez

*Signature: Rube Gonzalez Printed Name

*Date: 8/23/12



Nueces County, Texas Budget Transfer Form

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 1285 Department Name: General Administration
(Please prepare a separate request for each department)

Key Code	Account Name	Increase	Decrease
<u>5351</u>	<u>Contingency Appropriations</u>		<u>6,000</u>
	<u>To 3520 District Attorney</u>		
	TOTALS	<u><u>0</u></u>	<u><u>6,000</u></u>

This budget transfer is necessary to:

supplement deficiency in budget item

Contact Person: Margaret L. Hayes, Cour Telephone No: x0556

Signature of Official/Dept. Head _____ Date _____

Recommended by: *Diana Rose* 8/28/12 Budget Change Order 22
County Auditors Office Date

Notification of Commissioners Court Action:

Approved by the Commissioner's Court on _____
Revised & Approved by the Commissioner's Court on _____
Disapproved by the Commissioner's Court on _____

County Auditors Office _____ Date _____



Nueces County, Texas Budget Transfer Form

RECEIVED
NUECES COUNTY AUDITOR

12 AUG 15 AM 11:54

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 3520 Department Name: District Attorney
(Please prepare a separate request for each department)

Key Code	Account Name	<u>Increase</u>	<u>Decrease</u>
551	Other		6000.00
521	Office Expense & Supplies	6000.00	
TOTALS		<u>6000.00</u>	<u>6000.00</u>

This budget transfer is necessary to:

to adjust line items

Contact Person: Connie Hernandez

Telephone No: 361-888-0410

Connie Hernandez
Signature of Official/Dept. Head

8-10-12
Date

Recommended by:
Diana Rosas
County Auditors Office

8/27/12
Date

Budget Change Order 22

Notification of Commissioners Court Action:

Approved by the Commissioner's Court on _____
Revised & Approved by the Commissioner's Court on _____
Disapproved by the Commissioner's Court on _____

County Auditors Office Date

**Nueces County Production
Budget to Actual Figures**

Ledger: GL
Fiscal Year: 2011 As Of: 08/10/2012

Budget: WB

Department 3520 Title District Attorney Director Mark E Skurka

Budget					
Category	Description	Budget	Actual	Encumbrance	Balance
510	Salary - Official	0.00	10,000.00	0.00	(10,000.00)
511	Salaries - Regular	2,644,828.00	2,111,930.08	0.00	532,897.92
512	Salaries - Overtime	1,000.00	39.55	0.00	960.45
513	Salaries - Temporary	5,128.00	6,083.62	0.00	(955.62)
514A	Salaries - Longevity	19,251.00	14,458.93	0.00	4,792.07
514B	Salaries-Supplemental Pay	83,401.00	58,210.08	0.00	25,190.92
515	Employee Benefits	800,423.00	646,529.12	0.00	153,893.88
518	Other Personnel Expense	24,840.00	19,839.28	0.00	5,000.72
521	Office Expense & Supplies	52,545.00	48,553.28	5,496.00	(1,504.28)
521A	Postage & Fed Express	10,422.00	8,095.60	25.62	2,300.78
523	Telephone & Utilities	1,812.00	1,500.58	178.00	133.42
524	Maint & Repair - Equip & Veh	4,000.00	2,923.92	966.66	109.42
525	Gasoline/Fuel	6,136.00	4,528.16	0.00	1,607.84
526	Maint & Repair-Bldg & Grounds	0.00	0.00	0.00	0.00
530	Professional Services	29,800.00	22,142.20	3,620.00	4,037.80
533	Special Personnel Services	30,000.00	11,858.94	3,738.97	14,402.09
541	Other Services & Charges	21,896.00	6,243.55	1,018.65	14,633.80
551	Other Expense	38,804.00	26,074.74	0.00	12,729.26
554	Travel	26,000.00	18,551.22	78.00	7,370.78
561	Capital Outlay	0.00	109.95	0.00	(109.95)
562	Capital Outlay <\$5000	3,149.00	3,909.80	0.00	(760.80)
593	Insurance Admin Costs	0.00	0.00	0.00	0.00
		** Total Expense Accounts **			
		3,803,435.00	3,021,582.60	15,121.90	766,730.50



Nueces County, Texas
Budget Transfer Form

RECEIVED
NUECES COUNTY AUDITOR

12 AUG 16 PM 4:03

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 4110 Department Name: Direct Services
(Please prepare a separate request for each department)

Table with 4 columns: Key Code, Account Name, Increase, Decrease. Rows include 5210 OFFICE EXPENSE & SUPPLIES (Decrease 988.00), 5680 FIXED ASSETS <\$5000 (Increase 988.00), and a TOTALS row (Increase 988.00, Decrease 988.00).

This budget transfer is necessary to:

ALIGN THE EXPENSES YEAR TO DATE FOR 1 SCANNER

Contact Person: Rebecca S. Rach Telephone No: 888-0827

Signature of Official/Dept. Head (Handwritten signature of Rebecca S. Rach)

Date (Handwritten date: 8/16/12)

Recommended by: Diana Rosas Date: 8/27/12 Budget Change Order: 22

Notificaton of Commissioners Court Action:

Approved by the Commissioner's Court on
Revised & Approved by the Commissioner's Court on
Disapproved by the Commissioner's Court on

County Auditors Office Date



Nueces County, Texas Budget Transfer Form

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 4110 Department Name: Social Services - Administration
 (Please prepare a separate request for each department)

Key Code	Account Name	<u>Increase</u>	<u>Decrease</u>
5540	Travel Expenses		1,100.00
5230	Telephone & Utilities		477.00
5410	Other Services & Charges		78.00
5300	Professional Services Expense		170.00
5240	Maint & Repair-Equip & Vehicle		174.00
5680	Non Capital Outlay<5000	1,999.00	
TOTALS		<u>1,999.00</u>	<u>1,999.00</u>

This budget transfer is necessary to:
To Align Expenses Year To Date for 2 Scanners

Contact Person: Rebecca S. Rach Telephone No: 888-0827

Rebecca S. Rach
 Signature of Official/Dept. Head

8/24/12
 Date

Recommended by: Diana Rosas 8/28/12
 County Auditors Office Date

Budget Change Order 22

Notificaton of Commissioners Court Action:

Approved by the Commissioner's Court on _____
 Revised & Approved by the Commissioner's Court on _____
 Disapproved by the Commissioner's Court on _____

 County Auditors Office Date



Nueces County, Texas Budget Transfer Form

RECEIVED
NUECES COUNTY AUDITOR
12 AUG 24 PM 3:32

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 4110 Department Name: Social Services - Administration
(Please prepare a separate request for each department)

Key Code	Account Name	Increase	Decrease
5240	Maint & Repair-Equip & Vehicle		326.00
5260	Maint & Repair-Building & Grounds		440.00
5210	Office Expense & Supplies	766.00	
TOTALS		766.00	766.00

This budget transfer is necessary to:

To Align Expenses Year To Date for 3 Acrobat Software Licenses

Contact Person: Rebecca S. Rach

Telephone No: 888-0827

Rebecca S. Rach
Signature of Official/Dept. Head

8/24/12
Date

Recommended by:
Diana Rosner
County Auditors Office

8/27/12
Date

Budget Change Order 22

Notificaton of Commissioners Court Action:

Approved by the Commissioner's Court on _____
Revised & Approved by the Commissioner's Court on _____
Disapproved by the Commissioner's Court on _____

County Auditors Office Date

**Nueces County Production
Budget to Actual Figures**

Ledger: GL
Fiscal Year: 2011 As Of: 08/27/2012

Budget: WB

Department 4110 Title Social Services-Administration Director Rebecca S Rach

Budget		Budget	Actual	Encumbrance	Balance
Category	Description				
510A	Salary - Dept Head	65,479.00	57,293.67	0.00	8,185.33
511	Salaries - Regular	552,798.00	428,389.29	0.00	124,408.71
512	Salaries - Overtime	0.00	0.93	0.00	(0.93)
514A	Salaries - Longevity	7,127.00	2,877.96	0.00	4,249.04
515	Employee Benefits	204,032.00	165,622.65	0.00	38,409.35
518	Other Personnel Expense	20,159.00	16,037.70	0.00	4,121.30
521	Office Expense & Supplies	7,010.00	4,549.76	583.82	1,876.42 ✓
521A	Postage & Fed Express	1,017.00	574.60	0.00	442.40
523	Telephone & Utilities	928.00	0.00	0.00	928.00 ✓
524	Maint & Repair - Equip & Veh	500.00	0.00	0.00	500.00 ✓
526	Maint & Repair-Bldg & Grounds	500.00	0.00	0.00	500.00 ✓
530	Professional Services	1,100.00	930.00	0.00	170.00 ✓
541	Other Services & Charges	500.00	250.00	0.00	250.00 ✓
551	Other Expense	5,925.00	5,592.16	0.00	332.84
554	Travel	1,100.00	0.00	0.00	1,100.00 ✓
562	Capital Outlay <\$5000	1,990.00	1,989.46	0.00	0.54
		** Sub - Total Expense Accounts **			
		870,165.00	684,108.18	583.82	185,473.00



Nueces County, Texas Budget Transfer Form

RECEIVED
NUECES COUNTY AUDITOR

12 AUG 24 PM 3: 32

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 4120 Department Name: Direct Services
(Please prepare a separate request for each department)

Key Code	Account Name	Increase	Decrease
5220	Food & Kitchen Expenses		\$26,000.00
5237	Utilities Welfare Assistance	\$16,000.00	
5464	Welfare Assistance-Other	\$10,000.00	
5459	Transportation of Persons		\$4,000.00
5449	Pauper Burial Expenses	\$4,000.00	
TOTALS		\$30,000.00	\$30,000.00

This budget transfer is necessary to:

To align year to date.

Contact Person: Rebecca S. Rach

Telephone No: 888-0827

Rebecca S. Rach
Signature of Official/Dept. Head

8/24/12
Date

Recommended by:
Debra Rosas
County Auditors Office

8/27/12
Date

Budget Change Order 22

Notificaton of Commissioners Court Action:

Approved by the Commissioner's Court on _____
Revised & Approved by the Commissioner's Court on _____
Disapproved by the Commissioner's Court on _____

County Auditors Office Date

**Nueces County Production
Budget to Actual Figures**

Ledger: GL
Fiscal Year: 2011 As Of: 08/24/2012

Budget: WB

Department: 4120 Title: Direct Social Services Director: Rebecca S Rach

Key	Description	Budget	Actual	Encumbrance	Balance
4795	Other Reimbursements	0.00	155.00	0.00	(155.00)
5220	Food & Kitchen Expenses	77,307.00	0.00	0.00	77,307.00 - 26,000
5221	Food & Edible Items	0.00	35,704.23	3,035.15	(38,739.38)
5237	Utilities Welfare Assistance	135,000.00	69,211.50	31,350.14	34,438.36 + 16,000
5449	Pauper Burial Expenses	155,000.00	140,523.50	9,050.50	5,426.00 + 4,000
5459	Transportation of Persons	14,000.00	7,872.30	265.00	5,862.70 - 4,000
5464	Welfare Assistance-Other	195,000.00	138,627.46	32,509.16	23,863.38 + 10,000
Total Revenue		0.00	155.00	0.00	(155.00)
Total Expenses		576,307.00	391,938.99	76,209.95	108,158.06
Net Total (Revenue - Expenses)		(576,307.00)	(391,783.99)	(76,209.95)	(108,313.06)
Grand Total Revenue		0.00	155.00	0.00	(155.00)
Grand Total Expenses		576,307.00	391,938.99	76,209.95	108,158.06
Grand Totals (Revenue - Expenses)		(576,307.00)	(391,783.99)	(76,209.95)	(108,313.06)

SORT ORDER: Key within Budg Cat within Dept within Off/Dept

SELECT Department Code: 4120 ; Key Code: 5000-END
 BUDGET: Working Budget

Pg. Dept	Dept	Title	Function Code	Dept	Director	The Fiscal Yr is ALL over		
1	4120	Direct Social Services	General Fund/Comm Crt 11	Rebecca S Rach				
Key	Key	Description	Acct. Type	Current Budget	Activity Balance	Budget Balance	% of Budget	Note
5220		Food & Kitchen Expenses	Expense	77,307.00	0.00			
5221		Food & Edible Items	Expense	0.00	35,704.23			
		Food & Kitchen Expenses	Revenue	0.00	0.00	0.00		
			Expense	77,307.00	35,704.23	41,602.77	46.2	
			Net	-77,307.00*	-35,704.23*	-41,602.77*	46.2*	
5237		Utilities Welfare Assistance	Expense	135,000.00	69,211.50			
		Telephone & Utilities	Revenue	0.00	0.00	0.00		
			Expense	135,000.00	69,211.50	65,788.50	51.3	
			Net	-135,000.00*	-69,211.50*	-65,788.50*	51.3*	
5449		Pauper Burial Expenses	Expense	155,000.00	140,523.50			
5459		Transportation of Persons	Expense	14,000.00	7,872.30			
5464		Welfare Assistance-Other	Expense	195,000.00	138,627.46			
		Other Services & Charges	Revenue	0.00	0.00	0.00		
			Expense	364,000.00	287,023.26	76,976.74	78.9	
			Net	-364,000.00*	-287,023.26*	-76,976.74*	78.9*	
		** Dept TOTAL **	Expense	576,307.00	391,938.99	184,368.01	68.0	
		** Off/Dept TOTAL **	Expense	576,307.00	391,938.99	184,368.01	68.0	

Nueces County Production Budget to Actual Figures

Ledger: GL
Fiscal Year: 2011 As Of: 08/27/2012

Budget: WB

Department 4120		Title Direct Social Services		Director Rebecca S Rach	
Budget					
Category	Description	Budget	Actual	Encumbrance	Balance
522	Food & Kitchen Expenses	77,307.00	35,704.23	3,748.49	37,854.28
523	Telephone & Utilities	135,000.00	69,211.50	34,151.52	31,636.98
541	Other Services & Charges	364,000.00	287,023.26	43,449.66	33,527.08
** Sub - Total Expense Accounts **					
		576,307.00	391,938.99	81,349.67	103,018.34



Nueces County, Texas Budget Transfer Form

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 140 Department Name: Fairground Stadium
(Please prepare a separate request for each department)

Key Code	Account Name	Increase	Decrease
<u>5230</u>	<u>Telephone & Utilities</u>		<u>6,000</u>
<u>5260</u>	<u>Maint & Repair - Bldg & Grounds</u>	<u>6,000</u>	
TOTALS		<u>6,000</u>	<u>6,000</u>

This budget transfer is necessary to:

- Cover outstanding purchase orders
- To balance line item categories until end of fiscal year
- To cover temporary employees
- Other

Contact Person: Janie Hernandez

Telephone No: 361-387-5904

[Signature]
Signature of Official/Dept. Head

8-23-12
Date

Recommended by: [Signature]
County Auditors Office Date 8/28/12

Budget Change Order 22

Notificaton of Commissioners Court Action:

Approved by the Commissioner's Court on _____

Revised & Approved by the Commissioner's Court on _____

Disapproved by the Commissioner's Court on _____

County Auditors Office _____ Date _____

Nueces County Production Budget to Actual Figures

Ledger: GL
Fiscal Year: 2011 As Of: 09/30/2012

Budget: WB

Department	Title	Director				
0140	County Stadium	Edward G. Herrera				
Budget	Category	Description	Budget	Actual	Encumbrance	Balance
511	Salaries - Regular		3,000.00	0.00	0.00	3,000.00
521	Office Expense & Supplies		0.00	0.00	0.00	0.00
523	Telephone & Utilities		123,000.00	74,669.17	0.00	48,330.83 ✓
524	Maint & Repair - Equip & Veh		5,000.00	1,519.85	0.00	3,480.15
526	Maint & Repair-Bldg & Grounds		38,000.00	34,400.62	3,074.55	524.83
541	Other Services & Charges		19,467.00	19,466.99	0.00	0.01
551	Other Expense		0.00	0.00	0.00	0.00
561	Capital Outlay		6,310.00	6,196.32	0.00	113.68
** Total Expense Accounts **						
			194,777.00	136,252.95	3,074.55	55,449.50