

On this the 7th day of November 2017/2018, the Commissioners' Court, with the following members being present:

The following proceedings were had, to-wit,

WHEREAS, on proper application, the Commissioners' Court has transferred an existing budget surplus to a budget of a similar kind and fund. The transfer does not increase the total of the budget.

The following transfers to said budget are hereby authorized:

**TRANSFER TO:**

**TRANSFER FROM:**

**EXPLANATION:** Allocate funds to the correct account in order to purchase items needed to repair system in HR  
Training Room, and repairs to monitor(s) in 240th courtroom.

Department Head: *J. Rumb* Date: 10/27/2017

THE COUNTY OF FORT BEND

	GL Transfer
	AC Transfer

## Swallers, Darlean

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**From:** Cole, Brandye  
**Sent:** Thursday, October 19, 2017 11:10 AM  
**To:** Swallers, Darlean  
**Subject:** FW: AV Req - Travis Building EPO  
**Attachments:** Monitor and Video Switcher Quote for courtroom Travis building Rev 01.pdf;  
Requisition - IT - TravisTraining Room-alltex.doc

Can you do the transfer for this please?

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*Brandye Cole*

281.341.4563

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**From:** Folk, Susan  
**Sent:** Wednesday, October 18, 2017 12:16 PM  
**To:** Webb, Ray  
**Cc:** Elliott, Clay; Swallers, Darlean; Cole, Brandye  
**Subject:** Fw: AV Req - Travis Building EPO

Ray Please approve

Darlean, Brandye please ask that this be worked as an EPO - for HR Training Room. There is a workaround but not ideal. The current system is down.

65000 - please use an existing bucket and then we'll need a budget transfer prepared to take funds from the A/V bucket out of 63000 and move to 65000. Please go ahead and move \$10K for this and future emergencies.

thanks!  
Susan

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**From:** Elliott, Clay  
**Sent:** Wednesday, October 18, 2017 12:12 PM  
**To:** Folk, Susan; Cole, Brandye; Swallers, Darlean; Janczak, Sandra  
**Subject:** AV Req - Travis Building

Please Expedite

Thank you,

*Clay Elliott*

Operations Manager  
(281) 341-4588  
500 Liberty St.  
Richmond, Texas 77469

## Swallers, Darlean

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**From:** Folk, Susan  
**Sent:** Monday, October 23, 2017 10:56 AM  
**To:** Webb, Ray  
**Cc:** Elliott, Clay; Cole, Brandye; Swallers, Darlean  
**Subject:** FW: AV REQ - 240th  
**Attachments:** Monitor in Courtroom 3E (2017).pdf; Requisition - IT - Monitor240thRoom-alltex.doc

Ray, Please approve.

Darlean, Brandye – we'll need to transfer add'l funds from 63000, Line Item A/V (\$42,000) to 65000. Go ahead and create the Req, but we'll have to "reimburse" with this transfer. Just add to the transfer for the HR EPO if that has not already been submitted.

Thanks,  
Susan

**From:** Elliott, Clay  
**Sent:** Friday, October 20, 2017 2:39 PM  
**To:** Cole, Brandye <Brandye.Cole@fortbendcountytexas.gov>; Folk, Susan <Susan.Folk@fortbendcountytexas.gov>; Swallers, Darlean <Darlean.Swallers@fortbendcountytexas.gov>; Janczak, Sandra <Sandra.Janczak@fortbendcountytexas.gov>  
**Subject:** AV REQ - 240th

Emergency PO

Thank you,

*Clay Elliott*

Operations Manager  
(281) 341-4588  
500 Liberty St.  
Richmond, Texas 77469

