COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2016 Dept: County Records Preservation Fund DATE OF REQUEST : 10/05/16

FROM:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
	County Records Preservation Fund Reserves	(45,850.00)
		(45,850.00)

TO:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
126.126.5624	Computer Components & Software	45,850.00
		45,850.00

Justification for request:

Budget amendment to increase the computer components & software for the purchase Record on Appeal Creator software for District Clerk and Electronic Signatures software for County Clerk from Tyler Technologies.

Signed: Bobbie Koepp
Department Head

Signed: Jessie Rahe
Jessie Rahe, Interim County Auditor
(Certification of availability of funds in appropriate line items)

NOTE:

IF THE REQUEST IS FOR ACTION OTHER THAN A LINE ITEM TRANSFER WITHIN THE REQUESTING DEPARTMENT'S BUDGET, THE DEPARTMENT HEAD SHALL SIGN THE CERTIFICATION BELOW:

I HAVE THOROUGHLY REVIEWED THE BALANCES IN THE VARIOUS LINE ITEMS IN THE DEPARTMENT BUDGET, COMPARED THESE WITH THE PROJECTED NEEDS FOR THE REMAINDER OF THE BUDGET YEAR, AND DO HEREBY CERTIFY THAT NO FUNDS ARE AVAILABLE WITHIN THE DEPARTMENT BUDGET TO MEET THE NEEDS AS DESCRIBED ABOVE.

Signed: Bobbie Koepp
Department Head

DRAFT

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Department Head

DRAFT