

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE
Chairman – Commissioner Stephens

FINANCE

Mr. George Tablack, CFO

1. Unusual Demand Report dated 6/27/13
2. Fixed Asset Disposal Requests:

Tax Collector

130000000246	Check Scanner Jogger Software	Warehouse for Auction
140000005820	Copier	Warehouse for Auction
140000003185	Copier	Warehouse & Parts
130000000246	Cannon Scanner	Warehouse & Parts

REVENUE

Mr. Travis Hulsey

No items submitted.

PURCHASING

Mr. Michael Matthews

3. Purchasing Agenda:
 - A. Week: 6/04/13 – 6/10/13
 - B. Week: 6/11/13 – 6/17/13
4. Purchasing Exception Report:
 - A. Week: 6/04/13 – 6/10/13
 - B. Week: 6/11/13 – 6/17/13
5. Encumbrance Report:
 - A. Week: 6/04/13 – 6/10/13
 - B. Week: 6/11/13 – 6/17/13

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

6.	Environmental Services	
	Cedric Hayden	\$249.00
	Tonya Kelley	\$249.00
	Emily Kemp	\$249.00
	Ronald Stephens	\$249.00
	Construction Law	
	Birmingham, AL – July 18, 2013	
	Continuing Education	

INDIVIDUAL STAFF DEVELOPMENT

7.	Commissioner – District 2	
	Sandra Little-Brown	\$1,056.02
	Association of County Commissioners-Annual Convention	
	Orange Beach, AL – August 20-23, 2013	
	Roads and Transportation – Designated Funding Source	
8.	Kelly Watson	\$415.00
	IRWA Course – Bargaining Negotiations	
	Web Class	
	Continuing Education	
9.	Kelly Watson	\$415.00
	IRWA Course – Introduction to Property Asset Management	
	Web Class	
	Continuing Education	

POSITION CHANGES AND/OR REVENUE CHANGES

10.	General Services	\$ (5,604,812.73)
	Return / delete all available funds remaining on the Bessemer Project in order to clear the budget.	

FOR INFORMATION ONLY

11.	Sheriff's Department	\$ 26,000.00
	Add a purchasing memorandum to purchase a pickup truck.	
12.	Personnel Board	\$ 68,000.00
	Shift funds & add a purchasing memorandum to purchase TekLinks equipment in order to upgrade the Board to Wireless Capabilities.	

INFORMATION TECHNOLOGY

Mr. Wayne Cree

13. **Microsoft Premier Maintenance – Contract #3986**

Annual maintenance renewal of Microsoft support for license software products

Contract Term:	7/1/13 – 6/30/14
Original Budget: (2220 account 511540)	\$233,322.00
Current Remaining Budget:	\$62,560.00
Requested Amount:	\$62,560.00
Remaining Budget After Requested Amount:	\$0
30 Day Cancellation:	Yes

14. **Archive Security, Inc. – Contract #5138**

Off-site data backup (tape media) protection. Archive Security, Inc. won the bid process and will replace Iron Mountain. The IT Department cost is \$15,000. Other department may use file (paper) storage.

Contract Term:	7/1/13 – 6/30/14
Original Budget: (2220 account 511410)	\$651,923
Current Remaining Budget:	\$15,000.00
Requested Amount: (Funds are pre-encumbered in SAP)	\$15,000.00
Remaining Budget After Requested Amount:	\$0
30 Day Cancellation:	Yes

SHERIFF'S OFFICE

Sheriff Mike Hale

No items submitted.

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

15. Report of "Insolvents", "Errors in Assessments", and "Taxes in Litigation" for 2012.

BOARD OF EQUALIZATION

Mr. Bob Rogers

No items submitted.

COUNTY ATTORNEY

Ms. Carol Sue Nelson

No items submitted.

COUNTY MANAGER

Mr. Tony Petelos

No items submitted.

OTHER BUSINESS

Commissioner Jimmie Stephens

16. Resolution to appoint Phillip Bagwell to the Mount Olive Fire District Board of Trustees for a five-year term ending June 2018.