

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE
Chairman – Commissioner Stephens

FINANCE

Mr. George Tablack, CFO

1. Unusual Demand Report dated 5/30/13

REVENUE

Mr. Travis Hulsey

No items submitted.

PURCHASING

Mr. Michael Matthews

2. Purchasing Department Reports:

- A. Week of 5/7/13-5/13/13
- B. Week of 5/14/13-5/20/13

3. Purchasing Exception Reports:

- A. Week of 5/7/13-5/13/13
- B. Week of 5/14/13-5/20/13

4. Encumbrance Reports:

- A. Week of 5/7/13-5/13/13
- B. Week of 5/14/13-5/20/13

5. Credit Card Statement: Closing 4/25/13

6. **Alabaster Board of Education – Contract #5131**

Purchasing Association of Central Alabama (PACA) agreement with the Alabaster Board of Education to establish membership. PACA members may purchase from PACA designated contracts on an “as needed” basis. PACA members are fiscally and logistically responsible for their own purchases.

Contract Period:	5/30/13-9/30/13
Revenue:	\$3,054.00

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

- | | | |
|----|---|------------|
| 7. | Board of Equalization | |
| | David Ogden | \$545.00 |
| | Robert Jones | \$539.25 |
| | Keith Fravert | \$539.25 |
| | IAAO USPAP Certification Class
Montgomery, AL – June 12-14, 2013
State Funds | |
| 8. | Environmental Services | |
| | David Willoughby | \$125.00 |
| | Gary Nelson | \$125.00 |
| | AWPCS Short Course Conference
Montgomery, AL – July 29-30, 2013
Continuing Education | |
| | David Short | \$3,999.05 |
| | Anand David | \$3,999.05 |
| | CitectSCADA Configuration, Architecture & Redundancy
Alpharetta, GA – July 15-19, 2013
Continuing Education | |
| 9. | Tax Assessor Bessemer | |
| | Cheryl Hoskins & Cindy Jinks | \$1,100.00 |
| | Fundamentals of Real Property and Textbook
Hoover, AL – September 9-13, 2013
State Funds | |

INDIVIDUAL STAFF DEVELOPMENT

- | | | |
|----|--|----------|
| 10 | Land Development | |
| | Philip Richardson | \$625.00 |
| | American Society of Landscape Architects 2013 National Meeting
Boston, MA – November 15-19, 2013
Architect Registration Required | |

11.	Revenue Marlin Allen Local Tax Option Pelham, AL – July 10-12, 2013 State Requirement	\$195.00
	Bruce Thompson Tax Audit Providence, RI – July 13-21, 2013	\$2,114.10
	Wesley Moore Tax Audit Hanover, MD & Greensboro, NC – June 22-28, 2013	\$1,746.25
12.	Tax Assessor Birmingham Gaynell Hendricks AATA Orange Beach, AL June 16-19, 2013	\$1,461.41
13	Tax Assessor Bessemer Maria Knight Appraisal Manual Commercial Montgomery, AL – June 24-28, 2012 State Funds	\$858.65
	Quin Hameen Management and Supervision Montgomery, AL – July 9-12, 2013 State Funds	\$707.76
	Daniel McAlpine Fundamentals of GIS Auburn, AL – July 16-19, 2013 State Funds	\$787.81
14.	Tax Collector Bessemer Grover Dunn AL Association of Tax Administrators Summer Conference Orange Beach, AL June 16-20, 2013	\$1,908.03
15.	Personnel Board Robert Jones World at Work Quantitative Methods Seminar Birmingham, AL July 17-18, 2013 Acknowledgement Only	\$1,100.00

POSITION CHANGES AND/OR REVENUE CHANGES

16. **State Courts** \$481,000.00
Increase expenses to cover the contract with the State of Alabama to provide funding for the Bailiff's.
17. **Jefferson County Commission -District 1** \$43,236.00
Increase funds for Commission office District 1 for the remaining of fiscal year 2013.

FOR INFORMATION ONLY

18. **Personnel Board** \$86,791.00
Shift funds from other professional services to cover salary shortages, recruiting and promotional signage, and to purchase a replacement scanner.

INFORMATION TECHNOLOGY

Mr. Wayne Cree

19. **SMA Unisoft International, Inc. – Contract #3013**
Enterprise license and support for datacenter job scheduling automation software

Contract Term:	9/1/13 – 8/31/14
Original Budget: (2220 account 511540)	\$233,322.00
Current Remaining Budget:	\$73,785.33
Requested Amount:	\$69,564.00
Remaining Budget After Requested Amount:	\$4,221.33
30 Day Cancellation:	Yes

2. **TekLinks – Contract #5107**
Annual maintenance and support for VNX5700 data storage system.

Contract Term:	3/19/13 – 3/20/14
Original Budget: (2220 account 511410)	\$651,923
Current Remaining Budget:	\$96,192.52
Requested Amount:	\$56,705.45
Remaining Budget After Requested Amount:	\$39,487.07
30 Day Cancellation (Yes or No):	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

No items submitted.

BOARD OF EQUALIZATION

Mr. Bob Rogers

COUNTY ATTORNEY

No items submitted.

COUNTY MANAGER

Mr. Tony Petelos

No items submitted.

OTHER BUSINESS

Commissioner Jimmie Stephens