



COLLIN COUNTY

Budget & Finance
2300 Bloomdale Road
Suite 4100
McKinney, Texas 75071
www.collincountytx.gov

COURT COMMUNICATION ITEM

Item Description

Request approval of Budget Adjustments (Amendments) over \$5,000.

Background on Item

Budget adjustments are for the following: Needed for inmate meals for the remainder of the year, needed to print required items for Jury Mgmt & Summoning, funds moved due to office equipment budgeted in Courthouse Security that are ineligible to be purchased out of this fund and needed due to a shortfall caused by obsolete inventory items that were written off. Old Paint, black & white cameras etc...

Financial Information

Budget adjustments totaling \$312,220.

FY1 Budget Amendments (Adjustments) FY 2009

Note: Budget adjustments move approved and appropriated funding from one line to another. Supporting justification is provided upon your request.

Adjustment #	Department	From Account	From Detail (project #, etc.)	To Account	To Detail (project #, etc.)	Amount	Description
09-52	Jail Ops	001-1001-411.87-01	Non Dept Misc	001-5030-641.61-10	Food Supplies	\$281,590	Needed for inmate meals for the remainder of the year.
09-53	Jury Management	020-2330-441.63-04	Jury Questionnaire Contract	020-2330-441.65-62	Printed Materials	\$5,747	Needed to print required items for Jury Mgmt & Summoning.
09-54	Facilities	001-1001-411.87-01	Non Dept Misc	001-4010-560.75-98	Over/Under	\$19,283	Shortfall caused by obsolete inventory items that were written off. Old Paint, blk & wht cameras etc....
09-55	Courthouse Security	029-5840-447.52-01	Extraord Office Supplies	029-5840-447.88-01	Program Contingency	\$5,600	Office supplies/equipment are ineligible to be purchased out of this fund.
TOTAL						\$312,220	

Budget Amendment Request Form

For Budget Office Use Only	
<input checked="" type="checkbox"/> Court	<input type="checkbox"/> Non-Court
FY <u>09</u>	Seq. No. <u>52</u>
Approved by: _____	Date: _____

Date of Request: April 30, 2009

From: Sheriff / Michael Anderson / 972-547-5105
(Department Name / Contact Name / Phone)

Budget Account to Receive Budget Amendment: _____ New Existing

Project Code to Receive Amendment: _____ New _____ Existing

TO Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>001-5030-641.61.10</u>	<u>Food Supplies</u>		<u>\$281,590.00</u>

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>001.1001.411.87.01</u>	<u>Nondept Misc</u>		<u>281,590</u>

FROM Total:	\$0.00
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Purpose for Request:

Although we had requested an increase in the FY 09 budget, our adopted budget remained the same as FY 08. Additional funds were approved last year to meet the need to feed inmates for the duration of the fiscal year. At this time, we have had to spend over 80% of budgeted funds with five months remaining in the current fiscal year. As of the middle of April, we had prepared 495,893 meals. We anticipate that current funds will be depleted by the end of June leaving an additional 286,722 meals to be prepared from then until the end of the fiscal year. At the existing rate of \$1.04 per meal an additional \$298,190.00 to the Food Supply line would have been needed. However, we have negotiated cost reductions on some items which will, we anticipate, reduce the amount needed to \$281,590 for a savings of \$16,600.

This shortfall occurred due to rising food costs and budgeted allocation below projected needs. Last year we were spending \$65,800. per month compared to \$78,930. per month this year.

6/1/09 per Major Anderson - This amount is sufficient for the remainder of the year.



 Elected Official / Department Head

Budget Amendment Request Form

For Budget Office Use Only	
<input checked="" type="checkbox"/> Court	<input type="checkbox"/> Non-Court
FY <u>09</u>	Seq. No. <u>54</u>
Approved by: _____	Date: _____

Date of Request: May 6, 2009

From: Facilities / Jeff May
(Department Name / Contact Name / Phone)

Budget Account to Receive Budget Amendment: _____ New Existing

Project Code to Receive Amendment: _____ New Existing

TO Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>001-4010-560.75-98</u>	<u>Over/Under</u>		<u>\$19,283.00</u>

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>001-1001-411.87-01</u>	<u>Non-Dept, Miscellaneous</u>		<u>\$19,283.00</u>

FROM Total:	\$19,283.00
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Purpose for Request:

Obsolete inventory items were written off causing debits totaling \$19,283. This is causing insufficient funds in the budget category for maintenance and maintenance supplies. Examples of obsolete items written off are black and white cameras, microswitches (change to touch screen), and old paint. These items have been forwarded to Purchasing to be sent to auction.

Elected Official / Department Head

Budget Amendment Request Form

For Budget Office Use Only	
<input checked="" type="checkbox"/> Court	<input type="checkbox"/> Non-Court
FY <u>09</u>	Seq. No. <u>55</u>
Approved by: _____	Date: _____

Date of Request: May 27, 2009

From: Budget/John Robbins/4610
(Department Name / Contact Name / Phone)

Budget Account to Receive Budget Amendment: _____ New Existing

Project Code to Receive Amendment: _____ New Existing

TO Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>029-5840-447.88-01</u>	<u>Contingencies</u>		<u>\$5,600.00</u>

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>029-5840-447.52-01</u>	<u>Extraordinary Office Supplies</u>		<u>\$5,600.00</u>

FROM Total:	\$5,600.00
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Purpose for Request:

This is a budget amendment to move the budget for the above line item for FY 2009 from the Courthouse Security Fund for purchases ineligible under Title 2 of the Texas Code of Criminal Procedure, Chapter 102.

Item Description

This is an FYI only to Commissioners' Court of a budget amendment to remove budget line items for FY 2009 and subsequent fiscal years from the Courthouse Security Fund for purchases ineligible under Title 2 of the Texas Code of Criminal Procedure, Chapter 102.

Background on Item

In accordance with Title 2, Texas Code of Criminal Procedures, Chapter 102, Article 102.017, money from this fund may only be spent for security personnel, services, and items related to buildings that house the operations of district, county, or justice courts. The fund may not be used for the purchase of office or extraordinary supplies.

Elected Official / Department Head