

Budget Amendment Request Form

For Budget Office Use Only	
___ Court ___ Non-Court	
FY ___	Seq. No. ___
Approved by: _____	Date: _____

Date of Request: June 16, 2009

From: District Attorney/Jill Bridges/4330
(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>037-3580-520-</u>	<u>Drug Forfeiture</u>		<u>\$270.00</u>

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>037-3580-520-8701</u>	<u>Drug Forfeiture-Miscellaneous</u>		<u>\$270.00</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FROM Total:	\$270.00
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Purpose for Request:

In accordance with Chapter 59.06(d) of the Code of Criminal Procedure, requesting transfer of money to set-up budget to use Drug Forfeiture money as approved by Commissioner's Court.

For Special Crimes Division:

Sanyo Family Size Microwave Ove, 1.4 Cuic Feet, Office Depot Item #677-927

Price: \$269.96



Elected Official /-Department Head



*OK ASAP
Inform me Harrison*

JOHN R. ROACH
CRIMINAL DISTRICT ATTORNEY
COLLIN COUNTY COURTHOUSE
2100 BLOOMDALE ROAD, SUITE 20004
McKINNEY, TEXAS 75071
972-548-4323
METRO 972-424-1460 ext. 4323
FAX NO. 972-548-4388
www.collincountyda.com

June 9, 2009

Re: Microwave Oven For Special Crimes

Dear Judge Roach,

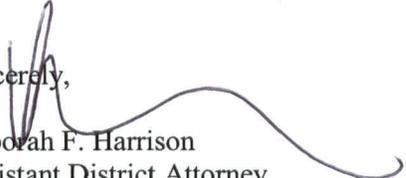
I am writing to you to ask if our asset forfeiture fund could be used to purchase a microwave for our Division. At one point we talked about seeing if a police agency could give us a forfeited microwave, but on further reflection we decided we would not want to cook our food in something that was used by a drug dealer. There are ten employees that office in this Division who would all benefit from having a microwave that is easily accessible. We already have a sink and we share a small refrigerator. The need for a microwave was highlighted recently by Ms. Glasby's leg injury and the case against Mr. Padieu.

Ms. Glasby had to hobble across the office and through multiple heavy doors to make her lunch and then somehow try and make it back to her office holding her lunch and crutches. Having a microwave on the other side of the office makes it very difficult to work through lunch when you are in trial or under time constraints. You can't just leave your lunch in the microwave to cook and go back to answer the phone or talk with a witness. You have to sit with it, wait for it, and hopefully get it back to your office without making a huge mess.

Working part-time has made my time all the more precious. When I have to work at the Bloomdale Courthouse, I already know that it is going to take me twice as long just to get to my office or back to my car as it does at the Graves Courthouse. When you factor in that anytime I want a cup of hot tea, hot chocolate, or want to heat up my lunch I'm going to have to trek halfway across the courthouse, it definitely makes me want to maximize my time at the Graves Courthouse.

I believe that the cost of the microwave would shortly be justified by increased productivity and the greater availability of the employees in this Division. Anything you can do for us would be appreciated.

Sincerely,


Deborah F. Harrison
Assistant District Attorney
Collin County District Attorney's Office
Special Crimes Division-Civil Section Chief
dfharrison@co.collin.tx.us
972-548-4343



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Sanyo Family Size Microwave Oven, 1.4 Cubic Feet

Family-size microwave oven features 8 direct access keys for quick programming of most popular foods. Also includes weight and time defrost keys and 10 power levels. Includes a 14 1/4" turntable, digital display/clock and child lockout function. 1,100 watts.

Item #	Entered	Item #	List Price	Your Price	Units	Quantity	Availability
677927		677927	\$299.95	\$269.96	each	<input type="text"/>	Available*

-

Product Details

Item #	677927
Manufacturer #	SNFEMS9515W
cubic foot capacity	1.4 cubic feet
digital display	yes
cooking power	1,100 watts
brand name	Sanyo
manufacturer	Sanyo
height	12 11/16 inches
width	20 5/8 inches
depth	22 7/8 inches
model name	EM-S9515W

*Inventory validated when item(s) is added to cart.