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**COURT COMMUNICATION ITEM**

**Item Description**

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

**Background on Item**

Budget adjustments are for the following: Needed to cover change order to remodel the flood plain design. to transfer remaining budgets for completed open space bond projects to open space project 03129 and to reallocate funds for ROW acquisition on various County Drainage structure projects.

**Financial Information**

Budget adjustments totaling \$92,114.

**FY1 Bond Funds 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-BF-02	Bond Fund	431-0000-251.00-00	Fund Balance	431-7530-680.92-50	07112	\$7,200	Needed to cover change order to remodel the flood plain design.
09-BF-03	Bond Fund	411-7562-760.65-50	03PG47	411-7562-760.65-50	03129	\$23,333	Transfer remaining budgets for completed open space bond projects to open space project.
			03PG50			\$13,172	
			03PG53			\$26,659	
09-BF-04	Bond Fund	432-7530-680.92-80	07110	432-7530-680.96-82	07-103	\$8,500	To reallocate funds for ROW acquisition on various County
09-BF-05	Bond Fund				07-104	\$13,250	Drainage structure projects.
<b>TOTAL</b>						<b>\$92,114</b>	



## 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>BF03</u>
Approved by: <u>JB</u>	Date: <u>7/8/09</u>

Date of Request: July 8, 2009

From: Open Space / Jeff Durham / J Boeye  
(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
411-7562-760.65-50	Open Space Grant Awards	03129	\$23,333.00
411-7562-760.65-50	Open Space Grant Awards	03129	\$13,172.00
411-7562-760.65-50	Open Space Grant Awards	03129	\$26,659.00
<b>TO Total:</b>			<b>\$63,164.00</b>

\$63,164

**FROM Account Information:**

Line Item Number	Line Item Description	Project Code	Amount
411-7562-760.65-50	Open Space Grant Awards	03PG47	\$23,333.00
411-7562-760.65-50	Open Space Grant Awards	03PG50	\$13,172.00
411-7562-760.65-50	Open Space Grant Awards	03PG53	\$26,659.00
<b>FROM Total:</b>			<b>\$63,164.00</b>

**Purpose for Request:**

To transfer remaining budgets for completed open space bond projects to project 03129 Open Space Grants.

\_\_\_\_\_  
Elected Official / Department Head

## John Boeye

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**From:** Roxanne Ledbetter  
**Sent:** Wednesday, July 08, 2009 1:31 PM  
**To:** John Boeye  
**Subject:** FW: Open Space bond accounts

John,  
Please see the emails below from Teresa Nelson. Jeff tried to close out these projects for her and move the budgets back to 03129, but the money had not been unencumbered at the time. Now that the purchase orders have been canceled, we need a budget amendment to move the money out of those projects.

*Roxanne Ledbetter*  
**Collin County Auditor's Office**

972-548-4781  
972-548-4696 fax

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**From:** Roxanne Ledbetter  
**Sent:** Wednesday, July 08, 2009 1:28 PM  
**To:** Teresa Nelson  
**Cc:** Jeff Durham; Jeff May  
**Subject:** RE: Open Space bond accounts

I think Jeff May tried to sweep these funds in April, but we had to wait until the money was unencumbered which meant we had to wait until the purchase orders were marked as completed in the system. I'll get with him or John Boeye to see if we can get a budget amendment prepared again now that the outstanding quantities on those PO's have been canceled. As far as the next bond issue goes, I heard we were getting ready to issue more bonds, but I don't know when they will actually do that. I'll see if I can find out something for you.

*Roxanne Ledbetter*  
**Collin County Auditor's Office**

972-548-4781  
972-548-4696 fax

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**From:** Teresa Nelson  
**Sent:** Wednesday, July 08, 2009 1:19 PM  
**To:** Roxanne Ledbetter  
**Cc:** Jeff Durham; Jeff May  
**Subject:** Open Space bond accounts

Roxanne,

I've been doing some research (AS400) on the parks/open space 2003 bond project codes to determine if the completed projects have been "swept", and I must say you have done a fine job maintaining the accounts.

I do have a few closed projects from the 4<sup>th</sup> series that will free up some additional funds for open space. Please transfer the outstanding dollars from the following into the 03-129 project code:

03PG47, Parkhill Prairie \$23,333.96  
03PG50, City of Fairview \$13,172.27  
03PG53, City of Lucas \$26,659.27

Today project code 03129 shows \$655,629.00. We are just trying to determine available 2003 bond funds.

Do you know if the \$2.4 million of the 2007 bond has become available, if so what project code is the holding "tank"?

Thanks,

***Teresa Nelson***  
Collin County  
Special Projects  
825 N. McDonald Street  
Suite 145  
McKinney, Texas 75069  
(972) 548-3744  
(972) 548-5555 facsimile

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## Budget Amendment Request Form

For Budget Office Use Only	
Court	Non-Court
FY	Seq. No.
Approved by: <i>JB</i> Date: <i>7/10/09</i>	

Date of Request: July 8, 2009

From: Special Projects / Jeff Durham J Boeye  
(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
432-7530-680.96-82	ROW Acquisition	07-103	\$8,500.00
432-7530-680.96-82	ROW Acquisition	07-104	\$13,250.00
<b>TO Total:</b>			<b>\$21,750.00</b>

*BFO 4  
BFO 5*

**FROM Account Information:**

Line Item Number	Line Item Description	Project Code	Amount
432-7530-680.92-80	Construction	07110	\$8,500.00
432-7530-680.92-80	Construction	07110	\$13,250.00
<b>FROM Total:</b>			<b>\$21,750.00</b>

*BFO 4  
BFO 5*

**Purpose for Request:**

To reallocate funds for Right of Way acquisitions on various County Drainage structure projects.

\_\_\_\_\_  
Elected Official / Department Head

**John Boeye**

**From:** Jeff May  
**Sent:** Tuesday, July 07, 2009 4:52 PM  
**To:** John Boeye  
**Subject:** FW: Monies Needed for ROW Acquisition

432-7530-680.92-80 CONSTR.  
↓  
432-7530-680.96-82 ROW

John,

Go ahead and get this budget amendment on the next court.

*Jeff May*  
Assistant Director  
Budget & Finance Department  
Collin County, Texas  
phone: 972-548-4672  
fax: 972-548-4699  
[jmay@co.collin.tx.us](mailto:jmay@co.collin.tx.us)

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**From:** Jeff Durham  
**Sent:** Tuesday, July 07, 2009 4:25 PM  
**To:** Jeff May  
**Subject:** RE: Monies Needed for ROW Acquisition

Yes, please do the budget amendment and let me know what, if anything, you will need from me.  
Thanks,  
Jeff

-----Original Message-----

**From:** Jeff May  
**Sent:** Tuesday, July 07, 2009 1:32 PM  
**To:** Jeff Durham  
**Cc:** John Boeye  
**Subject:** RE: Monies Needed for ROW Acquisition

I am showing \$31,984.98 available in 07110. I don't see any problems with using this to fund the projects below. This will require a court approved budget amendment. If you want I can get the budget amendment under way.

*Jeff May*  
Assistant Director  
Budget & Finance Department  
Collin County, Texas  
phone: 972-548-4672  
fax: 972-548-4699  
[jmay@co.collin.tx.us](mailto:jmay@co.collin.tx.us)

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**From:** Jeff Durham

**Sent:** Tuesday, July 07, 2009 10:54 AM  
**To:** Jeff May  
**Cc:** John Boeye  
**Subject:** RE: Monies Needed for ROW Acquisition

Funds that are encumbered with the engineering companies will be used. I think we have some additional funds in our CR 593 bridge project (07-110). If there is a balance can we move those funds to purchase ROW or is there another funding source that would be more suitable?

-----Original Message-----

**From:** Jeff May  
**Sent:** Tuesday, July 07, 2009 8:47 AM  
**To:** Jeff Durham  
**Cc:** John Boeye  
**Subject:** RE: Monies Needed for ROW Acquisition

Jeff,

Bond Project #	Bridge/Drainage Structures	\$ Amount needed for ROW
Amount available	Account	
07-103 \$0.76	County Road 618 @ Cedar Creek 430-7530-680.92-50	\$8500
(an amount of \$11,643.25 is encumbered on PO 922354, Dannenbaum Engineering. If this is not needed the PO can be cancelled and the funds made available.)		
07-104 \$0.00	County Road 638 @ Sabine Creek 423-7530-680.92-50	\$13,250
(an amount of \$19,480 is encumbered on PO 921672, Charles Gojer & Associates. If this is not needed the PO can be cancelled and the funds made available.)		
07-107 \$0.18	County Road 617 @ Branch of Hickory Creek 430-7530-680.92-50	\$3700
(an amount of \$5,011.34 is encumbered on PO 922353, Dannenbaum Engineering . If this is not needed the PO can be cancelled and the funds made available.)		
07-109 \$0.09	County Road 655 @ Branch of Brushy Creek 430-7530-680.92-50	\$3600
(an amount of \$16,745.51 is encumbered on PO 922356, Dannenbaum Engineering . If this is not needed the PO can be cancelled and the funds made available.)		

Please let me know if I can be of further assistance.

*Jeff May*  
Assistant Director  
Budget & Finance Department  
Collin County, Texas  
phone: 972-548-4672  
fax: 972-548-4699  
[jmay@co.collin.tx.us](mailto:jmay@co.collin.tx.us)

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**From:** Jeff Durham  
**Sent:** Monday, July 06, 2009 2:36 PM  
**To:** Jeff May  
**Subject:** Monies Needed for ROW Acquisition

Bond Project #	Bridge/Drainage Structures	\$ Amount needed for ROW
07-103	County Road 618 @ Cedar Creek	\$8500
07-104	County Road 638 @ Sabine Creek	\$13,250
07-107	County Road 617 @ Branch of Hickory Creek	\$3700
07-109	County Road 655 @ Branch of Brushy Creek	\$3600
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		29,050