



## MEMORANDUM

TO: Commissioners Court

FROM: Brenda Terrell, Court Administrator  
Justice Court 3-2

DATE: October 7, 2013

Subject: **BUDGET AMENDMENT REQUEST**

Justice Court 3-2 had a clerk attend the Texas Justice Court Training Center Legislative Update Conference at S. Padre Island from July 13 – 14, 2013. She rented a car from Harlingen airport to the Pearl South Padre Hotel (host hotel for TJCTC Conference) and back to the airport in Harlingen. At this time, I believe \$ 58.46 can be safely transferred from the Office Supply Account (001-2450-444-51.01) to the Education and Conference account (001-2450-444-49.10).

Thank you,

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Brenda Terrell, Court Administrator  
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