



COLLIN COUNTY

Budget & Finance
2300 Bloomdale Rd.
Suite 4100
McKinney, Texas 75071
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To: Commissioners Court

From: Monika Arris, Budget and Finance Director *ma*

Date: July 28, 2014

Re: FY 2014 Budget Amendment – Support Services

Request for discussion and action regarding a budget amendment of \$150,000 from non-departmental to Support Services – Shared to cover remaining postage in FY 2014.

Support Services – Shared is used to cover postage, coffee, toner, paper etc. for the County. The reasons for requesting a budget amendment to cover funding for the remainder of FY 2014 are listed below:

1. An increase in the type and amount of toner requested by departments. As we continue to go through printer consolidation new printers are deployed to multiple departments during the year. An increase is requested due to the increase in price of toner and the need of departments to order supplies to have on hand to go with new printers. In many cases, the price of toner doubled from \$340 to \$700 - \$800 per cartridge.
2. Increase in the price of postage (increased by \$0.03 in January), flats, and parcels.
3. Election year – there was an approximate increase of \$20,000 in postage from last election year.