



COLLIN COUNTY

Jim Skinner, Sheriff

OFFICE OF THE SHERIFF
4300 Community Avenue
McKinney, Texas 75071

Date: May 11, 2017
To: Commissioners Court
From: Jim Skinner, Sheriff JJS 5/12/17
Re: Agenda Request – Travel Reimbursement

We ask the court's approval to transfer \$ 5,000 from the Jail Operations Food Supply account to the Travel Reimbursement account. This is necessary in order to have adequate funds to reimburse Inmate Transfer staff for mileage.

JM:sa

Budget Amendment Request Form

For Budget Office Use Only

Date of Request: March 11, 2017

From: S/O Randy Clark Ext. 5106
(Department Name / Contact Name / Phone)

 Court Non-Court
FY Seq. No.
Approved by: Date:

Budget Account to Receive Budget Amendment: New X Existing

Project Code to Receive Amendment: New Existing

TO Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>001-5070-641.49-01</u>	<u>Travel Reimbursement</u>	<u> </u>	<u>\$5,000.00</u>

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>001-5030-641.61-10</u>	<u>Food Supplies</u>	<u> </u>	<u>\$5,000.00</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
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FROM Total: \$5,000.00

Purpose for Request:

To reallocate funds from Food Supplies through September 30, 2016 for mileage reimbursement.

Elected Official / Department Head