



Alyse Ferguson
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Collin County Courthouse
2100 Bloomdale Rd Ste. 10146
McKinney, Tx 75071
214-491-4805 fx 214-785-2947

To: Commissioners Court

From: Alyse Ferguson

Date: 15 Feb 2019

Re: Budget Amendment for Magistration Clerk Scanner

I respectfully request that the sum of \$ 869.99 be transferred from the Capital Line Item: 0001-62090-0001-72-40-0000-809001 to the M & O 8704 Line Item: 0001-62090-0001-44-30-0000-668704.

The purpose of the request is for the purchase of a scanner for our new Clerk position for Magistration.

Funds were allocated at the time of hire for cubical, and the Sheriff's Office provided that cubical. However, the scanner is needed for Clerk to be fully functional in her duties. We appreciate your consideration and approval of this request.

Sincerely,

X

Alyse Ferguson
MHMC Attorney Director