

Susan Tucker

From: Hellen Sullivan
Sent: Thursday, August 09, 2018 2:08 PM
To: Susan Tucker
Cc: Kevin Junjulas; Gary Fredericks
Subject: Budget Amendment

Hi Sue,

As per our conversation I'd like to request a budget amendment through the general fund balance. Our budget for Candidate Evaluation (A3120-443203) for 2018 was \$3,000.00 which we've already used as well as an additional \$2,000 which we transferred into this line item.

Each potential candidate will need to have;
a criminal history back ground done through a fingerprint search at \$75.00 each
a mental health evaluation \$300.00 each
a polygraph at \$500.00 each

We are still in need of 5 new hires and would like to request an additional \$7,000 to complete this process.

Thanks,
Helen