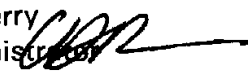




MEMORANDUM

Date: February 25, 2009

To: Thomas House
Budget Manager

From: C.H. Huckelberry
County Administrator 

Re: **Fiscal Year Comparisons of Travel, Training, Educational Reimbursement and Similar Budget Expenditure Accounts**

As you know, beginning over a year ago we significantly restricted travel, training and other miscellaneous expenditure accounts of departments. I would appreciate your providing a listing of expenditures by department of these categories over the last two fiscal years, as well as what is budgeted by the departments for the upcoming fiscal year. I am considering zeroing out the amounts budgeted in each department line item account and creating a central pool of funding for such, which would be administered by the Finance Department. I would appreciate receiving this information at your earliest convenience.

CHH/jj

c: Martin Willett, Chief Deputy County Administrator
Tom Burke, Finance and Risk Management Department