



**WEBB COUNTY
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET**

INSTRUCTIONS:

ALL budget appropriation transfer and supplemental budget requests for grants and forfeitures require Auditor's Office pre-approval for court agenda. Please submit the signed form to the Auditor's Office for review along with copy of grant award, terms of award, proof of receipt of additional revenue and/or other backup to support this request for our review. Should pre-approval be granted, the Department will be notified and Auditor's Office will upload the signed form as part of the proposed agenda item. Agenda items will be between Auditor's Office sponsored by the Department requesting the budget amendment.

Requesting Department : Sheriff OPSG

Date of Request: 08/09/2018

Request Type (check one):

Departmental Line Item Transfer
(Check if transfer within existing budget)

Supplemental Budget
(Check if new unbudgeted revenue / expenditure)

Transfer From / Supplemental Revenue:

Account Number	Account Name	Amount
2468-3010-001-441805	Internet Service	\$2,760.32
2468-3010-001-462605-015	Fuel & Lubricants Dept	\$16,335.49
2468-3010-001-470000	Capital Outlay	\$9,835.74
2468-3010-001-462605	Fuel & Lubricants	\$4.01
2468-3010-001-443000-075	Repairs & Maintenance Vehicles	\$254.25
2468-3010-001-452012	Property Casualty Premium	\$18,227.13
2468-3160-001-443000-075	Repairs & Maintenance Vehicles	\$5,000.00
TOTAL		\$52,416.94

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
Please refer to attached document	Please refer to attached document	\$52,416.94
TOTAL		\$52,416.94

Justification for Request:

Reallocate funds to overtime and fringes to continue operations.

Approved by Department Signing Authority:

Martin Cwellan SR.
Print Name/Title

M. Cwellan
Signature

FOR AUDITOR'S USE ONLY

Recommended by County Auditor's Office: _____ Date: _____

FOR BUDGET OFFICE USE ONLY

Commissioners Court Approval Date: _____ Agenda Item : _____
Date Entered by Budget Office: _____ Initials: _____

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
2468-3010-001-413000	Overtime	16,406.00
2468-3010-001-422000	FICA County Share	1,254.00
2468-3010-001-423000	Retirement County Share	1,931.00
2468-3010-001-425000	Unemployment Tax	123.00
2468-3010-001-426000	Worker Compensation	286.00
2468-4070-001-413000	Overtime	14,416.20
2468-4070-001-422000	FICA County Share	1,104.00
2468-4070-001-423000	Retirement County Share	1,698.00
2468-4070-001-425000	Unemployment Tax	110.00
2468-4070-001-426000	Worker Compensation	253.00
2468-5150-001-413000	Overtime	8,066.74
2468-5150-001-422000	FICA County Share	617.00
2468-5150-001-423000	Retirement County Share	949.00
2468-5150-001-425000	Unemployment Tax	61.00
2468-5150-001-426000	Worker Compensation	142.00
2468-3160-001-413000	Overtime	4,102.00
2468-3160-001-422000	FICA County Share	314.00
2468-3160-001-423000	Retirement County Share	482.00
2468-3160-001-425000	Unemployment Tax	31.00
2468-3160-001-426000	Worker Compensation	71.00
TOTAL		52,416.94

Anita Guerra

From: Ubaldo Duenas
Sent: Thursday, August 09, 2018 2:47 PM
To: Anita Guerra
Cc: Claudia Hernandez; Elizabeth M. Ortiz; Lalo Uribe
Subject: BA and Agenda Balances for 2016 OPSG
Attachments: BA-01 OPSG 08-09-2018.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon Ms. Guerra,

Please sign the attached the BA-01 form for the reallocation of funds to overtime and fringe benefits and send the signed form to us for approval. The below table provides the balances that must be used when creating the agenda item. Also, please request the Budget Office a ministerial budget amendment via a line item transfer for OPSG due to grant ending 8/31/18. This budget amendment will need to be presented by your department for Commissioners Court to ratify at the next Commissioners Court meeting.

Transfer From:	Adopted	Request	Current	Ending
2468-3010-001-452012	29,000.00	18,227.13	18,227.13	-
2468-3010-001-462605-015	28,000.00	16,335.49	23,335.49	7,000.00
2468-3010-001-462605	60,000.00	4.01	4.01	-
2468-3010-001-443000-075	2,500.00	254.25	254.25	-
2468-3010-001-441805	5,000.00	2,760.32	4,198.55	1,438.23
2468-3010-001-470000	9,835.74	9,835.74	9,835.74	-
2468-3160-001-443000-075	5,000.00	5,000.00	5,000.00	-
		52,416.94		

Transfer To:	Adopted	Request	Current	Ending
2468-3010-001-413000	700,557.89	16,406.00	-	16,406.00
2468-3010-001-422000	53,593.86	1,254.00	1.30	1,255.30
2468-3010-001-423000	79,657.69	1,931.00	1.03	1,932.03
2468-3010-001-425000	5,580.98	123.00	2.32	125.32
2468-3010-001-426000	12,075.91	286.00	1.39	287.39

2468-4070-001-413000	Overtime	-	14,416.20	-	14,416.20
2468-4070-001-422000	FICA County Share	-	1,104.00	-	1,104.00
2468-4070-001-423000	Retirement County Share	-	1,698.00	-	1,698.00
2468-4070-001-425000	Unemployment Tax	-	110.00	-	110.00
2468-4070-001-426000	Worker Compensation	-	253.00	-	253.00
2468-5150-001-413000	Overtime	22,536.82	8,066.74	-	8,066.74
2468-5150-001-422000	FICA County Share	1,725.25	617.00	1.16	618.16
2468-5150-001-423000	Retirement County Share	2,496.85	949.00	0.75	949.75
2468-5150-001-425000	Unemployment Tax	186.25	61.00	0.75	61.75
2468-5150-001-426000	Worker Compensation	385.23	142.00	0.12	142.12
2468-3160-001-413000	Overtime	51,328.65	4,102.00	14,849.68	18,951.68
2468-3160-001-422000	FICA County Share	3,927.23	314.00	1,136.57	1,450.57
2468-3160-001-423000	Retirement County Share	6,000.31	482.00	1,749.09	2,231.09
2468-3160-001-425000	Unemployment Tax	394.56	31.00	113.48	144.48
2468-3160-001-426000	Worker Compensation	899.20	71.00	260.81	331.81
			52,416.94		

If you have any question, please do not hesitate to contact us,

Ubaldo Duenas
Senior Accountant
Webb County Auditor's Office
1110 Washington St., Suite 201
Phone: (956)523-5261

From: Anita Guerra
Sent: Wednesday, August 8, 2018 12:59 PM
To: Ubaldo Duenas <duenas@webbcountytx.gov>
Cc: Claudia Hernandez <chernandez@webbcountytx.gov>
Subject: FW: FRAG Approval TX - Webb FY16 17-LRTLRT-11-002 V3
Importance: High

Mr. Duenas:

In reference to the 2016 OPSG, please be so kind to assist me with the BA Form and all the other balances required for the court agenda item authorization (account number, name, adopted, request, current, and end bal.) to make this line item transfer.

Anita Guerra

From: Diana Rodriguez
Sent: Friday, August 10, 2018 11:07 AM
To: Anita Guerra
Cc: Adrian Cortez
Subject: OPSG

Anita,

As per our conversation, please include our department Webb Constable Pct. 3 in your item agenda for Commissioner's Court. Item to reflect the frag order to move funds from vehicle maintenance to over time and one month extension for funds to be exhausted from fiscal year 2016.

Thank you for your continued support!

Chief Diana Rodriguez
Webb County Constable Pct. 3
(956) 523-4856
Fax (361) 747-5777

