

**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 : 2160 - Justice of Peace Pct. 2, Pl. 1 Date of Request: 10/30/2019

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
2009-259700	Fund Balance	\$39,000.00
TOTAL		\$39,000.00

38,941.79
o.s.
10/30/19
38,941.79

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
2009-2160-001-460105	Minor Tools & Apparatus	\$24,000.00
2009-2160-001-412000	Part Time	\$13,182.00
2009-2160-001-422000	FICA County Share	\$1,008.42
2009-2160-001-425000	Unemployment Tax	\$92.27
2009-2160-001-426000	Workers Compensation	\$659.10
TOTAL		\$38,941.79

Justification for Request:

Computers have a life span range of 3 to 5 years before needing to be replaced. We have 17 computers with no warranty. Their ages range from 5 to 8 years old. We would like to replace 10 computers. We are in need of part time help, our civil caseload demands the need of extra help in this department.

Approved by Department Signing Authority:

Judge Roberto Quintana

Print Name/Title


Signature

FOR AUDITOR'S USE ONLY

Recommended by County Auditor's Office:



Date: 10/30/19

FOR BUDGET OFFICE USE ONLY

Commissioners Court Approval Date: _____

Agenda Item: _____

Date Entered by Budget Office: _____

Initials: _____