



**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 : Engineering

Date of Request: 12/09/2019

**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
3720-1150-001-431002-035	Administrative Expense	\$43,750.00
3720-7230-001-432001	Professional Services	\$443,134.19
3720-7230-001-470000	Capital Outlay	\$4,786,049.70
<b>TOTAL</b>		<b>\$5,272,933.89</b>

**Transfer To / Supplemental Expenditure Accounts:**

Account Number	Account Name	Amount
3720-7230-001-410000	Payroll Cost	\$38,510.40
3720-7230-001-421000	Health Life Insurance	\$50,050.00
3720-7230-001-422000	FICA County Share	\$2,946.05
3720-7230-001-423000	Retirement County Share	\$4,451.80
3720-7230-001-425000	Unemployment Tax	\$265.72
3720-7230-001-426000	Worker Compensation	\$2,664.92
<b>TOTAL</b>		<b>\$98,888.89</b>

**Justification for Request:**

Payment for Employees and materials & equipment use in the Espejo Gates Road Project. (Page 1 of 3)

**Approved by Department Signing Authority:**

Luis Perez Garcia, P.E., County Engineer

Print Name/Title

Signature 12/10/19

Recommended by County Auditor's Office:

Date: 12/11/19

**FOR BUDGET OFFICE USE ONLY**

Commissioners Court Approval Date: \_\_\_\_\_

Date Entered by Budget Office: \_\_\_\_\_

Agenda Item : \_\_\_\_\_  
Initials: \_\_\_\_\_



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Requesting Department : Engineering Date of Request: 12/09/2019

**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
<b>TOTAL</b>		<b>\$0.00</b>

**Transfer To / Supplemental Expenditure Accounts:**


Account Number	Account Name	Amount
3720-7230-702-410000	Payroll Cost	\$141,204.80
3720-7230-702-421000	Health Life Insurance	\$50,050.00
3720-7230-702-422000	FICA County Share	\$10,802.17
3720-7230-702-423000	Retirement County Share	\$16,323.27
3720-7230-702-425000	Unemployment Tax	\$974.31
3720-7230-702-426000	Worker Compensation	\$9,771.37
3720-7230-702-470000	Capital Outlay	\$916,244.08
<b>TOTAL</b>		<b>\$1,146,370.00</b>

**Justification for Request:**

Payment for Employees and materials & equipment use in the Mines Road Project. (Page 2of 3)

**Approved by Department Signing Authority:**

Luis Perez Garcia, P.E., County Engineer  
Print Name/Title

 12/10/19  
Signature

<b>FOR AUDITOR'S USE ONLY</b>		
Recommended by County Auditor's Office:	<u>Patricia Espinosa</u>	Date: <u>12/11/19</u>

<b>FOR BUDGET OFFICE USE ONLY</b>		
Commissioners Court Approval Date:	_____	Agenda Item : _____
Date Entered by Budget Office:	_____	Initials: _____



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Requesting Department : Engineering Date of Request: 12/09/2019

**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
TOTAL		\$0.00

**Transfer To / Supplemental Expenditure Accounts:**

Account Number	Account Name	Amount
3720-7230-703-432001	Professional Services	\$358,000.00
3720-7230-703-470000	Capital Outlay	\$3,670,675.00
TOTAL		\$4,028,675.00

**Justification for Request:**

Payment for Employees and materials & equipment use in the Wormser Road Project. (Page 3of 3)

Approved by Department Signing Authority:  
Luis Perez Garcia, P.E., County Engineer  
Print Name/Title

Signature 12/10/19

<b>FOR AUDITOR'S USE ONLY</b>	
Recommended by County Auditor's Office: <u>Geticia Espinosa</u>	Date: <u>12/11/19</u>

<b>FOR BUDGET OFFICE USE ONLY</b>	
Commissioners Court Approval Date: _____	Agenda Item : _____
Date Entered by Budget Office: _____	Initials: _____