WEBB COUNTY BUDGET OFFICE

REQUEST FOR MINISTERIAL / EMERGENCY BUDGET AMENDMENT

INSTRUCTIONS

ALL budget appropriation transfer requests require Budget Office approval before being presented to court for ratification. Please submit the signed form to the Budget Office for review along with copy or backup to support this request for our review. The Budget Office will send the approved form to the department via email. Agenda items must be submitted by the department requesting ministerial budget amendment.

Requesting Department: Commissioner Pct. 1 **Date of Request:** 09/01/2020

Request Type (check one):

☑ Departmental Budget Amendment ☐ Emergency Budget Amendment

Transfer From

Account Number	Account Name	Amount	
1001-1030-001-412000	Commissioner Pct.1 Part Time	~~$968.17~~	968.17
1001-6160-001-412000	EJ Balinas Community Center Part Time	~~$573.00~~	573.00
	TOTAL	$1,541.17	

Transfer To

Account Number	Account Name	Amount	
1001-6320-001-412000	Rio Bravo Activity Center Part Time	~~$314.16~~	1541.17
	TOTAL	$314.16	

Justification for Request:

Part Time funds at Rio Bravo Activity Center are exhausted and will end up in deficit before the end of the month. Transfer of funds will elevate any deficit and avoid interruptions in operations of the center.

Approved by Department Signing Authority

Jesse Gonzalez/Commissioner

Print Name/Title Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: 9/14/20

Date Entered by Budget Office: 9/1/20

BA#: ISA-2020-2020-00042904

Agenda Item: Pekeling Submission

Initials: EO.

August 2020