



# 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 : Constable Precinct 4 Date of Request: 09/01/2021

### Request Type (check one):

Departmental Budget Amendment

Emergency Budget Amendment

Transfer From:		
Account Number	Account Name	Amount
1001-3170-001-460140	Fire Arms & Ammunition	\$94.64
TOTAL		\$94.64

Transfer To:		
Account Number	Account Name	Amount
1001-3170-001-443000-75	Repairs & Maintenance Vehicles	\$94.64
TOTAL		\$94.64

### Justification for Request:

Will be used to cover expenses for Repairs & Maintenance Vehicles for the remainder of the year.

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Approved by Department Signing Authority:  
Gerardo Ramirez / Chief  
Print Name/Title   
Signature

**FOR BUDGET OFFICE USE ONLY**

Commissioners Court Ratification Date: \_\_\_\_\_ Agenda Item : \_\_\_\_\_  
Date Entered by Budget Office: \_\_\_\_\_ Initials: \_\_\_\_\_  
BA#: \_\_\_\_\_

Template

Department: CNTS PCT 4 - Constable Pct 4

Vendor

Description

Category: Standard

Form Type

Item: <New>

Item

Description

Quantity

Unit of Measure: EA - Each

Price per Unit: \$

G/L Account: 3170-001-460140 - Fire Arms & A

Project

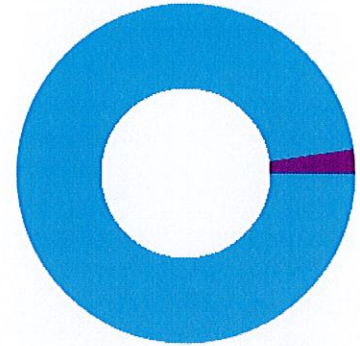
Contract

Budget Analysis

1001-3170-001-460140 (General Fund-Cnstbl Pct 4 H Devally-Administration-Fire Arms & Ammunition)

Budget Type	Detail Account	Fiscal Year	2021
	Original Budget	\$4,000.00	
	Budget Amendments - Posted	(\$37.36)	
	* Unposted Positive B/A	\$0.00	
	* Unposted Negative B/A	\$0.00	
	Total Budget	\$3,962.64	
	Expenses/Revenues	\$3,868.00	
	Encumbrances	\$0.00	
	Unposted Transactions (Details)	\$0.00	
	Transaction Amount	\$0.00	
	Available Budget	\$94.64	

Budget Analysis



\* = Budget Amendment Excluded

- Expenses/Revenues 98%
- Unposted Transactions 0%
- Available Budget 2%
- Encumbrances 0%
- Transaction Amount 0%