



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 : Sheriff's Office

Date of Request: 08/28/2022

Request Type (check one):

Departmental Budget Amendment

Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-4070-001-450001-020	Contract Services Zapata	\$2,500.00
1001-4070-001-450001-030	Contract Services Jim Hogg	\$2,500.00
TOTAL		\$5,000.00

Transfer To:

Account Number	Account Name	Amount
1001-4070-001-43000-020	Repair Maint Build	\$5,000.00
TOTAL		\$5,000.00

Justification for Request:

Repairs to Metal Door at the jail

Approved by Department Signing Authority:

Chief, Scott Avant
Print Name/Title

Scott Avant For Sheriff Cullen
Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date:	<u>06.28.22</u>	Agenda Item :	<u>EO</u>
Date Entered by Budget Office:	<u>06.28.22</u>	Initials:	<u>EO</u>
BA#:	<u>BA 2022-00032944</u>		