



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: 09/14/2022

Request Type (check one):

Departmental Budget Amendment

Emergency Budget Amendment

Transfer From:		
Account Number	Account Name	Amount
1001-4070-001-450001-035	Contract Services Maverick	\$8,000.00
1001-3010-001-443000-075	Repair Maint Veh	\$2,000
TOTAL		\$10,000

Transfer To:		
Account Number	Account Name	Amount
1001-4070-001-441305-005	Utilities Water	\$10,000
TOTAL		\$10,000

Justification for Request:
Funds are needed to pay water bill (8/1/22)

Approved by Department Signing Authority:
Sheriff Martin Cuellar _____
Print Name/Title
Signature

FOR BUDGET OFFICE USE ONLY

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



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Requesting Department : Sheriff's Office **Date of Request:** 09/15/2022

Request Type (check one):

Departmental Budget Amendment

Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-3190-001-461000	Materials and Supplies	\$180.08
TOTAL		\$180.08

Transfer To:

Account Number	Account Name	Amount
1001-3190-001-460105	Minor Tools	\$20
1001-4070-001-441305-005	Utilities Water	\$1.27 ✓
1001-3010-001-444500	Equipment Rental	\$158.81
TOTAL		\$180.08

Justification for Request:

Funds needed to complete purchase of water cooler
 Pending payment for Spectrum
 Pending payment for water bill

Approved by Department Signing Authority:
 Sheriff Martin Cuellar *M. Cuellar*
Print Name/Title Signature

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Requesting Department : Sheriff's Office

Date of Request: 09/08/2022

Request Type (check one):

Departmental Budget Amendment

Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-3010-001-443000-075	Repair Maint Vehicle	\$ 4,735
TOTAL		\$ 4,735

Transfer To:

Account Number	Account Name	Amount
1001-3010-001-456005	Postage & Courier	\$250.00
1001-4070-001-441305-005	UTILITIES WATER	\$ 4,485
TOTAL		\$4,735

Justification for Request:

Credit card payment is due. Need funds to reclassify
TO COVER WATER UTILITIES FOR THE MONTH OF AUGUST.

Approved by Department Signing Authority:

Sheriff Martin Cuellar
Print Name/Title

M. Cuellar
Signature

FOR BUDGET OFFICE USE ONLY

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