



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 : Fire & EMS Services- 3140 Date of Request: 05/23/2023

Request Type (check one):

Departmental Budget Amendment

Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
2929-3140-001-460105	Minor Tools & Apparatus	\$800.00
2929-3140-001-443000-075	Repairs & Maintenance Vehicles	\$500.00
2929-3140-001-464010	Dues & Memberships	\$200.00
TOTAL		\$1,500.00

Transfer To:

Account Number	Account Name	Amount
2929-3140-001-461000	Materials & Supplies	\$1,500.00
TOTAL		\$1,500.00

Justification for Request:

EMS Supplies must be purchased to restock and/or replace expired items

Approved by Department Signing Authority:

Ricardo A. Rangel, Fire Chief

Print Name/Title

Signature

FOR BUDGET OFFICE USE ONLY

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