



# 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 :** Webb Co. CAA El Aguila Rural Transit

**Date of Request:** 07/27/2023

**Request Type (check one):**



Departmental Budget Amendment



Emergency Budget Amendment

### Transfer From:

Account Number	Account Name	Amount
2661-7110-521-443000-020	Repair & Maintenance Building	\$5,000.00
2661-7110-521-443000-035	Repair & Maintenance Equipment	\$5,000.00
<b>TOTAL</b>		<b>\$10,000.00</b>

### Transfer To:

Account Number	Account Name	Amount
2661-7110-521-462605	Fuel & Oil	\$10,000.00
<b>TOTAL</b>		<b>\$10,000.00</b>

### Justification for Request:

Fuel and oil account is low and we need to budget more funds for the continued transit service for the rural areas of the county  
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### Approved by Department Signing Authority:

Robert Martinez/Manager  
Print Name/Title

Signature

### FOR BUDGET OFFICE USE ONLY

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

Agenda Item: \_\_\_\_\_  
Initials: \_\_\_\_\_