

COUNTY OF GALVESTON

REQUEST FOR BUDGET AMENDMENT/TRANSFER

Department:	Facilities Services	26-10-1013-E
Date Submitted:	10/13/2025	(Assigned by Department of Professional Services)

COMMISSIONER'S COURT ACTION:

Please complete the following form in its entirety and submit to the Budget Office at least eleven (11) days prior to the first regularly scheduled Tuesday Commissioners Court meeting date each month. Emergency amendments will be processed at the earliest available Court meeting date. If information on this form is incomplete, the amendment will be returned to your office for completion. It is suggested that the department requesting the amendment be present on the date of its submittal to the Court for action.

GENERAL EXPLANATION:

Request transfer from County Capital Projects Fund - Budgeted Reserves to Facilities Services - Building Improvements - Services to fund Mid-County Annex Renovation.

This budget amendment does not increase the budget for FY 2026

TRANSFER FROM					Auditor Use Only Account Balance Sufficient (Y/N)
Fund	Department	Line Item	Spend/Revenue Category	Amount	
1101 - General Fund	920180 - Fund Balance Reserves	5930000 - Reserves - Other	Budgeted Reserves	117,000.00	
3100 - County Capital Projects Fund	170100 - Facilities Services	49110000 - Transfers - General Fund	Transfer from General Fund	117,000.00	
TOTAL - Transfer From				\$ 117,000.00	
TRANSFER TO					Auditor Use Only Account Balance Sufficient (Y/N)
Fund	Department	Line Item		Amount	
3100 - County Capital Projects Fund	170100 - Facilities Services	5700000 - Capital Outlays	Building Improvements - Services	117,000.00	
1101 - General Fund	921010 - Transfers and Reserves	5913000 - Transfers out - Capital Projects	Transfer to County Capital Projects	117,000.00	
TOTAL - Transfer To				\$ 117,000.00	

ADDITIONAL COMMENTS:

Diana Huallpa 10/13/2025
Budget Office Authorization Date

AUDITOR'S REVIEW

This budget amendment has been reviewed for validity of accounts and sufficiency of account balances used for budget transfer.

Reviewed by: _____

Date: _____

Auditor's Remarks:

COMMISSIONERS COURT APPROVAL

Date Submitted: _____

Date Approved: _____