

COUNTY OF GALVESTON
REQUEST FOR BUDGET AMENDMENT/TRANSFER

Department:	County Court Administration	25-82-0217-B
Date Submitted:	2/10/2025	(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 General Fund - Budgeted Reserves to County Court Admin - Administrative Supplies to fund the replacement of printer toner.

This budget amendment does not increase the budget for FY 2025

TRANSFER FROM				Auditor Use Only Account Balance Sufficient (Y/N)
Fund	Department	Line Item	Amount	
1101 - General Fund	920180 - Fund Balance Reserves	5930000 - Budgeted Reserves	1,300.00	
TOTAL - Transfer From			1,300.00	
TRANSFER TO				Auditor Use Only Account Balance Sufficient (Y/N)
Fund	Department	Line Item	Amount	
1101 - General Fund	122900 - County Court Administration	5310000 - Administrative Supplies	1,300.00	
TOTAL - Transfer To			1,300.00	

ADDITIONAL COMMENTS:


Budget Office Authorization 2/10/2025
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: Randall Rice CPA

Date: 02/11/2025

Auditor's Remarks:

COMMISSIONERS COURT APPROVAL

Date Submitted: _____ Date Approved: 2/17/2025

****Galv Cnty Production****
Budget to Actual Figures

Run: 02/06/2025

Ledger: GL
Fiscal Year: 2025 2 February

Budget: OB

Ke **Title**
1101920180 **Fund Balance Reserves**

Director
Dir of Fin/Admin/Budget Office

Object	Description	Budget	Actual	Encumbrance	Balance
5930000	Budgeted Reserves	20,565,425.16	0.00	0.00	20,565,425.16
	Total Revenue	0.00	0.00	0.00	0.00
	Total Expense	20,565,425.16	0.00	0.00	20,565,425.16
	Net Total (Revenue - Expense)	(20,565,425.16)	0.00	0.00	20,565,425.16

****Galv Cnty Production****
Budget to Actual Figures

Run: 02/06/2025

Ledger: GL
Fiscal Year: 2025 2 February

Budget: OB

Ke **Title**
1101920180 **Fund Balance Reserves**

Director
Dir of Fin/Admin/Budget Office

Object	Description	Budget	Actual	Encumbrance	Balance
	Grand Total Revenue	0.00	0.00	0.00	0.00
	Grand Total Expense	20,565,425.16	0.00	0.00	20,565,425.16
	Grand Totals (Revenue - Expense)	(20,565,425.16)	0.00	0.00	20,565,425.16

FY25 Budget Amendment Request

Row 126

Commissioners' Court Status

Fiscal Year 2025

**Budget
Amendment
Number** 25-82-0217-B

Sponsor: Commissioner Precinct 1, Honorable Darrell Apffel

Department: County Court Administration

**Agenda Item
Caption** Request transfer from General Fund - Budgeted Reserves to County Court Admin - Administrative Supplies to fund the replacement of printer toner.

Amount \$1,300.00

Notes

**Amount From
General Fund
Budgeted
Reserves** \$1,300.00

**Division
Number:** 122900

**Department
Head Name:** Monica Gracia

**Department
Head Email:** monica.gracia@co.galveston.tx.us

Submitted By: Lee Clemmer

**Contact
Extension
Number:** 5323

**Contact Email
Address:** Lee Clemmer

**Associated
Forms** Not Applicable

**Budget
Amendment
Justification:** Funding to buy and replace printer toner within County Court Admin office

Key Org (From): 1101920180

Object Code
From (Line Item): 5930000

Amount (From): \$1,300.00

Add an
additional Key ☐
Org (From):

(2) Key Org
(From):

(2) Object Code
From (Line Item):

(2) Amount
(From):

(3) Add an
additional Key ☐
Org (From):

(3) Key Org
(From):

(3) Object Code
(Line Item):

(3) Amount
(From):

(4) Add an
additional Key ☐
Org (From):

(4) Key Org
(From):

(4) Object Code
(Line Item):

(4) Amount
(From):

Key Org (To): 1101122900

Object Code
(Line Item): 5310000

Amount (To): \$1,300.00

Add an
additional Key ☐

Org (To):

(2) Key Org
(To):

(2) Object Code
To (Line Item):

(2) Amount (To):

(3) Add an
additional Key
Org (To):

(3) Key Org
(To):

(3) Object Code
To (Line Item):

(3) Amount (To):

(4) Add an
additional Key
Org (To):

(4) Key Org
(To):

(4) Object Code
To (Line Item):

(4) Amount (To):

(5) Key Org (To)

(5) Object Code
To (Line Item):

(5) Amount To:

Total (From) \$1,300.00

Total (To) \$1,300.00