

**COUNTY OF GALVESTON
REQUEST FOR BUDGET AMENDMENT/TRANSFER**

Department: <u>County Tax Assessor Collector</u>	25-24-1112-A
Date Submitted: <u>11/5/2024</u>	(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 within Tax Assessor Collector Admin - Other Contract Services to Software Licensing and Maintenance to fund approved Software Licensing for FY25.

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	151500 - Tax Assessor Collector Admin	5481000 - Other Contract Services	3,640.00	
TOTAL - Transfer From			3,640.00	

TRANSFER TO				Auditor Use Only Account Balance Sufficient (Y/N)
Fund	Department	Line Item	Amount	
1101 - General Fund	151500 - Tax Assessor Collector Admin	5419301 - Software Licensing and Maint	3,640.00	
TOTAL - Transfer To			3,640.00	

ADDITIONAL COMMENTS:


 Budget Office Authorization Date: 11/5/2024

AUDITOR'S REVIEW

This budget amendment has been reviewed for validity of accounts and sufficiency of account balances used for budget transfer.
 Reviewed by: Madeline Walker CPA Date: 11/5/2024
 Auditor's Remarks:

COMMISSIONERS COURT APPROVAL

Date Submitted: _____ Date Approved: 11/12/2024

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

Run: 11/04/2024

Ledger: GL
Fiscal Year: 2025 11 November

Budget: OB

Ke	Title	Director
1101151500	Tax Assessor Collector Admin	Tax Assessor Collector

Object Description	Budget	Actual	Encumbrance	Balance
5481000 Other Contract Services	45,500.00	3,640.00	2,988.00	38,872.00
Total Revenue	0.00	0.00	0.00	0.00
Total Expense	45,500.00	3,640.00	2,988.00	38,872.00
Net Total (Revenue - Expense)	(45,500.00)	(3,640.00)	(2,988.00)	38,872.00

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

Run: 11/04/2024

Ledger: GL
Fiscal Year: 2025 11 November

Budget: OB

Ke	Title	Director
1101151500	Tax Assessor Collector Admin	Tax Assessor Collector

Object Description	Budget	Actual	Encumbrance	Balance
Grand Total Revenue	0.00	0.00	0.00	0.00
Grand Total Expense	45,500.00	3,640.00	2,988.00	38,872.00
Grand Totals (Revenue - Expense)	(45,500.00)	(3,640.00)	(2,988.00)	38,872.00

FY25 Budget Amendment Request

Row 40

Commissioners' Court Status

Fiscal Year 2025

**Budget
Amendment
Number** 25-24-1112-A

Sponsor: Commissioner Precinct 2, Honorable Joe Giusti

Department: Galveston County Tax Office

**Agenda Item
Caption** Request transfer from within Tax Assessor Collector Admin - Other
Contract Services to Software Licensing and Maintenance to fund
approved Software Licensing for FY25.

Amount \$3,640.00

Notes

**Amount From
General Fund
Budgeted
Reserves**

**Division
Number:** 151500

**Department
Head Name:** Cheryl E Johnson

**Department
Head Email:** Cheryl.e.johnson@co.galveston.tx.us

Submitted By: Kathleen Moreno

**Contact
Extension
Number:** 2474

**Contact Email
Address:** kathleen.moreno@co.galveston.tx.us

**Associated
Forms** CAR (Contract Approval Request)

**Budget
Amendment
Justification:** need to add object code 5419301 and transfer money from 5481000

Key Org (From): 1,101,151,500.00

**Object Code
From (Line
Item):** 5481000

Amount (From): \$3,640.00

**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): 1,101,151,500.00

**Object Code
(Line Item):** 5419301

Amount (To): \$3,640.00

**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) \$3,640.00

Total (To) \$3,640.00