COUNTY OF GALVESTON
REQUEST FOR BUDGET AMENDMENT/TRANSFER

Department:	**Facilities Services**	25-77-0203-A
Date Submitted:	**1/28/2025**	(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 Facilities Services - In-House Meetings & Food to fund the creation of in-house meetings and food account.

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**	**1,200.00**	
TOTAL - Transfer From			1,200.00	

TRANSFER TO				Auditor Use Only Account Balance Sufficient (Y/N)
Fund	Department	Line Item	Amount	
1101 - General Fund	**170100 - Facilities Services & Main.**	**5499231 - In-House Meetings & Food**	**1,200.00**	
TOTAL - Transfer To			1,200.00	

ADDITIONAL COMMENTS:

Donated by County Commissioners Court

Diana Huallpa   1/27/2025

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:_____

Ledger: GL

Fiscal Year: 2025   1   January

Budget: OB

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

Ledger: GL

Fiscal Year: 2025   1   January

Budget: OB

Ke	Title	Director
1101920180	**Fund Balance Reserves**	**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 118

Commissioners' Court Status	
Fiscal Year	2025
Budget Amendment Number	25-77-0203-A
Sponsor:	Commissioner Precinct 2, Honorable Joe Giusti
Department:	Facilities
Agenda Item Caption	Request transfer from General Fund - Budgeted Reserves to Facilities Services - In-House Meetings & Food to fund the creation of in-house meetings and food account.
Amount	$1,200.00
Notes	
Amount From General Fund Budgeted Reserves	$1,200.00
Division Number:	170100
Department Head Name:	Augustus Anderson
Department Head Email:	Augustus.Anderson@galvestoncountytx.gov
Submitted By:	Jokavell Posada
Contact Extension Number:	2629
Contact Email Address:	jokavell.posada@galvestoncountytx.gov
Associated Forms	Not Applicable
Budget Amendment Justification:	adding of a new account code for meeting/training refreshments. new objected needs to be created.

Key Org (From):	1101920180
Object Code From (Line Item):	5930000
Amount (From):	$1,200.00
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):	1101170100
Object Code (Line Item):	5499231
Amount (To):	$1,200.00
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)	$1,200.00
Total (To)	$1,200.00