



View Budget Amendment: Budget  
Amendment: FY2026 - YE September - Annual  
Budget Detail on 10/13/2025 : BAT-0000307

02:01 PM  
10/03/2025  
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**Company** The County of Galveston  
**Plan Template** Annual Budget Detail : FY26 Amended Budget  
**Plan** FY26 Amended Budget  
**Organizing Dimension Type**  
**Amendment ID** BAT-0000307  
**Amendment Date** 10/13/2025  
**Description** 26-09-1013-D; Request transfer within F.M. Lateral Road from Office and Administrative Supplies to General Operating Supplies to fund expenses in the appropriate ledger account.  
**Amendment Type** Budget Transfer  
**Balanced Amendment** Yes  
**Entry Type** Amended  
**Status** In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2026 - YE September Annual (FY26 Amended Budget)	5311000:Office and Administration Supplies	312120 F.M. Lateral Road	2301 Road and Bridge Fund		Operating Supplies			\$0.00	\$115,000.00	26-09-1013-D; Request transfer within F.M. Lateral Road from Office and Administrative Supplies to General Operating Supplies to fund expenses in the appropriate ledger account.	
FY2026 - YE September Annual (FY26 Amended Budget)	5311100:General Operating Supplies	312120 F.M. Lateral Road	2301 Road and Bridge Fund		Operating Supplies			\$115,000.00	\$0.00	26-09-1013-D; Request transfer within F.M. Lateral Road from Office and Administrative Supplies to General Operating Supplies to fund expenses in the appropriate ledger account.	

312120 - Budget Correction.pdf

**File Name** 312120 - Budget Correction.pdf  
**Content Type** application/pdf  
**Updated By** Lee Clemmer  
**Upload Date** 10/02/2025 04:27:07 PM  
**Comment**



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Process History

Process	Step	Status	Completed On	Due Date		All Persons	Comment
					Person (Up to 5)		
Budget Amendment Event	Budget Amendment Event	Submitted	10/02/2025 04:27:07 PM	10/03/2025	Lee Clemmer	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	10/03/2025 07:54:30 AM	10/04/2025	Tiffany Wallace on behalf of Zachary Smith (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	10/03/2025 09:27:02 AM		Joselinne Piedras-Sarabia (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		10/03/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	10/03/2025 10:53:14 AM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	10/03/2025 01:59:19 PM	10/05/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		10/05/2025	Christie Motogbe (Finance Executive)	2	
					Sergio Cruz (Finance Executive)		

## Clemmer, Lee

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**From:** Gomez, Rodolfo  
**Sent:** Thursday, October 2, 2025 4:09 PM  
**To:** Clemmer, Lee  
**Subject:** Fw: FY26 PO's



County of  
Galveston

*Rodolfo Gomez*

Finance Manager  
Department of Professional Services

☎ (409) 770-5363

✉ [rodolfo.gomez@galvestoncountytexas.gov](mailto:rodolfo.gomez@galvestoncountytexas.gov)

📍 722 Moody Avenue, Galveston, Texas 77550

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**From:** Swift, Lauren <[Lauren.Swift@galvestoncountytexas.gov](mailto:Lauren.Swift@galvestoncountytexas.gov)>  
**Sent:** Thursday, October 2, 2025 2:01 PM  
**To:** Huallpa, Diana <[Diana.Huallpa@galvestoncountytexas.gov](mailto:Diana.Huallpa@galvestoncountytexas.gov)>; Monterrubio, Christian <[Christian.Monterrubio@galvestoncountytexas.gov](mailto:Christian.Monterrubio@galvestoncountytexas.gov)>; Gomez, Rodolfo <[Rodolfo.Gomez@galvestoncountytexas.gov](mailto:Rodolfo.Gomez@galvestoncountytexas.gov)>  
**Cc:** Wallace, Tiffany <[Tiffany.Wallace@co.galveston.tx.us](mailto:Tiffany.Wallace@co.galveston.tx.us)>; Jones, Mendy <[Mendy.Jones@co.galveston.tx.us](mailto:Mendy.Jones@co.galveston.tx.us)>; Motogbe, Christie J <[ChristieJ.Motogbe@galvestoncountytexas.gov](mailto:ChristieJ.Motogbe@galvestoncountytexas.gov)>  
**Subject:** FW: FY26 PO's

Good afternoon,

Please see email below. It sounds like their FY26 budget for Operating Supplies in 2301-312120 was inadvertently set up under the wrong ledger account. It should be set up under 5311100: General Operating Supplies, rather than 5311000: Office and Administrative Supplies. Is this something you can easily correct?

Thanks,  
Lauren



*Lauren Swift*

Manager - General Accounting  
County Auditor's Office

☎ 409-770-5366

✉ [Lauren.Swift@galvestoncountytexas.gov](mailto:Lauren.Swift@galvestoncountytexas.gov)

📍 722 Moody Ave, 4th Floor, Galveston, TX 77550

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**From:** Wallace, Tiffany <Tiffany.Wallace@co.galveston.tx.us>  
**Sent:** Thursday, October 2, 2025 1:39 PM  
**To:** Swift, Lauren <Lauren.Swift@galvestoncountytx.gov>; Motogbe, Christie J <ChristieJ.Motogbe@galvestoncountytx.gov>  
**Cc:** Jones, Mendy <Mendy.Jones@co.galveston.tx.us>  
**Subject:** FY26 PO's

*Good afternoon,*

*We have been opening up BPOs since yesterday. I noticed that when I checked the FM Lateral Roads Manager Budgetary Balance Report, I saw that the BPOs Mendy opened under the operating supplies are coming out of the wrong Spend Category. I will attach a screenshot to show you. I checked all my other operating supplies from other object codes, and they are all correct. Not sure why this happened. Can you please look into this.*

5310000:Administrative Supplies	6
5311000:Office and Administration Supplies	11
5311100:General Operating Supplies	
5312000:Clothing and Personal Supplies	2

*We even went to a REQ that is still pending a PO and tried to change the spend category on it, but the (Office and Administrative Supplies) Spend category did not even pop up for us.*

Thanks,

Tiffany Wallace

Finance & Administration Manager

5115 Hwy 3 Dickinson, TX 77539

281-309-5025

[Tiffany.wallace@co.galveston.tx.us](mailto:Tiffany.wallace@co.galveston.tx.us)

