



View Budget Amendment: Budget  
Amendment: FY2025 - Annual Budget Detail  
on 07/21/2025 : BAT-0000192

11:32 AM  
07/15/2025  
Page 1 of 2

**Company** The County of Galveston  
**Plan Template** Annual Budget Detail : FY25 Amended Budget  
**Plan** FY25 Amended Budget  
**Organizing Dimension Type**  
**Amendment ID** BAT-0000192  
**Amendment Date** 07/21/2025  
**Description** Judge Mark Henry/ After reviewing our current inventory and projected needs, it has become clear that our existing budget request will not be sufficient to maintain the level of quality and efficiency required to meet the public's needs. We still need to order paper to print documents and folders for our cases. I just placed an order but we will already be over budget.  
**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
FY2025 Annual (FY25 Amended Budget)	5310000:Administrative Supplies	123401 Justice Court Precint #4	1101 General Fund		Administrative Supplies			\$1,000.00	\$0.00	Request to transfer from travel to supplies	
FY2025 Annual (FY25 Amended Budget)	5496000:Travel and Transportation	123401 Justice Court Precint #4	1101 General Fund		Travel and Conference			\$0.00	\$1,000.00	Request to transfer from travel & conf. to supplies	

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Submitted	07/11/2025 04:18:13 PM	07/12/2025	Diana Gallardo	1	
Budget Amendment Event	Approval by Cost Center Manager	Automatic Approval	07/11/2025 04:18:13 PM	07/13/2025	Diana Gallardo (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Sent Back	07/11/2025 04:23:40 PM		Joselinne Piedras-Sarabia (Budget Specialist)	1	Send Back Reason from Joselinne Piedras-Sarabia: Good afternoon! Please provide a detailed justification in the Description.
Budget Amendment Event	Budget Amendment Event	Submitted	07/14/2025 03:33:19 PM	07/12/2025	Diana Gallardo	1	
Budget Amendment Event	Approval by Cost Center Manager	Automatic Approval	07/14/2025 03:33:19 PM	07/16/2025	Diana Gallardo (Cost Center Manager)	1	





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Page 2 of 2

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Budget Specialist	Approved	07/14/2025 03:34:00 PM		Joselinne Piedras-Sarabia (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		07/12/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Sent Back	07/14/2025 05:01:25 PM		Lauren Swift (Accounting Operations Lead)	1	Send Back Reason from Lauren Swift: Please fill in the relevant spend categories for each line item. Thanks!
Budget Amendment Event	Budget Amendment Event	Submitted	07/15/2025 09:01:42 AM	07/12/2025	Diana Gallardo	1	
Budget Amendment Event	Approval by Cost Center Manager	Automatic Approval	07/15/2025 09:01:42 AM	07/17/2025	Diana Gallardo (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	07/15/2025 09:03:27 AM		Joselinne Piedras-Sarabia (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		07/12/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	07/15/2025 09:51:46 AM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	07/15/2025 11:04:22 AM	07/17/2025	Diana Hualpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		07/17/2025	Sergio Cruz (Finance Executive)	1	