

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

<b>Department:</b>	County Clerk	25-16-1014-H
<b>Date Submitted:</b>	10/8/2024	(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 Clerk - Various Benefits for the funding of one new position.

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	66,163.00	
<b>TOTAL - Transfer From</b>			<b>66,163.00</b>	
TRANSFER TO				Auditor Use Only Account Balance Sufficient (Y/N)
Fund	Department	Line Item	Amount	
1101 - General Fund	114000- County Clerk	(Various Benefits)	66,163.00	
<b>TOTAL - Transfer To</b>			<b>66,163.00</b>	

**ADDITIONAL COMMENTS:**

  
 Budget Office Authorization 10/8/2024  
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: 10/14/2024

Department Name:	Fund Cost Center:
County Clerk	1101114000

Position Title	PSN	Current Salary	New Salary	Change in Salary	Comment
Accountant I (G-114)	TBD	-	48,153	48,153	New Position
		\$ -	\$ 48,153	\$ 48,153	

Start Date	10/1/2024
End of Fiscal Year	9/30/2024
Net Work Days	95

Object Code Name	Object Code Account	FY25 Prorated Amounts
Change in Salary	5100000	46,672
County Paid Health Ins Premium	5151000	9,247
Medicare FICA Payments	5152102	678
TCDRS	5153000	5,560
Worker's Compensation	5156000	291
Alternate Plan	5154000	3,663
Unemployment	5155000	52
FY 2025 Fiscal Impact		\$ 66,163

<b>FY 2025 Fiscal Impact</b>
<b>68,260</b>

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

Run: 10/07/2024

Ledger: GL  
 Fiscal Year: 2025 10 October

Budget: OB

<b>Ke</b>	<b>Title</b>	<b>Director</b>
1101920180	Fund Balance Reserves	Dir of Fin/Admin/Budget Office

Object	Description	Budget	Actual	Encumbrance	Balance
5930000	Budgeted Reserves	27,228,048.35	0.00	0.00	27,228,048.35
	<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Expense</b>	<b>27,228,048.35</b>	<b>0.00</b>	<b>0.00</b>	<b>27,228,048.35</b>
	<b>Net Total (Revenue - Expense)</b>	<b>(27,228,048.35)</b>	<b>0.00</b>	<b>0.00</b>	<b>27,228,048.35</b>

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

Run: 10/07/2024

Ledger: GL  
 Fiscal Year: 2025 10 October

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	27,228,048.35	0.00	0.00	27,228,048.35
	Grand Totals (Revenue - Expense)	(27,228,048.35)	0.00	0.00	27,228,048.35

# FY25 Budget Amendment Request

Row 16

**Commissioners'  
Court Status**

**Fiscal Year** 2025

**Budget  
Amendment  
Number** 25-16-1014-H

**Sponsor:** Commissioner Precinct 4, Honorable Robin Armstrong

**Department:** County Clerk

**Agenda Item  
Caption** Request transfer from General Fund - Budgeted Reserves to County Clerk - Various Benefits for the funding of one new position.

**Amount** \$66,163.00

**Notes**

**Amount From  
General Fund  
Budgeted  
Reserves** \$66,163.00

**Division  
Number:** 114000

**Department  
Head Name:** Dwight D. Sullivan

**Department  
Head Email:** dwight.sullivan@co.galveston.tx.us

**Submitted By:** Mae Ross

**Contact  
Extension  
Number:** 2210

**Contact Email  
Address:** dwight.sullivan@co.galveston.tx.us

**Associated  
Forms** Not Applicable

**Budget  
Amendment  
Justification:** Restoring an Accountant position to assist with daily workload.

**Key Org (From):** 1101920180

**Object Code  
From (Line  
Item):** 5930000

**Amount (From):** \$66,163.00

**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):** 1101114000

**Object Code  
(Line Item):** Various Benefits

**Amount (To):** \$66,163.00

**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)      \$66,163.00**

**Total (To)         \$66,163.00**