



Galveston County Request for Early Release of Check

Why do you need
the early release?

Required to meet State filing deadline for the FY2025 Texas Juvenile Justice Department
audit.

Early Release Date
Needed

02/26/2026

Check Amount \$ 38,130.18

Vendor Name

Texas Juvenile Justice Department

Requested by
(Employee)

Kenna Pruitt
(print name)

5575
(Ext.)

Kenna Pruitt
(signed)

Approved by
(Department
Head)

Sergio Cruz
(print name)

5398
(Ext.)

[Signature]
(signed)

Department Name Auditor's Office

Disposition Mail Pickup

Approved by
County Auditor

[Signature]
(signed)

02/26/2026
(date)

Approved by
County Judge

[Signature]
(signed)

02/26/2026
(date)

**** It is mandatory that you HAND DELIVER the request to the County Auditor for approval, then HAND DELIVER the request to the County Judge for approval to process the request. The form must have all original signatures; all blanks must be completed before request will be processed. You will also need backup documentation when making the request. (i.e., purchase order or affidavit, invoice copy, receipts, etc.) Please return the signed request to the Auditor's Office after approval by the County Judge. The release of funds will be from the County Clerk's Office - Treasury Division.**

Check No: AP00485574

Check Date: 02/26/2026

Release Date: 02/26/2026



JUVENILE JUSTICE DEPARTMENT

COUNTY OF GALVESTON

(PROBATION and DETENTION SERVICES)

6101 ATTWATER AVENUE, TEXAS CITY, TX 77590

(409) 770-5900

January 7, 2026

Texas Juvenile Justice Department
Attn: State Aid & Targeted Grants Contract Administrator
PO Box 12757
Austin, TX 78711

RE: FY2025 Unexpended Balances Refund

Dear Caitlyn and Kristin,

Attached you will find enclosed the refund check made payable to TJJD for the unexpended balance from some of our FY2025 Grants. Below are the details that entails the amount enclosed:

- DSA-Community Projects - \$15,630 in unexpended funds.
- RDA Grant - \$.18 over reimbursement for 24-DO380.
- Overage of \$22,500 that was received in our November 2024 Grant Payment.

Total refund: \$38,130.18

We extend our greatest appreciation to TJJD for its continued support and for the funding you have made available to provide to our department. It remains invaluable and plays a vital role in our ability to serve our juveniles effectively.

A handwritten signature in black ink, appearing to read "Glen Watson".

Glen Watson,
Chief Probation Officer

A handwritten signature in black ink, appearing to read "Betsaida Lopez".

Betsaida Lopez,
Financial Analyst



Find Payments - County Auditor Voucher
Warrants Report

03:59 PM
02/26/2026
Page 1 of 1

Settlement Run Number: SR-0000329

Payment Amount Equal To: 0

Payment Amount Greater Than: 0

Payment Amount Less Than: 0

Is Intercompany: No

Is Direct Intercompany: No

Payment Category	Payee / Payor	Transaction Date	Payment Type	Settlement Run	Transaction Reference	Payment Amount
Customer Refund	TEXAS JUVENILE JUSTICE DEPARTMENT (S)	02/26/2026	Check	SR-0000329	485574	38,130.18
						38,130.18

GALVESTON COUNTY, TEXAS

List of County Auditor's Approved Claims for Voucher Warrants Dated 02/26/2026

Approved Order to pay by Commissioners Court this day March 16, 2026.


Sergio Cruz, County Auditor


Mark Henry, Galveston County Judge

Appeared by videoconference

Darrell A. Appfel, Galveston County Commissioner, Pct 1


Joe Giusti, Galveston County Commissioner, Pct 2


Hank Dugie, Galveston County Commissioner, Pct 3

ATTEST:

Dwight D. Sullivan, County Clerk


Robin Armstrong, MD, Galveston County Commissioner, Pct 4

By  Deputy
Melissa A. Childs

