Commissioners Court Meeting
Meeting Date: 10/14/2025
Fund 1001 / Repairs & Maintenance Equipment -Uniforms
Submitted for: Angelita Cruz **Submitted By:** Angelita Cruz
Department: Constable Precinct 4

Resubmitted
Agenda 9/19
All in one!

Subject:
Discussion and possible action to ratify and approve, by Order, the following budget amendment (line item transfer) within general fund. **[Requested by Rolando San Miguel, Constable Pct. 4]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3170-001-443000-035	Repairs & Maintenance Equipment	$8,000.00	$2,178.72	$2,178.72	0
To:	1001-3170-001-456305	Uniforms	$15,000.00	$2,178.72	$67.84	$2,246.56

Background:
N/A

Previous Court Action:
N/A

Fiscal Impact

Budget Account Number: N/A
Funding Source: N/A
Balance: N/A
Financial Impact:
N/A

Attachments

BA

WEBB COUNTY BUDGET OFFICE

REQUEST FOR MINISTERIAL / EMERGENCY BUDGET AMENDMENT

INSTRUCTIONS:

ALL budget appropriation transfer requests require Budget Office approval before being presented to court for ratification. Please submit the signed form to the Budget Office for review along with copy or backup to support this request for our review. The Budget Office will send the approved form to the department via email. Agenda items must be submitted by the department requesting ministerial budget amendment.

Requesting Department: Constable Pct. 4 **Date of Request:** 08/26/2025

Request Type (check one):

☑ Departmental Budget Amendment ☑ Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-3170-001-443000-035	Repairs & Maintenance - Equipment	$2,178.72
	TOTAL	$2,178.72

Transfer To:

Account Number	Account Name	Amount
1001-3170-001-456305	Uniforms	$2,178.72
	TOTAL	$2,178.72

Justification for Request: To cover cost of uniforms.

Approved by Department Signing Authority:

Chief Christopher Baker
Print Name/Title

Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: ____________ **Agenda Item:** ____________

Date Entered by Budget Office: ____________ **Initials:** ____________

BA#: ____________

August 2020

To: Elizabeth M. Perez <emperez@webbcountytx.gov>
Cc: Erik A. Garza <eagarza@webbcountytx.gov>
Subject: MBA /Fund 101 / Con. Pct. 4

Good Afternoon Betty,

We are requesting a ministerial budget amendment from the following accounts:

	Acct. Number	Acct. Name	Amount
From:	1001-3170-001-443000-035	Repairs & Maintenance Equipment	$2,178.72
To:	1001-3170-001-456305	Uniforms	$2,178.72

Thank you,

Angie Cruz
Webb County
Constable Pct.4
PH # 523-5100
Fax# 718-8694

Resubmitted
Agenda 9/19
All in one!

Commissioners Court Meeting
Meeting Date: 10/14/2025
Fund 1001 / Repairs & Maintenance Vehicles - Uniforms
Submitted for: Angelita Cruz **Submitted By:** Angelita Cruz
Department: Constable Precinct 4

Subject:
Discussion and possible action to ratify and approve, by Order, the following budget amendment (line item transfer) within general fund. **[Requested by Rolando San Miguel, Constable Pct. 4]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3170-001-443000-075	Repairs & Maintenance - Vehicles	$25,000.00	$616.91	$616.91	0
To:	1001-3170-001-456305	Uniforms	$15,000.00	$616.91	$650.56	$1,267.47

Background:
N/A

Previous Court Action:
N/A

Fiscal Impact

Budget Account Number: N/A
Funding Source: N/A
Balance: N/A
Financial Impact:
N/A

Attachments

BA

WEBB COUNTY BUDGET OFFICE

REQUEST FOR MINISTERIAL / EMERGENCY BUDGET AMENDMENT

INSTRUCTIONS:

ALL budget appropriation transfer requests require Budget Office approval before being presented to court for ratification. Please submit the signed form to the Budget Office for review along with copy or backup to support this request for our review. The Budget Office will send the approved form to the department via email. Agenda items must be submitted by the department requesting ministerial budget amendment.

Requesting Department: Con. Pct. 4 **Date of Request:** 09/03/2025

Request Type (check one):

☐ Departmental Budget Amendment

☑ Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-3170-001-443000-075	Repairs & Maintenance-Vehicles	$616.91
	TOTAL	$616.91

Transfer To:

Account Number	Account Name	Amount
1001-3170-001-456305	Uniforms	$616.91
	TOTAL	$616.91

Justification for Request:

Funds will be used to cover uniform expense.

Approved by Department Signing Authority:

Chief Christopher Baker

Print Name/Title

Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: ____________

Date Entered by Budget Office: ____________

BA#: ____________

Agenda Item : ____________

Initials: ____________

August 2020

Angelita F. Cruz

From: Angelita F. Cruz
Sent: Wednesday, September 3, 2025 2:33 PM
To: Elizabeth M. Perez
Cc: Erik A. Garza; Marcos Valadez
Subject: MBA / Con. Pct. 4
Attachments: DOC090325.pdf

Good Afternoon Betty,

We are requesting a ministerial budget amendment from the following accounts:

	Acct. Number	Acct. Name	Amount
From:	1001-3170-001-443000-075	Repairs & Maintenance - Vehicles	$616.91
To:	1001-3170-001-456305	Uniforms	$616.91

Thank you,

Angie Cruz
Webb County
Constable Pct.4
PH # 523-5100
Fax# 718-8694

Resubmitted
Agenda 9/19
All in one!

Commissioners Court Meeting
Meeting Date: 10/14/2025
Fund 1001 /Fuel & Lubricant - Repairs & Maintenance Vehicles
Submitted for: Angelita Cruz **Submitted By:** Angelita Cruz
Department: Constable Precinct 4

Subject:
Discussion and possible action to ratify and approve, by Order, the following budget amendment (line item transfer) within general fund. **[Requested by Rolando San Miguel, Constable Pct. 4]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3170-001-462605	Fuel & Lubricants	$50,000.00	$200.00	$21,499.21	$21,299.21
To:	1001-3170-001-443000-075	Repairs & Maintenance Vehicles	~~-$39.15~~ $25,000	$200.00	-$39.15	$160.85

Background:
N/A

Previous Court Action:
N/A

Fiscal Impact

Budget Account Number: N/A
Funding Source: N/A
Balance: N/A
Financial Impact:
N/A

Attachments

BA

WEBB COUNTY BUDGET OFFICE

REQUEST FOR MINISTERIAL / EMERGENCY BUDGET AMENDMENT

INSTRUCTIONS:

ALL budget appropriation transfer requests require Budget Office approval before being presented to court for ratification. Please submit the signed form to the Budget Office for review along with copy or backup to support this request for our review. The Budget Office will send the approved form to the department via email. Agenda items must be submitted by the department requesting ministerial budget amendment.

Requesting Department: Constable Pct. 4 **Date of Request:** 09/16/2025

Request Type (check one):

☐ Departmental Budget Amendment ☑ Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-3170-001-462605	Fuel & Lubricants	$200.00
	TOTAL	$200.00

Transfer To:

Account Number	Account Name	Amount
1001-3170-001-443000-075	Repairs & Maintenance Vehicles	$200.00
	TOTAL	$200.00

Justification for Request:

To cover repairs....

Approved by Department Signing Authority:

Chief Christopher Baker

Print Name/Title

Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: __________

Date Entered by Budget Office: __________

BA#: __________

Agenda Item : __________

Initials: __________

August 2020

Angelita F. Cruz

From:	Angelita F. Cruz
Sent:	Tuesday, September 16, 2025 3:45 PM
To:	Erik A. Garza
Subject:	FW: Ministerial Budget Amendment
Attachments:	DOC091625.pdf

Please see attached BA form...

From: Angelita F. Cruz
Sent: Tuesday, September 16, 2025 3:34 PM
To: Elizabeth M. Perez <emperez@webbcountytx.gov>
Cc: Erik A. Garza <eagarza@webbcountytx.gov>
Subject: Ministerial Budget Amendment

Good Afternoon Betty,

We are requesting a ministerial budget amendment from the following accounts:

	Acct. Number	Acct. Name	Amount
From:	1001-3170-001-462605	Fuel & Lubricants	$200.00
To:	1001-3170-001-443000-075	Repairs & Maintenance - Vehicles	$200.00

Thank you,

Angie Cruz
Webb County
Constable Pct.4
PH # 523-5100
Fax# 718-8694

Resubmitted
Agenda 9/19
All in one!

Commissioners Court Meeting
Meeting Date: 10/14/2025
Fund 1001 / Due & Memberships - Equipment Rental- Ect. to Materials & Supplies
Submitted for: Angelita Cruz **Submitted By:** Angelita Cruz
Department: Constable Precinct 4

Subject:
Discussion and possible action to ratify and approve, by Order, the following budget amendment (line item transfer) within general fund. **[Requested by Rolando San Miguel, Constable Pct. 4]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3170-001-464010	Dues & Memberships	$500.00	$10.00	$10.00	0
	1001-3170-001-444500	Equipment Rental	$500.00	$100.00	$200.00	$100.00
	1001-3170-001-456205	Training & Education	$10,000.00	$191.45	$191.45	0
	1001-3170-001-460105	Minor Tools & Apparatus	$500.00	$35.25	$35.25	0
	1001-3170-001-458000	Administrative Travel	$3,500.00	$62.00	$62.00	0
To:	1001-3170-001-461000	Materials & Supplies	$7,500.00	$398.70	$278.52	$677.22

Background:
N/A

Previous Court Action:
N/A

Fiscal Impact

Budget Account Number: N/A
Funding Source: N/A
Balance: N/A
Financial Impact:
N/A

Attachments

BA

WEBB COUNTY BUDGET OFFICE

REQUEST FOR MINISTERIAL / EMERGENCY BUDGET AMENDMENT

INSTRUCTIONS:

ALL budget appropriation transfer requests require Budget Office approval before being presented to court for ratification. Please submit the signed form to the Budget Office for review along with copy or backup to support this request for our review. The Budget Office will send the approved form to the department via email. Agenda items must be submitted by the department requesting ministerial budget amendment.

Requesting Department: Constable Pct. 4 **Date of Request:** 08/26/2025

Request Type (check one):

- [x] Departmental Budget Amendment
- [x] Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-3170-001-464010	Dues & Memberships	$10.00
1001-3170-001-444500	Equipment Rental	~~$200.00~~ 100.00
1001-3170-001-456205	Training & Education	$191.45
1001-3170-001-460105	Minor Tools & Apparatus	$35.25
1001-3170-001-458000	Administrative Travel	$62.00
	TOTAL	~~$498.70~~ 398.70

Transfer To:

Account Number	Account Name	Amount
1001-3170-001-461000	Materials & Supplies	$498.70
	TOTAL	~~$498.70~~ 398.70

Justification for Request:
To cover Materials & Supplies

Approved by Department Signing Authority:

Chief Christopher Baker
Print Name/Title

Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: ____________ **Agenda Item:** ____________

Date Entered by Budget Office: ____________ **Initials:** ____________

BA#: ____________

August 2020

From: Angelita F. Cruz
Sent: Tuesday, September 2, 2025 9:58 AM
To: Marcos Valadez <mvaladez@webbcountytx.gov>
Subject: FW: MBA/ Con. Pct. 4

From: Angelita F. Cruz
Sent: Thursday, August 28, 2025 10:49 AM
To: Erik A. Garza <eagarza@webbcountytx.gov>
Subject: FW: MBA/ Con. Pct. 4

Good Afternoon Eric,

Please make correction for the following accounts:

	Acct. Number	Acct. Name	Amount
From:	1001-3170-001-464010	Dues & Memberships	$10.00
	1001-3170-001-444500	Equipment Rental	$100.00
	1001-3170-001-456205	Training & Education	$191.45
	1001-3170-001-460105	Minor Tools & Apparatus	$35.25
	1001-3170-001-458000	Administrative Travel	$62.00
To:	1001-3170-001-461000	Materials & Supplies	$398.70

Also, please see corrected amount for Materials & Supplies total and equipment rental.....

This will cover cost for materials & supplies.
Sorry for the inconvenience....

From: Angelita F. Cruz
Sent: Wednesday, August 27, 2025 10:05 AM
To: Marcos Valadez <mvaladez@webbcountytx.gov>
Subject: RE: MBA/ Con. Pct. 4

Thank you 😊

From: Marcos Valadez <mvaladez@webbcountytx.gov>
Sent: Wednesday, August 27, 2025 9:43 AM
To: Angelita F. Cruz <afcruz@webbcountytx.gov>
Cc: Elizabeth M. Perez <emperez@webbcountytx.gov>
Subject: RE: MBA/ Con. Pct. 4

Good morning, the BA has been validated and approved at our level with corrected amounts, as you requested.
Journal - 2025-00047808

From: Angelita F. Cruz <afcruz@webbcountytx.gov>
Sent: Wednesday, August 27, 2025 9:26 AM
To: Marcos Valadez <mvaladez@webbcountytx.gov>