

**COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2018

Dept: Road

DATE OF REQUEST : 10/15/18

FROM:

ACCOUNT NUMBER

DESCRIPTION:

AMOUNT:

075-075-5619

Capital Equipment

\$5,600

ACCOUNT NUMBER

DESCRIPTION:

AMOUNT:

075-075-5840

License Renewals

\$600

075-076-5615

Property Improvements

\$5,000

Justification for request:

Transfer funds to cover remaining 2018 expenditures

Signed:

Department Head

Signed:

Jessie Rahe, Comal County Auditor

(Certification of availability of funds in appropriate line items)

NOTE:

IF THE REQUEST IS FOR ACTION OTHER THAN A LINE ITEM TRANSFER WITHIN THE REQUESTING DEPARTMENT'S BUDGET, THE DEPARTMENT HEAD SHALL SIGN THE CERTIFICATION BELOW:

I HAVE THOROUGHLY REVIEWED THE BALANCES IN THE VARIOUS LINE ITEMS IN THE DEPARTMENT BUDGET, COMPARED THESE WITH THE PROJECTED NEEDS FOR THE REMAINDER OF THE BUDGET YEAR, AND DO HEREBY CERTIFY THAT NO FUNDS ARE AVAILABLE WITHIN THE DEPARTMENT BUDGET TO MEET THE NEEDS AS DESCRIBED ABOVE.

Signed:

Department Head