COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2016 Dept: Building Maintenance DATE OF REQUEST : 09/12/16

FROM:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.016.5515	Pest Control Services	(4,000.00)
		(4,000.00)

TO:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.016.5521	Lighting Expense	4,000.00
		4,000.00

Justification for request:

Line item transfer to increase lighting budget for installation of courthouse Christmas lights for 2016.

Signed:

Department Head

MICHAEL BARSER

Signed:

David Renken, 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

DRAFT