

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
ACCOUNT					LINE DESCRIPTION					
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2024	03	296	12/22/2023	BA#20	109-001	BUA	BA#20			
1	10900120	520100		JP2	JUSTICE COURT TECHNOLOGY	SUPPLIES/OTH OPER EXP	7,500.00			
	109	-001-520100-20-000-				add funds to communications	12/22/2023	-450.00	7,050.00	
2	10900120	540100		JP2	JUSTICE COURT TECHNOLOGY	COMMUNICATIONS - MONTHLY	.00			
	109	-001-540100-20-000-				add funds to communications	12/22/2023	450.00	450.00	
** JOURNAL TOTAL								0.00		

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CLERK: RScott

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2024	3	296												
BUA	10900120-520100				12/22/2023	BA#20	BA#20	109-001		SUPPLIES/OTH OPER EXP add funds to communications	T	5		450.00
BUA	10900120-540100				12/22/2023	BA#20	BA#20	109-001		COMMUNICATIONS - MONTHLY add funds to communications	T	5	450.00	
JOURNAL 2024/03/296 TOTAL													.00	.00

BUDGET ADJUSTMENT AUTHORIZATION

Commissioners' Court Action: Approved Denied Other

The Commissioners' Court of Lubbock County does hereby order the FY2024 budget adjusted as presented and authorized by Local Government Code §111.010(d).

Passed this 22nd day of December, 2023, on a motion by _____

and seconded by _____.

Curtis Parrish, County Judge

LUBBOCK COUNTY
REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Fund Name/Dept: JP2

Contact: Susan Rowley

Date: 12/12/2023

It is requested that a Budget Amendment _____ Line Item Transfer _____ XX
 be approved for the purpose of: Wireless services thru AT&T for Susan Rowley's Ipad

Move funds from:

Move funds to:

Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
00900120-520100	Supplies	450.00	109-00120-540100	Communications	450.00
		\$ 450.00			\$ 450.00

1. Must be on the County's approved form, found on the N Drive, in Excel format.
2. Must be typed.
3. Use whole dollars, NO cents
4. Include adequate description for the adjustment or it will not be submitted;
 - a. Phrases such as –"unanticipated expenses, to complete year or complete budget year"-do not provide sufficient information and should be avoided.
5. Funding in personnel line items cannot be transferred into operating line items and vice versa without prior consent from Commissioners' Court.
6. Line-item transfers/budget amendments must be approved prior to securing a purchase order that will place the expenditure line item into a deficit balance.
7. Budget adjustments-Line item transfers/Amendments will need to be entered in Munis, the LIT form along with any backup documentation must be attached in PDF format to your entry in Munis.