



**Budget and Management Services  
Inter-Office Correspondence**

**TO:** David Ellis, County Manager

**FROM:** Michelle Venditto, Budget and Management Services Director

**SUBJECT:** Revisions to Fiscal Year 2019 Operating Budget Ordinance, Section 2 and 3, and Fiscal Year 2019 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the fiscal year 2019 adopted budget for the department and fund indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. *Items for presentation are shown in bold italics.*

Fund: General Fund		Department: Information Services		
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
July 1, 2018	Adopted Budget	Misc.	\$7,500	\$7,500
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
July 1, 2018	Adopted Budget	All	\$17,830,786	\$17,830,786
	Encumbrances Carried Forward	All	\$77,160	\$17,907,946
July 26, 2018	Director merit adjustment	IS Administration	\$4,948	\$17,912,894
October 31, 2018	Increase budget for Director merit spread	IS Administration	\$6,848	\$17,919,741
January 29, 2019	Reallocate IS and Finance lapse salary to cover cyber security contract for incident response plan development	Business Applications	(\$19,543)	\$17,900,198
March 14, 2019	Reallocate IS and Finance lapse salary to cover BOE lease expenses	Business Applications	(\$55,475)	\$17,844,723
<b>June 17, 2019</b>	<b>Proposed: Reallocation of unused appropriation for year end</b>	<b>Multiple</b>	<b>(\$440,000)</b>	<b>\$17,404,723</b>
STAFFING				
Date	Description of Revision or Adjustment	Division	FTE	Balance
July 1, 2018	Adopted Budget	All	104.75	104.75
December 3, 2018	Proposed: Establish 3.00 FTE for rewrite of the Revenue billing and collections system	Business Applications	3.00	107.75
December 3, 2018	Proposed: Establish 1.00 FTE to serve as a Chief Data Officer	Information Services Administration	1.00	108.75