



**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 2022 Operating Budget Ordinance, Section 2 and 3, and Fiscal Year 2022 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the fiscal year 2022 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: Housing	
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
July 1, 2021	Adopted Budget	All	\$476,024	\$476,024
September 8, 2021	Appropriation of Committed Behavioral Health Fund Balance for the King's Ridge Affordable Housing PSH development	Other Financing Sources	\$4,000,000	\$4,476,024
January 3, 2021	Appropriation of Committed Behavioral Health Fund Balance for the Cornerstone PSH development	Other Financing Sources	\$572,000	\$5,048,024
April 4, 2022	Accept and appropriate the FY22 portion of a rental assistance and supportive services grant provided by HUD	Federal	\$38,000	\$5,086,024
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
July 1, 2021	Adopted Budget		\$20,758,005	\$20,758,005
August 1, 2021	Pay Adjustments as part of Adopted Budget		\$204,831	\$20,962,836
August 16, 2021	Amend the Transfer from the Housing General Fund to the Housing Capital Fund to fund the establishment of 3.00 permanent FTEs and supporting operations toward the Landlord Engagement Unit in the Housing General Fund	Operations	(\$250,000)	\$20,712,836
August 16, 2021	Amend the Transfer from the Housing General Fund to the Housing Capital Fund to fund the establishment of 3.00 permanent FTEs and supporting operations toward the Landlord Engagement Unit in the Housing General Fund	Operations	\$250,000	\$20,962,836
	Encumbrances Carried Forward	All	\$40,941	\$21,003,777
September 8, 2021	Transfer to support King's Ridge Affordable Housing PSH development	Housing Operations	\$4,000,000	\$25,003,777
October 21, 2021	Merit realignment to fully fund outstanding merit equitably across departments.	All	(\$6,668)	\$24,997,109
November 4, 2021	Shift funding for HR position in Housing to central HR department to more effectively support the Housing department	Housing Operations	(\$74,000)	\$24,923,108.80
January 3, 2021	Transfer to support Cornerstone PSH project	Housing Operations	\$572,000	\$25,495,108.80
April 4, 2022	Accept and appropriate the FY22 portion of a rental assistance and supportive services grant	Permanent Housing & Support Services	\$38,000	\$25,533,108.80

STAFFING				
Date	Description of Revision or Adjustment	Division	FTE	Balance
July 1, 2021	Adopted Budget	All	85.000	85.000
August 16, 2021	Establishes position for the purpose of creating a Landlord Engagement Unit	Operations	3.000	88.000
November 4, 2021	Reclass Up and Department Transfer from Housing to HR to more effectively support the Housing department	Operations	-1.000	87.000
April 4, 2022	Establishes position for a Reentry Specialist in the Rental Assistance Housing Program	Permanent Housing & Support Services	1.000	88.000