

FY 2019 Budget Amendment Request Form

Date: 2/12/19

Department: Clerk of the Circuit Court

Contact person: Christy Jett

Phone #: 507-7611

Explanation of need for budget amendment: In the Clerk's Office, our land records are now digitized back to the County's inception in the early 1720's. The Clerk's goal is to digitize every official record to ensure that historical records are available in the event of a catastrophe and that they are readily available for the public's use. After having completed the digitization of land records, wills, and marriage licenses, the Clerk and her staff plan to turn their attention to digitizing land books, chancery books, clerk order books, law books and minute books.

The FY 2019 Budget assumed \$69,239 would be available from through the Compensation Board from the Technology Trust Fund for digitization purposes. However, per the Compensation Board, a total of \$140,544 is actually available. The Clerk of the Circuit Court requests that the \$71,305 difference be budgeted in FY 2019 to allow her to continue with the preservation of court records.

Reminder: Agenda item summary must be attached if BOS approval is required.

Revenue Accounts Adjusted		Amount	
Acct #	110-0000-323.07-00 – State Compensation Board (TTF Funding)	\$	71,305
	Total Revenue Adjustment	\$	71,305

Expenditure Accounts Adjusted		Amount	
Acct #	110-2160-412.31-90 Other Professional Services	\$	71,305
	Total Expenditure Adjustment	\$	71,305

Note: If amendment is between expenditure accounts only, net impact must be zero.

Transfer requests must be signed by the requestor(s). In the case of transfers between departments or capital projects, the transfer request must be signed by the director of each affected department, or by the project manager of each affected capital project. A typed signature will be accepted.

Christy Jett, Clerk of the Circuit Court

Name, Department

Name, Department

Recommendations

Budget: ☒ recommended ☐ not-recommended

Explanation if not recommended:

County Admin: ☒ recommended ☐ not-recommended

Explanation if not recommended:

Finance Committee: ☒ recommended ☐ not-recommended

Explanation if not recommended:
