



Office of Financial Management

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Memorandum

Date: 9/6/23
To: Board of County Commissioners
From: Assessor's Office
Subject: 2023 Budget Amendment
[Fiscal Yr]

Request: 101 Amendment Request
[Fund Number/Fund Name]

Expenditure Amount: \$106,959

Department/Office: Assessor's Office

Description: Assessor's Office is requesting one-time and ongoing budget amendments to their General Fund Appropriation as listed below.

One-time:

- Increase in the amount of \$61,110 to hire temporary hourly staff for more than 5,000 County Board of Equalization appeals this year.

Ongoing:

- Increase in the amount of \$30,000 to cover the increased cost for printing and mailing jobs including Notices of Valuation and Notices of Determination.

- Increase in the amount of \$15,849 to hire a 1.0 FTE (Program Specialist II) to comply with a new Senate Bill 23-036 - Management of Veterans Homestead Exemption has moved to Assessor's Office.

[Internal: Please describe the circumstances necessitating the request: what was involved in arriving at costs, current status of entire appropriation, and status of specific account for Amendment. If the request includes unanticipated revenue, describe fully. Memo on Department letterhead should also be included with request.]

FUND BALANCE OR UNANTICIPATED REVENUE

Source: AS11 - Assessor Fund 101
[Appropriation - Fund Name] *[Fund Number]*

TRANSFER

Source: _____ Fund _____
[Appropriation - Fund Name] *[Fund Number]*
Transfer to

_____ Fund _____
[Appropriation - Fund Name] *[Fund Number]*

Claire Levy County Commissioner

Marta Loachamin County Commissioner

Ashley Stolzmann County Commissioner

BOULDER COUNTY
REQUEST FOR BUDGET AMENDMENT

Amendment Type

ONE TIME (CURRENT YEAR ONLY)

ON-GOING BASE CHANGE REQUIRED

Amendment Category *Please select all that apply:*

FUND BALANCE

TRANSFER

UNANTICIPATED REVENUE

REQUESTED EXPENDITURE INCREASE AMOUNT: \$106,959

(Please use expenditure worksheet on page 3 below to detail this amount across appropriate Org-Fund-Appropriation-Service segments)

REQUESTED REVENUE INCREASE AMOUNT: _____

(Please use revenue worksheet on page 4 below to detail this amount across appropriate Org-Fund-Appropriation-Service segments)

SUBMITTED BY: _____
(Department Director/Elected Official Signature)

DATE: _____

REVIEWED BY BUDGET OFFICER: _____
(Budget Officer Signature)

DATE: _____

REVIEWED BY CFO: _____
(Chief Financial Officer's Signature)

DATE: _____

APPROVED BY THE BOARD OF COMMISSIONERS WITH DIRECTION TO BUDGET TO PREPARE THE RESOLUTION:

(Chair of Board of County Commissioners Signature)

DATE: _____

AMENDMENT REVENUE WORKSHEET

Organization	Fund/Appropriation	Service	Account	Amount
TOTAL REVENUE AMENDMENT				\$ 0