



COMMISSIONER - 11<sup>TH</sup> DISTRICT  
COOK COUNTY BOARD OF COMMISSIONERS

**MEMORANDUM**

Date: September 25, 2018

To: Honorable President and Members  
Committee on Finance, and Commissioners Staff

From: John P. Daley  
Chairman, Finance Committee

Subject: FY 2019 Budget Amendments

**Final approval and adoption of the budget is scheduled for November 15, 2018.**

The Budget Amendment System will open on Monday, October 22, 2018.

The deadline for submission of amendments using the Cook County Budget Amendment System (CCBAS) is at 10:00 A.M. on Thursday, November 8, 2018. Proposed Amendments will be posted online and delivered to your office via email by November 13, 2018.

As in the past, only those amendments which are germane to the budget shall be called for consideration on Thursday, November 15, 2018. Amendments that ask for a study to be conducted, a task to be performed, or a goal for a department or office to undertake, are out of order for the budget process and may instead be submitted for placement on a County Board meeting agenda. All amendments must be balanced either with increased or decreased revenue or other expenditure adjustments.

In order to ensure adequate time for staff review and analysis, all proposed amendments to the 2019 Executive Budget must be submitted (via the Cook County Budget Amendment System) prior to the deadline of 10:00 AM on November 8, 2018. Only amendments that meet this deadline will be called for debate during the Finance Committee meeting of November 15th when the budget will be moved for adoption. Floor amendments (other than technical corrections if required) will not be in order during the Finance Committee meeting of November 15th.

In order to draft and submit budget amendments, you must have a current user account with the Budget Amendment System. For questions or concerns regarding budget amendments please contact Jimmy Rayan at 312-603-5708 or email at [Jimmy.Rayan@cookcountyil.gov](mailto:Jimmy.Rayan@cookcountyil.gov).

For assistance using the automated Budget Amendment System please call Vincent Patterson at 312-603-6678 or email at [Vincent.Patterson@cookcountyil.gov](mailto:Vincent.Patterson@cookcountyil.gov).