

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res. Ord. No.: 19711

Sponsor(s): Scott Burnett

Date: February 5, 2018

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|--|--|---|------------|--|----|--|------------|--|----|
| <p>SUBJECT</p> | <p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transfer from Enterprise Fund Reserve Account to Other Contractual Services Account for Department operating expenses</u></p> | | | | | | | | |
| <p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p> | <table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$2,000.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$2,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> </table> <p>Source of funding (name of fund) and account code number;</p> <p>FROM: 300-8006-56835 Reserve-Operating FROM ACCT: \$2,000.00</p> <p>TO: 300-1654-56790 Recreation- Other Contractual Services TO ACCT: \$2,000.00</p> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> | Amount authorized by this legislation this fiscal year: | \$2,000.00 | Amount previously authorized this fiscal year: | \$ | Total amount authorized after this legislative action: | \$2,000.00 | Amount budgeted for this item * (including transfers): | \$ |
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| Amount previously authorized this fiscal year: | \$ | | | | | | | | |
| Total amount authorized after this legislative action: | \$2,000.00 | | | | | | | | |
| Amount budgeted for this item * (including transfers): | \$ | | | | | | | | |
| | <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p> | | | | | | | | |
| <p>PRIOR LEGISLATION</p> | <p>Prior ordinances and (date): 5062 (12-6-2017)</p> <p>Prior resolutions and (date):</p> | | | | | | | | |
| <p>CONTACT INFORMATION</p> | <p>RLA drafted by (name, title, & phone): Dianne Kimzey, Deputy Director of Enterprise Operations, 503-4825</p> | | | | | | | | |
| <p>REQUEST SUMMARY</p> | <p>The Parks+Rec Department is requesting \$2,000 be <u>transferred</u> from the Enterprise Fund Reserve Account to Recreation Division – Other Contractual Services for necessary operating expenses.</p> <p>The additional budget that was requested is for processing fees related to accepting credit cards as a method of payment by the Recreation Division for registrations, concessions and beach admission.</p> | | | | | | | | |

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| CLEARANCE | <input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) | |
| ATTACHMENTS | | |
| REVIEW | Department Director: <i>[Signature]</i> | Date: 1-11-18 |
| | Finance (Budget Approval): If applicable <i>[Signature]</i> | Date: 1/24/18 |
| | Division Manager <i>[Signature]</i> | Date: 1-17-18 |
| | County Counselor's Office: | Date: |

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this : transfer are available from the source indicated below.

| Account Number: | Account Title: | Amount Not to Exceed: |
|-----------------|-------------------------|-----------------------|
| 300-8006-6835 | Parks-Reserve-Operating | \$2,000.00 |

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

