

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 18311

Sponsor(s): Scott Brunett

Date: November 18, 2013

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A resolution transferring funds for the purchase of personal computers for the County Clerk, County Auditor and County Executive offices.</u></p>														
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="321 562 1203 1094"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$24,000</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>\$24,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$24,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number;</td> <td></td> </tr> <tr> <td>FROM 001-5101-8020 Non-departmental Buildings/Improvements</td> <td>\$24,000</td> </tr> <tr> <td>TO 001-5101-8171 Non-departmental Personal Computers</td> <td>\$24,000</td> </tr> </table> <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> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$24,000	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$24,000	Amount budgeted for this item * (including transfers):	\$24,000	Source of funding (name of fund) and account code number;		FROM 001-5101-8020 Non-departmental Buildings/Improvements	\$24,000	TO 001-5101-8171 Non-departmental Personal Computers	\$24,000
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PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>														
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Amiee Wenson, Senior Administrative Manager</p>														
REQUEST SUMMARY	<p>Staff is requesting to transfer funds within the current year's budget in order to provide new computer equipment for several offices including the County Clerk, the County Auditor and County Executive departments.</p>														
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														

ATTACHMENTS		
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmusen</i>	Date: <i>11/13/13</i>
	Division Manager: <i>STK by [Signature]</i>	Date: <i>4-14-2015</i>
	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 appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.

