

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 20559

Sponsor(s): Crystal Williams

Date: November 16, 2020

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|---|--|---|----------|--|-----|--|----------|--|----------|---|--|-------|--|---|----------|---|---------|-----|--|--|----------|--|---------|
| SUBJECT | Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance Project/Title: Transfer within the 2020 Park Fund to cover financial obligations related to overtime expenses for the remainder of the year. | | | | | | | | | | | | | | | | | | | | | | |
| BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i> | <table border="1" data-bbox="375 690 1450 1052"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$27,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$27,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$27,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>FROM:</td> <td></td> </tr> <tr> <td>003-1602-55010 Park Fund – Park Operations – Regular Salaries</td> <td>\$26,000</td> </tr> <tr> <td>003-1624-55010 Park Fund – Natural Resources – Regular Salaries</td> <td>\$1,000</td> </tr> <tr> <td>TO:</td> <td></td> </tr> <tr> <td>003-1602-55030 Park Fund – Park Operations – Overtime Salaries</td> <td>\$26,000</td> </tr> <tr> <td>003-1624-55030 Park Fund – Natural Resources – Overtime Salaries</td> <td>\$1,000</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> OTHER FINANCIAL INFORMATION: <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: _____ Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____ | Amount authorized by this legislation this fiscal year: | \$27,000 | Amount previously authorized this fiscal year: | \$0 | Total amount authorized after this legislative action: | \$27,000 | Amount budgeted for this item * (including transfers): | \$27,000 | Source of funding (name of fund) and account code number: | | FROM: | | 003-1602-55010 Park Fund – Park Operations – Regular Salaries | \$26,000 | 003-1624-55010 Park Fund – Natural Resources – Regular Salaries | \$1,000 | TO: | | 003-1602-55030 Park Fund – Park Operations – Overtime Salaries | \$26,000 | 003-1624-55030 Park Fund – Natural Resources – Overtime Salaries | \$1,000 |
| Amount authorized by this legislation this fiscal year: | \$27,000 | | | | | | | | | | | | | | | | | | | | | | |
| Amount previously authorized this fiscal year: | \$0 | | | | | | | | | | | | | | | | | | | | | | |
| Total amount authorized after this legislative action: | \$27,000 | | | | | | | | | | | | | | | | | | | | | | |
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| 003-1602-55010 Park Fund – Park Operations – Regular Salaries | \$26,000 | | | | | | | | | | | | | | | | | | | | | | |
| 003-1624-55010 Park Fund – Natural Resources – Regular Salaries | \$1,000 | | | | | | | | | | | | | | | | | | | | | | |
| TO: | | | | | | | | | | | | | | | | | | | | | | | |
| 003-1602-55030 Park Fund – Park Operations – Overtime Salaries | \$26,000 | | | | | | | | | | | | | | | | | | | | | | |
| 003-1624-55030 Park Fund – Natural Resources – Overtime Salaries | \$1,000 | | | | | | | | | | | | | | | | | | | | | | |
| PRIOR LEGISLATION | Prior ordinances and (date): _____ Prior resolutions and (date): _____ | | | | | | | | | | | | | | | | | | | | | | |
| CONTACT INFORMATION | RLA drafted by (name, title, & phone): Dianne Kimzey, Deputy Director of Enterprise Operations 503-4825 | | | | | | | | | | | | | | | | | | | | | | |
| REQUEST SUMMARY | A Resolution transferring \$27,000 within the 2020 Park Fund for overtime expenses related to anticipated winter snow removal activities and the Christmas in the Park program. The estimated total for overtime hours is consistent with previous years. The 2020 adopted overtime budget inadvertently omitted adjustments to account for the implementation of the associate salary study and compensation plan. | | | | | | | | | | | | | | | | | | | | | | |
| 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) | | | | | | | | | | | | | | | | | | | | | | |
| COMPLIANCE | <input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals | | | | | | | | | | | | | | | | | | | | | | |
| ATTACHMENTS | | | | | | | | | | | | | | | | | | | | | | | |
| REVIEW | Department Director: <i>Michele Newman</i> Date: 11/3/2020 | | | | | | | | | | | | | | | | | | | | | | |

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| Finance (Budget Approval): <i>If applicable</i> | APPROVED By Mark Lang at 11:43 am, Nov 09, 2020 | Date: |
| Division Manager: <i>Tracy M. Schultz</i> | | Date: <i>11-9-2020</i> |
| County Counselor's Office: <i>Bay - County</i> | | Date: <i>12/12/20</i> |

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.

