

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19790

Sponsor(s): Scott Burnett

Date: March 26, 2018

SUBJECT	<p>Action Requested <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transfer from Enterprise Fund Reserve Account for expenses related to Christmas in the Sky / Christmas in the Park</u></p>																																				
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:60%;">Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$141,800.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$141,800.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number;</td> </tr> <tr> <td>FROM: 300-8006-56835 Reserve-Operating</td> <td>FROM ACCT: \$141,800.00</td> </tr> <tr> <td>TO: 300-1670-56210 Special Events – Advertising</td> <td>TO ACCT: \$25,000.00</td> </tr> <tr> <td>300-1670-56230 Special Events – Printing</td> <td>\$500.00</td> </tr> <tr> <td>300-1670-56670 Special Events – Rent</td> <td>\$14,000.00</td> </tr> <tr> <td>Miscellaneous</td> <td></td> </tr> <tr> <td>300-1670-56790 Special Events – Other Contractual Services</td> <td>\$58,100.00</td> </tr> <tr> <td>300-1670-56793 Special Events – Catering Services</td> <td>\$900.00</td> </tr> <tr> <td>300-1670-57160 Special Events – Food</td> <td>\$6,500.00</td> </tr> <tr> <td>300-1670-57190 Special Events – Wearing Apparel</td> <td>\$2,800.00</td> </tr> <tr> <td>300-1670-57230 Special Events – Other Operating Supplies</td> <td>\$9,500.00</td> </tr> <tr> <td>300-1670-57340 Special Events – Paint & Supplies</td> <td>\$500.00</td> </tr> <tr> <td>300-1670-57350 Special Events – Lumber Wood & Supplies</td> <td>\$1,000.00</td> </tr> <tr> <td>300-1670-57360 Special Events – Electrical Supplies</td> <td>\$23,000.00</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:	\$141,800.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$141,800.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		FROM: 300-8006-56835 Reserve-Operating	FROM ACCT: \$141,800.00	TO: 300-1670-56210 Special Events – Advertising	TO ACCT: \$25,000.00	300-1670-56230 Special Events – Printing	\$500.00	300-1670-56670 Special Events – Rent	\$14,000.00	Miscellaneous		300-1670-56790 Special Events – Other Contractual Services	\$58,100.00	300-1670-56793 Special Events – Catering Services	\$900.00	300-1670-57160 Special Events – Food	\$6,500.00	300-1670-57190 Special Events – Wearing Apparel	\$2,800.00	300-1670-57230 Special Events – Other Operating Supplies	\$9,500.00	300-1670-57340 Special Events – Paint & Supplies	\$500.00	300-1670-57350 Special Events – Lumber Wood & Supplies	\$1,000.00	300-1670-57360 Special Events – Electrical Supplies	\$23,000.00
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PRIOR LEGISLATION	<p>Prior ordinances and (date): 5062, 12/6/2017;</p> <p>Prior resolutions and (date): _____</p>																																				

CONTACT INFORMATION	RLA drafted by (name, title, & phone): Dianne Kimzey, Deputy Director of Enterprise Operations, 503-4825	
REQUEST SUMMARY	The Parks+Rec Department is requesting \$141,800.00 be appropriated from the Enterprise Fund Reserve Account to Special Events accounts for expenses related to Jackson County's Christmas in the Sky and Christmas in the Park events.	
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: Michele Newman, Director Parks + Rec	Date: 3-12-18
	Finance (Budget Approval): <i>If applicable</i>	Date: 3/14/18
	Division Manager:	Date:
	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:
306-3006-6835	Enterprise Reserve Operating	\$141,800.00

- 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.

