


# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord. No.: 19833

Sponsor(s): Dennis Waits

Date: April 23, 2018

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: <u>A Resolution to transfer \$20,279 within the General, Health, Park, Special Road &amp; Bridge, and Assessment Funds for the cost of Office Services.</u>																																			
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: 80%;">Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$20,279</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 style="text-align: right;">\$20,279</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number;</td> </tr> <tr> <td colspan="2"><u>FROM ACCT:</u></td> </tr> <tr> <td>001-8006-56835 Reserve - Operating</td> <td style="text-align: right;">\$ 15,004</td> </tr> <tr> <td>002-8006-56835 Reserve - Operating</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td>003-8006-56835 Reserve - Operating</td> <td style="text-align: right;">\$ 900</td> </tr> <tr> <td>004-8006-56835 Reserve - Operating</td> <td style="text-align: right;">\$ 3,340</td> </tr> <tr> <td>045-8006-56835 Reserve - Operating</td> <td style="text-align: right;">\$ 35</td> </tr> <tr> <td colspan="2"><u>TO ACCT:</u></td> </tr> <tr> <td>001-5101-56240 Office Services</td> <td style="text-align: right;">\$ 15,004</td> </tr> <tr> <td>002-5102-56240 Office Services</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td>003-5103-56240 Office Services</td> <td style="text-align: right;">\$ 900</td> </tr> <tr> <td>004-5104-56240 Office Services</td> <td style="text-align: right;">\$ 3,340</td> </tr> <tr> <td>045-4500-56240 Office Services</td> <td style="text-align: right;">\$ 35</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)</p> <p><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): _____</p> <p>Prior Year Actual Amount Spent (if applicable): _____</p>		Amount authorized by this legislation this fiscal year:	\$20,279	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$20,279	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number;		<u>FROM ACCT:</u>		001-8006-56835 Reserve - Operating	\$ 15,004	002-8006-56835 Reserve - Operating	\$ 1,000	003-8006-56835 Reserve - Operating	\$ 900	004-8006-56835 Reserve - Operating	\$ 3,340	045-8006-56835 Reserve - Operating	\$ 35	<u>TO ACCT:</u>		001-5101-56240 Office Services	\$ 15,004	002-5102-56240 Office Services	\$ 1,000	003-5103-56240 Office Services	\$ 900	004-5104-56240 Office Services	\$ 3,340	045-4500-56240 Office Services	\$ 35
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PRIOR LEGISLATION	Prior ordinances and (date): 5062, 12-6/17 Prior resolutions and (date):																																			
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Mark Lang, Budget Officer, 881-3851																																			
REQUEST SUMMARY	A Resolution to transfer \$20,279 from the General, Health, Park, Special Road & Bridge, and Assessment Fund Reserve Accounts for the cost of office services (printing, binding, etc.) that are completed by the Purchasing Department.																																			
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:	Date:																																		
	Finance (Budget Approval): <i>If applicable</i> 	Date: 4/13/18																																		
	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:

- 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.

**Fiscal Note:**

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: April 13, 2018

RES # 19833

Department / Division	Character/Description	From	To
<b>001 General Fund</b>			
8006 Reserve	56835 Reserve - Operating	\$ 15,004	\$ -
5101 Non-Departmental - General	56240 Office Services Charges		15,004
<b>002 Health Fund</b>			
8006 Reserve	56835 Reserve - Operating	\$ 1,000	\$ -
5102 Non-Departmental - Health	56240 Office Services Charges		1,000
<b>003 Park Fund</b>			
8006 Reserve	56835 Reserve - Operating	\$ 900	\$ -
5103 Non-Departmental - Park	56240 Office Services Charges		900
<b>004 Special Road &amp; Bridge Fund</b>			
8006 Reserve	56835 Reserve - Operating	\$ 3,340	\$ -
5104 Non-Departmental - Special R&B	56240 Office Services Charges		3,340
<b>045 Assessment Fund</b>			
8006 Reserve	56835 Reserve - Operating	\$ 35	\$ -
4500 Non-Departmental - Assessment	56240 Office Services Charges		35
		<u>\$ 20,279</u>	<u>\$ 20,279</u>

 4/13/18  
 \_\_\_\_\_  
 County Auditor / Budget Officer