

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

~~Res~~ Ord No.: 5445

Sponsor(s): Theresa Cass Galvin

Date: November 9, 2020

SUBJECT	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title: Appropriating \$100,000 in CARES Act funding for use by the County Executive< Communications, and Facilities to pay for further unanticipated COVID-19 costs for personal protective equipment, signage and cleaning equipment.																															
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:70%;">Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$100,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$100,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$100,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>FROM:</td> <td style="text-align: right;"><b>FROM ACCT:</b></td> </tr> <tr> <td>040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td style="text-align: right;">\$100,000</td> </tr> <tr> <td>TO:</td> <td style="text-align: right;"><b>TO ACCT:</b></td> </tr> <tr> <td><b>CARES Act Fund</b></td> <td></td> </tr> <tr> <td>040-1001-57170 – County Executive – Medical Supplies</td> <td style="text-align: right;">\$90,048</td> </tr> <tr> <td>040-1001-57010- County Executive – Office Supplies</td> <td style="text-align: right;">\$1,500</td> </tr> <tr> <td>040-1001-57400- County Executive – Signage</td> <td style="text-align: right;">\$1,725</td> </tr> <tr> <td>040-1221-57400- County Communications- Signage</td> <td style="text-align: right;">\$1,320</td> </tr> <tr> <td>040-1204-56730 Downtown Courthouse – Janitorial services</td> <td style="text-align: right;">\$5,407</td> </tr> <tr> <td><b>Total:</b></td> <td style="text-align: right;"><b>100,000</b></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): N/A Prior Year Actual Amount Spent (if applicable): N/A		Amount authorized by this legislation this fiscal year:	\$100,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$100,000	Amount budgeted for this item * (including transfers):	\$100,000	Source of funding (name of fund) and account code number:		FROM:	<b>FROM ACCT:</b>	040-9999-32810 CARES Act Fund, Undesignated Fund Balance	\$100,000	TO:	<b>TO ACCT:</b>	<b>CARES Act Fund</b>		040-1001-57170 – County Executive – Medical Supplies	\$90,048	040-1001-57010- County Executive – Office Supplies	\$1,500	040-1001-57400- County Executive – Signage	\$1,725	040-1221-57400- County Communications- Signage	\$1,320	040-1204-56730 Downtown Courthouse – Janitorial services	\$5,407	<b>Total:</b>	<b>100,000</b>
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):																															
CONTACT INFORMATION	RLA drafted by Troy Schulte, County Administrator at 881-1079																															
REQUEST SUMMARY	This ordinance appropriates a total of \$100,000 in CARES Act funding to reimburse various County departments COVID-19 related expenditures for use by all County departments. \$90,048 will be allocated to the County Executive who is procuring all PPE for County departments. The remaining funds will be used to reimburse for office supplies, signage, and 3 electrostatic sprayers acquired by facilities to better clean and disinfect County facilities.																															
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <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      N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: <i>Tracy M. Schultz</i>	Date: <i>11-5-2020</i>
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 2:38 pm, Nov 04, 2020
	Division Manager: <i>Whitehouse</i>	Date: <i>11/5/20</i>
	County Counselor's Office: <i>Bryan Lewis</i>	Date: <i>11/5/20</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 # \_\_\_\_\_
- X Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$100,000

- 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.

