

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18436
 Sponsor(s): Theresa Garza Ruiz
 Date: March 18, 2014

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Declaring certain personal property as Surplus and authorizing its disposal pursuant to Chapter 11 of the Jackson County Code.</u></p>										
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$</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>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number</td> <td></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 checked="" 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:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number	
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): _____ Prior resolutions and (date): _____</p>										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Anessa Culbertson, Senior Buyer, 881-3465</p>										
<p>REQUEST SUMMARY</p>	<p>Sheriff's Department, Department of Corrections, Parks + Rec, Assessment, and IT have requested Purchasing assist in disposing of unusable personal property.</p> <p>The Director of Finance and Purchasing recommends the unusable personal property on the attached Exhibits be declared surplus and unusable personal property and disposal in accordance with Chapter 11 of the Jackson County Code, 1984, be authorized.</p> <p>Disposal Plans:</p> <p>The disposal plan for the computer items at IT; three ovens at Corrections; metal detector at Sheriff's; and the pickup's and SUV's, cars, vans, trucks, riding mowers, trailers, boats, pressure washer, John Deere Gator, salt and sand spreader, and miscellaneous equipment parts and pieces at Parks + Rec all scheduled for disposal with Affiliated Auctioneers, our contracted auction company for surplus disposal.</p> <p>All proceeds must be credited to the General Fund per Chapter 5, Section 535.2 of the County Code.</p>										
<p>CLEARANCE</p>	<p><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)</p>										
<p>ATTACHMENTS</p>	<p>Surplus Declaration Forms</p>										

REVIEW	Department Director: <i>[Signature]</i>	Date: <i>2/5/14</i>
	Finance (Budget Approval): <i>If applicable</i> <i>N/A</i> <i>Alabawan Ball</i>	Date: <i>3-7-14</i>
	Division Manager: <i>[Signature]</i>	Date: <i>3/13/14</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.