




Deschutes County Board of Commissioners
1300 NW Wall St., Suite 200, Bend, OR 97701-1960
(541) 388-6570 - Fax (541) 385-3202 - www.deschutes.org

AGENDA REQUEST & STAFF REPORT

For Board Business Meeting of July 20, 2015

Please see directions for completing this document on the next page.

DATE: July 15, 2015

FROM: Wayne Lowry  Finance Phone # (541) 388-6559

TITLE OF AGENDA ITEM:

Consideration and signature of Resolution #2015-088, creating a Change Fund for the Gate Activity and increasing the Change Fund and the Imprest Checking Account for the Food & Beverage Activity for the duration of the Annual County Fair.

PUBLIC HEARING ON THIS DATE? NO

BACKGROUND AND POLICY IMPLICATIONS:

Consideration of Resolution #2015-088 to establish a Change Fund in the amount of \$130,000 to facilitate ticket sales activity, increase the Change Fund for the Food & Beverage activity from \$6,000 to \$35,000, and increase the Imprest Checking Account for Food & Beverage activity from \$10,000 to \$40,000 all for the Annual County Fair.

FISCAL IMPLICATIONS:

Adequate funds are available.

RECOMMENDATION & ACTION REQUESTED:

Approval and signature of Resolution #2015-088

ATTENDANCE: Wayne Lowry

DISTRIBUTION OF DOCUMENTS:

Wayne Lowry, Finance Department 388-6559
Dan Despotopulos, Fair & Expo Center 548-2711

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

A Resolution Creating a Change Fund for the Gate Activity and Increasing the Change Fund and the Imprest Checking Account for the Food & Beverage Activity for the duration of the Annual County Fair

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RESOLUTION NO. 2015-088

WHEREAS, the Deschutes County Fair & Expo Center needs a change fund in the amount of \$130,000 to facilitate the ticket sales activity during the Annual County Fair; and,

WHEREAS, the Deschutes County Fair & Expo Center needs to increase its Change Fund for its Food & Beverage activity during the Annual County Fair from \$6,000 to \$35,000; and,

WHEREAS, the Deschutes County Fair & Expo Center needs to increase its Imprest Checking Account for its Food & Beverage activity during the Annual County Fair from \$10,000 to \$40,000; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That checks totaling \$189,000 be drawn to create such accounts.

Section 2. That the change funds be deposited to the County's General Deposit bank account not more than two (2) business days after the conclusion of the Annual County Fair.

Section 3. That an accounting of the disbursements made from the Imprest Checking Account be prepared and forwarded to the Finance Department not more than two (2) business days after the conclusion of the Annual County Fair.

Section 4. That the reconciled balance in the Imprest Checking Account be reduced to \$10,000 by depositing a check into the County's General Deposit bank account not more than two (2) business days after the conclusion of the Annual County Fair.

DATED this _____nd day of July 22, 2015.

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

ANTHONY DEBONE, Chair

ATTEST:

ALAN UNGER, Vice Chair

Recording Secretary

TAMMY BANEY, Commissioner