



CITY OF GAHANNA
DEPARTMENT OF FINANCE

To: Tom Kneeland
Members of Council
City Attorney

From: Joann Bury
Director of Finance

Date: April 28, 2016

Department of Finance Action Items:

Action Item #1 – Request an Ordinance to Establish a New Fund:

The Clerk of Court has established a new fee under ORC section 1901.261(A) for computerization of the court. The fee is established at \$3.00, which is the maximum allowed under the code. Fees collected are required to be placed in a special fund for the purpose of court computerization. This fee is in addition to the fee already established under City Charter Code 133.093 and ORC 1901.261(B) for the computerization of the Office of the Clerk of Court.

We are requesting an Ordinance to establish a new fund as required by ORC 1901.261(A) for the purpose of depositing cash proceeds from cases heard in the Municipal Mayor's Court. Proceeds received under this code are required to be used to computerize the court, to make available computerized legal research services, or to do both.

Action item #2 – Request a Motion Resolution to Establish an Agency Fund and Ordinance for Supplemental Appropriations:

During 2015 the Parks & Recreation Department began assisting a group of citizens who desired to re-establish the Gahanna Youth Football League. The youth football program was run in 2015 by the Parks & Recreation Department as a City of Gahanna program.

The City also assisted the group of citizens with fundraising activities specifically to fund the Gahanna Youth Football League. The money received through the fundraising activities was not collected for City purposes and should not have been posted to the General Fund. The fundraising receipts should have been posted to an Agency Fund since the City was simply to pass this through to the group of citizens to assist with start-up costs to form the League. We are requesting a motion resolution to establish an Agency Fund 834 – GYFL. We are further requesting a supplemental appropriation to 101.432.5420 General Fund Recreation Program Escrow to pay the net fundraising proceeds of \$1,553.59 collected in 2015 into the newly established Agency Fund. The funding will then be paid to the League.

The City will assist with one more season, however, any registration fees, fundraising collections or other revenue generated for the Youth Football Program, as well as, any direct expenses will be accounted for within the GYFL Agency Fund. The net residual balance in this fund, if any, will be paid to the newly formed Gahanna Youth Football League at the end of the 2016 season at which point the League will take over all operational activities.