

OMB Granicus Review

Granicus Title	East Lake Community Library Fiscal Year 2023 Municipal Services Taxing Unit Special Projects Funding Request.				
Granicus ID#	23-0241A	Reference #		Date	2-22-23

Mark all Applicable Boxes:

Type of Review							
CIP		Grant		Other		Revenue	Project

Fiscal Information:

New Contract (Y/N)	N/A	Original Amount	
Fund(s)	0001	Amount of Change (+/-)	
Cost Center(s)	114310	Total Amount	\$20,000.00
Program(s)	7140	Amount Available	Total: \$20,000.00
Account(s)	5810001	Included in Applicable Budget? (Y/N)	Y
Fiscal Year(s)	FY23		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

This is for the approval of the MSTU Special Projects funding request made by Palm Harbor Library for the installation of new flooring in the Adult and Technical Services area of the library. This funding request will completely replace the existing flooring in the Adult and Technical Services Department.

The request for funding in the amount of \$20,000.00, is a one-time expenditure of budgeted MSTU Special Projects funds. The cost for the entire project is \$27,929.81 based on state contract pricing. The balance of \$7,929.81 will be paid by the library through its capital fund budget. It is consistent with the FY23 Budget, which includes Board approved allocations carried forward for MSTU special projects that were not expected to be completed in FY22.

To date, including this funding request a total of \$1,144,294.16 has been spent or committed for Board approved MSTU projects. This leaves a remaining balance \$615,705.84 of the total \$1.76M unallocated or lapsed/unused.

Analyst: John Ondrovic

Ok to Sign:

Instructions/Checklist

1. Upon receipt of a request for review and notification in Granicus, review the agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Qwestica Budget Software).
4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - a. Sample language: **"The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount**

expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ____ percent higher or lower due to____)”.

5. Save the form with the following naming convention:
 - a. **OMB.Review_XX-XXXX_Department_Subject** (e.g., OMB Review_22-529A_PW_SidewalkContract).
6. Upload to Granicus as a numbered attachment.
 - a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).