CLARK COUNTY
STAFF REPORT

DEPARTMENT: Clark County Event Center/FSMG

DATE: July 6, 2021

REQUESTED ACTION:
Approve $10,000 in petty cash funds for the 2021 Family Fun Series events at the Clark County Event Center, to be deposited in the Fairgrounds Site Management Group account at Umpqua Bank.

__X__ Consent ____ Hearing ____ County Manager

BACKGROUND
The Clark County Event Center and its associated funds were incorporated in 2005 into Clark County's financial system with the formation of the Fairgrounds Site Management Group (FSMG) and the subsequent contract between FSMG and Clark County.

FSMG will be hosting several smaller, family-oriented events that will be separately scheduled throughout several weeks in July and August. Individually these stand-alone events have smaller crowds and separate guidance for attendee safety and Covid-19 compliance. These events, named the 2021 Family Fun Series, include three motorsports shows, a 10-day carnival, and a rough stock rodeo. If tickets are not sold out before the day of the show, tickets will be sold at the gate.

FSMG does not possess the petty cash funds to support the cash drawers necessary for ticket sellers. This staff report requests the County Council authorize the County Treasurer to deposit $10,000 into a FSMG account with Umpqua Bank. The funds will be used for petty cash drawers to ticket booth(s) during the 2021 Family Fun Series.

Petty cash will be re-deposited into this same Umpqua Bank account on the first business day following the end of the 2021 Family Fun Series.

COUNCIL POLICY IMPLICATIONS
None

ADMINISTRATIVE POLICY IMPLICATIONS
None

COMMUNITY OUTREACH
None

BUDGET IMPLICATIONS
As this is a previously budgeted item for the FSMG, there are no implications. This merely is a funding process for cash necessities of the Family Fun Series events.

YES	NO	
X		Action falls within existing budget capacity.
	X	Action falls within existing budget capacity but requires a change of purpose within

		existing appropriation
	X	Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

BUDGET DETAILS

Local Fund Dollar Amount	$10,000
Grant Fund Dollar Amount	$0
Account	Fund 1003
Company Name	Umpqua Bank

DISTRIBUTION:
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John Morrison
FSMG, CEO/Fair Manager

Michelle Schuster
Facilities Management Manager

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APPROVED: Eileen P. O'Brien
CLARK COUNTY, WASHINGTON
CLARK COUNTY COUNCIL
DATE: July 6, 2021
SR# 113-21

APPROVED:_____
Kathleen Otto, County Manager

DATE: _____