

## Workflow Status

Status

RLA ID#: 780

Returned for more information and Under Submitter Review

## Introduction

Action items \*

☐ Authorize ☐ Appropriate ☐ Award ☐ Amend ☐ Courtesy ☐ Transfer ☒ Repeal

## Preparing a Request for Legislative Action (RLA)

The RLA should clearly communicate the department's request to the organization, administration, elected officials and the public.

- What legislative action is being requested?
- What does this authorize the County to do?
- What is the benefit to the County? What is the benefit to the public?
- What is the funding source(s)? Does it require a transfer?
- Does this involve a contract? If so, has it been reviewed by the County Counselors Office?
- Is this a request to purchase goods or services? If so, have you completed the purchasing process with the Purchasing Office? The following documents may be required to be attached to this request:
  - Recommendation Memo from the Department
  - Pricing
  - Pertinent pages of the Invitation to Bid or Request for Proposals
  - Pertinent pages of other government contract
  - Pertinent pages of a contract or agreement

All applicable questions must be answered prior to submitting this form.

## Request

Project/Title \*

Repealing schedule I to chapter 2, Jackson County Code, 1984, relating to County associates not within the Merit System, and enacting, in lieu thereof, one new schedule relating to the same subject.

Request summary: \*

Ordinance #5373 enacted section 285.b of the Jackson County Code, which authorized the Director of Human Resources to modify the salary ranges contained in schedule I to chapter 2 of the code, to reflect the ranges recommended by Evergreen for the second and third year of the study. In this implementation, Ordinance #5373 omitted from schedule I certain positions within the County Auditor's Office. The County Auditor now recommends that four positions, **Senior Assistant Auditor-Grade 230, Assistant Auditor-Grade 210, Audit Assistant-Grade 200, Assistant Compliance Review Officer-Grade 200 and Communications Officer-Grade 300** be added to schedule I of chapter 2, to allow more flexibility in managing the career progression of associates within the office.

Additionally, the County Auditor recommends that the grades be changed as indicated on the attachment for the Auditor and Clerk's office.

### Contact Information

Department: \*

Legislative Auditor

Submitted Date:

Jan 25, 2023

Name: \*

Troy Thomas

Email: \*

Troy.Thomas@jacksongov.org

Title:

Legislative Auditor

Phone: \*

816-881-3311

### Attachments

[Revised Schedule I \(2023\).pdf](#)

### Budget Information

*Enter whole dollar amounts only.*

Amount authorized by this legislation this fiscal year:

\$

0

Amount previously authorized this fiscal year:

\$

0

Total amount authorized after this legislative action:

\$

0

Is it transferring fund?

☐

No

▼ Single Source Funding:

Fund:

Department:

Line Item Account:

Amount:

\$

Prior Legislation

▼ Prior Ordinances

Ordinance:

5373

Ordinance date:

Jun 29, 2020

▼ Prior Resolution

Resolution:

20104

Resolution date:

Mar 11, 2019

Completed by Purchasing Department:

Does this RLA include the purchase or lease of supplies, materials, equipment or services?

☐ Yes

☒ No

Completed by Compliance Review Office:

☐ Certificate of Compliance

☒ Not Applicable

☐ No

The certificate verifies that the vendor has met all County requirements for the following:

- All Jackson County MO taxes are paid to date
- All Jackson County MO Affirmative Action requirements have been met

Minority, Women and Veteran Owned Business Program

Goals Reviewed

☐ Goals have been set

☐ Goals are waived - Insufficient MBE or WBE firms available

☒ Not Applicable

- ☐ Contract is with another government agency
- ☐ Contract is for real property
- ☐ Emergency contract
- ☐ For purposes of borrowing money/bonds/other notes
- ☐ Less than \$50000
- ☐ Sole Source
- ☒ Other

Not spending money

### Prevailing Wage

- ☐ Construction projects over \$75000
- ☐ Approval of a Term and Supply contract which may include construction project(s) over \$75000
- ☒ Not Applicable

### Fiscal Information - Completed by Finance and/or Budget Office

- ☐ 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.
- ☐ 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.
- ☐ Funds sufficient for this expenditure will be/were appropriated by 

Ordinance #
- ☐ Funds sufficient for this appropriation and/or transfer are available from the source indicated on the budget information tab.

### Completed by County Counselor's Office:

Action Requested:

☐ Ordinance    ☐ Resolution    ☐ Professional Services Contract    ☐ Executive Orders

Res/Ord No.:

Sponsor(s):

Legislature meeting date:

Process confidentially?

☐

No

History

Comments

Submitted by Legislative Auditor requestor: Troy Thomas on 1/25/2023. Comments: Please include on the January 30, 2023 legislative agenda. Manuel Abarca IV is the sponsor. Approved by Department Approver Cindy L. Wallace on 1/26/2023 8:49:00 AM. Comments: I just found this in my junk folder! This needs to be on the agenda for Monday, January 30th 2023 Not applicable by Purchasing Office Approver Lisa Honn on 1/26/2023 9:22:00 AM. Comments: This does not include a request for purchase. Approving at the request of Purchasing Director for erla processing. Approved by Compliance Office Approver Jaime Guillen on 1/26/2023 9:29:33 AM. Comments: Not applicable by Budget Office Approver Mark Lang on 1/26/2023 9:40:25 AM. Comments: Returned for more information by Executive Office Approver Sylvia Stevenson on 1/26/2023 12:29:21 PM. Comments: Funds are not appropriated to approve this request due to the FY 2023 Budget not being adopted.