

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** appropriating \$46,251.00 from the undesignated fund balance of the 2018 Special Road and Bridge Fund and authorizing the Department of Finance and Purchasing to issue a refund in the amount of \$46,251.00 to the Kansas City Water Services Department for monies not used for water main relocation on the Lee's Summit Road Project, No. 3122.

**ORDINANCE NO. 5079**, February 26, 2018

**INTRODUCED BY** Greg Grounds, County Legislator

WHEREAS, Jackson County, the City of Kansas City, the City of Lee's Summit, and the Missouri Highways and Transportation Commission (MHTC) have all performed various aspects of the Lee's Summit Road Improvements, Anderson Drive to U.S. 40 Highway, Project No. 3122, a project eligible for Federal Surface Transportation funds to cover 80 percent of the total project costs; and,

WHEREAS, the total cost of the Lee's Summit Road Improvements, Anderson Drive to U.S. 40 Highway, Project No. 3122 was estimated at \$10,900,000.00; and,

WHEREAS, by Resolution 18500, dated May 5, 2014, the Legislature did authorize a payment to MHTC in the amount of \$1,780,000.00, representing the County's portion of these costs, paid from the City of Kansas City Public Building Corporation – Capital Project Fund; and,

WHEREAS, by Ordinance 4623, dated June 2, 2014, and by Ordinance 4648, dated July 28, 2014, the Legislature did authorize the appropriation and payments totaling

\$2,000,000.00, representing funds received from the City of Kansas City, Missouri, related to this project; and,

WHEREAS, the Lee's Summit Road Project, No. 3122 is now complete, with the project costs lower than anticipated; and,

WHEREAS, the Missouri Highways and Transportation Commission (MHTC) is required to hold the contract open for one year to accommodate certain warranties within the agreement; and,

WHEREAS, an appropriation is needed to place the funds in the appropriate spending account so that a refund may be issued to the Kansas City Missouri, Water Services Department for monies not used for water main relocation on this project; and,

WHEREAS, the County Executive recommends said appropriation; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2018 Special Road and Bridge Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Special Road and Bridge Fund			
004-9999	47060 - Miscellaneous	\$46,251	
004-2810	Undesignated Fund Balance		\$46,251
004-2810	Undesignated Fund Balance	\$46,251	
Special Projects in PW			
004-1507	58040 – Road & Highways		\$46,251

and,

BE IT FURTHER ORDAINED that the Department of Finance and Purchasing be and hereby is authorized to issue a check in the amount of \$46,251.00 payable to the City of Kansas City, Missouri Water Services Department for a refund of a portion of funds previously paid toward the Lee’s Summit Road Improvements Project, No. 3122.

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5079 introduced on February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

This Ordinance is hereby transmitted to the County Executive for his signature.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5079.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 004 2810  
ACCOUNT TITLE: Special Road and Bridge Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$46,251.00



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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 004 1507 58040  
ACCOUNT TITLE: Special Road and Bridge Fund  
Special Projects in Public Works  
Roads & Highways  
NOT TO EXCEED: \$46,251.00

2/22/18  
Date

  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION


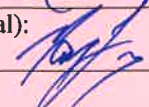
Completed by County Counselor's Office:

Res/Ord No.: 5079

Sponsor(s): Greg Grounds

Date: February 26, 2018

<b>SUBJECT</b>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: An ordinance to appropriate a reimbursement payment from MoDOT in the amount of \$46,251 and issue a refund check to Kansas City Missouri, Water Services Department for monies not used for water main relocation on Lees Summit Road Project No. 3122.</p>														
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="326 562 1208 999"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$46,251</td> </tr> <tr> <td>Amount previously authorized:</td> <td>\$500,000</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$546,251</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT:</td> </tr> <tr> <td>Appropriate From : Undesignated Fund Balance</td> <td>004-2810</td> </tr> <tr> <td>To: Special Projects in Public Works</td> <td>004-1507-58040</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is:</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):          Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$46,251	Amount previously authorized:	\$500,000	Total amount authorized after this legislative action:	\$546,251	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT:	Appropriate From : Undesignated Fund Balance	004-2810	To: Special Projects in Public Works	004-1507-58040
Amount authorized by this legislation this fiscal year:	\$46,251														
Amount previously authorized:	\$500,000														
Total amount authorized after this legislative action:	\$546,251														
Amount budgeted for this item * (including transfers):															
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT:														
Appropriate From : Undesignated Fund Balance	004-2810														
To: Special Projects in Public Works	004-1507-58040														
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date) O4610, March 10, 2014, O4943, Dec, 5, 2016; 4623, 6/2/2014; 4648, 7/28/2014;          Prior resolutions and (date): N/A 18500, 5/5/2014;</p>														
<b>CONTACT INFORMATION</b>	<p>RLA drafted by: Earl Newill, Chief Engineer, 816-881-4538 (office), 816-401-6401 (cell)</p>														
<b>REQUEST SUMMARY</b>	<p>Ordinance 4610 authorized the execution of an agreement with MoDOT for them to receive plans, advertise, bid, award a contract and manage construction of Lee's Summit Road between Anderson Drive and U.S. 40 Hwy. The agreement required the County and KC Water Services to deposit sufficient funds with MoDOT to cover the anticipated bid amount including contingency for change orders. The project is in service but MoDOT has held the contract open for one year to accommodate a specified warranty on selected plantings. This period has completed and excess funds have been returned to the County. The attached spreadsheet summarizes the Water Department monies received by the County, the actual cost of the project, and the amounts due back to the KCMO Water Department.</p> <p>Therefore, we request \$46,251 be appropriated and the Director of Finance be authorized to issue a check to KCMO Water Services Dept. in the amount of \$46,251.30.</p>														
<b>CLEARANCE</b>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)</p>														

	<input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	KCMO Water Department Funding Summary	
REVIEW	Department Director: 	Date: 2.6.18
	Finance (Budget Approval): <i>If applicable</i> 	Date: 2/12/18
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
004-2810	Road & Bridge Fund, Undesignated Fund Balance	\$46,251.30

- 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.

## Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this appropriation are available from the source indicated below.

Date: February 8, 2018

ORD # 5079

Department / Division	Character/Description	From	To
<b>Special Road &amp; Bridge Fund - 004</b>			
9999	47060 - Miscellaneous	\$ 46,251	\$ -
2810	Undesignated Fund Balance		46,251
2810	Undesignated Fund Balance	46,251	-
1507 -Special Projects in PW	58040 - Roads & Highways		46,251
		\$ 46,251	\$ 46,251



County Auditor / Budget Officer

**SUMMARY OF WATER LINE REFUNDS**  
**LEE'S SUMMIT ROAD, ANDERSON TO U.S. 40 HWY, COUNTY PROJECT NO. 3122**

<b>KCMO Water Services Dept. Portion</b>
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**Watermain Upgrades**

<b>Costs As-Bid by Contractor</b>	<b>\$</b>	<b>1,116,558.75</b>
<b>Pre-Payments Made to MoDOT by KCMO WATER</b>	<b>\$</b>	<b>(1,651,178.00)</b>
<b>Actual Construction Costs</b>	<b>\$</b>	<b>1,104,926.70</b>
<b>Refunds Due to Participants</b>	<b>\$</b>	<b>(546,251.30)</b>
<b>Amount paid to KCMO Water from MoDot reimbursement no. 1</b>	<b>\$</b>	<b>500,000.00</b>
<b>Amount due KCMO Water from Modot reimbursement no. 2</b>	<b>\$</b>	<b>46,251.30</b>

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** appropriating \$2,626.72 from the undesignated fund balance of the 2018 Health Fund in acceptance of insurance proceeds for the repair of a vehicle for use by the Environmental Health Division within the Public Works Department.

**ORDINANCE NO. 5080**, February 26, 2018

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the County has received a payment of insurance proceeds for the repair of a fleet work truck operated by the Environmental Health Division within the Public Works Department that was damaged in a motor vehicle accident; and,

WHEREAS, an appropriation is necessary to place the insurance proceeds in the proper spending account so that the funds may be used toward the repair of the damages; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2018 Health Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Health Fund			
002-9999	47040- Reimb Damage Claims	\$2,627	
002-9999	2810-Undesignated Fund Balance		\$2,627
002-9999	2810-Undesignated Fund Balance	\$2,627	
Environmental Health			
002-1503	56530- Maint & Repair Auto		\$2,627

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5080 introduced on February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

This Ordinance is hereby transmitted to the County Executive for his signature.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No.5080.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 002 2810  
ACCOUNT TITLE: Health Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$2,627.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:


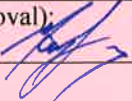
~~Res~~/Ord No.: 5080

Sponsor(s): Crystal Williams

Date: February 26, 2018

<b>SUBJECT</b>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Appropriating \$2626.72.85 from the undesignated fund in acceptance of insurance proceeds for the repair of a vehicle for the use of the Environmental Health Division in the Public Works Department.</p>										
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="310 562 1192 873"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$2626.72</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$2626.72</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT <i>(Undesignated Fund Balance)</i>  TO ACCT 002-1503-56530</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$2626.72	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$2626.72	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT <i>(Undesignated Fund Balance)</i>  TO ACCT 002-1503-56530
Amount authorized by this legislation this fiscal year:	\$2626.72										
Amount previously authorized this fiscal year:	\$										
Total amount authorized after this legislative action:	\$2626.72										
Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT <i>(Undesignated Fund Balance)</i>  TO ACCT 002-1503-56530										
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>										
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Deb Sees, Environmental Health Administrator, 816-847-7070</p>										
<b>REQUEST SUMMARY</b>	<p>Requesting \$2626.72 to be appropriated from <i>Undesignated Fund Balance</i>, Reimbursement of Damage Claims, to account 002-1503-56530, Maintenance and Auto Repair, repair damage to a 2017 Ford Escape, 070PWD. The county received a payment from Allstate Insurance Company representing the cost of an Environmental Health fleet vehicle damaged as a result of a motor vehicle accident on December 28, 2017 dated February 1, 2018.</p>										
<b>CLEARANCE</b>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
<b>ATTACHMENTS</b>											



REVIEW	Department Director: Brian Gaddie, PE 	Date: 2-14-18
	Finance (Budget Approval): <i>If applicable</i> 	Date: 2/16/18
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
2810	Undesignated Fund Balance S	\$2626.72

- 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.


## Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this appropriation are available from the source indicated below.

Date: February 16, 2018

ORD # 5080

Department / Division	Character/Description	From	To
<b>Health Fund - 002</b>			
9999	47040 - Reimburs. Damage Claims	\$ 2,627	
9999	2810 - Undesignated Fund Balance		2,627
9999	2810 - Undesignated Fund Balance	2,627	
1503 - Environmental Health	56530 - Maintenance & Repair-Autos		2,627
		\$ 2,627	\$ 2,627

 2/16/18  
 County Auditor / Budget Officer

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$20,800.00 within the 2018 Special Road and Bridge Fund to cover the reclassification of a part-time intelligence analyst position to full-time within the Sheriff's Office.

**RESOLUTION. 19735**, February 26, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, a transfer within the 2018 Road and Bridge Fund is necessary to provide for the reclassification of a part-time position intelligence analyst within the Sheriff Office to full-time, as recommended by the Sheriff; and,


WHEREAS, the County Executive has recommended said transfer; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer within the 2018 Special Road and Bridge be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Special Road & Bridge Fund 004-4201	55025- Part-Time Salaries	\$20,800	
Sheriff 004-4201	55010- Regular Salaries		\$20,800

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution. 19735 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Abstaining \_\_\_\_\_ Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for this transfer are available from the source indicated below.

ACCOUNT NUMBER: 004 4201 55025  
ACCOUNT TITLE: Special Road and Bridge Fund  
Part-Time Salaries  
NOT TO EXCEED: \$20,800.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19735

Sponsor(s): Alfred Jordan

Date: February 26, 2018

<b>SUBJECT</b>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution authorizing the transfer of \$20,800 from Part Time Salaries 004-4201-55025 to Regular Salaries 004-4201-55010 to fully fund Intel Analyst position.</u></p>												
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$20,800.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$20,800.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM: Road &amp; Bridge Fund – Sheriff 004-4201-55025 – Part Time Salaries</td> <td style="text-align: right; vertical-align: bottom;">FROM ACCT  \$20,800.00</td> </tr> <tr> <td>TO: Road &amp; Bridge Fund – Sheriff 004-4201-55010 – Regular Salaries</td> <td style="text-align: right; vertical-align: bottom;">TO ACCT  \$20,800.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:      Department: Sheriff's Office                      Estimated Use:</p> <p>Prior Year Budget (if applicable):      Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$20,800.00	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$20,800.00	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number; FROM: Road & Bridge Fund – Sheriff 004-4201-55025 – Part Time Salaries	FROM ACCT  \$20,800.00	TO: Road & Bridge Fund – Sheriff 004-4201-55010 – Regular Salaries	TO ACCT  \$20,800.00
Amount authorized by this legislation this fiscal year:	\$20,800.00												
Amount previously authorized this fiscal year:	\$0												
Total amount authorized after this legislative action:	\$20,800.00												
Amount budgeted for this item * (including transfers):													
Source of funding (name of fund) and account code number; FROM: Road & Bridge Fund – Sheriff 004-4201-55025 – Part Time Salaries	FROM ACCT  \$20,800.00												
TO: Road & Bridge Fund – Sheriff 004-4201-55010 – Regular Salaries	TO ACCT  \$20,800.00												
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):</p>												
<b>CONTACT INFORMATION</b>	<p>RLA drafted by: Captain Scott Goodman Jackson County Sheriff's Office Commander (816) 541-8017</p>												
<b>REQUEST SUMMARY</b>	<p><u>A Resolution authorizing the transfer of \$20,800 from Part Time Salaries 004-4201-55025 to Regular Salaries 004-4201-55010 to fully fund Intel Analyst position.</u></p>												
<b>CLEARANCE</b>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
<b>ATTACHMENTS</b>	<p><del>Bliss and Associates Fee Proposal</del></p>												

REVIEW	Department Director: <i>M. J. C. Sep</i>	Date: <i>2/13/18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: <i>2/13/18</i>
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.



**Fiscal Note:**

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: February 13, 2014

RES # 19735

Department / Division                      Character/Description                      From                      To

**Special Road & Bridge Fund - 004**

4201 - Sheriff                      55025 - Part-Time Salaries                      \$ 20,800                      \$ -

4201 - Sheriff                      55010 - Regular Salaries                      \_\_\_\_\_                      20,800

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\$ 20,800                      \$ 20,800

 2/13/14  
County Auditor / Budget Officer

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN RESOLUTION** authorizing the County Executive to execute a Cooperative Agreement with Helen Bass of Kansas City, MO, to serve as a victim advocate within the East Patrol Pilot Project, at a cost to the County not to exceed \$12,000.00.

**RESOLUTION NO. 19736**, February 26, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, by Ordinance 4925, dated October 31, 2016, the Legislature did authorize the acceptance of the SMART Prosecution Grant received from the U.S. Department of Justice for use by the Prosecuting Attorney's Office; and,

WHEREAS, the Smart Prosecution Initiative is a federal program designed to bring a strategic approach to criminal justice operations by using innovative applications of analysis, technology, and evidence-based practices with the goal of improving performance and effectiveness while containing costs; and,

WHEREAS, a portion of the grant is to be used to provide funding for a victim advocate for the East Patrol Pilot Project to assist with building relationships and trust within Kansas City's most violent areas, for the period of March 1, 2018, through June 30, 2018; and,

WHEREAS, the Prosecuting Attorney recommends the execution of an agreement with Helen Bass to serve as a victim advocate within the SMART Prosecution Grant team at a cost to the County not to exceed \$12,000.00; and,



WHEREAS, execution of this agreement is in the best interest of the health, safety, and welfare of the citizens of Jackson County; now therefore,

BE IT RESOLVED by the Legislature of Jackson County, Missouri that the County Executive be and hereby is authorized to execute a Cooperative Agreement with Helen Bass of Kansas City, MO, to serve as a victim advocate, in a form to be approved by the County Counselor; and,

BE IT FURTHER RESOLVED that the Acting Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the agreement.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19736 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 010 4110 56790  
ACCOUNT TITLE: Grant Fund  
SMART Prosecution  
Other Contractual Services  
NOT TO EXCEED: \$12,000.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19736

Sponsor(s): Alfred Jordan

Date: February 26, 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Resolution authorizing the County Executive to enter into an Agreement with Helen Bass.</u></p>												
<p>BUDGET INFORMATION  <i>To be completed                  By Requesting                  Department and                  Finance</i></p>	<table border="1" data-bbox="297 527 1182 905"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$0.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0.00</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$12,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number;</td> <td></td> </tr> <tr> <td><b>FROM</b> Grant Fund 010-4110-56790 Other Contractual Services</td> <td><b>FROM ACCT</b> \$12,000.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:                  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):                  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$0.00	Amount previously authorized this fiscal year:	\$0.00	Total amount authorized after this legislative action:	\$12,000.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		<b>FROM</b> Grant Fund 010-4110-56790 Other Contractual Services	<b>FROM ACCT</b> \$12,000.00
Amount authorized by this legislation this fiscal year:	\$0.00												
Amount previously authorized this fiscal year:	\$0.00												
Total amount authorized after this legislative action:	\$12,000.00												
Amount budgeted for this item * (including transfers):	\$												
Source of funding (name of fund) and account code number;													
<b>FROM</b> Grant Fund 010-4110-56790 Other Contractual Services	<b>FROM ACCT</b> \$12,000.00												
PRIOR LEGISLATION	<p>Prior ordinances and (date): 4925, 11/30/16                  Prior resolutions and (date): 19660, 11/28/17</p>												
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): <b>Gina Robinson, Chief of Operations, 881-3369</b></p>												
REQUEST SUMMARY	<p>This resolution authorizes the County Executive to enter into an agreement with Helen Bass to serve as an advocate for crime victims and neighborhoods identified in the hot spot areas under the SMART Prosecution grant. Ms. Bass will provide assistance in organizing databases to ensure that all persons in need are being reached. Tasks include: organizing community events in areas of high violent crimes, assisting with creating a databased of crime victims, visiting with victims and neighborhoods affected by crime, and establishing trusting relationships with victims, community, and criminal justice system in an effort to support individuals affected by crime. Additionally, this position includes visitations, phone contact, accompanying victims to court proceedings, and some general administrative functions. This position will work in collaboration with KCPD.</p> <p>The amount of this agreement is \$12,000.00 and term is from <b>March 1, 2018-June 30, 2018</b> (monthly payments). Funding for this contract has been authorized through the SMART Prosecution grant.</p>												
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												

ATTACHMENTS		
REVIEW	Department Director: <i>Clean Peters Baker</i>	Date: <i>2/7/18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Sarah Matthe</i>	Date: <i>2/8/18</i>
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # *4925*
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-4110-56790	SMART Prosecution Grant	\$12,000.00

- 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.



# HELEN J. BASS

816-721-3178 | basshelenjane@gmail.com  
9428 N. Cleveland Ave. Kansas City, MO 64156

## EDUCATION

### UNIVERSITY OF READING, ENGLAND 2016-2017

LLM/MSc in Law & Economics  
GPA: Distinction

### UNIVERSITY OF MISSOURI, 2012-2016

BA in Economics, Minor in Spanish  
Summa Cum Laude & University Honors  
GPA: 3.95

## VOLUNTEER & ACTIVITIES

### RISING SUN ARTS CENTER, VOLUNTEER - FALL 2016-FALL 2017

Volunteered for community events including  
music performances and art workshops  
Reading, UK

### TIGERS ADVANCING POLITICAL PARTICIPATION (TAPP), MEMBER AND PRESIDENT - FALL 2014-SPRING 2016 (10 hrs/wk)

Collaborated with academics, student  
organizations, and community members to  
plan nonpartisan panels and debates;  
Organized regular voter registration

### UNIVERSITY OF READING SWIM TEAM (3 hrs/wk)

Practiced and competed with team

## EMPLOYMENT

### TEACHING ASSISTANT, PRINCIPLES OF MICROECONOMICS - 2015 (10 hrs/wk)

Promoted student learning through informal  
study sessions and formal exam-prep lectures;  
held regular office hours; proctored exams

### HEAD LIFEGUARD, GLADSTONE COMMUNITY CENTER - 2009-2014 (10 hrs/wk)

Supervised lifeguards; cleaned and supervised  
pool facilities; front-desk work

## FELLOWSHIP

### MARK TWAIN FELLOW 2016-2017

Awarded funding for 1 year postgraduate  
study abroad

## EXPERIENCE

### OFFICE OF MISSOURI SECRETARY OF STATE - SPRING 2016 - INTERN (40+ hrs/wk)

- Assisted the Legislative Liaison in tracking  
legislation during the Missouri General  
Assembly session
- Fulfilled clerical, reception and  
administrative duties in Capitol office
- Authored policy briefs to be shared within  
and outside the SOS office
- Maintained archive of legislative  
recordings

### OFFICE OF SENATOR CLAIRE MCCASKILL - SUMMER 2015 - INTERN (20 hrs/wk)

- Connected constituents with federal  
caseworkers and resources
- Fulfilled clerical duties
- Shadowed federal liaisons in projects with  
local community leaders

### UNDERGRADUATE RESEARCH

### MENTORSHIP PROGRAM - 2014-2015

- Received funding to complete a cross-  
cultural study under Dean Michael O'Brien  
of the University of Missouri A&S College
- Developed a project on initiation rituals  
and political organization

### UNIVERSIDAD DE BUENOS AIRES AND U. DEL SALVADOR - SPRING 2014

- Completed Argentinian university courses  
while living with a local host
- Trained business professionals in  
conversational English
- Volunteered at a university garden

### MISSOURI PREVENTION CENTER RESEARCH - FALL 2012-SPRING 2013

- Organized data collection for postgraduate  
research project

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$20,000.00 within the 2018 General Fund and \$11,065.00 within the 2018 Assessment Fund to cover the cost of hardware maintenance services for use by the Information Technology Department.

**RESOLUTION NO. 19737**, February 26, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, the Information Technology Department has a need to contract for hardware maintenance for its data storage equipment from an existing term and supply vendor and a need for uninterrupted power supply equipment to be acquired by a competitive bid under the threshold requiring legislative approval; and,

WHEREAS, a transfer is necessary in order to place the funds needed for these agreements in the proper spending accounts; and,

WHEREAS, the County Executive recommends this transfer; now therefore,

**BE IT RESOLVED** by the County Legislature of Jackson County, Missouri, that the following transfers be made within the 2018 General Fund and the 2018 Assessment Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
Information Technology			
001-1305	56661 – Software Purchases	\$20,000	
001-1305	56580 – Maintenance – Data Pro		\$20,000
Assessment Fund			
Information Technology			
045-1305	56080 – Other Srvs	\$11,065	
045-1305	56580 – Maintenance – Data Pro		\$11,065



Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No.19737 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for this transfer are available from the sources indicated below.

ACCOUNT NUMBER: 001 1305 56661  
ACCOUNT TITLE: General Fund  
Information Technology  
Software Purchases

NOT TO EXCEED: \$20,000.00

ACCOUNT NUMBER: 045 1305 56080  
ACCOUNT TITLE: Assessment Fund  
Information Technology  
Other Professional Svcs

NOT TO EXCEED: \$11,065.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

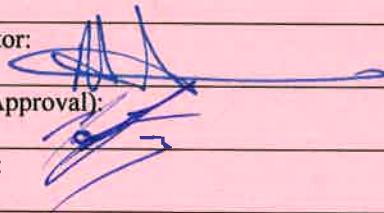
Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19737

Sponsor(s): Dennis Waits

Date: February 26, 2018

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: <u>Requesting the Transfer of \$31,065 within the Information Technology Department's budget to purchase 2018 Annual Hardware Maintenance from Alexander Open Systems (AOS), a current Term &amp; Supply vendor.</u>																																			
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$39,187.38</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$39,187.38</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$39,187.38</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td colspan="2"><b>Transfer From:</b></td> </tr> <tr> <td>001-1305-56661 General Fund, IT, Software Purchases</td> <td style="text-align: right;">\$20,000.00</td> </tr> <tr> <td>045-1305-56080 Assessment Fund, IT, Other Professional Services</td> <td style="text-align: right;">\$11,065.00</td> </tr> <tr> <td colspan="2"><b>Transfer To:</b></td> </tr> <tr> <td>001-1305-56580 General Fund, IT, Maint. &amp; Repair – Data Pro</td> <td style="text-align: right;">\$20,000.00</td> </tr> <tr> <td>045-1305-56580 Assessment Fund, IT, Maint. &amp; Repair – Data Pro</td> <td style="text-align: right;">\$11,065.00</td> </tr> <tr> <td><b>Transfer Total:</b></td> <td style="text-align: right;"><b>\$31,065.00</b></td> </tr> <tr> <td colspan="2"><b>Funding Summary:</b></td> </tr> <tr> <td>001-1305-56580 General Fund, IT, Maint. &amp; Repair – Data Pro</td> <td style="text-align: right;">\$20,210.00</td> </tr> <tr> <td>045-1305-56580 Assessment Fund, IT, Maint. &amp; Repair – Data Pro</td> <td style="text-align: right;">\$18,803.00</td> </tr> <tr> <td>004-1305-56580 Special Road &amp; Bridge Fund, IT, Maint. &amp; Repair – Data Pro</td> <td style="text-align: right;">\$174.38</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$39,187.38</b></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p>		Amount authorized by this legislation this fiscal year:	\$39,187.38	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$39,187.38	Amount budgeted for this item * (including transfers):	\$39,187.38	Source of funding (name of fund) and account code number:		<b>Transfer From:</b>		001-1305-56661 General Fund, IT, Software Purchases	\$20,000.00	045-1305-56080 Assessment Fund, IT, Other Professional Services	\$11,065.00	<b>Transfer To:</b>		001-1305-56580 General Fund, IT, Maint. & Repair – Data Pro	\$20,000.00	045-1305-56580 Assessment Fund, IT, Maint. & Repair – Data Pro	\$11,065.00	<b>Transfer Total:</b>	<b>\$31,065.00</b>	<b>Funding Summary:</b>		001-1305-56580 General Fund, IT, Maint. & Repair – Data Pro	\$20,210.00	045-1305-56580 Assessment Fund, IT, Maint. & Repair – Data Pro	\$18,803.00	004-1305-56580 Special Road & Bridge Fund, IT, Maint. & Repair – Data Pro	\$174.38	<b>Total</b>	<b>\$39,187.38</b>
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<b>Total</b>	<b>\$39,187.38</b>																																			
PRIOR LEGISLATION	OTHER FINANCIAL INFORMATION:  <input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____  Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____																																			
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Kyle Brack, Senior Buyer, 816-881-3265																																			
REQUEST SUMMARY	The annual AOS quote is for 2018 Hardware Storage Maintenance that is critical to IT operations and impacts all County departments. The Hardware Storage Maintenance covers service assistance for any issues that may arise to the County's storage platform. A transfer of funds is necessary for timely payment.  The Hardware Storage Maintenance is at a cost of \$39,187.38 to the County will be provided by AOS of Overland Park, Kansas, an existing Term and Supply vendor.																																			

	The Information Technology Department requests the transfer of \$31,065 within their budget as follows:	
	001-1305-56661 General Fund, IT, Software Purchases	From: \$20,000
	045-1305-56080 Assessment Fund, IT, Other Professional Services	To: \$11,065
	001-1305-56580 General Fund, IT, Maint. & Repair – Data Pro	\$20,000
	045-1305-56580 Assessment Fund, IT, Maint. & Repair – Data Pro	\$11,065
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS	Memorandum from the Director of IT and AOS quote	
REVIEW	Department Director: 	Date: 2/6/2018
	Finance (Budget Approval): <i>If applicable</i>	Date: 2/8/18
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.

### Fiscal Note:

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: February 8, 2018

RES # 19737

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b><u>General Fund - 001</u></b>			
<u>1305 - Information Technology</u>	<u>56661 - Software Purchases</u>	<u>\$ 20,000</u>	<u>\$ -</u>
<u>1305 - Information Technology</u>	<u>56580 - Maint. &amp; Repair - Data Pro</u>		<u>20,000</u>
<b><u>Assessment Fund - 045</u></b>			
<u>1305 - Information Technology</u>	<u>56080 - Other Professional Svcs.</u>	<u>\$ 11,065</u>	<u>\$ -</u>
<u>1305 - Information Technology</u>	<u>56580 - Maint. &amp; Repair - Data Pro</u>		<u>11,065</u>
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_____	_____	<b><u>\$ 31,065</u></b>	<b><u>\$ 31,065</u></b>

  
 \_\_\_\_\_  
 County Auditor / Budget Officer



**Department of  
INFORMATION TECHNOLOGY  
JACKSON COUNTY, MISSOURI**

(816) 881-

415 EAST 12TH STREET, ROOM G-8  
KANSAS CITY, MO 64106

**TO: KYLE BRACK, SENIOR BUYER**

**FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS**

*ME*

**DATE: FEBRUARY 6, 2018**

**RE: RLA REQUEST TO ENTER PAYMENTS AOS HARDWARE MAINTENANCE FOR 2018.**

ALEXANDER OPEN SYSTEMS (AOS) IS THE VENDOR THAT DOES THE ANNUAL MAINTENANCE ON OUR STORAGE HARDWARE. AOS IS A TERM & SUPPLY VENDOR FOR JACKSON COUNTY. THE MAINTENANCE FOR 2018 IS \$39,187.38. THIS COVERS SERVICE ASSISTANCE WE NEED FOR ANY ISSUES THAT ARISE ON OUR STORAGE PLATFORM. PLEASE APPROVE THE TWO TRANSFERS WE NEED TO GET THE TOTAL AMOUNT OF FUNDING INTO THE PROPER ACCOUNTS.

From:		To:	
001-1305-56661	\$20,000.00	001-1305-56580	\$20,000.00
045-1305-56080	<u>11,065.00</u>	045-1305-56580	<u>11,065.00</u>
Totals	\$31,065.00		\$31,065.00

Payment for the 2018 Hardware Maintenance should come from:

001-1305-56580	\$20,210.00
045-1305-56580	18,803.00
004-1305-56580	<u>174.38</u>
Total	\$39,187.38

**Alexander Open Systems, Inc.**

**QUOTATION**

A Converged Company

**Kansas City**

12960 Foster #300  
Overland Park, KS 66213  
Phone: 913-307-2300  
Fax: 913-307-2380

**Wichita**

Epic Center  
301 N. Main #1850  
Wichita, KS 67202  
Phone: 316-269-1400  
Fax: 316-269-1403

**Topeka**

900 Kansas Suite# 303  
Topeka, KS 66612  
Phone: 785-228-2727  
Fax: 785-228-9677

Quote No.: Q132071  
Customer ID: JACKS-002  
Date: 2/6/2018  
Sales Rep: TOMMYM  
Designer: ADAMK

Please visit [www.aos5.com](http://www.aos5.com) for a complete listing of all service areas

QUOTE TO:	SHIP TO:
ACCOUNTS PAYABLE JACKSON COUNTY 415 E 12TH STREET G-8 KANSAS CITY, MO 64106  Phone: (816) 881-3270 Fax:	MICHAEL LEAR JACKSON COUNTY 415 E 12TH STREET G-8 KANSAS CITY, MO 64106

Cooperating School Districts of Greater Kansas City IT Contract # C062512 Pricing

\* Agencies may not use credit cards for purchases from this contract

QTY	MFG PART NO.	SERIAL NO.	EQUIPT LOCATION	BEGIN DATE	END DATE	PRICE	EXT. PRICE
Contract: 30126080H36A							
1.00	VNX5300 DPE; 15X3.5 DRV-MIN RCK 8X300G	APM00125209056		1/30/18	1/29/19	1,947.88	1,947.88
16.00	3.5 IN 3TB 7.2K 6GB SAS DISK DRIVE			1/30/18	1/29/19	133.50	2,136.00
15.00	VNX 3TB NL SAS DRV UPG-15X3.5IN DPE/DAE			1/30/18	1/29/19	133.32	1,999.80
7.00	VNX51/53 300GB15K SAS UPGDRV15X3.5DPEDAE			1/30/18	1/29/19	83.88	587.16
15.00	600GB 15K SAS DISK DRIVE			1/30/18	1/29/19	132.75	1,991.25
22.00	VNX51/53 600GB15K SAS UPGDRV15X3.5DPEDAE			1/30/18	1/29/19	133.88	2,945.36
5.00	3.5IN 200GB 6GB SAS 520BPS FLASH DRIVE			1/30/18	1/29/19	567.00	2,835.00
2.00	3U DAE WITH 15X3.5 INCH DRIVE SLOTS			1/30/18	1/29/19	295.00	590.00
2.00	1GBE DM MODULE 4 PORT FOR VNX5300			1/30/18	1/29/19	125.00	250.00
1.00	VNX5300 2ND CONTROL STATION - MINI RACK			1/30/18	1/29/19	163.63	163.63
1.00	VNX5300 ADD ON DM+FC SLIC-MINI RCK			1/30/18	1/29/19	187.38	187.38
1.00	VNX CABLE KIT FOR DPE+2 DM; 1 CS; 2 SPS			1/30/18	1/29/19	0.00	0.00
1.00	ADDITIONAL 8 G FC SFP FOR VNX 51/53			1/30/18	1/29/19	50.00	50.00
1.00	2ND OPTIONAL SPS FOR VNX 51/53			1/30/18	1/29/19	61.50	61.50
1.00	VNX5300 4 PT 1GBASE-T ISCSI IO MOD PR			1/30/18	1/29/19	250.00	250.00
1.00	VNX5300 4 PORT 8G FC IO MODULE PAIR			1/30/18	1/29/19	312.50	312.50
1.00	UNISPHERE UNIFIED & VNX OE VNX5300	04THBA010018168		1/30/18	1/29/19	1,474.92	1,474.92
1.00	FAST SUITE FOR VNX5300	04TKAA020003764		1/30/18	1/29/19	683.46	683.46
1.00	REMOTE PROTECTION SUITE FOR VNX5300	05TJFA010003324		1/30/18	1/29/19	1,406.34	1,406.34
1.00	VNX MONITORING AND REPORTING-5300			1/30/18	1/29/19	0.00	0.00
1.00	ADV FILE LIC (NFS; MPFS & PNFS) FOR 5300			1/30/18	1/29/19	0.00	0.00
1.00	BASE FILE LICENSE (CIFS/FTP) FOR VNX5300			1/30/18	1/29/19	0.00	0.00
1.00	VNX5300 DPE; 15X3.5 DRV-MIN RCK 8X300G	APM00125209057		1/30/18	1/29/19	1,947.88	1,947.88
11.00	3.5 IN 3TB 7.2K 6GB SAS DISK DRIVE			1/30/18	1/29/19	133.50	1,468.50
31.00	VNX 3TB NL SAS DRV UPG-15X3.5IN DPE/DAE			1/30/18	1/29/19	133.32	4,132.92
7.00	VNX51/53 300GB15K SAS UPGDRV15X3.5DPEDAE			1/30/18	1/29/19	83.88	587.16
15.00	600GB 15K SAS DISK DRIVE			1/30/18	1/29/19	132.75	1,991.25
28.00	VNX51/53 600GB15K SAS UPGDRV15X3.5DPEDAE			1/30/18	1/29/19	133.88	3,748.64
2.00	3U DAE WITH 15X3.5 INCH DRIVE SLOTS			1/30/18	1/29/19	295.00	590.00

# Alexander Open Systems, Inc.

Alexander Open Systems, Inc. COMPANY

**Kansas City**  
 12980 Foster #300  
 Overland Park, KS 66213  
 Phone: 913-307-2300  
 Fax: 913-307-2380

**Wichita**  
 Epic Center  
 301 N. Main #1850  
 Wichita, KS 67202  
 Phone: 316-269-1400  
 Fax: 316-269-1403

**Topeka**  
 900 Kansas Suite# 303  
 Topeka, KS 66612  
 Phone: 785-228-2727  
 Fax: 785-228-9677

## QUOTATION

Quote No : Q132071  
 Customer ID: JACKS-002  
 Date: 2/6/2018  
 Sales Rep: TOMMYM  
 Designer: ADAMK

Please visit [www.aos5.com](http://www.aos5.com) for a complete listing of all service areas

QTY	DESCRIPTION	CONTRACT	UNIT PRICE	DISCOUNT	TOTAL PRICE	AMOUNT
2.00	1GBE DM MODULE 4 PORT FOR VNX5300		125.00		250.00	
1.00	VNX5300 2ND CONTROL STATION - MINI RACK		163.63		163.63	
1.00	VNX5300 ADD ON DM+FC SLIC-MINI RCK		187.38		187.38	
1.00	VNX CABLE KIT FOR DPE+2 DM; 1 CS; 2 SPS		0.00		0.00	
1.00	ADDITIONAL 8 G FC SFP FOR VNX 51/53		50.00		50.00	
1.00	2ND OPTIONAL SPS FOR VNX 51/53		61.50		61.50	
1.00	VNX5300 4 PT 1GBASE-T ISCSI IO MOD PR		250.00		250.00	
1.00	VNX5300 4 PORT 8G FC IO MODULE PAIR		312.50		312.50	
1.00	UNISPHERE UNIFIED & VNX OE VNX5300	04THBA010017074	1,474.92		1,474.92	
1.00	FAST SUITE FOR VNX5300	04TKAA020003931	683.46		683.46	
1.00	REMOTE PROTECTION SUITE FOR VNX5300	05TJFA010003325	1,406.34		1,406.34	
1.00	VNX MONITORING AND REPORTING-5300		0.00		0.00	
1.00	ADV FILE LIC (NFS; MPFS & PNFS) FOR 5300		0.00		0.00	
1.00	BASE FILE LICENSE (CIFS/FTP) FOR VNX5300		0.00		0.00	
					<b>\$39,178.26</b>	
Contract: 30775024H						
1.00	AVAMAR G4S M1200 STORAGE NODE FLD INST	FC6AV155300067	4.56		4.56	
					<b>\$4.56</b>	
Contract: 30775028H						
1.00	AVAMAR G4S M1200 STORAGE NODE FLD INST	FC6AV155300048	4.56		4.56	
					<b>\$4.56</b>	
<b>Merchandise Total</b>					<b>39,187.38</b>	
<b>Shipping</b>					<b>0.00</b>	
<b>Document Total</b>					<b>\$39,187.38</b>	

Above quoted pricing is valid until 2/28/2018 .

Quoted pricing does not include sales tax. Sales tax, if applicable, will be charged on final invoice. All taxable items will be charged appropriate tax rates based on end users jurisdiction.

If customer is tax exempt, a valid tax exemption permit must be on file with AOS at the time of billing.

Total solution financing \* is available. Ask your account manager how you can avoid upfront cost and pay for your solution over time.

\*Restrictions apply. Subject to credit approval and documentation.

Customer signature constitutes agreement with all AOS Terms and Conditions, which may be found at <http://www.aos5.com/terms> in addition to any addendums shown on this quote.

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the Jackson County Legislature to hold a closed meeting on Monday, February 26, 2018, for the purpose of conducting privileged and confidential communications between itself and the Jackson County Counselor under section 610.021(1) of the Revised Statutes of Missouri, and closing all records prepared for discussion at said meeting.

**RESOLUTION NO. 19738**, February 26, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Monday, February 26, 2018, during the regularly scheduled meeting of the Legislature; and,

WHEREAS, public notice of such closed meeting has been given by inclusion of this Resolution on the published agenda for said meeting; and,

WHEREAS, the purpose of such closed meeting is to conduct privileged and confidential communications between the Legislature and the Jackson County Counselor concerning the status of legal actions, causes of action, and/or litigation; and,

WHEREAS, such closed meeting is allowable under section 610.021(1) of the Revised Statutes of Missouri; now therefore,



BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature be authorized to hold a closed meeting during the regularly scheduled meeting of the Legislature on Monday, February 26, 2018, pursuant to section 610.021(1), RSMo, and closing all records prepared in connection therewith.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19738 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** expressing Jackson County's support and recognition of young people impacted by the rescission of the Deferred Action for Childhood Arrivals (DACA) program.

**RESOLUTION NO. 19739**, February 26, 2018

**INTRODUCED BY** Crystal Williams, Scott Burnett, Alfred Jordan, Tony Miller, and Dan Tarwater III, County Legislators

WHEREAS, the Deferred Action for Childhood Arrivals (DACA) program, which allows undocumented immigrants who were brought to the United States as minors to receive a renewable two-year period of deferred action from deportation and eligibility for a work permit, has been rescinded; and,

WHEREAS, this group of young people, commonly known as Dreamers, voluntarily gave the federal government their personal information in good faith so that they could become productive members of our community and workforce; and,

WHEREAS, in registering for the DACA program, Dreamers met strict age, residency, and educational criteria and do not pose a threat to public safety; and,

WHEREAS, Dreamers now find themselves vulnerable to aggressive government raids, detention centers, and life-altering deportations; and,

WHEREAS, according to the Greater Kansas City Chamber of Commerce, 6,439

Missourians are currently eligible for DACA; and,

WHEREAS, 91.2 percent of these Dreamers in Missouri are employed, contributing \$6.6 million in state and local taxes and \$11.1 million in federal taxes; and,

WHEREAS, according to the Greater Kansas City Chamber of Commerce, removing Dreamers would cost Missouri more than \$209 million in gross domestic product every year; and,

WHEREAS, Jackson County is a welcoming community that values its ethnic, racial, linguistic, and socio-economic diversity, which contribute to our area's strength and prosperity; and,

WHEREAS, the County Legislature of Jackson County, Missouri, stands committed to ensuring that all our residents can live and pursue their livelihoods in peace and prosperity; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature hereby proclaims its commitment and support of young people known as Dreamers, and asks Congress to enact a permanent solution for undocumented youth, giving all persons an opportunity to pursue their dreams.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief/Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19739 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing a twelve month term and supply contract with two twelve month options to extend for the furnishing of steam HVAC parts for use by the Facilities Management Division to Spence Engineering/Control Products of Fenton, MO, as a sole source purchase.

**RESOLUTION NO. 19740**, February 26, 2018

**INTRODUCED BY** Greg Grounds, County Legislator

WHEREAS, the Jackson County Courthouse and Detention Center are heated by a steam system that is stepped down to a usable temperature utilizing high pressure valves and routed to individual radiator units; and,

WHEREAS, the specialized high pressure valves, bellows, and pilot valves needed to rebuild and repair the County's radiators are proprietary items manufactured by Spence Engineering/Control of Fenton, MO; and,

WHEREAS, Pursuant to section 1030.1 of the Jackson County Code, the Finance and Purchasing Department recommends the purchase of steam HVAC parts from Spence Engineering/Control Products of Fenton, MO, as a sole source; now therefore,

**BE IT RESOLVED** by the County Legislature of Jackson County, Missouri, that a contract be awarded as recommended by the Finance and Purchasing Department to Spence Engineering/Control/Products of Fenton, Mo; and,

BE IT FURTHER RESOLVED that the Acting Director of Finance and Purchasing be and hereby is authorized to execute any and all documents necessary to give effect to this award; and,

BE IT FURTHER RESOLVED that the acting Director of Finance and Purchasing be and hereby authorized to make all payments, including final payment on the contract.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19740 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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 is subject to annual appropriations.

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer



# REQUEST FOR LEGISLATIVE ACTION

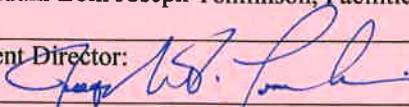
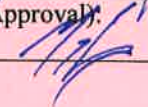
Completed by County Counselor's Office:

Res/Ord No.: 19740

Sponsor(s): Greg Grounds

Date: February 26, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing a Twelve Month Term and Supply Contract with Two Twelve Month Options to Extend for the furnishing of Steam HVAC parts for the Facilities Management Division from Spence Engineering/Control Products of Fenton, Missouri as a Sole Source purchase.</u></p>										
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="308 556 1445 745"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: Facilities Management Division Estimated Use: \$75,000</p> <p>This RLA only approves the Term and Supply Contract. The funds were appropriated through the annual budget adoption. Figures included in the Budget Information Section are for informational purposes to provide an estimate of the annual contract amount.</p> <p>Prior Year Budget (if applicable):          Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:		Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:	
Amount authorized by this legislation this fiscal year:											
Amount previously authorized this fiscal year:											
Total amount authorized after this legislative action:											
Amount budgeted for this item * (including transfers):											
Source of funding (name of fund) and account code number:											
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):          Prior resolutions and (date):</p>										
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>										
<p><b>REQUEST SUMMARY</b></p>	<p>The downtown Courthouse and the Detention Center are heated by a steam system that is supplied by a city provider. The steam is 'stepped down' to a usable temperature utilizing high pressure valves and then routed to the individual radiator units. The high pressure valves, bellows and pilot valves needed to rebuild and repair the County radiators are manufactured by Spence Engineering/Control Products of Fenton, Missouri.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Purchasing Department recommends the purchase of Steam HVAC parts from Spence Engineering/Control Products of Fenton, Missouri as a Sole Source purchase. Research done by both the Purchasing Department and the Facilities Management Division indicates these parts can only be obtained by the manufacturer of the radiators, high pressure valves, bellows and pilot valves.</p> <p>This award is made on an "as needed" basis and does not obligate Jackson County, Missouri for any specific amount. The availability of funds for specific purchases are subject to appropriation.</p>										
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										

COMPLIANCE	<input type="checkbox"/> MBE Goals – N/A <input type="checkbox"/> WBE Goals – N/A <input type="checkbox"/> VBE Goals - N/A	
ATTACHMENTS	Memorandum from Joseph Tomlinson, Facilities Management Supervisor	
REVIEW	Department Director: 	Date: 02/02/18
	Finance (Budget Approval): <i>If applicable</i> 	Date: 2/8/18
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.



## JACKSON COUNTY Facilities Management Division

Jackson County Courthouse  
415 East 12th Street, Third Floor Mezzanine  
Kansas City, Missouri 64106  
jacksongov.org

(816) 881-3258  
Fax: (816) 881-3583

### MEMORANDUM

From: Joseph Tomlinson, Facilities Management Administrator

To: Barbara Casamento, Purchasing Department Supervisor

Date: 01/23.2018

Subject: Spence Engineering Sole Source

Barbara,

This memorandum is being prepared and submitted to request the use of Spence Engineering of Fenton, MO as a sole source vendor for HVAC parts relative to the Facilities Management Division's needs.

The Downtown Courthouse and The Jackson County Detention Center are provided heat via a steam system that is supplied to these buildings by a city provider. This steam is "stepped down" to a usable temperature utilizing high pressure valves that then route this steam to the individual radiator units in the respective complexes. These specific, high pressure valves are manufactured by Spence Engineering. Spence is also the manufacturer of a majority of the valves, bellows, and pilot valves that correspond to radiators throughout the county.

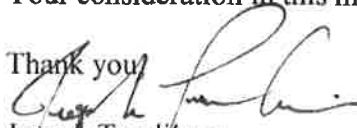
Previously in 2017, the JCDC experienced a steam station failure, taking the system for the Corrections buildings offline. FMD was tasked with rebuilding these stations to allow for the steam to once again be distributed through the complex. In doing so, we identified the stations as being manufactured by Spence Engineering. Area HVAC vendors (C.D. Jones, Johnstone, and Key Refrigeration) were contacted in an effort to procure the proper valves. We were informed that Spence Engineering was the solitary regional distributor and manufacturer of this material, and was willing and able to ship it for next-day installation.

Ultimately, FMD was able to procure the necessary items utilizing another vendor as the expenditure was under \$5,000.00 Moving forward, it is vital that FMD have access to a higher expenditure ceiling as well as a sole source designation with Spence, the manufacturer and distributor, especially with the addition of the JCDC Complex to the Facilities stable of buildings.

I am requesting Spence Engineering be designated as a sole source Term and Supply distributor for HVAC material and equipment.

Your consideration in this matter is greatly appreciated.

Thank you

  
Joseph Tomlinson

Facilities Management Administrator

*Frank White, Jr., County Executive*

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the County Executive to execute Cooperative Agreements with certain agencies that provide services and assistance to victims of domestic violence, at an aggregate cost to the County not to exceed \$131,454.00.

**RESOLUTION NO. 19741**, February 26, 2018

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, Synergy Services, Hope House, New House, and Rose Brooks domestic violence shelters are not-for-profit organizations providing assistance to victims of domestic violence; and,

WHEREAS, it is in the best interests of the public health, safety, and welfare of the citizens of Jackson County to provide assistance to the victims of domestic violence through funding of these shelters; and,

WHEREAS, pursuant to section 8700., Jackson County Code, the Board of Domestic Violence Shelters was established to administer the distribution of fees collected pursuant to state statutes and the Code; and,

WHEREAS, pursuant to section 455.215.2, RSMo, on or before November 15, 2017, the Board or its designee must have provided written notification to any domestic violence shelter that has applied for funding, whether it is eligible to receive funds, and if it is eligible, the amount available from the fees collected; and,

WHEREAS, the Board met December 13, 2017, and recommended an allocation of \$131,454.00 of the projected 2018 budget revenues to be awarded as follows:

<u>Agency</u>	<u>Amount</u>
Synergy Services	\$14,460.00
Hope House	\$38,998.00
New House	\$38,998.00
Rose Brooks	\$38,998.00

and,

WHEREAS, the Board will hold a second meeting in June 2018 to recommend allocation of the remaining 2018 revenues based on further revenue projections, for distribution to the three eligible shelters; and,

WHEREAS, the Board recommends that the County Executive be authorized to execute cooperative agreements with the specified agencies, in the respective amounts indicated, at an aggregate cost to the County not to exceed a total of \$131,454.00; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive is authorized to execute the Agreements, in a form to be approved by the County Counselor, with Synergy Services, Hope House, New House, and Rose Brooks domestic violence shelters in the amounts indicated, at a total cost to the County not to exceed \$131,454.00; and,

BE IT FURTHER RESOLVED that the Acting Director of Finance and Purchasing is authorized to make all payments, including final payment on the Agreements.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19741 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 041 7101 56790  
ACCOUNT TITLE: Domestic Abuse Fund  
Domestic Violence Assistance  
Other Contractual Services  
NOT TO EXCEED: \$131,454.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer



# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/ No.: 19741

Sponsor: Crystal Williams

Date: February 26, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution authorizing the County Executive to execute Cooperative Agreements with Synergy Services, Hope House, New House and Rose Brooks domestic violence shelters in order to provide assistance to victims of domestic violence during 2018, at an aggregate cost to County not to exceed \$131,454.00.</u></p>										
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$131,454.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$131,454.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$219,092.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO 041-7101-56790 Domestic Abuse Fund Domestic Violence Assistance Other Contractual Services</td> <td>FROM ACCT 041-7101-56790 \$131,454.00 TO ACCT</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): \$182,421.00  Prior Year Actual Amount Spent (if applicable): \$182,000.00</p>	Amount authorized by this legislation this fiscal year:	\$131,454.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$131,454.00	Amount budgeted for this item * (including transfers):	\$219,092.00	Source of funding (name of fund) and account code number; FROM / TO 041-7101-56790 Domestic Abuse Fund Domestic Violence Assistance Other Contractual Services	FROM ACCT 041-7101-56790 \$131,454.00 TO ACCT
Amount authorized by this legislation this fiscal year:	\$131,454.00										
Amount previously authorized this fiscal year:	\$										
Total amount authorized after this legislative action:	\$131,454.00										
Amount budgeted for this item * (including transfers):	\$219,092.00										
Source of funding (name of fund) and account code number; FROM / TO 041-7101-56790 Domestic Abuse Fund Domestic Violence Assistance Other Contractual Services	FROM ACCT 041-7101-56790 \$131,454.00 TO ACCT										
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): 19384 dated 2/6/2017, 19075 dated 2/22/2016 and 19215 dated 7-18-16</p>										
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Sue Akers, 881-1569</p>										
<p><b>REQUEST SUMMARY</b></p>	<p>Pursuant to section 8700, <u>Jackson County Code</u>, the Board of Domestic Violence Shelters was established to administer the distribution of fees collected pursuant to state statutes and the Code. Fees to support the domestic violence shelters come from \$5 on each marriage license application and \$2 on each civil court filing. The Board is required to distribute funds twice a year.</p> <p>The Board of Domestic Violence Shelters met on December 13, 2017, and voted to recommend an allocation of \$131,454.00 of the projected 2018 budget revenues to be awarded as follows:  Synergy Services - \$14,460.00  Hope House - \$38,998.00  New House - \$38,998.00  Rose Brooks - \$38,998.00</p> <p>The Board will meet again in June 2018 to determine the allocation for the second half of 2018.</p>										



CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)								
ATTACHMENTS									
REVIEW	<table border="1"> <tr> <td>Department Director:</td> <td>Date:</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date: 2/8/18</td> </tr> <tr> <td>Division Manager:</td> <td>Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director:	Date:	Finance (Budget Approval): <i>If applicable</i>	Date: 2/8/18	Division Manager:	Date:	County Counselor's Office:	Date:
Department Director:	Date:								
Finance (Budget Approval): <i>If applicable</i>	Date: 2/8/18								
Division Manager:	Date:								
County Counselor's Office:	Date:								

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.

### Fiscal Note:

This expenditure was included in the Annual Budget.

PC# \_\_\_\_\_

Date: February 8, 2018

RES # 19741

Department / Division	Character/Description	Not to Exceed
<b>Domestic Abuse Fund - 041</b>		
7101 - Domestic Violence Assistance	56790 - Other Contractual Services	\$ 131,454
		\$ 131,454

 2/8/18  
 \_\_\_\_\_  
 County Auditor / Budget Officer

**COOPERATIVE AGREEMENT**  
**(Board of Domestic Violence Shelters 2018)**

**THIS COOPERATIVE AGREEMENT** ("Agreement") made, by and between **JACKSON COUNTY, MISSOURI**, a Constitutional Home Rule Charter County of the State of Missouri, acting upon the recommendation of its Board of Domestic Violence Shelters, hereinafter referred to as "the County," and **NEWHOUSE** , a Missouri not-for-profit corporation, hereinafter referred to as "Contractor."

WHEREAS, pursuant to section 8700., Jackson County Code, 1984, the Board of Domestic Violence Shelters was established to administer the distribution of fees collected pursuant to state statues and the Code; and,

WHEREAS, the County, at the request of the Board, solicited proposals under Request for Proposals ("RFP") No. 73-17 and received a total of four responses thereto; and,

WHEREAS, the Board has reviewed Contractor's proposal for the expenditure of County domestic violence fee proceeds during 2018 for the purpose of providing assistance to victims of domestic violence in Jackson County and made recommendations as to the distribution of the domestic violence fees; and,

WHEREAS, the Board has determined that it is in the best interests of the County's citizens to provide funding to Contractor according to the terms and conditions hereof;

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. **SERVICES**. Contractor shall use the proceeds of this Agreement solely for the purpose of providing assistance to victims of domestic violence in Jackson County.

2. **PAYMENT**. The County shall pay to Contractor the actual amount of \$38,998.00, as recommended by the Board for the purpose of providing assistance to victims of domestic violence.

3. **REPORTS/OTHER DOCUMENTATION**. Contractor shall submit annual reports on or before the thirty-first day of March of the year following the year in which the Contractor receives funds. The annual report shall include statistics on the number of persons served by the Contractor; the relationship of the victim of domestic violence to the abuser; the number of referrals made for medical, psychological, financial, educational, vocational, child care services or legal services; and shall include the results of an independent audit. No information contained in the report shall identify any person served by the Contractor or enable any person to determine the identity of any such person. Failure to submit an annual report shall result in the loss of eligibility for future funding by the County. Contractor shall also provide to the County invoices and checks and other documentation as may be requested by the Board of Domestic Violence Shelters to the County's Director of Finance and Purchasing to show that funds paid to Contractor by the County were used for the purpose of providing assistance to victims of domestic violence. If the reports submitted do not satisfactorily demonstrate appropriate expenditures of County funds, subsequent payments are subject to downward adjustment in future payments or future agreements to reflect the amounts actually spent on allowable services under the previous payment period or agreement.

4. **SUBMISSION OF DOCUMENTS**. No payment shall be made under this contract unless the contracting agency shall have submitted to the County all information

requested in Request for Proposals No. 73-17. No payment shall be made if the Contractor agency is out of compliance on any other County contract.

5. **AUDIT.** The parties agree that the County may, for any reason and at any given time, examine and audit the books and records of Contractor pertaining to its finances and operations. Further, Contractor agrees to establish and adopt such accounting standards and forms as recommended by the County prior to receipt of the County's first distribution of funds under the terms of this Agreement. The forms used to document the expenditure of these funds may be changed from time to time.

6. **DEFAULT.** If Contractor shall default in the performance or observation of any covenant, term, or condition herein contained which are to be performed by Contractor, the County shall give Contractor ten days written notice setting forth the default. If said default shall continue and not be corrected by Contractor within 10 days after receipt of notice from the County, the County may at its election terminate the Agreement and withhold any payments not yet made to Contractor. Said election shall not in any way limit the County's rights to sue for breach of this Agreement.

7. **TERM.** The term of this Agreement shall commence upon January 1, 2018, or upon its execution thereafter, and shall terminate as of December 31, 2018.

8. **LIABILITY AND INDEMNIFICATION.** Neither party to this Agreement assumes any liability for the acts of the other party, its officers, or employees. Contractor shall indemnify, defend and hold County harmless from any and all claims, liabilities, damages, and costs (including reasonable attorney's fees directly related thereto) including but not limited to violation of civil rights and/or bodily injury to or death of any person and

for damage to or destruction of property if and to the extent caused by the negligence, willful misconduct or omissions of Contractor during the performance of this Agreement.

Contractor warrants that it will perform the Services in accordance with the standards of care and diligence normally practiced by domestic violence shelters in performing services of a similar nature in existence at the time of performance of the services.

9. **CONFLICT OF INTEREST**. Contractor warrants that no officer or employee of the County, whether elected or appointed, shall in any manner whatsoever be interested in or receive any benefit from the profits of this Agreement.

10. **INFORMATIONAL REPORTING**. A representative of Contractor shall attend meetings of the County Legislature and the Board of Domestic Violence Shelters when so requested by either of the above-referenced entities. The representative shall be prepared to answer any questions concerning payments made pursuant to this Agreement.

11. **TERMINATION**. Except as provided in paragraphs 6, 14 and 17 hereof, this Agreement may be terminated by either of the parties upon thirty days written notice to the other party.

12. **SURPLUS FUNDS**. Any surplus funds not spent at the end of the Agreement term shall be returned to the County by the fifteenth of the month following the termination of this Agreement. These funds shall not be subject to re-appropriation. The term "surplus funds" refers only to those funds that have not been committed for costs or purchases by purchase order, contract, or other formal documentation within the Agreement term.

13. **INSPECTIONS BY AUDITORS AND THE COUNTY COMPLIANCE REVIEW**

**OFFICER.** The performance of this Agreement shall be subject to review by the County or its designated agent. The County Compliance Review Officer shall review the performance of this Agreement according to her responsibilities as set out in Chapter 6 of the Jackson County Code. Contractor agrees to file all forms with the Compliance Review Officer required by Chapter 6. The Board of Domestic Violence Shelters may provide to Contractor a list identifying specific areas funded by the proceeds of this Agreement to be reviewed or audited. The Board of Domestic Violence Shelters and Contractor shall agree on the definition and scope of a review audit of each specific area identified. Contractor shall conduct internal audits of each specific area identified and shall provide its findings to the Board. If the Board of Domestic Violence desires additional study, after the in-house audit provided above, the parties shall engage a mutually agreeable outside auditing firm to conduct further audits of each specific area identified, sharing costs equally. The parties recognize that all books, records, accounts, and any other documents in the possession of the County relative to the funding of this Agreement are public records and open for inspection and photocopying in accordance with Chapter 610, RSMo.

14. **REMEDIES FOR BREACH.** Contractor agrees to faithfully observe and perform all of the terms, provisions, and requirements of this Agreement, and Contractor's failure to do so constitutes a breach of this Agreement. In such event, Contractor consents and agrees as follows:

a. The County may without prior notice to Contractor immediately terminate this Agreement; and,

b. The County shall be entitled to collect from Contractor all payments made by the County to Contractor for which Contractor has not yet rendered services in accordance with this Agreement, and to collect the County's reasonable attorney's fees, court costs, and service fees, if it is necessary to bring action to recover such payments.

15. **SEVERABILITY**. If any covenant or other provision of this Agreement is invalid, or incapable of being enforced by reason of any rule of law or public policy, all other conditions and provisions of this Agreement shall nevertheless remain in full force and effect and no covenant or provision shall be deemed dependent upon any other covenant or provision unless so expressed herein.

16. **ASSIGNMENT**. Contractor shall not assign any portion or the whole of this Agreement without the prior written consent of the County.

17. **DISCONTINUANCE OF PROGRAM**. In the event Contractor should elect to discontinue this program, or file for bankruptcy, or participate in a reorganization, or go out of existence, or should a court of competent jurisdiction render a final decision in any way invalidating this Agreement or its purposes, Contractor shall remit any proceeds of this Agreement as are unexpended to the County. In the event that no funds or insufficient funds are appropriated and budgeted by the Jackson County, Missouri governing body to satisfy the obligations of the County under this Agreement for any fiscal period, and funds are not otherwise available by any means whatsoever, in any fiscal period in which payments are due as provided in this Agreement, then County may, not less than sixty (60) days prior to the end of such applicable fiscal period, notify Contractor in writing of such occurrence. Upon such notification, this Agreement may thereafter terminate and be



rendered null and void on the last day of the fiscal period for which appropriations were made without penalty, liability or expense to the County of any kind, except as to (i) the portions of the amounts due under this agreement for which funds shall have been appropriated and budgeted or are otherwise available and (ii) County's other obligations and liabilities under this agreement relating to, accruing or arising prior to such termination.

Notwithstanding the foregoing, County agrees that it will under take all reasonable efforts to obtain appropriations of funds for any fiscal periods during which this Agreement is scheduled to remain in effect.

18. **EMPLOYMENT OF UNAUTHORIZED ALIENS PROHIBITED.** Pursuant to §285.530.1, RSMo, Contractor assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri and/or Jackson County, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, Contractor shall sign an affidavit, attached hereto and incorporated herein as Exhibit A, affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

19. **CONFIDENTIALITY.** Contractor's records concerning the identities of those participating in its programs shall be strictly confidential; County shall be entitled to examine said records in performing its audit and review functions, but shall not disclose said identities to any third party in any fashion.

20. **COMPLIANCE WITH RFP.** At all times in connection with the performance

of its services hereunder, Contractor agrees to comply with and abide by the General Conditions, Specifications, and Guidelines contained in the County's RFP No. 73-17. Failure to comply with the terms of the RFP shall be a breach, remediable under paragraph 14 hereof. In the event of a conflict between any provision of this Agreement and any provision of RFP No. 73-17, the provision of this Agreement shall govern.

21. **INCORPORATION**. This Agreement incorporates the entire understanding and agreement of the parties.

IN WITNESS WHEREOF, the County and Contractor have executed this Agreement

this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

JACKSON COUNTY, MISSOURI

NEWHOUSE

By \_\_\_\_\_  
Frank White, Jr.  
County Executive

By \_\_\_\_\_  
Title \_\_\_\_\_  
Federal ID No. 43-0962293

APPROVED AS TO FORM

ATTEST

By \_\_\_\_\_  
W. Stephen Nixon  
County Counselor

By \_\_\_\_\_  
Mary Jo Spino  
Clerk of the Legislature

**REVENUE CERTIFICATE**

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this agreement is chargeable, and a cash balance otherwise unencumbered in the treasury from which payment is to be made, each sufficient to meet the obligation of \$38,998.00 which is hereby authorized.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Administrative Officer  
Account No. 041-7101-56790

WORK AUTHORIZATION AFFIDAVIT

As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit.

Every such business entity shall complete the following affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. The completed affidavit must be returned as a part of the contract documentation.

This affidavit affirms that **NEWHOUSE** is enrolled in, and is currently participating in, E-verify or any other equivalent electronic verification of work authorization operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986 (IRCA); and, **NEWHOUSE**, does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018. I am commissioned as a notary public within the County of \_\_\_\_\_, State of \_\_\_\_\_, and my commission expires on \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Date

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$81,468.00 within the 2018 General Fund, \$21,758.00 within the 2018 Health Fund, \$21,758.00 within the 2018 Park Fund, \$21,758.00 within the 2018 Special Road and Bridge Fund, \$18,518.00 within the 2018 Assessment Fund, \$4,740.00 within the 2018 Park Enterprise Fund to cover the costs of payroll services under an existing term and supply contract with Paycor, Inc., of Cincinnati, OH.

**RESOLUTION NO.19742**, February 26, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, by Ordinance 5062, dated December 6, 2017, the Legislature did establish certain Reserve Accounts for certain budget lines within the 2018 County budget; and,

WHEREAS, certain funds appropriated in such Reserve Accounts within the 2018 General Fund, Health Fund, Park Fund, Special Road and Bridge Fund, Assessment Fund, and Park Enterprise Fund are needed to cover the costs of payroll services; and,

WHEREAS, there are numerous disputes between the County Executive and the Legislature regarding the validity of Ordinance 5062, relating to its construction and interpretation, and multiple related issues; and,

WHEREAS, the Chief Administrative Officer has recommended the adoption of this Resolution, without waiving any previous position taken in reliance upon the memorandum of the County Counselor dated December 22, 2017, regarding Ordinance 5062, and without waiving any position taken in reliance upon other legal memorandums provided by the Office of the County Counselor; and,

WHEREAS, the Legislature recognizes that funds identified as Reserve Funds in the adopted 2018 budget within the General Fund, Health Fund, Park Fund, Special Road and Bridge Fund, Assessment Fund, and Park Enterprise Fund are required to be designated for use by the Human Resources and Finance and Purchasing Departments for payroll services; and,

WHEREAS, the Chief Administrative Officer has requested that the funds identified in this Resolution be made available for such use by the Human Resources and Finance and Purchasing Department within the 2018 budget; and,

WHEREAS the Legislature agrees that funds described in this Resolution should be made available for such use by posting to certain budget line items in the Human Resources and Finance and Purchasing Department budgets or otherwise for calendar year 2018 by the Finance and Purchasing Department; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfers or equivalent documentation/identification, to accomplish posting of the funds in County's budget management system so that the funds are available for immediate use and expenditure within the 2018 budget, be and hereby are authorized:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund Reserve 001-8006 Non-Departmental 001-1501	56835 – Reserve Operating	\$81,468	
	56790 – Other Contractual Svcs.		\$81,468
Health Fund Reserve 002-8006 Non-Departmental 002-5102	56835- Reserve Operating	\$21,758	
	56790- Other Contractual Svcs.		\$21,758
Park Fund Reserve 003-8006 Non-Departmental 003-5103	56835- Reserve Operating	\$21,758	
	56790- Other Contractual Svcs.		\$21,758
Special Road& Bridge Fund Reserve 004-8006 Non-Departmental 004-5104	56835- Reserve Operating	\$21,758	
	56790- Other Contractual Svcs.		\$21,758
Assessment Fund Reserve 045-8006 Non-Departmental 045-4500	56835- Reserve Operating	\$18,518	
	56790- Other Contractual Svcs.		\$18,518
Park Enterprise Fund Reserve 300-8006 Non-Departmental 300-5300	56835- Reserve Operating	\$4,740	
	56790-Other Contractual Svcs.		\$4,740

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19742 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for the above-described transfer or equivalent documentation and/or identification to accomplish posting of the funds in the County's budget management system so that the funds are available for immediate use and expenditure are available in the sources indicated below.

ACCOUNT NUMBER: 001 8006 56835  
ACCOUNT TITLE: General Fund  
Reserve Operating  
NOT TO EXCEED: \$81,468.00

ACCOUNT NUMBER: 002 8006 56835  
ACCOUNT TITLE: Health Fund  
Reserve Operating  
NOT TO EXCEED: \$21,758.00

ACCOUNT NUMBER: 003 8006 56835  
ACCOUNT TITLE: Park Fund  
Reserve Operating  
NOT TO EXCEED: \$21,758.00



ACCOUNT NUMBER: 004 8006 56835  
ACCOUNT TITLE: Special Road & Bridge Fund  
Reserve Operating  
NOT TO EXCEED: \$21,758.00

ACCOUNT NUMBER: 045 8006 56835  
ACCOUNT TITLE: Assessment Fund  
Reserve Operating  
NOT TO EXCEED: \$18,518.00

ACCOUNT NUMBER: 300 8006 56835  
ACCOUNT TITLE: Park Enterprise Fund  
Reserve Operating  
NOT TO EXCEED: \$4,740.00

2/22/18  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19742

Sponsor(s): Scott Burnett

Date: February 26, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution to transfer \$170,000 within the General Fund, Health Fund, Park Fund, Special Road &amp; Bridge Fund, and Assessment Fund Reserve Operating Accounts to the respective Non-Departmental Other Contractual Services accounts for HR and Payroll Services on an existing Term and Supply Contract with Paycor, Inc. of Cincinnati, OH.</u></p>																																						
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$170,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$170,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number;</td> <td></td> </tr> <tr> <td><u>FROM ACCT:</u></td> <td><u>FROM AMOUNT</u></td> </tr> <tr> <td>001-8006-56835 Reserve – Operating</td> <td>\$ 81,468</td> </tr> <tr> <td>002-8006-56835 Reserve – Operating</td> <td>21,758</td> </tr> <tr> <td>003-8006-56835 Reserve – Operating</td> <td>21,758</td> </tr> <tr> <td>004-8006-56835 Reserve – Operating</td> <td>21,758</td> </tr> <tr> <td>045-8006-56835 Reserve – Operating</td> <td>18,518</td> </tr> <tr> <td>300-8006-56835 Reserve – Operating</td> <td>4,740</td> </tr> <tr> <td><u>TO ACCT:</u></td> <td><u>TO AMOUNT</u></td> </tr> <tr> <td>001-5101-56790 Other Contractual Services</td> <td>\$ 81,468</td> </tr> <tr> <td>002-5101-56790 Other Contractual Services</td> <td>21,758</td> </tr> <tr> <td>003-5101-56790 Other Contractual Services</td> <td>21,758</td> </tr> <tr> <td>004-5101-56790 Other Contractual Services</td> <td>21,758</td> </tr> <tr> <td>045-5101-56790 Other Contractual Services</td> <td>18,518</td> </tr> <tr> <td>300-5101-56790 Other Contractual Services</td> <td>4,740</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: _____ Estimated Use: \$ _____          Prior Year Budget (if applicable): _____          Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$170,000	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$170,000	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number;		<u>FROM ACCT:</u>	<u>FROM AMOUNT</u>	001-8006-56835 Reserve – Operating	\$ 81,468	002-8006-56835 Reserve – Operating	21,758	003-8006-56835 Reserve – Operating	21,758	004-8006-56835 Reserve – Operating	21,758	045-8006-56835 Reserve – Operating	18,518	300-8006-56835 Reserve – Operating	4,740	<u>TO ACCT:</u>	<u>TO AMOUNT</u>	001-5101-56790 Other Contractual Services	\$ 81,468	002-5101-56790 Other Contractual Services	21,758	003-5101-56790 Other Contractual Services	21,758	004-5101-56790 Other Contractual Services	21,758	045-5101-56790 Other Contractual Services	18,518	300-5101-56790 Other Contractual Services	4,740
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<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Mark Lang, Budget Officer, 881-3851</p>																																						
<p><b>REQUEST SUMMARY</b></p>	<p>A transfer totaling \$170,000 within the General Fund, Health Fund, Park Fund, Special Road &amp; Bridge Fund, and Assessment Fund Reserve Operating Accounts to the respective Non-Departmental Other Contractual Services accounts for HR and Payroll Services on an existing Term and Supply contract with Paycor, Inc. of Cincinnati, OH.</p>																																						
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ATTACHMENTS		
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date: 2/13/18
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.

**Fiscal Note:**


Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: February 13, 2018

RES # 19742

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>General Fund - 001</b>			
8006 - Reserve	56835 - Reserve-Operating	\$ 81,468	\$ -
5101 - Non-Departmental	56790 - Other Contractual Svcs		81,468
<b>Health Fund - 002</b>			
8006 - Reserve	56835 - Reserve-Operating	21,758	-
5102 - Non-Departmental	56790 - Other Contractual Svcs		21,758
<b>Park Fund - 003</b>			
8006 - Reserve	56835 - Reserve-Operating	21,758	-
5103 - Non-Departmental	56790 - Other Contractual Svcs		21,758
<b>Special Road &amp; Bridge - 004</b>			
8006 - Reserve	56835 - Reserve-Operating	21,758	-
5104 - Non-Departmental	56790 - Other Contractual Svcs		21,758
<b>Assessment Fund - 045</b>			
8006 - Reserve	56835 - Reserve-Operating	18,518	-
4500 - Non-Departmental	56790 - Other Contractual Svcs		18,518
<b>Park Enterprise Fund - 300</b>			
8006 - Reserve	56835 - Reserve-Operating	4,740	-
5300 - Non-Departmental	56790 - Other Contractual Svcs		4,740
		<u>\$ 170,000</u>	<u>\$ 170,000</u>

 2/13/18  
 \_\_\_\_\_  
 County Auditor / Budget Officer

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the County Executive to execute a Third Addendum to the Agreement with Twelfth Street Heritage Development Corporation of Kansas City, MO, for the furnishing of the Employment Barriers Program for use by the Prosecuting Attorney's Office, at an additional cost to the County not to exceed \$50,000.00.

**RESOLUTION NO. 19743**, February 26, 2018

**INTRODUCED BY** Dan Tarwater III, County Legislator

WHEREAS, by Resolution 19154, dated May 23, 2016, the Legislature did award a six-month contract with one twelve-month option to extend to Twelfth Street Heritage Development Corporation of Kansas City (Jackson County), MO, for the furnishing of an Employment Barriers Program under the terms and conditions of Request for Proposals 17-16; and,

WHEREAS, the Employment Barriers Program provides re-entry assistance and support to at-risk ex-offenders transitioning from prison back into the community; and,

WHEREAS, this program was subsequently extended by the Legislature through the 2017 calendar year; and,

WHEREAS, due to the continued success of this program, the Prosecuting Attorney has recommended that the County Executive be authorized to execute Third Addendum to the Agreement to allow additional clients to receive re-entry services during 2018, at an additional cost to the County in the amount of \$50,000.00; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive be and hereby is authorized to execute a Third Addendum to the Agreement with Twelfth Street Heritage Development Corporation, in a form to be approved by the County Counselor; and,

BE IT FURTHER RESOLVED that the Acting Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the Agreement and all addenda thereto.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19743 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 008 4154 56790  
ACCOUNT TITLE: Anti-Drug Sales Tax Fund  
Prosecuting Attorney – Deferred Prosecution  
Other Contractual Services  
NOT TO EXCEED: \$50,000.00

2/22/18  
Date

  
\_\_\_\_\_  
Chief Administrative Officer



# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19743

Sponsor(s): Dan Tarwater III

Date: February 26, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A resolution authorizing the County Executive, on behalf of the Jackson County Prosecutor, to enter into a third addendum to the agreement with Twelfth Street Heritage Development Corp. for the Employment Barriers Program at an additional cost to the County not to exceed \$50,000.</u></p>														
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$0.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0.00</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$50,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number;</td> <td></td> </tr> <tr> <td><b>FROM</b></td> <td><b>FROM ACCT</b></td> </tr> <tr> <td>008-Anti Drug Sales Tax Fund-4154 Pros Atty Deferred Pros-56790 Other Contractual Services</td> <td>\$50,000.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$0.00	Amount previously authorized this fiscal year:	\$0.00	Total amount authorized after this legislative action:	\$50,000.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		<b>FROM</b>	<b>FROM ACCT</b>	008-Anti Drug Sales Tax Fund-4154 Pros Atty Deferred Pros-56790 Other Contractual Services	\$50,000.00
Amount authorized by this legislation this fiscal year:	\$0.00														
Amount previously authorized this fiscal year:	\$0.00														
Total amount authorized after this legislative action:	\$50,000.00														
Amount budgeted for this item * (including transfers):	\$														
Source of funding (name of fund) and account code number;															
<b>FROM</b>	<b>FROM ACCT</b>														
008-Anti Drug Sales Tax Fund-4154 Pros Atty Deferred Pros-56790 Other Contractual Services	\$50,000.00														
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):  Prior resolutions and (date): #19154 5/23/16; 19589 10/9/17</p>														
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): <b>Gina Robinson, Chief of Operations, 881-3369</b></p>														
<p><b>REQUEST SUMMARY</b></p>	<p>This resolution authorizes the County Executive, on behalf of the Jackson County Prosecutor, to enter into the third addendum to the agreement with Twelfth Street Heritage Development Corporation for the Employment Barriers Program, which was previously bid on RFP 17-16 and 12<sup>th</sup> Street was the awardee of the contract. This employment contract with 12<sup>th</sup> Street Heritage provides direct employment services for ex-felons, court involved or "at-risk" adults along with personal development and access to resources (i.e. counseling, health care, skill building, etc.). Based on the success of the program, the Prosecutor's Office is looking to continue referral of clients for services through the term of this agreement (December 31, 2018), at an additional cost to the County not to exceed \$50,000.00.</p>														
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														



ATTACHMENTS		
REVIEW	Department Director: <i>Clara Peters Baker</i>	Date: <i>2/7/18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: <i>2/8/18</i>
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the Director of Finance and Purchasing to execute Consulting Agreements with identified individuals to serve as reviewers of COMBAT proposals for the 2018 fiscal year, at an aggregate cost to the County not to exceed \$8,400.00.

**RESOLUTION NO. 19744**, February 26, 2018

**INTRODUCED BY** Dan Tarwater III, County Legislator

WHEREAS, COMBAT staff have identified a need for qualified individuals to serve as reviewers of COMBAT funding proposals for the 2018 fiscal year; and,

WHEREAS, staff recommend that the following qualified individuals be retained as reviewers:

Alexander Holsinger	\$1,200.00
Stephani Khalifah	\$1,200.00
Sarah Fischer	\$1,200.00
Ina Montgomery	\$1,200.00
Kathy Julio	\$1,200.00
Stephanie Burton	\$1,200.00
Melissa Stickel	\$1,200.00

and,


WHEREAS, each reviewer will be paid \$75.00 per proposal reviewed, up to a maximum payment per reviewer of \$1,200.00; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Director of the Department of Finance and Purchasing be and hereby authorized to execute Consulting Agreements with the individuals named in this Resolution, in a form to be approved by the County Counselor; and,

BE IT FURTHER RESOLVED that the Director of the Department of Finance and Purchasing be and hereby is authorized to make all payments, including final payments on the contracts.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19744 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 008 4401 56080  
ACCOUNT TITLE: COMBAT Administration  
Other Professional Svcs  
NOT TO EXCEED: \$8,400.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

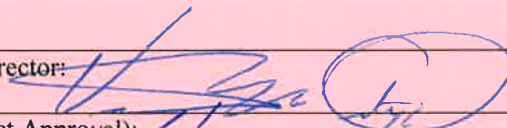
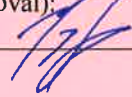

Completed by County Counselor's Office:

Res/Ord No.: 19744

Sponsor(s): Dan Tarwater III

Date: February 26, 2018

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A resolution authorizing the County Executive to execute agreements with certain individuals to review COMBAT proposals for 2018 funding year. Funded by the County's Anti-Drug Sales Tax Fund for 2018 fiscal year, at an aggregate cost to the county not to exceed \$8,400.00.</u></p>																
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$8400.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$8,400.00</td> </tr> <tr> <td>Amount budgeted for this item *:</td> <td>\$8,400.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:  008-4401-56080 Anti-Drug, Other Professional Services</td> <td>\$8,400.00</td> </tr> </table> <ul style="list-style-type: none"> <li><input type="checkbox"/> If account includes additional funds for other expenses, total budgeted in the account is: \$</li> </ul> <p><input type="checkbox"/> No budget impact (no fiscal note required)</p> <p>Prior Year Budget (if applicable): \$100,155.00          Prior Year Actual Amount Spent (if applicable): \$100,000.00</p>	Amount authorized by this legislation this fiscal year:	\$8400.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$8,400.00	Amount budgeted for this item *:	\$8,400.00	Source of funding (name of fund) and account code number:  008-4401-56080 Anti-Drug, Other Professional Services	\$8,400.00						
Amount authorized by this legislation this fiscal year:	\$8400.00																
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Amount budgeted for this item *:	\$8,400.00																
Source of funding (name of fund) and account code number:  008-4401-56080 Anti-Drug, Other Professional Services	\$8,400.00																
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):          Prior resolutions and (date):</p>																
<p>CONTACT INFORMATION</p>	<p>RLA drafted by: Carol Lillis, Office Administrator, 881-1415</p>																
<p>REQUEST SUMMARY</p>	<p>A resolution authorizing the County Executive to execute agreements with certain individuals to COMBAT proposals for the 2018 funding year. Funded by the County's Anti-Drug Sales Tax Fund for the 2018 fiscal year, at an aggregate cost to the county not to exceed \$8,400.00.</p> <table> <tr><td>Alexander</td><td></td></tr> <tr><td>Holsinger</td><td>\$1,200.00</td></tr> <tr><td>Stephani Khalifah</td><td>\$1,200.00</td></tr> <tr><td>Sarah Fischer</td><td>\$1,200.00</td></tr> <tr><td>Ina Montgomery</td><td>\$1,200.00</td></tr> <tr><td>Kathy Julio</td><td>\$1,200.00</td></tr> <tr><td>Stephanie Burton</td><td>\$1,200.00</td></tr> <tr><td>Melissa Stickel</td><td>\$1,200.00</td></tr> </table> <p><b>Background:</b> The Anti-Drug Tax Fund authorizes the County to execute agreements and contracted service, to certain individuals for the purpose of reviewing the 2018 proposals for COMBAT for the funded year of 2018.</p>	Alexander		Holsinger	\$1,200.00	Stephani Khalifah	\$1,200.00	Sarah Fischer	\$1,200.00	Ina Montgomery	\$1,200.00	Kathy Julio	\$1,200.00	Stephanie Burton	\$1,200.00	Melissa Stickel	\$1,200.00
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Melissa Stickel	\$1,200.00																
<p>CLEARANCE</p>																	

	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Quote	
REVIEW	Department Director: 	Date: 2/9/2018
	Finance (Budget Approval): <i>If applicable</i> 	Date: 2/8/18
	Division Manager:  <i>clean Peters Baker</i>	Date: 2/9/18
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.





**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** requesting the Missouri State Auditor to conduct a comprehensive performance audit to examine and evaluate the management of Jackson County's fiscal, budgetary, and procurement policies and procedures to ensure transparency and accountability to the taxpayers in the expenditure of public funds.

**RESOLUTION NO. 19745**, February 26, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, the Legislature adopted the County's 2018 annual budget via a floor amendment to Ordinance 5052 on December 15, 2017; and,

WHEREAS, in the Legislature's final adopted budget memorandum dated December 15, 2017, attached as Exhibit A, the Legislature raised several concerns regarding the expenditure and transfer of funds budgeted within non-departmental accounts, questionable spending on contracts, and the need for transparency and accountability; and,

WHEREAS, on January 3, 2018, the County Executive recommended that the Legislature request the Missouri State Auditor to conduct a comprehensive audit of the County's fiscal and procurement processes; and,

WHEREAS, the Legislature is hopeful that an independent audit by the Missouri State Auditor will provide assurance to all County elected officials and the citizens of Jackson County that the assets of the County are safeguarded through proper internal controls that fully comply with applicable State and County laws; and,

WHEREAS, the Legislature recommends the scope of the comprehensive audit include, but not be limited to, determining the existence of:

- Effective oversight of the awarding and administering of legal and professional services contracts and whether any County employee, officer or elected official received a separate, personal benefit from any such contract; and,
- Proper internal controls to ensure best practices of the authority to transfer \$9,999 or less from one appropriation account to another without Legislative approval; and,
- Proper fiscal, budgetary, and procurement policies and procedures for internal operations; and,
- Conformity and compliance with existing fiscal, budgetary, and procurement policies and procedures and to ensure that they do not contradict or conflict with the County code or State regulations; and,
- Compliance with governmental best practices in the financial management of fiscal, budgetary, and procurement policies and procedures and identification of areas of improvement as needed;

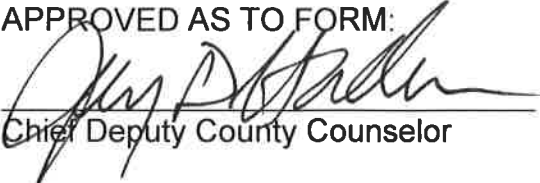
and,

WHEREAS, the Legislature desires the Missouri State Auditor to conduct the audit in as expeditious a manner as possible and to prepare a written report noting findings, recommendations, and conclusions; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature hereby requests that the Missouri State Auditor conduct a comprehensive audit of the County's finances in accordance with this Resolution.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19745 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature



## COUNTY LEGISLATURE JACKSON COUNTY, MISSOURI

### JACKSON COUNTY COURTHOUSE

415 E. 12th Street, 2nd Floor  
Kansas City, Missouri 64106  
(816) 881-3000  
(816) 881-3340 FAX  
[www.jacksongov.org](http://www.jacksongov.org)

### INDEPENDENCE

201 W. Lexington, Suite 201  
Independence, Missouri 64050  
(816) 881-4400  
(816) 881-4473 FAX

DATE: December 15, 2017

TO: County Executive Frank White Jr., Prosecutor Jean Peters Baker, Sheriff Michael Sharp, and Presiding Judge John Torrence

FROM: Legislature Chair Scott Burnett, Budget Committee Chair Theresa Galvin, and Members of the Jackson County Legislature

SUBJECT: Jackson County Budget for FY2018

On behalf of the Jackson County Legislature, we are pleased to present the final adopted budget for 2018 which provides funding for various important public services for the citizens of Jackson County. As the Legislature redefines our role in the decision-making process, several core values guide our decisions:

- Transparency and Accountability – it is critical that the Adopted Budget and the implementation of the budget are transparent to ensure accountability to the taxpayers for the use of public funds;
- Financial Sustainability – it is critical that the Legislature make financial decisions that are sustainable over time to ensure the financial viability of the County; and,
- Basic Infrastructure and Services – it is critical that the Legislature prioritize basic infrastructure needs of the County to ensure the best possible public services to Jackson County despite limited resources.

These core values must be adhered to in preparing and administering the County's budget to maintain the public trust. As proposed, there are a number of serious deficiencies regarding the budget recommended by the County Executive including but not limited to:

#### ***Structurally Unsound Budget:***

First and foremost, the County Executive has proposed a budget that is structurally unsound. The ongoing revenue is estimated at \$243 million whereas anticipated expenditures are estimated at \$280 million creating an imbalance of over \$37 million. In the general fund alone, this is an imbalance in excess of \$9.9 million.



***Irresponsible Bond Proposal:***

Second, the County Executive has proposed issuing \$30 million in bonds as part of the proposed budget, with an annual debt payment of over \$2 million for twenty years without identifying a revenue source to service the debt. As noted in a December 1, 2017 email communication from Jack Holland, Managing Director at Ameritas, he states, *“it will be important to identify and budget the continuing source of revenue to make debt service payments, rather than rely on annual Fund Balances that may be available after revenue and expenditures have been budgeted.”* – see Attachment 1. The Legislature cannot support the County Executive’s proposal as presented which seriously impacts the financial viability of the County in 2018 and beyond.

***Plan for the Detention Center:***

Third, in preparing a budget, it is our fiduciary responsibility to identify not only what we need but also what we can afford.

There are serious concerns about the detention center. However, only some of the issues are connected to capital needs. The Legislature has repeatedly requested information, two task forces have been convened, yet no specific plan of action has been developed by the administration and the capital improvement plan has changed a number of times by the Executive Office. In fact, the last study completed by the Executive Office was in August, yet to date there has been no comprehensive action plan set forth except to propose another task force to study the issues further. It is time that a comprehensive plan is developed to immediately address policies and procedures to ensure correctional officer and inmate safety, as well as a plan to address immediate physical infrastructure needs in addition to a long-term plan.

Through a series of meetings held over the last 2 ½ months, the Legislature has worked with staff to identify several critical projects expected to cost under \$7 million. If the County Executive works with the Legislature jointly towards the same goal, these immediate needs could possibly be funded internally over the next two years without issuing debt. The Legislature would propose that this is an appropriate and responsible use of our savings account in the undesignated fund balance and emergency contingency accounts. By not issuing debt for these projects and paying cash, the taxpayers save \$3.6 million in interest expenses that would otherwise be paid over twenty-five years.

Additionally, the County Executive Office has continued to advocate for increasing pay for corrections officers. While corrections officers need to have a compensation strategy that will recruit and retain quality employees, the funding plan as proposed by the County Executive is an issue. The County Executive’s proposed budget unilaterally reallocates COMBAT proceeds in violation of Resolution 10950 that governs the intended use of this tax. This resolution has been in place for more than twenty years. The County Executive is proposing to use COMBAT proceeds for the pay increases for Corrections Officers by changing how the funds are allocated in violation of the Resolution which adversely impacts other users including the Prosecutor’s

Office, Circuit Court, Kansas City Police Department and Drug Task Force. The voters authorized this tax with an understanding of how the funds would be used based on the twenty year history. To consider changing the allocation of the funds should be a discussion that involves the Legislature, the COMBAT Commission, and other agencies funded by the tax including the Circuit Court, Prosecutor's Office, Sheriff's Office, Kansas City Police Department and Drug Task Force. Therefore, the Legislature is setting these funds aside until a funding plan can be developed as part of the budget implementation in 2018.

***Sheriff's Office:***

In the budget memo, the County Executive touts that the Sheriff's Office has received an increase in funding of nearly \$1 million. This statement is incorrect. Of this amount, nearly half of the funding is already available in the Sheriff's Office Revolving Fund, which the Sheriff has exclusive decision making control according to RSMo 50.535. It is misleading for the County Executive to assert that they have increased the Sheriff's Office budget in this manner.

As for the balance of funding "increase," the County Executive has proposed a budget that shifts sexual offender and warrant officer expenses as part of the Sheriff's Office to be funded from the Special Road and Bridge fund rather than the General Fund. RSMo 57.600 authorizes the payment of any patrol related expenses of the Sheriff's Office from the Special Road and Bridge fund, but it does not provide authorization to fund sexual offender officers or warrant officers. Therefore, the Legislature does not view this as an appropriate funding strategy or an authorized use of the Special Road and Bridge funds.

***Use of Non-Departmental and Questionable Spending:***

Attached is a list of Professional Services Contracts entered into in 2017 (Attachment 2) totaling over \$1.3 million paid in part from non-departmental accounts. The nature of these contracts are diverse and more concerning in that only four of the sixty-nine contracts were competitively bid. Of the four that were bid – 2 were bid in 2013 and 2 were bid in 2015. Several of these contracts have multiple addendums, some balloon well beyond the initial contract value. For example, summarized below are several contracts that ballooned beyond their original contract value which were never presented to the Legislature for approval:

- A contract with Graves Garrett LLC was originally entered into in 2016 for \$30,000 but has since had two addendums in 2017 bringing the cumulative contract value to \$188,100. A separate contract with Grave Garret LLC was recently initiated for another \$25,000.
- A contract with Polsinelli for federal lobbying services was entered into in 2014 for \$200,000; however there has since been three addendums bringing the cumulative contract amount to \$760,000.
- A contract with Husch Blackwell LLP was originally entered into in 2015 for \$50,000 but has since had seven addendums bringing the cumulative contract value to \$287,288.

***Need for Transparency:***

As illustrated by the attached email communication from the Chief of Staff to the Director of Corrections regarding inmate transport "Let's do it. Emergency contract, using undesignated

*fund balance. Unless there is a contractual service line item we could use to avoid the delay of taking this to the Legislature.” In that same email communication the Chief of Staff informed the Chief Financial Officer, “I am okay asking the CE (County Executive) to sign 3 transfers to achieve this savings. Let’s discuss.”*

The Legislature has significant concern over these practices by the County Executive Office. This was a blatant attempt to circumvent fiscal and purchasing policies and Legislative oversight provided in the county code. Furthermore, one cannot legally use Undesignated Fund Balance without presenting an ordinance to the Legislature requesting appropriation of funds – see Attachments 3 and 4.

***In Summary:***

To provide a balanced budget without compromising financial viability, the Legislature has made several changes through the budget amendment to eliminate questionable spending and address the lack of transparency.

- Elimination of a variety of vacant and filled positions countywide, some vacant since 2012, saving the taxpayers \$1.9 million. These positions were in various departments including Finance, Information Technology, Economic Development, Collections, and County Counselor’s Office, Public Work8 and as follows:
  - The Executive’s budget did not include funding for the Office of Communications; however, these costs are embedded in other departments. In the interest of transparency, the Legislature’s budget amendment eliminates salaries and operating costs for the Department Director and staff included in a variety of other departments related to the Office of Communications saving the taxpayers over \$400,000.
  - Consolidation of the Office of Emergency Preparedness into the Sheriff’s Department saving taxpayers over \$90,000.
  - Elimination of several non-mission critical positions in the County Executive’s Office savings taxpayers over \$639,000. According to Executive Orders 16-12 and 17-20, the only department assigned to the Chief of Staff was the Office of Communications which has been dissolved and unfunded; therefore, the Chief of Staff position was eliminated. Ordinance 5061 was recently adopted moving COMBAT Administration under the direction of the Prosecutor’s Office, and the emergency management function has been reassigned to the Sheriff’s Office; therefore as the two departments assigned to the Chief of Health Services have been moved, this position was also eliminated.
  - Other salary and related costs throughout the organization in excess of \$800,000.

To further address the myriad of concerns, the Legislature has to redefine its role with regard to the budget administration to provide more oversight, more checks, and balances, and eliminate wasteful spending on contracts and non-mission critical positions. Therefore, positions have been created in the Auditor's Office to assist with this oversight work.

Additionally, Ordinance 5062 establishes three reserve accounts to restrict certain appropriations including (1) Operating Expenses; (2) Legal Expenses; and (3) Building and Improvements. The ordinance provides that upon the recommendation of the County Auditor or Budget Officer, expenses can be authorized upon adoption of a resolution approved by at least six members the Legislature. By establishing these reserve accounts, specific expenses will be individually authorized offering greater transparency to ensure the expenses are financially sustainable and meet the County's basic needs.

The budget amendment shifts over \$10 million, largely from the non-departmental section to these specific reserve accounts, to ensure the expenditures comply with applicable state statutes and county codes.

As the Legislature and Executive move forward, we hope that we will be able to work collaboratively to find solutions to the issues facing the county without compromising the values of transparency and financial sustainability while focusing on meeting the County's basic needs.

**Attachments:**

1. Email Communication with Jack Holland, Ameritas dated December 1, 2017
2. List of Professional Services Contracts - 2017
3. Email Communication with Caleb Clifford, Chief of Staff dated August 24, 2017
4. Memo to File regarding Code Violations



From: JACK HOLLAND/ALIC  
To: burnett.scott@gmail.com, gtroythomas@gmail.com, CWooderson@jacksongov.com,  
Date: 12/01/2017 12:21 PM  
Subject: Jackson County Special Obligation Bonds

# Attachment 1

Mr. Burnett,

As discussed this morning I would like to reiterate a number of points related to the County's currently contemplated financing to fund improvements to the Jail and Courthouse.

1. As currently proposed the pending Federal Tax Legislation would not impact the tax exemption of financing for public purpose projects such as the Jail and Courthouse improvements.
2. The pending Federal Tax Legislation, which has an effective date of January 1, 2018, does remove the tax exemption for Advance Refunding Bonds, Private Purpose Bonds and Bonds issued for Not For Profits.
3. The Bond Rating Agencies (Moody's and Standard & Poor's) will look closely at the identified source of revenue to make long term debt service payments on any bonds issued to fund Jail and Courthouse improvements.
4. It will be important to identify and budget the continuing source of revenue to make debt service payments, rather than rely on annual Fund Balances that may be available after revenue and expenditures have been budgeted.
5. Jackson County has a strong credit rating (Moody's AA2) and should be able to finance its public purpose projects at attractive interest rates if sufficient revenues are identified to retire long term debt.

Let me know if you have any additional questions.

Jack Holland

Jack Holland | Ameritas Investment Corp. Member FINRA/SIPC | Managing Director – AIC Capital Markets/KC Public Finance

800 West 47th Street, Suite 600, Kansas City, MO 64112  
p: 816.844.7770 | c: 816.679.7882 [jack.holland@ameritas.com](mailto:jack.holland@ameritas.com)

# Attachment 2

## 2017 Active Professional Services Contracts

Bid	Description	Contracts Initiated Prior to 2017 (Year /Amount)	Contracts Initiated in 2017 (Addendum # /Amount)	Cumulative Amount of Contract
1	L First Addendum to Legal Services Agreement between Jackson County and Graves Garrett LLC to represent Jackson County for services related to an investigation of alleged assaults in the Jackson County Detention Center <b>GRAVES GARRETT LLC</b> 109,600 01/31/2017	2016 \$30,000	1 \$109,600	
2	L Second Addendum to Legal Services Agreement between Jackson County and Graves Garrett LLC to County Detention Center. <b>GRAVES GARRETT LLC</b> 48,500 06/06/2017		2 \$48,500	\$ 188,100
3	L Legal Services Agreement between Jackson County, Missouri and Graves Garrett LLC to provide specialized legal advice and assistance to the County relating to County officeholders' (JaCo Executive and Legislature) exercise of powers. <b>GRAVES GARRETT LLC</b> 25,000 12/14/2017		\$ 25,000	\$ 25,000
4	BID 2013 RFP 78-13 Professional Services Agreement between Jackson County and Polsinelli to provide specialized advice and consulting to federal legislative lobbying. <b>POLSINELLI</b> 150,000 04/27/2017	2014 \$200,000	3 \$150,000	\$ 760,000
5	L First Addendum to a Legal Services Agreement between Jackson County and Polsinelli to represent the County relating to asbestos litigation arising from Elsea v. U.S. Engineering Case No. 1016-CV07983 <b>POLSINELLI</b> 10,700 02/08/2017	2016 \$35,000	1 \$10,700	
6	L Second Addendum to Legal Services Agreement between Polsinelli and Jackson County relating to insurance coverages issues and defense. <b>POLSINELLI</b> 1,060 07/20/2017		2 \$1,060	\$ 46,760
7	L First addendum to Legal Services Agreement between Jackson County and Polsinelli to provide legal advice and representation relating to the Rock Island Rail Corridor Right-of-Way. <b>POLSINELLI</b> 0.00 02/28/2017	2016 \$32,500	1 \$0	\$ 32,500
8	L Legal Services Agreement between Jackson County and Polsinelli P.C., to provide legal advice and assistance to the County pertaining to certain mineral interests. <b>POLSINELLI</b> 35,000 07/13/2017		\$ 35,000	\$ 35,000
9	BID 2015 RFP 75-15 First Addendum to the Professional Services Agreement between Jackson County and The Estell Group <b>THE ESTELL GROUP</b> 48,000 04/27/2017	2016 \$48,000	1 \$48,000	\$ 96,000
10	L Sixth Addendum Legal Services Agreement between Jackson County and Husch Blackwell LLP to provide legal advice to the County in connection with an employment matter Chappell (1616-CV15430) <b>HUSCH BLACKWELL LLP</b> 167,300 10/03/2017	2015 \$50,000	6 \$167,300	
11	L Seventh Addendum Legal Services Agreement between Jackson County and Husch Blackwell LLP to provide legal advice to the County in connection with an employment matter within the Office of the County Counselor <b>HUSCH BLACKWELL LLP</b> 3,700 12/04/2017		7 \$3,700	\$ 287,288
12	L Third Addendum to Legal Services Agreement between Jackson County and Husch Blackwell, LLP to provide legal advice and representation relating to Jackson County v. J Sommer. <b>HUSCH BLACKWELL LLP</b> 50,000 04/13/2017	2015 \$20,000	3 \$50,000	\$ 130,000
13	L Tenth addendum to a Legal Services Agreement between Jackson County and Husch Blackwell, LLP to provide legal advice to County in connection with general employment law. <b>HUSCH BLACKWELL LLP</b> 0.00 05/18/2017	2013 \$5,000	10 \$0	\$ 145,000
14	L First Addendum to Legal Services Agreement between Jackson County and Seyferth, Blumenthal & Harris to provide specialized legal advice and training to the County. <b>SEYFERTH, BLUMENTHAL &amp; HARRIS</b> 18,500 03/10/2017	2016 \$1,000	1 \$18,500	\$ 19,500
15	L First Addendum Legal Services Agreement between Jackson County and Seyferth, Blumenthal & Harris to provide specialized legal advice and assistance to the County relating to an employment discrimination. <b>SEYFERTH, BLUMENTHAL &amp; HARRIS</b> 0.00 06/20/2017	2016 \$50,000	1 \$0	\$ 50,000

## 2017 Active Professional Services Contracts

Bid	Description	Contracts Initiated Prior to 2017 (Year /Amount)	Contracts Initiated in 2017 (Addendum # /Amount)	Cumulative Amount of Contract
16	L Second Addendum Legal Service Agreement between Jackson County and Seyferth, Blumenthal & Harris to provide specialized legal advice and training to the county and specifically to the Prosecuting Attorney's Office <b>SEYFERTH, BLUMENTHAL &amp; HARRIS</b> 13,000 11/21/2017	2016 \$1,000	2 \$13,000	\$ 32,500
17	L Fourth Addendum to a Legal Services Agreement between Jackson County and Seyferth, Blumenthal & Harris to provide legal legal services <b>SEYFERTH, BLUMENTHAL &amp; HARRIS</b> 124,323 11/21/2017	2016 \$19,995	4 \$124,323	\$ 224,227
18	L Third Addendum Legal Services Agreement between Jackson County and Seyferth, Blumenthal & Harris to represent Jackson County case concerning Christine Lynde (1516-Cv25920) <b>SEYFERTH, BLUMENTHAL &amp; HARRIS</b> 0.00 08/30/2017		3 \$0	
19	BID 2013 RFP 67-13 Third Addendum to Professional Services Agreement between Jackson County and John Bardgett & Associates, Inc. for the finishing of consulting services in the area of legislative services on RFP 67-13 Associates, Inc. for the finishing of consulting services in the area of legislative services on RFP 67-13 <b>JOHN BARDGETT &amp; ASSOCIATES, INC</b> 141,000 02/01/2017	2013 \$141,000	3 \$141,000	\$ 564,000
20	L Eighth Addendum to Legal Services Agreement between Jackson County and Lonnie E. Blaydes to provide specialized legal consultation and representation to the County. <b>LONNIE E. BLAYDES</b> 75,000 05/02/2017	2013 \$20,000	8 \$75,000	\$ 499,450
21	L Fifth addendum Legal Services Agreement between Jackson County Spencer Fane, LLP to provide specialized legal services and representation to the County in connection with economic development. <b>SPENCER FANE, LLP</b> 760 03/15/2017	2013 \$12,500	5 \$760	\$ 45,260
22	L First Addendum Legal Services Agreement between Jackson County and Spencer Fane LLP to provide legal advice and representation to the County and the Jackson County Sheriff <b>SPENCER FANE, LLP</b> 20,000 11/28/2017	2016 \$8,000	1 \$20,000	\$ 28,000
23	BID 2015 RFP 74-15 First Addendum to a Professional Services Agreement between Jackson County and Catalyst to perform consulting services in the area of legislative services, pursuant to Request of Proposals No. 74-15 <b>CATALYST</b> 42,000 02/03/2017	2015 \$42,000	1 \$42,000	\$ 84,000
24	L Fourth Addendum to a Legal Services Agreement between Jackson County and Foland, Wickens, Eisfelder, Roper & Hofer, P.C. to provide legal advice and legal representation to the Jackson County Board of Equalization. <b>FOLAND, WICKENS, EISELDER, ROPER, &amp; HOFER, P.C.</b> 30,000 02/22/2017	2015 \$10,000	4 \$30,000	\$ 70,000
25	L First Addendum to a Legal Services Agreement between Jackson County and Ronald L. Jurgeson, LLC to provide specialized legal advice and representation to the County relating to the Jackson County Board of Equalization <b>RONALD JURGESON, LLC</b> 16,025 01/25/2017	2016 \$15,000	1 \$16,025	\$ 31,025
26	L First addendum to a Legal Services agreement between Jackson County and White, Graham, Buckley, Carr, LLC. To provide legal counsel and represent members of the Board of Equalization. <b>WHITE, GRAHAM, BUCKLEY, CARR, LLC</b> 0.00 02/22/2017	2016 \$10,000	1 \$0	\$ 10,000
27	L Legal Services Agreement between Jackson County and Encompass Resolution LLC to provide legal consulting services <b>ENCOMPASS RESOLUTION, LLC</b> 5,400 04/19/2017		\$ 5,400	\$ 5,400
28	L Legal Services agreement between Jackson County and Encompass Resolution, LLC to provide specialized legal investigative and consulting to the Department of Corrections. <b>ENCOMPASS RESOLUTION, LLC</b> 4,100 04/25/2017		\$ 4,100	\$ 4,100
29	L Legal Service Agreement with Encompass Resolution, LLC. to provide specialized legal investigative and consulting services and assistance to the County. <b>ENCOMPASS RESOLUTION, LLC</b> 9,600 07/25/2017		\$ 9,600	\$ 9,600
30	L A Legal Services Agreement between Jackson County and Ronald L. Jurgeson, LLC to provide specialized legal advice and representation relating to the Jackson County Merit System Commission. <b>RONALD JURGESON, LLC</b> 3,500 01/25/2017		\$ 3,500	\$ 3,500

## 2017 Active Professional Services Contracts

Bid	Description	Contracts Initiated Prior to 2017 (Year /Amount)	Contracts Initiated in 2017 (Addendum # /Amount)	Cumulative Amount of Contract
31	L A Legal Services Agreement between Jackson County and Eric Stefan Butkovich to assist the County's Municipal Court Prosecutor in County ordinance violations and other dockets as assigned by the County Counselor <b>ERIC STEFAN BUTKOVICH</b> 26,000 01/13/2017		\$ 26,000	\$ 26,000
32	L A Legal Services Agreement between Jackson County and Robert C. Welch to represent the County in County ordinance violations and other dockets as assigned by the County Counselor or the designees of the County Counselor <b>ROBERT C. WELCH</b> 35,000 01/18/2017		\$ 35,000	\$ 35,000
33	L A Legal Services Agreement between Jackson County and William G. Snyder to provide advice and assistance as requested by the County Counselor related to property tax collection, assessment, and other matters as needed <b>WILLIAM G. SNYDER</b> 10,000.00 02/16/2017		\$ 10,000	
34	L First Addendum Legal Services Agreement between Jackson County and William G. Snyder to provide specialized legal advice to property tax collection, assessment and related matters <b>WILLIAM G. SNYDER</b> 5,000 09/27/2017		1 \$5,000	\$ 15,000
35	L Legal Services Agreement between Jackson County and Gilmore & Bell to provide disclosure compliance services in accordance with federal securities laws. <b>GILMORE &amp; BELL, PC</b> 1,200 07/28/2017		\$ 1,200	\$ 1,200
36	L A Legal Services Agreement between Jackson County and Emcompass Resolution, LLC, to provide specialized service and assistance relating to an employment complaint to Merit System Commission <b>ENCOMPASS RESOLUTION, LLC</b> 2,760 10/26/2017		\$ 2,760	\$ 2,760
37	L Class Representative/Attorney Representation Agreement between Jackson County and Wagstaff & Cartmell, LLP and Miller Schirger, LLC to undertake legal representation in connection with the possible claims relating to matter <b>MILLER SCHIRGER, LLC</b> 0.00 12/13/2017 <b>WAGSTAFF &amp; CARTMELL LLP</b> 0.00 12/13/2017		\$ -	
38	L Legal Services Agreement between Jackson County, Missouri and Littler Mendelson, P.C. to provide specialized legal advice and representation to the County in connection with an investigation of an employment complaint in anticipation of litigation. <b>LITTLER MENDELSON</b> 10,000 12/14/2017		\$ 10,000	\$ 10,000
39	NO BID Under \$5,000 A Medical Services Agreement between Jackson County and Michael Finnegan, Ph.D. for the services of a forensic anthropologist as needed by and at the direction of the County's Medical Examiner. <b>MICHAEL FINNEGAN, PH.D.</b> 1,000 01/30/2017		\$ 1,000	
40	NO BID Under \$5,000 First Addendum to Medical Services Agreement between Jackson County and Michael Finnegan, Ph.D. to provide services to Medical Examiners Office. <b>MICHAEL FINNEGAN, PH.D.</b> 2,000 05/30/2017		1 \$2,000	
41	NO BID Under \$5,000 Second Addendum to Medical Services Agreement between Jackson County and Michael Finnegan, Ph. D. to provide the services of a forensic anthropologist as needed. <b>MICHAEL FINNEGAN, PH.D.</b> 1,500 10/11/2017		2 \$1,500	\$ 4,500
42	NO BID Under \$5,000 Medical Services Agreement between Jackson County and John Filippi, D.D.S., D.A.B.F.O. to assist the Medical Examiner with specialized dental examination and identification services as needed <b>JOHN FILIPPI, D.D.S., D.A.B.F.O.</b> 2,000 02/02/2017		\$ 2,000	
43	NO BID Under \$5,000 First Addendum to a Medical Services Agreement between Jackson County and John Filippi, D.A.B.F.O., to provide the service of a forensic dentist to assist the Medical Examiner's Office. <b>JOHN FILIPPI, D.D.S., D.A.B.F.O.</b> 3,000 05/25/2017		1 \$3,000	\$ 5,000
44	NO BID Under \$5,000 A Professional Services Agreement between Jackson County and Jesse E. Edwards Registry of Cardiovascular Disease to assist the Office of the Medical Examiner <b>JESSE E EDWARDS REGISTRY OF CARDIOVASCULAR DISEASE</b> 1,000 02/06/2017		\$ 1,000	\$ 1,000
45	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Susan Wilson, PH.D. to provide training program for associates within the Prosecuting Attorney's Office. <b>SUSAN WILSON</b> 500 05/12/2017		\$ 500	\$ 500
46	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Ameritas Investment Corp. to provide arbitrage rebate services related to the Leasehold Revenue Improvement bonds. <b>AMERITAS INVESTMENT CORP</b> 4,000 05/26/2017		\$ 4,000	\$ 4,000

## 2017 Active Professional Services Contracts

Bid	Description	Contracts Initiated Prior to 2017 (Year /Amount)	Contracts Initiated in 2017 (Addendum # /Amount)	Cumulative Amount of Contract
47	NO BID Under \$5,000 Professional Services Agreement between Jackson County and ME Consulting to provide strategic planning and leadership consulting to the Associates within COMBAT. <b>ME CONSULTING, LLC</b> 1,950 06/14/2017		\$ 1,950	\$ 1,950
48	NO BID Under \$5,000 First Addendum to Professional Services Agreement Between Jackson County and Me Consulting, LLC. to provide planning and leadership consulting to the associates <b>ME CONSULTING, LLC</b> 600 08/09/2017		\$ 600	\$ 600
49	NO BID Under \$5,000 Professional Services Agreement between Jackson County and MARC to perform a training program for the Jackson County Department of Corrections <b>MARC</b> 3,500 08/21/2017		\$ 3,500	\$ 3,500
50	NO BID Under \$5,000 Medical Services Agreement between Jackson County and Eric Wilson, D.D.S., D.A.B.F.O., to provide services of a forensic dentist to assist the County's Medical examiner. <b>ERIC WILSON</b> 2,000 08/30/2017		\$ 2,000	\$ 2,000
51	NO BID Under \$5,000 A Professional Services Agreement between Jackson County and Legal Aide of Western Missouri to bring strategic approach to criminal justice operations <b>LEGAL AID OF WESTERN MISSOURI</b> 4,900 09/14/2017		\$ 4,900	\$ 4,900
52	NO BID Under \$5,000 A Professional Service Agreement between Jackson County and RSM US LLP to provide an audit of the Schedule of Employer Allocations related to the Jackson County Revised Pension Plan <b>RSM US LLP</b> 4,950 09/20/2017		\$ 4,950	\$ 4,950
53	NO BID Under \$5,000 A Professional Services Agreement between Jackson County and Lisa Doyle to provide a review of proposals of applications for funding for the COMBAT Anti-Violence Special Initiative, Substance Abuse Prevention, Treatment and/or Grant Match initiatives <b>LISA DOYLE</b> 1,200 11/3/2017		\$ 1,200	\$ 1,200
54	NO BID Under \$5,000 A Professional Services Agreement between Jackson County and Christene Sharp to provide a review of proposals for funding for the COMBAT Anti-Violence Special Initiative, Substance Abuse Prevention, Treatment and/or Grant Match Initiatives <b>CHRISTENE SHARP</b> 1,200 11/3/2017		\$ 1,200	\$ 1,200
55	NO BID Under \$5,000 A professional Services Agreement between Jackson County and John Gary to provide review of the proposals received by COMBAT Anti-Violence Special Initiative <b>JOHN GARY</b> 1,200 11/15/2017		\$ 1,200	\$ 1,200
56	NO BID Under \$5,000 A Professional Services Agreement between Jackson County and Gregory Mathews to provide a review of the proposals received from the applications for funding for the COMBAT Anti-Violence Special Initiative <b>GREGORY MATHEWS</b> 1,200 11/15/2017		\$ 1,200	\$ 1,200
57	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Nancy Jo Kepple to provide a review of the proposals received from applications for funding for the COMBAT Anti-Violence Special Initiative <b>NANCY JO KEPPLER</b> 1,200 11/17/2017		\$ 1,200	\$ 1,200
58	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Kenneth Novak to provide a review of the proposals received from applications for funding from the COMBAT Anti-Violence Special Initiative <b>KENNETH J. NOVAK</b> 1,200 11/22/2017		\$ 1,200	\$ 1,200
59	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Ile Haggins to provide a grant writing workshop for COMBAT <b>ILE HAGGINS</b> 75 11/22/2017		\$ 75	\$ 75
60	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Larsen Barns, Jr. to provide a review of the proposals received from applications for funding for the funding for COMBAT Anti-Violence Special Initiative <b>LARSEN BARNDS, JR.</b> 1,200 11/29/2017		\$ 1,200	\$ 1,200
61	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Atkins Group, LLC to provide a review of the proposals received from the applications for funding for the funding for COMBAT Anti-Violence Special Initiative <b>ATKINS GROUP, LLC.</b> 1,200 11/29/2017		\$ 1,200	\$ 1,200

## 2017 Active Professional Services Contracts

Bid	Description	Contracts Initiated Prior to 2017 (Year /Amount)	Contracts Initiated in 2017 (Addendum # /Amount)	Cumulative Amount of Contract
62	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Larsen Barnds, Jr., to provide a review of the proposals received from applications for funding for the funding for COMBAT Anti-Violence Special Initiative <b>LARSEN BARNDS, JR.</b> 1,200 11/29/2017		\$ 1,200	\$ 1,200
63	NO BID Under \$5,000 Addendum to Agreement between Jackson County and Cheiron to provide assistance related to the County's Pension Plan <b>CHEIRON</b> 0.00 02/08/2017		\$ -	
64	NO BID Under \$5,000 Professional Services Agreement between Jackson County and Cheiron to provide assistance related to County's Pension Plan <b>CHEIRON</b> 4,950 11/29/2017		\$ 4,950	\$ 4,950
65	NO BID REQUIRED Golf Professional Contract between Jackson County and Jeffrey Sedorcek to serve as a golf professional at the Fred Arbanas Golf Course. <b>JEFFREY SEDORCEK</b> 500 03/02/2017		\$ 500	\$ 500
66	NO BID REQUIRED Assistant Golf Professional Contract between Jackson County and Michael Norman to serve as an Assistant Golf Professional at the Fred Arbanas Golf Course <b>MICHAEL NORMAN</b> 11,000 03/02/2017		\$ 11,000	\$ 11,000
67	NO BID REQUIRED Assistant Golf Professional Contract between Jackson County and Christopher Piedimonte as an Assistant Golf Professional at the Fred Abranas Golf Gour Course. <b>CHRISTOPHER PIEDIMONTE</b> 5,500 03/02/2017		\$ 5,500	\$ 5,500
68	NO BID REQUIRED Addendum to a Professional Services Agreement between Jackson County and CIS (formerly Alternative Risk Services) to provide third-party administrative services related to the administration of the County's Self-Insured Workers' Compensation Program <b>COWELL INSURANCE SERVICES, INC</b> 0.00 08/14/2017		\$ -	
69	NO BID REQUIRED A License and Professional Services Agreement between Jackson County and Entercom Kansas City, LLC d/b/a KZPT to provide, attract and promote entertainment <b>ENTERCOM KANSAS CITY, LLC D/B/A KZPT</b> 18,999 09/22/2017		\$ 18,999	\$ 18,999

**\$ 1,326,752 \$ 3,600,894**

L - Legal Contracts, Not Required to Bid

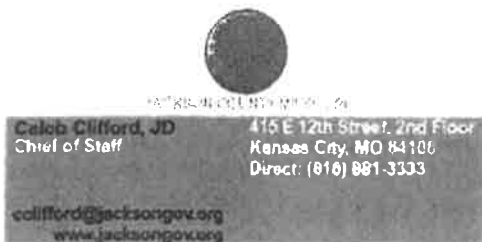
# Attachment 3

**From:** Caleb Clifford  
**Sent:** Thursday, August 24, 2017 3:47 PM  
**To:** Joseph Piccinini  
**Cc:** Gary Panethiere; Troy Thomas  
**Subject:** RE: transport

Lets do it. Emergency contract, using undesignated fund balance. Unless there is a contractual service line item we could use so we can avoid the delay of taking this to the Legislature.

Troy- I am okay asking the CE to sign 3 transfers to achieve this savings. Lets discuss.

CC



**From:** Joseph Piccinini  
**Sent:** Thursday, August 24, 2017 2:37 PM  
**To:** Caleb Clifford <CCLifford@jacksongov.org>  
**Cc:** Gary Panethiere <GPanethiere@jacksongov.org>  
**Subject:** transport

\$26,997 (starting September 15 ending December 31) is needed for Security Transport Services to conduct daily transports to St. Joseph and one weekly transport to Vandelie.

Thanks

Joe

SALARY  
JACKSON COUNTY BUDGET ADJUSTMENT DOCUMENT

TO: Budgeting  
 FROM: Jaime Masters  
 DATE: 3/8/2017  
 REASON: Travel & Meeting Expenses - 2017

(Internal Use Only)	
Fiscal Yr:	<u>2017</u>
Ref#:	<u>10042</u>
Description:	<u>Transfer</u>
Control Total:	_____

One Time Expenditure

Annual Expense that will be adjusted for in next year's budget

In accordance with the County Code, Chapter 5 Section 570.9, please approve the following budget transfer

**FROM:**

FUND	DEPARTMENT	ACCT NO.	AMOUNT	Balance of Account Before Transfer	Month to Date Total Transfers from this account
<u>002</u>	<u>1001</u>	<u>55010</u>	<u>\$3299</u>	<u>\$121,731.<sup>05</sup></u>	_____

**TO:**

FUND	DEPARTMENT	ACCT NO.	AMOUNT	New Acct Yes or No	Month to Date Total Transfers to this account
<u>002</u>	<u>1001</u>	<u>56146</u>	<u>\$1299</u>	<u>Yes</u>	<u>Ø</u>
<u>002</u>	<u>1001</u>	<u>56160</u>	<u>\$2,000</u>	<u>Yes</u>	<u>Ø</u>

Jaime Masters  
 Division Manager

[Signature]  
 County Executive

INTERNAL OFFICE USE ONLY			
Prepared By: _____	MR	Date: _____	<u>3/10/17</u>
Approved By: _____		Date: _____	<u>3/10/17</u>
Approved By: _____		Date: _____	<u>3/10/17</u>



## MEMO TO FILE

DATE: August 24, 2017

RE: Transfers & Code Violations

In conjunction with the transfers report and the tracking of expenditures from Non-Departmental accounts - Legal Services (860K), Other Professional Services (2.2MIL), Other Contractual Services (1.5 MIL) and Building & Improvements (2.2 MIL), the Auditor's Office is concerned with the possibility of single transfers under \$9,999 but over \$25,000 cumulatively and violation of fiscal and purchasing code due to the attached correspondence. Please be assured, the attached email correspondence – transfer email.pdf - cannot occur for the following reasons:

- **One simply cannot make transfers from Undesignated Fund Balance.** Before funds can be transferred from one line item to another, the county must first enact an ordinance to be approved by the Legislature to appropriate the money – Jackson County Code Chapter 5, Section 537.3.
- Jackson County Code Chapter 10, Section 1030 provides specific instances where competitive bidding is not required and purchases can be made without prior Legislative approval. **When making emergency purchases the County Executive must declare, in writing, the purchase to be an emergency.** Furthermore, purchases in excess of \$25,000 shall be reported to the County Legislature at its next regularly scheduled meeting.
- **What constitutes an emergency on August 24<sup>th</sup> for inmate transport services when Jackson County issued RFP 63-17 the day prior - August 23<sup>rd</sup>, 2017 – for competitive bidding of Inmate Transport and Security Services.** RFP 63-17 is posted on Jackson County's website and scheduled to be opened September 19<sup>th</sup>, 2017. To simply avoid the delay of taking this matter to the Legislature does not constitute an emergency.
- It takes 3 months of \$9,999 or less transfers to amass a cumulative amount greater than \$25,000. **The timeliness of making 3 consecutive monthly transfers of \$9,999 is far greater than any delay of taking a matter to the Legislature.**
- **What is the amount in the Undesignated Fund Balance to even consider spending from?**
- Furthermore, per Jackson County Code Chapter 5, Section 552 – **No final payment on a contract on which the total obligation of the county is in excess of \$10,000 shall be made unless specifically approved by resolution of the County Legislature.**

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$6,000.00 within the 2018 General Fund to cover the cost of drug and alcohol testing for employment candidates from Test Smartly Labs, a term and supply vendor.

**RESOLUTION NO. 19746**, February 26, 2018

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, by Ordinance 5062, dated December 6, 2017, the Legislature did establish certain Reserve Accounts for certain budget lines within the 2018 County budget; and,

WHEREAS, certain funds appropriated in such a Reserve Account within the 2018 General Fund are needed to cover the cost of drug and alcohol testing; and,

WHEREAS, there are numerous disputes between the County Executive and the Legislature regarding the validity of Ordinance 5062, relating to its construction and interpretation, and multiple related issues; and,

WHEREAS, the Chief Administrative Officer has recommended the adoption of this Resolution, without waiving any previous position taken in reliance upon the memorandum of the County Counselor dated December 22, 2017, regarding Ordinance 5062, and without waiving any position taken in reliance upon other legal memorandums provided by the Office of the County Counselor; and,

WHEREAS, the Legislature recognizes that funds identified as Reserve Funds in the

adopted 2018 budget within the General Fund are required to be designated for use by the various County Departments; and,

WHEREAS, the Chief Administrative Officer has requested that the funds identified in this Resolution be made available for such use by various County departments within the 2018 budget; and,

WHEREAS the Legislature agrees that funds described in this Resolution should be made available for such use by posting to certain budget line items in various non-departmental budgets or otherwise for calendar year 2018 by the County's Finance and Purchasing Department; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer or equivalent documentation/identification, to accomplish posting of the funds in the non-departmental budget management system so that the funds are available for immediate use and expenditure within the 2018 budget, be and hereby is authorized:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Health Fund Reserve 002-8006	56835 – Reserve Operating	\$6,000	
Non-Departmental 002-5102	56790– Other Contractual Srvs		\$6,000

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19746 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for the above-described transfer or equivalent documentation and/or identification to accomplish posting of the funds in the County's budget management system so that the funds are available for immediate use and expenditure are available in the source indicated below.

ACCOUNT NUMBER: 002 8006 56835  
ACCOUNT TITLE: Health Fund  
Reserve Operating  
NOT TO EXCEED: \$6,000.00

2/22/18  
Date

  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19746

Sponsor(s): Crystal Williams

Date: February 26, 2018

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution transferring \$6,000 from the General Fund Reserve Operating Account to the General Fund Non-Departmental Other Contractual Services account for the cost of drug and alcohol testing for employment candidates from Test Smartly Labs, a current Term &amp; Supply vendor.</u></p>															
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" style="width: 100%;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$6,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$6,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td><u>FROM ACCT:</u> 002-8006-56835 Reserve - Operating</td> <td style="text-align: right;"><u>FROM AMOUNT</u> \$ 6,000</td> </tr> <tr> <td><u>TO ACCT:</u> 002-5102-56790 Other Contractual Services</td> <td style="text-align: right;"><u>TO AMOUNT</u> \$ 6,000</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: _____ Estimated Use: \$ _____</p> <p>Prior Year Budget (if applicable): _____          Prior Year Actual Amount Spent (if applicable): _____</p>		Amount authorized by this legislation this fiscal year:	\$6,000	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$6,000	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:		<u>FROM ACCT:</u> 002-8006-56835 Reserve - Operating	<u>FROM AMOUNT</u> \$ 6,000	<u>TO ACCT:</u> 002-5102-56790 Other Contractual Services	<u>TO AMOUNT</u> \$ 6,000
Amount authorized by this legislation this fiscal year:	\$6,000															
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Amount budgeted for this item * (including transfers):																
Source of funding (name of fund) and account code number:																
<u>FROM ACCT:</u> 002-8006-56835 Reserve - Operating	<u>FROM AMOUNT</u> \$ 6,000															
<u>TO ACCT:</u> 002-5102-56790 Other Contractual Services	<u>TO AMOUNT</u> \$ 6,000															
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): 5062, 12/16/2017          Prior resolutions and (date):</p>															
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Mark Lang, Budget Officer, 881-3851</p>															
<p>REQUEST SUMMARY</p>	<p>This Resolution will transfer funds from a Reserve Operating account into Non-Departmental Other Contractual Services account for drug and alcohol testing for employment candidates from Test Smartly Labs, a current Term &amp; Supply vendor.</p>															
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>															
<p>ATTACHMENTS</p>																
<p>REVIEW</p>	<table border="1" style="width: 100%;"> <tr> <td>Department Director:</td> <td style="text-align: right;">Date: 2/16/18</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td style="text-align: right;">Date: 2/16/18</td> </tr> <tr> <td>Division Manager:</td> <td style="text-align: right;">Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td style="text-align: right;">Date:</td> </tr> </table>		Department Director:	Date: 2/16/18	Finance (Budget Approval): <i>If applicable</i>	Date: 2/16/18	Division Manager:	Date:	County Counselor's Office:	Date:						
Department Director:	Date: 2/16/18															
Finance (Budget Approval): <i>If applicable</i>	Date: 2/16/18															
Division Manager:	Date:															
County Counselor's Office:	Date:															

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$99,360.00 within the 2018 General Fund, \$7,200.00 within the 2018 Health Fund, \$10,080.00 within the 2018 Park Fund, \$17,280.00 within the 2018 Special Road and Bridge Fund, \$7,200.00 within the 2018 Assessment Fund, and \$2,880.00 within the 2018 Park Enterprise Fund to cover the costs of Microsoft Office 365 maintenance under an existing term and supply contract with Software House International, of Somerset, NJ.

**RESOLUTION NO. 19747**, February 26, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, by Ordinance 5062, dated December 6, 2017, the Legislature did establish certain Reserve Accounts for certain budget lines within the 2018 County budget; and,

WHEREAS, certain funds appropriated in such Reserve Accounts within the 2018 General Fund, Health Fund, Park Fund, Special Road and Bridge Fund, Assessment Fund, and Park Enterprise Fund are needed to cover the costs of software maintenance services; and,

WHEREAS, there are numerous disputes between the County Executive and the Legislature regarding the validity of Ordinance 5062, relating to its construction and interpretation, and multiple related issues; and,

WHEREAS, the Chief Administrative Officer has recommended the adoption of this Resolution, without waiving any previous position taken in reliance upon the memorandum of the County Counselor dated December 22, 2017, regarding Ordinance 5062, and without waiving any position taken in reliance upon other legal



memorandums provided by the Office of the County Counselor; and,

WHEREAS, the Legislature recognizes that funds identified as Reserve Funds in the adopted 2018 budget within the General Fund, Health Fund, Park Fund, Special Road and Bridge Fund, Assessment Fund, and Park Enterprise Fund are required to be designated for use by the IT Department for software maintenance services; and,

WHEREAS, the Chief Administrative Officer has requested that the funds identified in this Resolution be made available for such use by the IT Department within the 2018 budget; and,

WHEREAS the Legislature agrees that funds described in this Resolution should be made available for such use by posting to certain budget line items in various non-departmental budgets or otherwise for calendar year 2018 by the Finance and Purchasing Department; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfers or equivalent documentation/identification, to accomplish posting of the funds in County's budget management system so that the funds are available for immediate use and expenditure within the 2018 budget, be and hereby are authorized:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund Reserve 001-8006 Non-Departmental 001-1501	56835 – Reserve Operating	\$99,360	
	56790 – Software Maintenance		\$99,360
Health Fund Reserve 002-8006 Non-Departmental 002-5102	56835- Reserve Operating	\$7,200	
	56790- Software Maintenance		\$7,200
Park Fund Reserve 003-8006 Non-Departmental 003-5103	56835- Reserve Operating	\$10,080	
	56790- Software Maintenance		\$10,080
Special Road& Bridge Fund Reserve 004-8006 Non-Departmental 004-5104	56835- Reserve Operating	\$17,280	
	56790- Software Maintenance		\$17,280
Assessment Fund Reserve 045-8006 Non-Departmental 045-4500	56835- Reserve Operating	\$7,200	
	56790- Software Maintenance		\$7,200
Park Enterprise Fund Reserve 300-8006 Non-Departmental 300-5300	56835- Reserve Operating	\$2,880	
	56790- Software Maintenance		\$2,880

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19747 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for the above-described transfer or equivalent documentation and/or identification to accomplish posting of the funds in the County's budget management system so that the funds are available for immediate use and expenditure are available in the sources indicated below.

ACCOUNT NUMBER: 001 8006 56835  
ACCOUNT TITLE: General Fund  
Reserve Operating  
NOT TO EXCEED: \$99,360.00

ACCOUNT NUMBER: 002 8006 56835  
ACCOUNT TITLE: Health Fund  
Reserve Operating  
NOT TO EXCEED: \$7,200.00

ACCOUNT NUMBER: 003 8006 56835  
ACCOUNT TITLE: Park Fund  
Reserve Operating  
NOT TO EXCEED: \$10,080.00

ACCOUNT NUMBER: 004 8006 56835  
ACCOUNT TITLE: Special Road & Bridge Fund  
Reserve Operating  
NOT TO EXCEED: \$17,280.00

ACCOUNT NUMBER: 045 8006 56835  
ACCOUNT TITLE: Assessment Fund  
Reserve Operating  
NOT TO EXCEED: \$7,200.00

ACCOUNT NUMBER: 300 8006 56835  
ACCOUNT TITLE: Park Enterprise Fund  
Reserve Operating  
NOT TO EXCEED: \$2,880.00

*2/22/18*

\_\_\_\_\_  
Date



\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

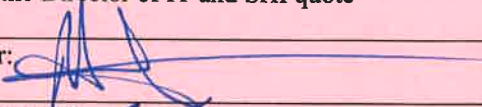
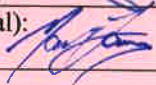
Completed by County Counselor's Office:

Res/Ord No.: 19747

Sponsor(s): Dennis Waits

Date: February 26, 2018

<b>SUBJECT</b>	<p>Action Requested</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting the Transfer of \$144,000 from the Reserve Fund to Various Funds for purchase of Microsoft Office 365 Maintenance from Software House International (SHI), a current Term &amp; Supply vendor.</u></p>																																																										
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$145,347.60</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$145,347.60</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$145,347.60</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td colspan="2"><b>Transfer From:</b></td> </tr> <tr> <td>001-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$99,360</td> </tr> <tr> <td><del>002</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td><del>003</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$10,080</td> </tr> <tr> <td><del>004</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$17,280</td> </tr> <tr> <td><del>045</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td><del>300</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$2,880</td> </tr> <tr> <td colspan="2"><b>Transfer To:</b></td> </tr> <tr> <td>001-5101-56662 General Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$99,360</td> </tr> <tr> <td>002-5102-56662 Health Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td>003-5103-56662 Park Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$10,080</td> </tr> <tr> <td>004-5104-56662 Road Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$17,280</td> </tr> <tr> <td>045-4500-56662 Assessment Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td>300-5300-56662 Enterprise Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$2,880</td> </tr> <tr> <td><b>Transfer Total:</b></td> <td style="text-align: right;"><b>\$144,000</b></td> </tr> <tr> <td colspan="2"><b>Funding Summary:</b></td> </tr> <tr> <td>001-5101-56662 General Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$99,360</td> </tr> <tr> <td>002-5102-56662 Health Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td>003-5103-56662 Park Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$10,080</td> </tr> <tr> <td>004-5104-56662 Road Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$17,280</td> </tr> <tr> <td>045-4500-56662 Assessment Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td>300-5300-56662 Enterprise Fund, Non-Departmental, Software Maintenance</td> <td style="text-align: right;">\$2,880</td> </tr> <tr> <td>001-1305-56662 General Fund, Information Technology, Software Maintenance</td> <td style="text-align: right;">\$1,347.60</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$145,347.60</b></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)</p> <p><input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): _____</p> <p>Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$145,347.60	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$145,347.60	Amount budgeted for this item * (including transfers):	\$145,347.60	Source of funding (name of fund) and account code number:		<b>Transfer From:</b>		001-8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$99,360	<del>002</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$7,200	<del>003</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$10,080	<del>004</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$17,280	<del>045</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$7,200	<del>300</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$2,880	<b>Transfer To:</b>		001-5101-56662 General Fund, Non-Departmental, Software Maintenance	\$99,360	002-5102-56662 Health Fund, Non-Departmental, Software Maintenance	\$7,200	003-5103-56662 Park Fund, Non-Departmental, Software Maintenance	\$10,080	004-5104-56662 Road Fund, Non-Departmental, Software Maintenance	\$17,280	045-4500-56662 Assessment Fund, Non-Departmental, Software Maintenance	\$7,200	300-5300-56662 Enterprise Fund, Non-Departmental, Software Maintenance	\$2,880	<b>Transfer Total:</b>	<b>\$144,000</b>	<b>Funding Summary:</b>		001-5101-56662 General Fund, Non-Departmental, Software Maintenance	\$99,360	002-5102-56662 Health Fund, Non-Departmental, Software Maintenance	\$7,200	003-5103-56662 Park Fund, Non-Departmental, Software Maintenance	\$10,080	004-5104-56662 Road Fund, Non-Departmental, Software Maintenance	\$17,280	045-4500-56662 Assessment Fund, Non-Departmental, Software Maintenance	\$7,200	300-5300-56662 Enterprise Fund, Non-Departmental, Software Maintenance	\$2,880	001-1305-56662 General Fund, Information Technology, Software Maintenance	\$1,347.60	<b>Total</b>	<b>\$145,347.60</b>
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PRIOR LEGISLATION	Prior ordinances and (date): 5062, 12/6/2017 Prior resolutions and (date):																																								
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Kyle Brack, Senior Buyer, 816-881-3265																																								
REQUEST SUMMARY	<p>Microsoft Office 365 Maintenance is critical to IT operations and impacts all County departments. The annual maintenance is necessary for Outlook data storage on the cloud, disaster recovery, and to ensure cloud-based backups. A transfer of funds is necessary for timely payment.</p> <p>The Microsoft Office 365 Maintenance is at a cost of \$145,347.60 to the County and will be provided by SHI of Somerset, New Jersey, an existing Term and Supply vendor.</p> <p>The Information Technology Department requests the transfer of \$144,000 from the Reserve Fund as follows:</p> <table border="0" data-bbox="289 554 1406 1010"> <thead> <tr> <th></th> <th style="text-align: right;">From:</th> <th style="text-align: right;">To:</th> </tr> </thead> <tbody> <tr> <td>001-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$99,360</td> <td></td> </tr> <tr> <td><del>002</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$7,200</td> <td></td> </tr> <tr> <td><del>003</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$10,080</td> <td></td> </tr> <tr> <td><del>004</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$17,280</td> <td></td> </tr> <tr> <td><del>045</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$7,200</td> <td></td> </tr> <tr> <td><del>300</del>-8006-56835 General Fund, Reserve Fund, Reserve-Operating</td> <td style="text-align: right;">\$2,880</td> <td></td> </tr> <tr> <td>001-5101-56662 General Fund, Non-Departmental, Software Maintenance</td> <td></td> <td style="text-align: right;">\$99,360</td> </tr> <tr> <td>002-5102-56662 Health Fund, Non-Departmental, Software Maintenance</td> <td></td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td>003-5103-56662 Park Fund, Non-Departmental, Software Maintenance</td> <td></td> <td style="text-align: right;">\$10,080</td> </tr> <tr> <td>004-5104-56662 Road Fund, Non-Departmental, Software Maintenance</td> <td></td> <td style="text-align: right;">\$17,280</td> </tr> <tr> <td>045-4500-56662 Assessment Fund, Non-Departmental, Software Maintenance</td> <td></td> <td style="text-align: right;">\$7,200</td> </tr> <tr> <td>300-5300-56662 Enterprise Fund, Non-Departmental, Software Maintenance</td> <td></td> <td style="text-align: right;">\$2,880</td> </tr> </tbody> </table>			From:	To:	001-8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$99,360		<del>002</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$7,200		<del>003</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$10,080		<del>004</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$17,280		<del>045</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$7,200		<del>300</del> -8006-56835 General Fund, Reserve Fund, Reserve-Operating	\$2,880		001-5101-56662 General Fund, Non-Departmental, Software Maintenance		\$99,360	002-5102-56662 Health Fund, Non-Departmental, Software Maintenance		\$7,200	003-5103-56662 Park Fund, Non-Departmental, Software Maintenance		\$10,080	004-5104-56662 Road Fund, Non-Departmental, Software Maintenance		\$17,280	045-4500-56662 Assessment Fund, Non-Departmental, Software Maintenance		\$7,200	300-5300-56662 Enterprise Fund, Non-Departmental, Software Maintenance		\$2,880
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CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A																																								
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals																																								
ATTACHMENTS	Memorandum from the Director of IT and SHI quote																																								
REVIEW	Department Director:  Finance (Budget Approval):  If applicable Division Manager: County Counselor's Office:	Date: 2/13/2018 Date: 2/5/18 Date: Date:																																							



Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.

**Fiscal Note:**

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: February 13, 2018 RES # 19747

Department / Division	Character/Description	From	To
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**General Fund - 001**

8006 - Reserve	56835 - Reserve-Operating	\$ 99,360	\$ -
5101 - Non-Departmental	56662 - Software Maintenance		99,360

**Health Fund - 002**

8006 - Reserve	56835 - Reserve-Operating	7,200	-
5102 - Non-Departmental	56662 - Software Maintenance		7,200

**Park Fund - 003**

8006 - Reserve	56835 - Reserve-Operating	10,080	-
5103 - Non-Departmental	56662 - Software Maintenance		10,080

**Special Road & Bridge - 004**

8006 - Reserve	56835 - Reserve-Operating	17,280	-
5104 - Non-Departmental	56662 - Software Maintenance		17,280

**Assessment Fund - 045**

8006 - Reserve	56835 - Reserve-Operating	7,200	-
4500 - Non-Departmental	56662 - Software Maintenance		7,200

**Park Enterprise Fund - 300**

8006 - Reserve	56835 - Reserve-Operating	2,880	-
5300 - Non-Departmental	56662 - Software Maintenance		2,880

	\$ 144,000	\$ 144,000
--	------------	------------

 2/15/18  
 \_\_\_\_\_  
 County Auditor / Budget Officer





**Department of  
INFORMATION TECHNOLOGY  
JACKSON COUNTY, MISSOURI**

(816) 881-3151

415 EAST 12TH STREET, ROOM G-8  
KANSAS CITY, MO 64106

To: KYLE BRACK, SENIOR BUYER

From: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS *ME*

Date: January 29, 2018

Re: Maintenance of Office 365 through Software House International (SHI)

The County migrated County email to Office 365, a Microsoft cloud solution. Jackson County's email will be stored in a secure Microsoft government data center designed to meet FBI requirements for information security.

The service level that IT acquired has the following benefits:

- Email and calendar access on the Cloud
- Online access to the latest version of Microsoft Office
- 50 Gig mailboxes
- No hardware to maintain
- Full redundancy and Disaster Recovery
- Cloud-based backups

SHI is a Term & Supply vendor and would normally not need an RLA. There is no money budgeted in the accounts right now so we are requesting an RLA to transfer the funds.

Transfer to:

Transfer from:

001-5101-56662	\$99,360.00	001/8006/56835	\$99,360.00
002-5102-56662	7,200.00	001/8006/56835	7,200.00
003-5103-56662	10,080.00	001/8006/56835	10,080.00
004-5104-56662	17,280.00	001/8006/56835	17,280.00
045-4500-56662	7,200.00	001/8006/56835	7,200.00
300-5300-56662	<u>2,880.00</u>	001/8006/56835	<u>2,880.00</u>
	\$144,000.00		\$144,000.00
001-1305-56662	<u>1,347.60</u>	No transfer necessary	
	\$145,347.60		



Pricing Proposal  
 Quotation #: 14772556  
 Reference #: EA # 53803660  
 Created On: 1/29/2018  
 Valid Until: 1/31/2018

**CIRCUIT COURT OF JACKSON COUNTY**

**Inside Account Manager**

**michael ohlson**  
 415 EAST 12TH STREET, 9TH FL.  
 Room G8  
 KANSAS CITY, MO 64106  
 United States  
 Phone: 8168813284  
 Fax: (816) 881-3949  
 Email: MGOhlson-dicus@jacksongov.org

**Julian Paredes**  
 290 Davidson Avenue  
 Somerset, NJ 08873  
 Phone: 1-888-394-5232  
 Fax: 1-888-394-5322  
 Email: Julian\_Paredes@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 O365GCCE1 ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: U4S-00002 Contract Name: Open Market Contract #: Open Market Coverage Term: 4/1/2018 – 3/31/2019 <b>Note:</b> P12177085 (PO# BL - 1305 - 21282)	1234	\$71.40	\$88,107.60
2 ExchgOnlnPlan2GCC ShrdSvr ALNG SubsVL MVL PerUsr fromGCCE1 Microsoft - Part#: 3NS-00001 Contract Name: Open Market Contract #: Open Market Coverage Term: 4/1/2018 – 3/31/2019 <b>Note:</b> P12177085 (PO# BL - 1305 - 21282)	1200	\$47.70	\$57,240.00
<b>Total</b>			<b>\$145,347.60</b>

**Additional Comments**

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.  
 TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy), unless there is an existing agreement between SHI and the Customer.

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$800.00 within the 2018 General Fund to cover the cost to the Federal Executive Board for the Public Employees Recognition Day awards ceremony on May 9, 2018, at the Little Theatre in Kansas City, MO.

**RESOLUTION NO. 19748**, February 26, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, by Ordinance 5062, dated December 6, 2017, the Legislature did establish certain Reserve Accounts for certain budget lines within the 2018 County budget; and,

WHEREAS, certain funds appropriated in such a Reserve Account within the 2018 General Fund are needed to cover the cost to the Federal Executive Board for the Public Employees Recognition Day awards ceremony; and,

WHEREAS, there are numerous disputes between the County Executive and the Legislature regarding the validity of Ordinance 5062, relating to its construction and interpretation, and multiple related issues; and,

WHEREAS, the Chief Administrative Officer has recommended the adoption of this Resolution, without waiving any previous position taken in reliance upon the memorandum of the County Counselor dated December 22, 2017, regarding Ordinance 5062, and without waiving any position taken in reliance upon other legal memorandums provided by the Office of the County Counselor; and,

WHEREAS, the Legislature recognizes that funds identified as Reserve Funds in the adopted 2018 budget within the General Fund are required to be designated for use for the Public Employees Recognition Day awards ceremony; and,

WHEREAS, the Chief Administrative Officer has requested that the funds identified in this Resolution be made available for such use by the Finance and Purchasing Department within the 2018 budget; and,

WHEREAS the Legislature agrees that funds described in this Resolution should be made available for such use by posting to certain budget line items in the General Fund non-departmental budget or otherwise for calendar year 2018 by the Finance and Purchasing Department; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer or equivalent documentation/identification, to accomplish posting of the funds in the Finance and Purchasing budget management system so that the funds are available for immediate use and expenditure within the 2018 budget, be and hereby is authorized:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund Reserve 001-8006	56835 – Reserve Operating	\$800.00	
General Fund Non-Departmental 001-5101	56790-Other Contractual Srvs		\$800.00

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No.19748 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for the above-described transfer or equivalent documentation and/or identification to accomplish posting of the funds in the Jackson County Budget management system so that the funds are available for immediate use and expenditure are available in the source indicated below.

ACCOUNT NUMBER: 001 8006 56835  
ACCOUNT TITLE: General Fund  
Reserve Operating  
NOT TO EXCEED: \$800.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

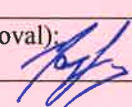
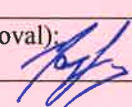
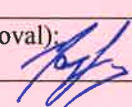
**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:

Res/Ord No.: 19748

Sponsor(s): Dennis Waits

Date: February 26, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution to transfer \$800 from the General Fund Reserve Operating Account to the General Fund Non-Departmental Other Contractual Services account for payment to the Federal Executive Board related to the cost for the May 9, 2018 Public Employees Recognition Day Awards Ceremony at the Little Theatre in Kansas City, MO.</u></p>															
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$800</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$800</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td><u>FROM ACCT:</u> 001-8006-56835 Reserve - Operating</td> <td><u>FROM AMOUNT</u> \$ 800</td> </tr> <tr> <td><u>TO ACCT:</u> 001-5101-56790 Other Contractual Services</td> <td><u>TO AMOUNT</u> \$ 800</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:                  Department: Estimated Use: \$                  Prior Year Budget (if applicable):                  Prior Year Actual Amount Spent (if applicable):</p>		Amount authorized by this legislation this fiscal year:	\$800	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$800	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:		<u>FROM ACCT:</u> 001-8006-56835 Reserve - Operating	<u>FROM AMOUNT</u> \$ 800	<u>TO ACCT:</u> 001-5101-56790 Other Contractual Services	<u>TO AMOUNT</u> \$ 800
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<u>TO ACCT:</u> 001-5101-56790 Other Contractual Services	<u>TO AMOUNT</u> \$ 800															
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): 5062, 12/6/2017                  Prior resolutions and (date):</p>															
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Mark Lang, Budget Officer, 881-3851</p>															
<p><b>REQUEST SUMMARY</b></p>	<p>This Resolution will transfer funds from a Reserve Operating account into Non-Departmental Other Contractual Services account to be designated for the payment to the Federal Executive Board, related to the cost of the May 9, 2018 Public Employees Recognition Day Awards Ceremony at the Little Theatre in Kansas City, MO..</p>															
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>															
<p><b>ATTACHMENTS</b></p>																
<p><b>REVIEW</b></p>	<table border="1"> <tr> <td>Department Director:</td> <td>Date:</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i> </td> <td>Date: 2/12/18</td> </tr> <tr> <td>Division Manager:</td> <td>Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>		Department Director:	Date:	Finance (Budget Approval): <i>If applicable</i> 	Date: 2/12/18	Division Manager:	Date:	County Counselor's Office:	Date:						
Department Director:	Date:															
Finance (Budget Approval): <i>If applicable</i> 	Date: 2/12/18															
Division Manager:	Date:															
County Counselor's Office:	Date:															

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.

**Fiscal Note:**

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: February 12, 2018

RES # 19748

Department / Division                      Character/Description                      From                      To

**General Fund - 001**

8006 - Reserve                      56835 - Reserve-Operating                      \$ 800                      \$ -

5101 - Non-Departmental                      56790 - Other Contractual Srvs                                            800

\_\_\_\_\_

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\$ 800                      \$ 800

 2/13/18  
County Auditor / Budget Officer



# INVOICE



Federal Executive Board  
2300 Main Street, Suite 2 NE521  
Kansas City, MO 64108  
(816) 823-5100 -- FAX (816) 823-5104

**BILL TO:**

Human Resources  
Jackson County Courthouse  
415 E 12<sup>th</sup> Street, 1<sup>st</sup> Floor  
Kansas City, MO 64131

**INVOICE DATE:**

February 6, 2018

**INVOICE NUMBER:**

2018-PERD-001

## **PURPOSE OF INVOICE**

Costs for the May 9, 2018  
Public Employees Recognition Day Awards Ceremony  
at the Little Theatre, Kansas City, MO

**Total Due: \$800.00**

**PLEASE MAIL CHECK TO:**

THE FEDERAL EXECUTIVE BOARD  
2300 MAIN STREET, SUITE 2NE521  
KANSAS CITY, MO 64108

**OR PAY BY CREDIT CARD & FAX TO (816) 823-5104**

**NAME ON CREDIT CARD:** \_\_\_\_\_

**CREDIT CARD #:** \_\_\_\_\_

**EXPIRATION DATE:** \_\_\_\_\_

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the Chair of the Legislature to execute an Addendum to the Agreement with Williams & Campo, P.C., of Lee's Summit, MO, to serve as Legal Advisor to the Jackson County Legislature, at an additional cost to the County not to exceed \$75,000.00.

**RESOLUTION NO. 19749**, February 26, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, by Resolutions 19688 dated January 8, 2018, the Legislature did authorize a contract with Paul Campo of Williams & Campo, P.C., of Lee's Summit, MO to serve as Legal Advisor to the Legislature; and,

WHEREAS, the Chair of the Legislature now recommends an Addendum to the Agreement with Williams & Campo, P.C., increasing the total amount to be authorized by the sum of \$75,000.00, for a new total not to exceed cost of \$100,000.00; and,

BE IT FURTHER RESOLVED by the County Legislature of Jackson County, Missouri, that the Chair of the Legislature be and hereby is authorized to execute an Addendum to the Agreement with Williams & Campo, P.C., for the position of Legal Advisor at a cost to the County not to exceed \$75,000; now therefore,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the Agreement and Addendum thereto.

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the Agreement and Addendum thereto.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19749 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 001 0112 56020  
ACCOUNT TITLE: General Fund  
Legislature as a Whole  
Legal Services  
NOT TO EXCEED: \$75,000.00

2/22/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

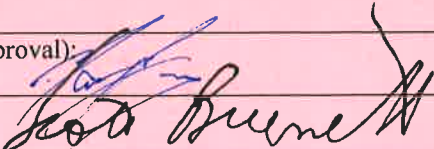
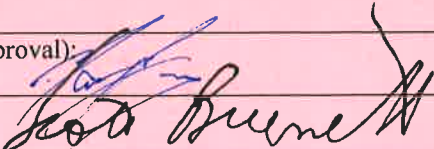
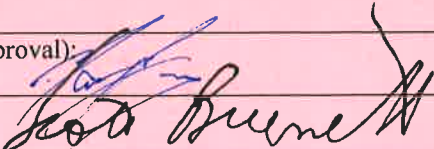
# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19749

Sponsor(s): Scott Burnett

Date: February 26, 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>authorizing the Chair of the Legislature to execute an addendum to the agreement with Williams &amp; Campo, P.C., of Lee's Summit, MO, at an additional cost to the County not to exceed \$75,000</u></p>											
<p>BUDGET INFORMATION  <i>To be completed                  By Requesting                  Department and                  Finance</i></p>	<table border="1" data-bbox="305 604 1187 884"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$50,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$25,000</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$75,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$75,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO 001-0112-56020</td> <td>FROM ACCT  TO ACCT</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:                  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):                  Prior Year Actual Amount Spent (if applicable):</p>		Amount authorized by this legislation this fiscal year:	\$50,000	Amount previously authorized this fiscal year:	\$25,000	Total amount authorized after this legislative action:	\$75,000	Amount budgeted for this item * (including transfers):	\$75,000	Source of funding (name of fund) and account code number; FROM / TO 001-0112-56020	FROM ACCT  TO ACCT
Amount authorized by this legislation this fiscal year:	\$50,000											
Amount previously authorized this fiscal year:	\$25,000											
Total amount authorized after this legislative action:	\$75,000											
Amount budgeted for this item * (including transfers):	\$75,000											
Source of funding (name of fund) and account code number; FROM / TO 001-0112-56020	FROM ACCT  TO ACCT											
PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): Resolution 19688, January 8, 2018</p>											
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): CW, 881-3310</p>											
REQUEST SUMMARY	<p>The Chair of the Legislature recommends an addendum to the agreement with Williams &amp; Campo, P.C. of Lee's Summit, MO to increase the maximum sum available for services authorized by Resolution 19688.</p>											
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>											
ATTACHMENTS												
REVIEW	<table border="1" data-bbox="305 1745 1524 1980"> <tr> <td>Department Director:</td> <td>Date:</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date: 2/15/18</td> </tr> <tr> <td>Division Manager: </td> <td>Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>		Department Director:	Date:	Finance (Budget Approval): <i>If applicable</i>	Date: 2/15/18	Division Manager: 	Date:	County Counselor's Office:	Date:		
Department Director:	Date:											
Finance (Budget Approval): <i>If applicable</i>	Date: 2/15/18											
Division Manager: 	Date:											
County Counselor's Office:	Date:											

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$94,150.00 within the 2018 Special Road and Bridge Fund and authorizing the purchase of wetland and stream mitigation credits from Swallow Tail c/o Terra Technologies of Overland Park, KS, for the construction of the Rock Island Corridor shared use path.

**RESOLUTION NO. 19750**, February 26, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, pursuant to section 1030.1 of the Jackson County Code, the Director of Finance and Purchasing recommends the purchase of wetland and stream mitigation credits from Sallow Tail LLC c/o Terra technologies of Overland Park, KS, as a sole source; and,

WHEREAS, research indicates Swallow Tail LLC is the only U.S. Army Corps of Engineers (USACE) approved supplier of both wetland and stream mitigation credits in the area; and,

WHEREAS, the Rock Island Rail Corridor Authority is required by USACE to purchase such credits to mitigate wetland and stream areas that are being disturbed related to the construction of the Rock Island Shared Use Path; and,

WHEREAS, a transfer is needed to place the funds necessary for this purchase in the proper spending account; and,



WHEREAS, the County Executive recommends said transfer; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer within the 2018 Special Road and Bridge Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Special Road and Bridge Fund Rock Island RCA 004-3601	56570 – M&R Misc.	\$94,150	
004-3601	56790 – Other Contractual Svcs		\$94,150

and,

BE IT FURTHER RESOLVED that award be made as recommended by the Director of Finance and Purchasing; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the contract.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19750 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for this transfer are available from the source indicated below.

ACCOUNT NUMBER: 004 3601 56570  
ACCOUNT TITLE: Special Road and Bridge Fund  
Rock Island Rail Corridor Authority  
M&R Misc.  
NOT TO EXCEED: \$94,150.00

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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 004 3601 56790  
ACCOUNT TITLE: Special Road and Bridge Fund  
Rock Island Rail Corridor Authority  
Other Contractual Srvs.  
NOT TO EXCEED: \$94,150.00

2/22/18  
Date

  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION


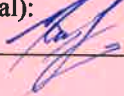
Completed by County Counselor's Office:

Res/Ord No.: 19750

Sponsor(s): Dennis Waits

Date: February 26, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transferring \$94,150 within the Special Road and Bridge Fund and Authorizing the purchase of Wetland and Stream Mitigation Credits for the first phase of construction of the Rock Island Corridor Shared Use Plan from Swallow Tail LLC c/o Terra Technologies of Overland Park, Kansas in the amount of \$94,150 as a Sole Source Purchase.</u></p>														
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$94,150</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$94,150</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$94,150</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>TRANSFER FROM: 004-3601-56570 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Maintenance and Repair – Miscellaneous</td> <td>\$94,150</td> </tr> <tr> <td>TRANSFER TO: 004-3601-56790 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Other Contractual Services</td> <td>\$94,150</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use:</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$94,150	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$94,150	Amount budgeted for this item * (including transfers):	\$94,150	Source of funding (name of fund) and account code number:		TRANSFER FROM: 004-3601-56570 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Maintenance and Repair – Miscellaneous	\$94,150	TRANSFER TO: 004-3601-56790 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Other Contractual Services	\$94,150
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<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>														
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>														
<p><b>REQUEST SUMMARY</b></p>	<p>In order to proceed with construction of the first phase of the Rock Island Corridor Shared Use Path, Jackson County, Missouri is required by the United States Army Corps of Engineers (USACE) to purchase credits to mitigate wetland and stream areas that are being disturbed. The credits will be used by the USACE to replace the wetland and stream habitats in another area. Alternates to disturbing the wetland and stream areas were evaluated and the cost of avoiding these areas greatly exceeds the cost of mitigation credits.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Director of Finance and Purchasing recommends the purchase of Wetland and Stream Mitigation Credits from Swallow Tail LLC c/o Terra Technologies of Overland Park, Kansas as a Sole Source. Research has indicated they are the only USACE approved supplier of both Wetland and Stream Mitigation Credits in this area.</p> <p>The Director of Finance and Purchasing also requests that the following transfer be made:</p> <table> <tr> <td></td> <td>FROM:</td> <td>TO:</td> </tr> <tr> <td>004-3601-56570 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Maintenance and Repair – Miscellaneous</td> <td>\$94,150</td> <td></td> </tr> <tr> <td>004-3601-56790 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Other Contractual Services</td> <td></td> <td>\$94,150</td> </tr> </table>		FROM:	TO:	004-3601-56570 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Maintenance and Repair – Miscellaneous	\$94,150		004-3601-56790 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Other Contractual Services		\$94,150					
	FROM:	TO:													
004-3601-56570 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Maintenance and Repair – Miscellaneous	\$94,150														
004-3601-56790 Special Road and Bridge Fund, Rock Island Rail Corridor Authority, Other Contractual Services		\$94,150													

CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A	
COMPLIANCE	<input type="checkbox"/> MBE Goals - N/A <input type="checkbox"/> WBE Goals - N/A <input type="checkbox"/> VBE Goals - N/A	
ATTACHMENTS	Memorandum from Josh Boehm of the Rock Island Rail Corridor Authority; a letter from the United States Army Corps of Engineers, the Missouri Department of Natural Resources and the Quote from Swallow Tail LLC c/o Terra Technologies	
REVIEW	Department Director: 	Date: 2/15/2013
	Finance (Budget Approval): <i>If applicable</i> 	Date: 2/15/13
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.

**Fiscal Note:**

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: February 15, 2018

RES # 19750

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
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**Special Road & Bridge Fund - 004**

<u>3601 - Rock Island RCA</u>	<u>56570 - M&amp;R - MISC</u>	<u>\$ 94,150</u>	<u>\$ -</u>
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<u>3601 - Rock Island RCA</u>	<u>56790 - Other Contractual Srvs</u>		<u>94,150</u>
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		<u>\$ 94,150</u>	<u>\$ 94,150</u>
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 2/15/18  
County Auditor / Budget Officer



DEPARTMENT OF THE ARMY  
CORPS OF ENGINEERS, KANSAS CITY DISTRICT  
635 FEDERAL BUILDING  
601 E. 12<sup>TH</sup> STREET  
KANSAS CITY, MISSOURI 64106-2824

October 3, 2017

Regulatory Branch  
(NWK-2017-01209)  
(Jackson, MO, NWP NO. 42)

Mr. Kelsey Kropp  
TranSystems  
2400 Pershing Road, Suite 400  
Kansas City, Missouri 64108

Dear Mr. Kropp:

This letter pertains to an application you submitted, on behalf of the Rock Island Rail Corridor Authority, for a Department of the Army (DA) permit. A complete application was received on August 17, 2017. The work concerns the grading and filling of 0.23 acres of wetlands and 500 linear feet (LF) of ephemeral stream and realignment or reshaping 570 LF of ephemeral stream to allow for construction of the Rock Island Shared Use Path. The project is located in unnamed tributary to Cedar Creek and adjacent wetlands in Section 18, Township 47 North, Range 31 West, in Jackson County, Missouri.

This letter contains a preliminary jurisdictional determination (PJD) of the waters of the United States on the project site which was completed in accordance with Corps regulations at 33 CFR Part 331. PJDs, while sufficient for permit determinations, are not appealable. If you wish, you may request an Approved Jurisdictional Determination (which may be appealed) by contacting our office for further instructions. The PJD is described in the enclosed *Preliminary Jurisdictional Determination Form*. We request that you sign the signature block, and return the form to our office. If you do not concur with the jurisdictional determination, then you will need to obtain an Approved Jurisdictional Determination from our office prior to impacting any waters identified in the PJD.

Based upon a review of the information furnished, we have made a preliminary jurisdictional determination that the unnamed tributary to Cedar Creek and the adjacent wetlands are jurisdictional waters of the United States. Therefore, the placement of dredged or fill material below the ordinary high water elevation or within the wetland as proposed by your project requires permit authorization from this office. The Corps of Engineers has jurisdiction over all waters of the United States. Discharges of dredged or fill material in waters of the United States, including wetlands, require prior authorization from the Corps under Section 404 of the Clean Water Act (33 USC 1344). The implementing regulation for this Act is found at 33 CFR 320-332.

We have reviewed the information furnished and have determined that your project is authorized by nationwide permit (NWP) 42, **Recreational Facilities**, provided you ensure that the conditions listed in the enclosed copy of excerpts from the January 6, 2017 Federal Register, Issuance of Nationwide Permits, are met. You must also comply with the Kansas City District Regional NWP Conditions posted at: <http://www.nwk.usace.army.mil/Missions/RegulatoryBranch/NationWidePermits.aspx>

Section 401 water quality certification (Certification) has been denied for this Section 404 NWP in Missouri. Therefore, in order for the NWP authorization to be valid for your project, you must obtain an individual Certification from the Missouri Department of Natural Resources (MDNR) before starting work. If MDNR does not act on your written request for Certification within 60 days, a waiver may occur. In order to verify a waiver, you must submit a copy of your written request for Certification to us. MDNR may



request an extension to act on your request, up to a maximum of one year. Any condition included in the Certification becomes a condition of this NWP authorization. You must apply for Certification by writing to the Missouri Department of Natural Resources, Water Protection Program, P.O. Box 176, Jefferson City, Missouri 65102-0176. You may also contact the office at 573-526-3589 or by email at [wpsc401cert@dnr.mo.gov](mailto:wpsc401cert@dnr.mo.gov).

**General condition 30** requires you to sign and submit the enclosed "Compliance Certification" within 30 days of completing the authorized activity or the completion of the implementation of any required compensatory mitigation.

This NWP verification is valid until March 18, 2022. Should your project plans change or if your activity is not complete within the specified verification term, you must contact this office for another permit determination. Although the Corps has verified your project would meet the terms and conditions of a nationwide permit, other Federal, state and/or local permits may be required. You should verify this yourself.

The District Engineer has waived the 300 linear foot limit for this authorization, and has determined that the adverse environmental effects of this project are minimal, both individually and cumulatively, with the inclusion of the following special permit conditions:

1. You must purchase *0.23 wetland* and *3,076 stream* credits from an approved compensatory mitigation bank and/or in lieu fee program with credit available in the service area of the project. The current approved mitigation bank available in the service area of your project is Clear Fork Wetland and Stream Mitigation Bank. The current approved in lieu fee program available in the service area of your project with released credits is the Missouri Conservation Heritage Foundation – Stream Stewardship Trust Fund. The compensatory mitigation credit purchase must be completed prior to the commencement of work within our regulatory jurisdiction. You must notify the project proponent that they must submit a receipt of payment from the mitigation bank and/or in lieu fee program that includes the amount of credits purchased and the date of credit purchase. Receipts submitted by authorized agents will not be accepted.

2. You must provide a copy of this permit to all contractors, subcontractors, and/or workers performing the work authorized by the permit and ensure they have knowledge of the terms and conditions of the permit, including all General and Special Conditions.

3. You must use clean, uncontaminated materials for fill in order to minimize excessive turbidity by leaching of fines, as well as to preclude the entrance of deleterious and/or toxic materials into the waters of the United States by natural runoff or by leaching.

4. Effective sediment and erosion control measures shall be installed and maintained before, during, and after construction to minimize erosion and the introduction of sediments and/or contaminants into the unnamed tributary to Cedar Creek. These structures shall remain in place until all fills (including bank slopes) and other disturbed areas subject to potential erosion have been permanently stabilized. Active sloughing, increased water turbidity and sediment shall be evidence of insufficient stabilization.

5. You must restrict the clearing of timber and other vegetation to the absolute minimum required to accomplish the work. Clearing, grading and replanting should be planned and timed so that only the smallest area necessary is in a disturbed, unstable or unvegetated condition.

We are interested in your thoughts and opinions concerning your experience with the Kansas City District, Corps of Engineers Regulatory Program. Please feel free to complete our Customer Service



Survey form on our website at: [http://corpsmapu.usace.army.mil/cm\\_apex/f?p=regulatory\\_survey](http://corpsmapu.usace.army.mil/cm_apex/f?p=regulatory_survey). You may also call and request a paper copy of the survey which you may complete and return to us by mail.

Mr. Justin Hughes, Regulatory Project Manager, reviewed the information furnished and made this determination. If you have any questions concerning this matter, please feel free to contact Mr. Hughes at (816) 389-3211. Please reference Permit No. NWK-2017-01209 in all comments and/or inquiries relating to this project.

Enclosures

cc (electronically w/o enclosures):

Environmental Protection Agency,  
Watershed Planning and Implementation Branch  
U.S. Fish and Wildlife Service, Columbia, Missouri  
Missouri Department of Natural Resources,  
Water Protection Program  
State Historic Preservation Office  
Missouri Department of Conservation

**COMPLIANCE CERTIFICATION**

General condition 30 of this Nationwide Permit requires that you submit a signed certification regarding the completed work and any required mitigation. This certification page satisfies this condition if it is provided to the Kansas City District at the address shown at the bottom of this page within 30 days of completing the authorized activity or the completion of the implementation of any required compensatory mitigation

**APPLICATION NUMBER:** NWK-2017-01209

**APPLICANT:** Mr. Josh Boehm  
Rock Island Rail Corridor Authority  
22501 Woods Chapel Road  
Blue Springs, MO 64105

**PROJECT LOCATION:** The project is located in unnamed tributary to Cedar Creek and adjacent wetlands in Section 18, Township 47 North, Range 31 West, in Jackson County, Missouri (Latitude: 38.894436, Longitude: -94.389757).

- a. I certify that the authorized work was done in accordance with the Corps authorization, including any general or specific conditions.

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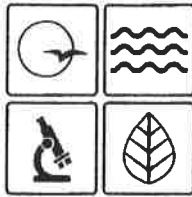
- b. I certify that any required mitigation was completed in accordance with the permit conditions.
- c. Your signature below, as permittee, indicates that you have completed the authorized project as certified in paragraphs a and b above.

\_\_\_\_\_  
(PERMITTEE)

\_\_\_\_\_  
(DATE)

Return this certification to:

U.S. Army Corps of Engineers  
Kansas City District, ODR  
601 East 12<sup>th</sup> Street, Suite 402  
Kansas City, MO 64106-2824



Missouri Department of dnr.mo.gov

# NATURAL RESOURCES

Eric R. Greitens, Governor

Carol S. Comer, Director

DEC 14 2017

Mr. Josh Boehm  
Rock Island Rail Corridor Authority  
415 East 12<sup>th</sup> Street, Floor 4M  
Kansas City, MO 64106

RE: NWK-2017-01209/CEK007252 in Jackson County

Dear Mr. Boehm:

The Missouri Department of Natural Resources' Water Protection Program has reviewed your request for Clean Water Act Section 401 Water Quality Certification (WQC) to accompany the U.S. Army Corps of Engineers' (USACE) Nationwide Permit (NWP) 42 for "Recreational Facilities." The original WQC was issued to TranSystems, consultant of Rock Island Rail Corridor Authority, on December 1, 2017. This revised WQC is being issued to the project owner with no changes to the condition requirements.

The Rock Island Rail Corridor Authority is proposing to grade and fill 0.23 acre of wetlands and 500 linear feet (LF) of ephemeral stream and realign or reshape 570 LF of ephemeral stream for the construction of the Rock Island Shared Use Path.

According to the state of Missouri's General Condition 10, the Department determines whether or not individual WQC is required when a NWP 42 is authorized by the USACE for which the district engineer waives the impact limit related to LF. For the proposed project, the Department has determined an individual WQC is necessary due to the length of impact and requirements for stream and wetland mitigation.

The proposed project is located in an unnamed tributary to Cedar Creek and adjacent wetlands in Section 18, Township 47 North, Range 31 West in Lee's Summit, Jackson County, Missouri. Impact type, impact size, and approximate geographic coordinates for each wetland and the upstream limits of stream impacts are as follows:

Wetland	Impact	Impact Size (acre)	Latitude (°N)	Longitude (°W)
Scrub/Shrub Wetland	Grade/Fill	0.05	38.894797	94.390530
Scrub/Shrub Wetland	Grade/Fill	0.04	38.894718	94.390336
Emergent Wetland	Grade/Fill	0.14	38.894280	94.389388
Stream	Impact	Impact Size (LF)	Latitude (°N)	Longitude (°W)
Ephemeral Channel	Realign	570	38.893537	94.387639
Ephemeral Channel	Grade/Fill	500		



Recycled paper

This WQC is being issued under Section 401 of Public Law 95-217, The Clean Water Act of 1977 and subsequent revisions. This office certifies the ongoing activities will not cause the general or numeric criteria to be exceeded nor impair beneficial uses established in Water Quality Standards, 10 CSR 20-7.031, provided the following conditions are met:

1. Rock Island Rail Corridor Authority shall purchase 0.23 wetland acre as mitigation credit from the Camp Branch Stream and Wetland Mitigation Bank or another approved in-lieu fee provider or mitigation bank. A copy of the purchase document shall be provided to the Department at the address below prior to the start of work within jurisdictional waters at the site.
2. The 1,070 LF of stream impacts were assessed using the 2013 State of Missouri Stream Mitigation Method and determined to require 3,076 stream mitigation credits. Compensatory mitigation shall be satisfied by the purchase of 3,076 stream credits from the Stream Stewardship Trust Fund or another approved in-lieu fee provider or mitigation bank. A copy of the purchase document shall be provided to the Department at the address below prior to the start of work within jurisdictional waters at the site.
3. Antidegradation requirements dictate all appropriate and reasonable Best Management Practices (BMPs) related to erosion and sediment control, project stabilization, and prevention of water quality degradation are applied and maintained; for example, preserving vegetation, streambank stability, and basic drainage. BMPs shall be properly installed prior to conducting authorized activities and maintained, repaired, and/or replaced as needed during all phases of the project to limit the amount of discharge of water contaminants to waters of the state. The project shall not involve more than normal stormwater or incidental loading of sediment caused by project activities so as to comply with Missouri's general water quality criteria [10 CSR 20-7.031(4); Page 16 at <http://www.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-7a.pdf>].
4. Streambed gradient shall not be adversely altered downstream of the proposed project. No project shall accelerate bed or bank erosion.
5. The project shall not allow the filling of jurisdictional springs such as those associated with a water body's point of origin or located in a streambed.
6. Conduct project activity at low flows and water levels to limit the amount of sediment disturbance caused by the heavy equipment. Limit the duration and extent that any heavy equipment is required to be instream.
7. Care shall be taken to keep machinery out of the water way as much as possible. If work in the water way is unavoidable, it shall be performed in a way that minimizes the duration and amount of any disturbance to banks, substrate, and vegetation to prevent increases in turbidity. Fuel, oil and other petroleum products, equipment, construction materials, and any solid waste shall not be stored below the ordinary high water mark at any time or in the adjacent flood-prone areas beyond normal working hours. All precautions shall be taken to avoid the release of wastes or fuel to streams and other adjacent waters as a result of this operation.

8. Petroleum products spilled into any water or on the banks where the material may enter waters of the state shall be immediately cleaned up and disposed of properly. Any such spills of petroleum shall be reported as soon as possible, but no later than 24 hours after discovery to the Department's Environmental Emergency Response phone line at 573-634-2436 or website at <http://dnr.mo.gov/env/esp/esp-eer.htm>.
9. Only clean, nonpolluting fill shall be used.
10. Any waste concrete or concrete rinsate shall be disposed of in a manner that does not result in any discharge to the jurisdictional water ways.
11. Clearing of vegetation and trees shall be the minimum necessary to accomplish the activity, except for the removal of invasive or noxious species and placement of ecologically beneficial practices.
12. The disturbed areas shall be restored to a stable condition to protect water quality as soon as possible. Seeding, mulching, and needed fertilization should be within three days of final contouring. To ensure erosion and deposition of soil in waters of the state are not occurring from this project, onsite inspections of these areas should be conducted as necessary to ensure successful revegetation and stabilization.
13. Acquisition of a WQC shall not be construed or interpreted to imply the requirements for other permits are replaced or superseded, including Clean Water Act Section 402 National Pollutant Discharge Elimination System Permits. Permits or any other requirements shall remain in effect. Questions regarding permit requirements may be directed to the Department's Kansas City Regional Office by phone at 816-251-0700.
14. Land disturbance activities disturbing one or more acres of total area for the entire project or less than one acre for sites that are part of a common promotional plan of development may require a stormwater permit. Instructions on how to apply for and receive the online land disturbance permit are located at [www.dnr.mo.gov/env/wpp/epermit/help.htm](http://www.dnr.mo.gov/env/wpp/epermit/help.htm). Questions regarding permit requirements may be directed to the Department's Land Disturbance phone line at 573-526-2082 or toll free at 855-789-3889.
15. The city of Lee's Summit is covered under Municipal Separate Storm Sewer System Permit MO-R040016 with measures to control and possibly treat stormwater. You shall comply with all stormwater requirements of the city's Stormwater Management Plan and any related ordinances.
16. Representatives from the Department shall be allowed upon request on the project property, which includes the site(s) where the authorized activity takes place and any associated compensatory mitigation site(s), to inspect the authorized activity and mitigation efforts as deemed necessary by the Department to ensure compliance with WQC conditions and water quality standards. The applicant or their consultant shall submit any requested information deemed necessary by the Department to ensure compliance with WQC conditions.

Mr. Josh Boehm  
Page 4

17. The WQC is based on the plans as submitted. Should any plan modifications occur, please contact the Department to determine whether the WQC remains valid or needs to be amended or revoked.

Pursuant to Chapter 644, RSMo, commonly referred to as the Missouri Clean Water Law, and fee regulations under 10 CSR 20-6.011(2)(I), this WQC shall be valid only upon payment of a fee of \$150. Payment was received on December 5, 2017. Upon receipt of the fee, the applicable office of the USACE was informed the WQC is now in effect and final.

If you were adversely affected by this decision, you may be entitled to an appeal before the Administrative Hearing Commission (AHC) pursuant to 10 CSR 20-1.020 and Section 621.250, RSMo. To appeal, you must file a petition with the AHC within 30 days after the date this decision was mailed or the date it was delivered, whichever date was earlier. If any such petition is sent by registered mail or certified mail, it will be deemed filed on the date it is mailed; if it is sent by any method other than registered mail or certified mail, it will be deemed filed on the date it is received by the AHC. Contact information for the AHC is by mail at Administrative Hearing Commission, United States Post Office Building, Third Floor, 131 West High Street, P.O. Box 1557, Jefferson City, MO 65102, by phone at 573-751-2422, by fax at 573-751-5018, and by website at [www.oa.mo.gov/ahc](http://www.oa.mo.gov/ahc).

This WQC is part of the USACE's permit. Water Quality Standards must be met during any operations authorized. If you have any questions, please contact Mr. Mike Irwin by phone at 573-522-1131, by email at [mike.irwin@dnr.mo.gov](mailto:mike.irwin@dnr.mo.gov), or by mail at Department of Natural Resources, Water Protection Program, P.O. Box 176, Jefferson City, MO 65102-0176. Thank you for working with the Department to protect our environment.

Sincerely,

WATER PROTECTION PROGRAM



Chris Wieberg  
Director

CW:mip

- c: Ms. Sherry Bell, Fiscal Management Section, Budget and Fees Unit  
Mr. Buck Brooks, Missouri Department of Transportation  
Mr. Jesse Cochran, Kansas City Regional Office  
Ms. Kathy Harvey, Missouri Department of Transportation  
Mr. Justin Hughes, U.S. Army Corps of Engineers, Kansas City District  
✓ Mr. Kelsey Kropp, TranSystems  
Ms. Corinne Rosania, Kansas City Regional Office  
Mr. Steve Sturgess, Kansas City Regional Office  
Ms. Gayle Unruh, Missouri Department of Transportation  
Ms. Terrie Williams, Kansas City Regional Office

- 1) The Corps of Engineers believes that there may be jurisdictional aquatic resources in the review area, and the requestor of this PJD is hereby advised of his or her option to request and obtain an approved JD (AJD) for that review area based on an informed decision after having discussed the various types of JDs and their characteristics and circumstances when they may be appropriate.
- 2) In any circumstance where a permit applicant obtains an individual permit, or a Nationwide General Permit (NWP) or other general permit verification requiring "pre-construction notification" (PCN), or requests verification for a non-reporting NWP or other general permit, and the permit applicant has not requested an AJD for the activity, the permit applicant is hereby made aware that: (1) the permit applicant has elected to seek a permit authorization based on a PJD, which does not make an official determination of jurisdictional aquatic resources; (2) the applicant has the option to request an AJD before accepting the terms and conditions of the permit authorization, and that basing a permit authorization on an AJD could possibly result in less compensatory mitigation being required or different special conditions; (3) the applicant has the right to request an individual permit rather than accepting the terms and conditions of the NWP or other general permit authorization; (4) the applicant can accept a permit authorization and thereby agree to comply with all the terms and conditions of that permit, including whatever mitigation requirements the Corps has determined to be necessary; (5) undertaking any activity in reliance upon the subject permit authorization without requesting an AJD constitutes the applicant's acceptance of the use of the PJD; (6) accepting a permit authorization (e.g., signing a proffered individual permit) or undertaking any activity in reliance on any form of Corps permit authorization based on a PJD constitutes agreement that all aquatic resources in the review area affected in any way by that activity will be treated as jurisdictional, and waives any challenge to such jurisdiction in any administrative or judicial compliance or enforcement action, or in any administrative appeal or in any Federal court; and (7) whether the applicant elects to use either an AJD or a PJD, the JD will be processed as soon as practicable. Further, an AJD, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331. If, during an administrative appeal, it becomes appropriate to make an official determination whether geographic jurisdiction exists over aquatic resources in the review area, or to provide an official delineation of jurisdictional aquatic resources in the review area, the Corps will provide an AJD to accomplish that result, as soon as is practicable. This PJD finds that there "may be" waters of the U.S. and/or that there "may be" navigable waters of the U.S. on the subject review area, and identifies all aquatic features in the review area that could be affected by the proposed activity, based on the following information:

**Appendix 2 - PRELIMINARY JURISDICTIONAL DETERMINATION (PJD) FORM**

**BACKGROUND INFORMATION**

**A. REPORT COMPLETION DATE FOR PJD:** Sep 27, 2017

**B. NAME AND ADDRESS OF PERSON REQUESTING PJD:** Mr. Kelsey Kropp, TranSystems  
2400 E. Pershing Rd, Suite 400, Kansas City, MO 64108

**C. DISTRICT OFFICE, FILE NAME, AND NUMBER:** Kansas City, Rock Island Shared Use Path, NWK-2017-01209

**D. PROJECT LOCATION(S) AND BACKGROUND INFORMATION:  
(USE THE TABLE BELOW TO DOCUMENT MULTIPLE AQUATIC RESOURCES AND/OR  
AQUATIC RESOURCES AT DIFFERENT SITES)**

State: MO County/parish/borough: Jackson County City: Lee's Summit

Center coordinates of site (lat/long in degree decimal format):

Lat.: 38.894436 Long.: -94.389757

Universal Transverse Mercator:

Name of nearest waterbody: Cedar Creek

**E. REVIEW PERFORMED FOR SITE EVALUATION (CHECK ALL THAT APPLY):**

Office (Desk) Determination. Date: Sep 27, 2017

Field Determination. Date(s): Aug 30, 2017

**TABLE OF AQUATIC RESOURCES IN REVIEW AREA WHICH "MAY BE" SUBJECT TO REGULATORY JURISDICTION.**

Site number	Latitude (decimal degrees)	Longitude (decimal degrees)	Estimated amount of aquatic resource in review area (acreage and linear feet, if applicable)	Type of aquatic resource (i.e., wetland vs. non-wetland waters)	Geographic authority to which the aquatic resource "may be" subject (i.e., Section 404 or Section 10/404)
Stream 1	38.896569	-94.394374	50	Non-wetland	Section 404
Stream 2	38.896207	-94.393128	1070 LF	Non-wetland	Section 404
Wetland 1	38.894809	-94.390086	0.09 Acre	Wetland	Section 404
Wetland 2	38.894260	-94.388968	0.14 Acre	Wetland	Section 404



wetland credits, a single purchase of both credits from Swallow Tail LLC is recommended. The total cost of this purchase is \$94,150.

Because the purchase of mitigation credits are not an eligible use of construction grant funds, we are also requesting transfer of funds within the 2018 Rock Island "Maintenance & Repair – Miscellaneous" (004-3601-56570) account to Other Contractual Services (004-3601-56790) for this purchase. Funds from other sources are anticipated that could later be appropriated to replace these maintenance funds.

Cc: Brian Gaddie  
Enclosures: 404 Permit Letter (USACE) and 401 Permit Letter (MDNR)  
Mitigation Agreement with Swallow Tail, LLC  
Quote from Missouri Stream Stewardship Trust Fund (alternate stream credit provider)



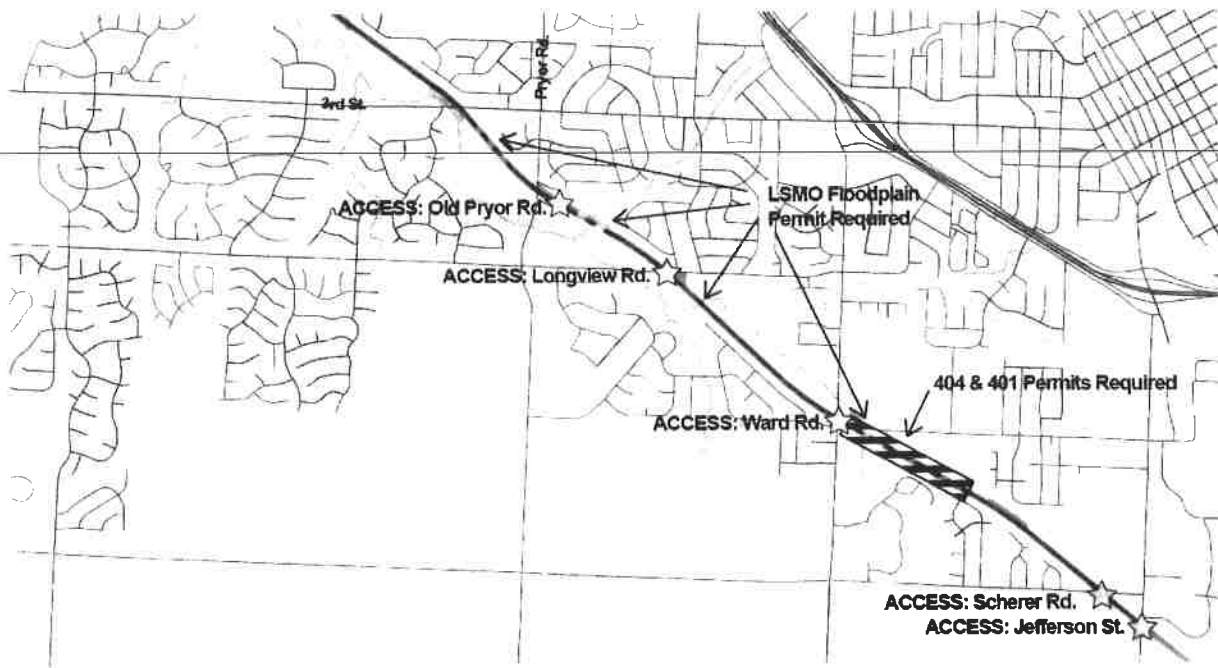
# Rock Island Rail Corridor Authority

(816) 503-4845  
jdboehm@jacksongov.org

ROCK ISLAND RAIL CORRIDOR AUTHORITY  
22501 WOODS CHAPEL ROAD  
BLUE SPRINGS, MISSOURI 64015  
WWW.JACKSONGOV.ORG  
WWW.ROCKISLANDCORRIDOR.ORG

**Date:** Friday, January 19, 2018  
**To:** Barbara Casamento  
**From:** Josh Boehm  
**Subject:** Wetland and Stream Mitigation (US Army Corps of Engineers Permits)

In order to proceed with construction of the first phase of construction on the Rock Island Corridor Shared Use Path, Jackson County is required to purchase credits to mitigate wetland and stream areas that are being disturbed. Alternatives to disturbing the wetland and stream areas were evaluated, however, the cost of avoidance greatly exceeds the cost of the mitigation credits.



The US Army Corps of Engineers (USACE) indicated to Jackson County in the attached letter that 0.23 wetland credits and 3,076 stream credits must be purchased prior to commencement of construction in the area indicated in the map above. USACE indicated in their letter one approved supplier of wetland credits and two approved suppliers of stream credits. The purchase price for wetland credits is \$75,000 per acre, and the purchase price for stream credits is \$25 per credit. Both stream credit providers offered a price of \$25. Since both providers offer stream credits at the same price, but only one provides both stream and

**MITIGATION CREDIT AGREEMENT**

This MITIGATION CREDIT AGREEMENT (Agreement) is made and entered into as of December 8, 2017, (the “Effective Date”), by and between Swallow Tail LLC (“Seller”) and Rock Island Rail Corridor Authority (“Purchaser”).

**WITNESSETH:**

WHEREAS Purchaser has applied for a U. S. Army Corps of Engineers (“USACOE”) permit under Section 404 of the Clean Water Act to allow impacts to Jurisdictional Waters (“Project”). Project Number assigned by the USACOE is NWK 2017-01209. The project manager with the Corps of Engineers is Justin Hughes.

WHEREAS, as a condition to the issuance of a permit from the USACOE, the Purchaser is required to compensate for said impacts, and elects to satisfy part of the requirement through the purchase of mitigation credits in the Sellers’ Clear Fork Wetland and Stream Mitigation Bank (“Mitigation Bank”).

WHEREAS, the USACOE has determined that Purchaser is allowed to purchase credits due to permanent impacts resulting from the activities at the subject site.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, it is agreed as follows:

- 1) **RECITALS:** The recitals are hereby incorporated by this reference.

2) COMPENSATION: Purchaser shall, subject to the terms and conditions hereinafter provided, pay to the Seller the sum of Ninety-four thousand one hundred and fifty DOLLARS (\$94,150) (“Purchase Price”) for 0.23 wetland credits and 3,076 stream credits at the Mitigation Bank. The Purchase Price is derived from the unit cost of \$75,000 per wetland credit and \$25 per stream credit. Purchase Price is to be paid in the manner following:

a.) PURCHASE PRICE: Upon signing this Agreement, Purchaser will pay the total balance due, or \$94,150.

3) SELLERS WARRANTY: In consideration of the Purchase Price, Seller affirms that it has sufficient credits in the Mitigation Bank to satisfy the credits required by Purchaser and agrees to sell such credits to Purchaser. It is understood and agreed that Purchaser shall have no obligation to perform any responsibility or incur any liability associated with the creation, development, maintenance and/or management of the Mitigation Bank.

4) NOTICES: Any notices required or permitted hereunder shall be sufficiently given if delivered by overnight courier, by United States mail, return receipt requested to the parties hereto as follows:

If to Seller:

Swallow Tail LLC c/o Terra Technologies Inc.  
6240 West 135th Street, Suite 100  
Overland Park, KS 66223  
Attn: Mr. David Flick

If to Purchaser: County Counselor  
Office of the County Counselor  
Jackson County Courthouse  
415 E. 12th Street, Suite 200  
Kansas City, Mo 64106

With a copy to: Rock Island Rail Corridor Authority  
415 E. 12<sup>th</sup> Street, Floor F-MN  
Kansas City, Mo 64106

Any notice given pursuant hereto by overnight courier shall be effective after recipient signs for notice; any notice given pursuant hereto by United States mail, return receipt requested, shall be effective as of receipt of confirmation by the sending party.

5) PRIOR AGREEMENTS: This Agreement shall supersede any and all prior understandings and agreements between the parties hereto, whether written or oral, with respect to the subject matter hereof and may be amended only by a written instrument executed by or on behalf of both Seller and Purchaser.

6) APPLICABLE LAW: Purchaser and Seller shall be contractually bound to this Agreement, which shall be governed by the laws of the state of Missouri and subject to the requirements of any applicable federal law or regulation. Changes in federal, state or local laws, however, which might have otherwise impacted this Agreement shall not be enforced retroactively after execution of this Agreement.

7) CONTRACT ACCEPTANCE: This Agreement is null and void if not executed by both parties within 180 days after the Effective Date of the Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the Effective Date.

Purchaser

Rock Island Rail Corridor Authority

By: \_\_\_\_\_

Seller

Swallow Tail LLC

---

By: \_\_\_\_\_

David L. Flick

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** transferring \$3,754.00 within the 2018 General Fund to cover the cost of access ID cards, badge reels, wellness supplies, and federal and state employment regulation posters within the Human Resources Department.

**RESOLUTION NO. 19751**, February 26, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, by Ordinance 5062, dated December 6, 2017, the Legislature did establish certain Reserve Accounts for certain budget lines within the 2018 County budget; and,

WHEREAS, certain funds appropriated in such a Reserve Account within the 2018 General Fund are needed to cover the cost of access ID cards, badges reels, wellness supplies, and federal and state employment regulation posters; and,

WHEREAS, there are numerous disputes between the County Executive and the Legislature regarding the validity of Ordinance 5062, relating to its construction and interpretation, and multiple related issues; and,

WHEREAS, the Chief Administrative Officer has recommended the adoption of this Resolution, without waiving any previous position taken in reliance upon the memorandum of the County Counselor dated December 22, 2017, regarding Ordinance 5062, and without waiving any position taken in reliance upon other legal memorandums provided by the Office of the County Counselor; and,

WHEREAS, the Legislature recognizes that funds identified as Reserve Funds in the adopted 2018 budget within the General Fund are required to be designated for use by the Human Resources Department; and,

WHEREAS, the Chief Administrative Officer has requested that the funds identified in this Resolution be made available for such use by the Human Resource Department within the 2018 budget; and,

WHEREAS the Legislature agrees that funds described in this Resolution should be made available for such use by posting to certain budget line items in the Human Resource budget or otherwise for calendar year 2018 by the County's Finance and Purchasing Department; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer or equivalent documentation/identification, to accomplish posting of the funds in the Human Resource budget management system so that the funds are available for immediate use and expenditure within the 2018 budget, be and hereby is authorized:



<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund Reserve 001-8006	56835 – Reserve Operating	\$3,754	
Non-Departmental 001-5101	57230– Other Operating Supp.		\$3,754

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19751 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

Funds sufficient for the above-described transfer or equivalent documentation and/or identification to accomplish posting of the funds in the General Fund budget management system so that the funds are available for immediate use and expenditure are available in the source indicated below.

ACCOUNT NUMBER: 001 8006 56835  
ACCOUNT TITLE: General Fund  
Reserve Operating  
NOT TO EXCEED: \$3,754.00

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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 001 5101 56835  
ACCOUNT TITLE: General Fund  
Other Operating Supplies  
NOT TO EXCEED: \$3,754.00

2/22/18  
Date

  
Chief Administrative Officer

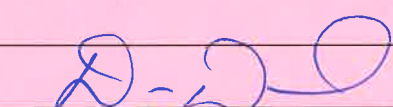
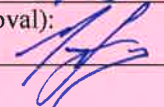
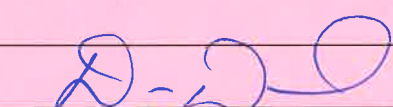
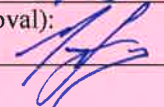
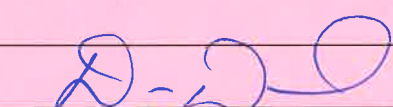
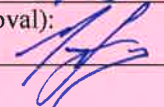
**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:

Res/Ord No.: 19751

Sponsor(s): Dennis Waits

Date: February 26, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution to transfer \$3,754 from the General Fund Reserve Operating Account to the General Fund Non-Departmental Other Operating Supplies account for the cost of Access ID Cards, Badge Reels, Wellness Supplies, Federal &amp; State Employment Regulation Posters.</u></p>														
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$3,754</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$3,754</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td><u>FROM ACCT:</u> 001-8006-56835 Reserve - Operating</td> <td><u>FROM AMOUNT</u> \$ 3,754</td> </tr> <tr> <td><u>TO ACCT:</u> 001-5101-57230 Other Operating Supplies</td> <td><u>TO AMOUNT</u> \$ 3,754</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$  Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$3,754	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$3,754	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:		<u>FROM ACCT:</u> 001-8006-56835 Reserve - Operating	<u>FROM AMOUNT</u> \$ 3,754	<u>TO ACCT:</u> 001-5101-57230 Other Operating Supplies	<u>TO AMOUNT</u> \$ 3,754
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<u>TO ACCT:</u> 001-5101-57230 Other Operating Supplies	<u>TO AMOUNT</u> \$ 3,754														
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): 5062, 12/6/2017  Prior resolutions and (date):</p>														
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Mark Lang, Budget Officer, 881-3851</p>														
<p><b>REQUEST SUMMARY</b></p>	<p>This Resolution will transfer funds from a Reserve Operating account into Non-Departmental Other Operating Supplies account to be designated for the cost of Access ID Cards, Badge Reels, Wellness Supplies, Federal &amp; State Employment Regulation Posters.</p>														
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														
<p><b>ATTACHMENTS</b></p>															
<p><b>REVIEW</b></p>	<table border="1"> <tr> <td>Department Director:</td> <td></td> <td>Date: 2/16/18</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td></td> <td>Date: 2/16/18</td> </tr> <tr> <td>Division Manager:</td> <td></td> <td>Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td></td> <td>Date:</td> </tr> </table>	Department Director:		Date: 2/16/18	Finance (Budget Approval): <i>If applicable</i>		Date: 2/16/18	Division Manager:		Date:	County Counselor's Office:		Date:		
Department Director:		Date: 2/16/18													
Finance (Budget Approval): <i>If applicable</i>		Date: 2/16/18													
Division Manager:		Date:													
County Counselor's Office:		Date:													

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- 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.



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** approving the 2018-2019 Jackson County Assessment and Equalization Maintenance Plan.

**RESOLUTION NO. 19752**, February 26, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, section 137.115 of the Revised Statutes of Missouri requires the County Assessor, or his equivalent in Jackson County, the Director of Assessment, to submit a two-year assessment and equalization maintenance plan to the Legislature; and,

WHEREAS, section 137.115 further requires review and approval of that plan by the Legislature; and,

WHEREAS, the Director of Assessment has submitted a two-year plan, a copy of which is attached hereto, in accordance with the requirements of section 137.115, and monies required for said plan for 2018 have been appropriated by the Legislature for deposit in the Assessment Fund, with funds for 2019 subject to appropriation; now therefore,

**BE IT RESOLVED** by the County Legislature of Jackson County, Missouri, that the attached two-year assessment and equalization maintenance plan for 2018-2019 submitted by the Director of Assessment is hereby approved as submitted.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19752 of February 26, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature



# **2018-2019 Assessment Maintenance Plan**

## **Jackson County**

**January 1, 2018 Through December 31, 2019**

**I. MISSION STATEMENT AND APPROVAL**

**II. FUNCTIONS AND RESPONSIBILITIES**

**III. CHARTS AND REPORTS**

**IV. FORMS TO BE UTILIZED**

**V. PLAN BUDGET**

# **Mission Statement**

The Jackson County Assessor and State Tax Commission shall strive to assess all property in a fair and uniform manner; shall strive to discover, list, and assess all taxable property within the county; shall faithfully and impartially execute this assessment maintenance plan, shall develop assessments based on current market value as of the date of appraisal; shall promptly and efficiently respond to questions, complaints, and needs of taxpayers and assessment officers; and shall uphold the constitution and statutes of the State of Missouri.

## **2018-2019 Assessment Maintenance Plan**

I, Robert Murphy, the duly elected Jackson County Assessor, submit the following assessment maintenance plan for the 2018-2019 assessment maintenance cycle. This plan contains the framework and all of the necessary elements to allow me to carry out my official duties as required by the constitution and laws of the State of Missouri.

h

### 2018-2019 Assessment Maintenance Plan Agreement and Approval

The parties to this plan, the County Assessor, the County Commission, and the State Tax Commission, agree to its specific terms as well as these general obligations:

The Assessor will assess all taxable property in the county uniformly and at the statutorily required percentage of market value for the respective property. The actions of the assessor and staff will comply with the requirements found in Article X, Section 3 of the state constitution, Chapters 53, 137, 138 and any other pertinent chapter of the Revised Statutes of Missouri.

The County will provide office facilities and the budgetary support, as set out in this agreement, to allow the Assessor and staff to carry out the terms of this agreement and the duties of the Assessor's Office.

The State Tax Commission will provide technical assistance, including regular visits by the field representative, educational training, guidelines and other resources to aid the assessor in the execution of this plan. Further, in consideration for the Assessor supplying assessment services in compliance with the terms and obligations of this plan, the state will provide cost-share reimbursement funds to the extent specified in 137.750, RSMo.

It is hereby affirmed by the County, that an Assessment Fund has been established, and that the general revenue funds required of this plan will be deposited into the Assessment Fund.

The undersigned approve and submit this plan.

Jackson County, Missouri

State Tax Commission of Missouri

<i>Robert D. Murphy</i>	12/29/2017	<i>[Signature]</i>	2/13/18
County Assessor	Date	STC Chairman	Date
		<i>[Signature]</i>	2/13/18
Presiding Commissioner	Date	STC Commissioner	Date
		<i>[Signature]</i>	2/13/18
County Commissioner	Date	STC Commissioner	Date
County Commissioner	Date		

VETO OVERRIDDEN  
12/28/2017

Floor Amendment  
December 15, 2017

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** to adopt the annual budget and set forth appropriations for the various spending agencies and the principal subdivisions thereof, for the fiscal year ending December 31, 2018.

**ORDINANCE NO. 5052**, November 20, 2017

**INTRODUCED BY** Theresa Galvin, County Legislator

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following amounts are appropriated for the fiscal year ending December 31, 2018, from the funds designated below for the spending agencies receiving funds therefrom:

<b><u>APPROPRIATIONS</u></b>	<b><u>AMOUNT</u></b>
General Fund	\$ 95,325,707
Health Fund	27,203,389
Park Fund	16,321,977
Special Road and Bridge Fund	28,649,260
Sewer Fund	124,512
Convention and Sports Complex Fund	6,861,701
Anti-Drug Sales Tax Fund	27,066,605
Law Enforcement Training Fund	44,442
911 System Fund	2,352,533
Inmate Security Fund	146,000
Domestic Abuse Fund	219,092
Recorder's Technology Fund	172,229
Homeless Assistance Fund	439,306
Recorders Fees Fund	336,223
Assessment Fund	7,924,791
Collector's Maintenance Fund	921,329
County Urban Road System Fund	329,244
Special Obligation - Capital Projects Fund	321,266
Public Building Corporation - Capital Projects Fund	827,222
Sports Complex Sales Tax - Capital Projects Fund	25,800,000
Sports Complex/Park - Debt Service Fund	3,377,000
Public Building Corporation - Debt Service Fund	510,250
Obligations to U.S. Government - Debt Service Fund	642,693
Sports Complex Sales Tax - Debt Service Fund	49,234,250
Special Obligation Bonds - Debt Service Fund	12,330,491
Park Enterprise Fund	6,392,465
	<u>\$ 313,873,977</u>

Said funds are appropriated to each agency in accordance with the 2018 "Estimated Revenues, Recommended Appropriations, and Fund Balances - Fiscal Year 2018" as set out in the County Executive's 2018 Proposed Budget for Jackson County, in the detail and for the purposes contained and set forth therein, which is submitted to and approved by the Legislature and incorporated herein, as modified by the document attached hereto as "Exhibit A" and designated "2018 Budget Adjustments."

Effective Date: This Ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

[Signature]  
Chief Deputy County Counselor

[Signature]  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5052 introduced on November 20, 2017, was duly passed on December 15, 2017 by the Jackson County Legislature. The votes thereon were as follows:

Yeas	<u>6</u>	Nays	<u>3</u>
Abstaining	<u>0</u>	Absent	<u>0</u>

This Ordinance is hereby transmitted to the County Executive for his signature.

12/15/17  
Date

[Signature]  
Mary Jo Spino  
Clerk of Legislature

I hereby approve the attached Ordinance No. 5052.

December 22, 2017 - Signing Statement with limited line-item vetoes from the County Executive. (See attached)

December 28, 2017 - Line-item vetoes overridden by the County Legislature. (See Journal of 12/28/17)

12/22/2017  
Date

[Signature]  
Frank White, Jr.  
County Executive

# Definitions

As used in this agreement the following words shall have this meaning attributed to them in this subsection:

1. The word "County" means Jackson County, Missouri.
2. The word "Commission" means the State Tax Commission of Missouri.
3. The words "Market Value" mean the most probable price in terms of money which a property will bring if exposed for sale on the open market for a reasonable length of time, providing there is a knowledgeable buyer and seller both aware of the uses to which a property is adapted and for which it is capable of being used. Used synonymously with True Value in Money.
4. For land used for agricultural purposes, the words "Market Value" or "True Value in Money" shall mean the value the land has for agricultural and horticultural use, which is based upon the land's productive capability as set out in Section 137.017 - 137.021.
5. The words "Project", "Plan", or "Agreement" shall mean the assessment maintenance plan.
6. The word "Ownership Maps or Mapping" means all ownership maps and related records which are prepared or compiled by the County under the guidelines of the original mapping contract or a more current mapping/GIS project.
7. The words "Replacement Cost New (RCN)" means the cost, including material, labor, and overhead, that would be incurred in constructing an improvement having the same utility to its owner as the improvement in question, without necessarily reproducing exactly any particular characteristic of the property.
8. The word "Depreciation" means the loss in value of an object, relative to its replacement cost new, whether the loss of value is caused by physical deterioration, economic obsolescence or functional obsolescence.
9. The words "Physical Deterioration" mean the loss of value caused by wear and tear.
10. The words "Economic Obsolescence" mean the loss in value of a property (relative to the cost of replacing it with a property of equal utility) that stems from factors external to the property.
11. The words "Functional Obsolescence" mean the loss in value of a property resulting from changes in tastes, preferences, technical innovations, or market standards.
12. The words "Submitting to Commission" for reports or PRC cards means mailing paper copies or emailing digital PDF or TIF files to [localassistance@stc.mo.gov](mailto:localassistance@stc.mo.gov).
13. The words "Index Study" are synonymous with "Manual Level Study."

## Real Property

### FUNCTIONS AND RESPONSIBILITIES

<b>Responsibility</b>		<b>Job Title and Comments</b>
1.	Public information and public relations - on going.	Director of Assessment; Public Information Officer & Taxpayer Support
2.	Update all property transfers on the mylars/digitized maps, property record cards, work index cards, final alpha cards and/or other related forms. Complete on a quarterly or monthly basis. Ownership data will be maintained to within <u>3</u> months.	GIS Department
3.	Sales information. Obtain, verify and log sales information from all sale letters. Copy corresponding PRC and file with the returned sale letter. Other sources may include certificates of value, real estate agents, appraisers, banks and savings & loans, etc. All sale information will be available for review and use by the Commission.	Commercial Department Residential Department Research Analysts
4.	Building Costs. Obtain and verify current building costs. The new construction log will be utilized to identify and locate new construction samples.	Commercial Department Residential Department Research Analysts
5.	Conduct sale analysis of all available sales. Studies will be conducted to determine the base rates for building costs, land values, and rates of depreciation-both physical and obsolescence.	Commercial Department Residential Department Research Analysts
A)	Building Cost Index for 2019. An index study/manual level study will be completed and submitted by <u>8</u> - <u>30</u> - <u>2018</u> to the Commission for their review and approval. The study will include PRC copies of all index samples.	Commercial Department Residential Department Research Analysts
B)	Depreciation studies will be completed and submitted to the Commission by <u>8</u> - <u>30</u> - <u>2018</u> for review and comment. In addition, studies will be conducted by neighborhood or other strata to identify obsolescence.	Commercial Department Residential Department Research Analysts



**Real Property**

**FUNCTIONS AND RESPONSIBILITIES**

Responsibility	Job Title and Comments
C) Land value studies will be conducted by neighborhood and land rates will be established which when properly applied result in a fair and reasonable land value for parcels assessed at market value. These studies will be submitted to the Commission for review and comment by 8 - 30 - 2018 .	Commercial Department Residential Department Research Analysts
6. Complete interim untrended index study or preliminary manual level study, based on additional average quality, new construction, to be completed and submitted to the Commission by October 1, 2019.	Commercial Department Residential Department Research Analysts
7. <u>Sale Ratio Reports</u> to be submitted to the Sate Tax Commission: Will be conducted by neighborhood or other strata. The object being to determine the relative level of assessment between the county's appraised value and the sale price of the sold property. Complete on a <b>quarterly</b> basis and generate summary by neighborhood or strata, listing the number of sales, the low, high, mean, median and weighted mean ratios, C.O.D., P.R.D. and the time-frame of the sales used within the study. Reports are to be sent to the State Tax Commission by March 31st, June 30th, September 30th, December 31st of each year	Residential Department Research Analysts
8. Recalculate all proposed 2019 land values and improvement costs, up to replacement cost new prior to conducting field review, to be completed by 8 / 30 / 2018 .	Commercial Department Residential Department Research Analysts
<p align="center"><b>If your county's 2015 Residential and/or Commercial Ratio Study were out of compliance and having a median ratio below 89.99%, a more detailed narrative shall be attached to this 2018-2019 plan detailing specific action(s) in steps 9A – 9H to bring the county in compliance.</b></p>	
9. Conduct final field review.	Commercial Department Residential Department
A) Inspect recently sold properties to establish bench marks. Update neighborhood sales analysis. Based on the updated neighborhood sales analysis, corrective actions will be outlined and implemented to ensure final 2019 values will reflect local market conditions. This would include adjusting index level/manual adjustment level, neighborhood factors, special units, condition adjustments, site improvement values, etc.	Commercial Department Residential Department Research Analysts

**Real Property****FUNCTIONS AND RESPONSIBILITIES**

<b>Responsibility</b>		<b>Job Title and Comments</b>
B)	Review, data collect, and photograph all new improvements and additions.	Commercial Department Residential Department
C)	Review changes resulting from mapping splits or combinations.	Commercial Department Residential Department
D)	Verify accuracy of all physical data, quality grades of improvements, subclassification of land and improvements. Property records will be updated to reflect changes or to correct errors. Take new photographs if none exists, or the improvement's condition has substantially changed.	Commercial Department Residential Department
E)	Review land value and apply adjustments as needed.	Commercial Department Residential Department
F)	Assign depreciation to improvements. Depreciation will be assigned to reflect the physical condition and obsolescence applied (whether economic or functional) as needed, to ensure the final value reflects current local market conditions. Notes will be listed on the PRC to explain any adjustments.	Commercial Department Residential Department
G)	Adjust agricultural land grades where required, changing the agricultural maps and property record cards accordingly.	Residential Department
H)	Update review date on property record card.	Residential Department
10.	Complete final calculations following field review, data entry, and finalize your estimate of market value.	Commercial Department Residential Department
11.	Income. Obtain and verify income and expense information for commercial property. Review records for 2016, 2017, 2018.	Commercial Department
12.	Develop appropriate capitalization rates for income producing properties and calculate their values by the income approach.	Commercial Supervisor
13.	Prepare notices to taxpayers for increases in value, by June 15th annually.	Director of Assessment Systems Administrator

**Real Property**

**FUNCTIONS AND RESPONSIBILITIES**

<b>Responsibility</b>		<b>Job Title and Comments</b>
14.	Conduct informal meetings with taxpayers, completed by <u>July 1st</u> annually.	Appraisal Staff
15.	Prepare for and defend values at board of equalization annually.	Appraisal Staff
16.	Complete the real property assessment roll by July 1st annually.	Director of Assessment Systems Administrator
17.	Submit electronic copy of assessment roll to the Commission for parcel count by August 1st annually.	Director of Assessment Research Analysts
18.	Submit electronic file of appraisal/building data to Commission for ratio study by August 1st of odd numbered years.	Director of Assessment Research Analysts
19.	Provide electronic file of previous two years sales to Commission for ratio study April 15th of even numbered year.	Director of Assessment Research Analysts
20.	If the county is under a Memorandum of Understanding or an Equalization Order by the State Tax Commission, the memorandum and/or order shall be part of the Jackson County Maintenance Plan. The document can be added to the plan in the Additional Pages tab.	N/A
21.	Submit completed electronic file of Yearly Totals for Mapping Transactions, Sales Letters, Livestock Values, Informal Hearings and BOE totals, and Personal Property Totals to the State Tax Commission for January - July by September 1st and August - December by April 15th annually.	Director of Assessment System Administrator

## Personal Property

### FUNCTIONS AND RESPONSIBILITIES

<b>Responsibility</b>	<b>Job Title and Comments</b>
1. Submit County Personal Property and Business Personal Property Assessment List for the following year to the State Tax Commission by November 20th annually for approval.	Director of Assessment System Administrator
2. Mail State Tax Commission approved personal property assessment forms by February 1st annually.	Director of Assessment System Administrator
3. Process railroad and utility returns for appraisal of locally assessed property by April 20th annually.	Director of Assessment System Administrator
4. Process State Tax Commission approved personal property assessment forms	Director of Assessment System Administrator
5. Prepare second notice to taxpayers whose assessment list has not been received April 1st annually. Track and log late lists, penalties, and waivers.	Director of Assessment System Administrator
6. Complete the personal property assessment roll by July 1st annually.	Director of Assessment System Administrator

**Additional Comments:**

Darrin Key talked to Assessor about changes for assessment roll, assessment roll to STC, abated property, sales to STC and sale ratios quartelry. Assessor was good with all changes.

### Charts and Reports

The following charts and reports have been recommended by the State Tax Commission. We intend to prepare and incorporate into the plan the selected charts and reports by the date shown.

	<b>Date Available</b>
A. Parcel Count. All parcels, both taxable and exempt, including manufactured homes on leased land, REC's, CATV's, and other unmapped parcels where applicable.	Assessment Roll is to be submitted to the State Tax Commission by August 1st annually
B. Proposed budget through December 31, 2019	To be submitted upon being approved or no later than February 28, 2019
C. Phase charts through December 31, 2019	December 31, 2017
D. Personnel Estimation Chart through December 31, 2019	December 31, 2017
E. Employment Schedule through December 31, 2019	December 31, 2017
F. Organization Chart to show overall responsibility and accountability.	December 31, 2017
G. Duties and responsibilities itemized for each personnel position.	December 31, 2017
H. A narrative description of all major phases, including standard procedures and assignments of responsibility.	December 31, 2017
I. Abated property report. To be submitted by November 1, 2019	November 1, 2019
J. Annual Computer Inventory. A summary of disk usage by system users, and anticipated maintenance costs expected for the year. To be submitted by March 31st annually.	March 31st Annually
It is recommended a training outline for all personnel and a detailed field manual for data collectors be maintained in the assessor's office.	
<b>Additional Comments</b>	

**FORMS TO BE UTILIZED**

The following forms have been recommended by the State Tax Commission. Jackson County intends to incorporate the following forms into the plan. The forms are available for the State Tax Commission's review upon request.

		<b>Date Available</b>
A.	Sales Questionnaire/Letter for mailing.	December 31, 2017
B.	Income and Expense Forms	December 31, 2017
C.	Assessment Change Notice	December 31, 2017
D.	Infomal Hearing Forms	December 31, 2017
E.	Board of Equalization Forms	December 31, 2017
F.	Split Tax Statement Forms	December 31, 2017
G.	Statistical Analysis Forms/Reports	December 31, 2017
H.	Data Verification Forms/Letters for New Construction	December 31, 2017
I.	New Construction Log	Delphi Residential Occupancy New Constr. Database
J.	Project Control Log to track different phases by map sheet	N/A
K.	Map Count Log to track parcel counts by Map Sheet	Exists in the Esri application of all real estate parcels.
L.	Real Estate and Personal Property Assessment Roll	In CAMA (Sigma) and Billing App (Ascend)
M.	Individual and Business Personal Property Lists	Exists in the Ascend Billing Application
N.	Second Notice for Non-Returned Assessment Lists	N/A
<b>COUNTY MAY LIST ADDITIONAL FORMS UTILIZED (OPTIONAL)</b>		
O.		
P.		
Q.		
R.		
S.		
T.		
U.		
V.		
W.		
X.		
Y.		
Z.		

## Definitions and Instructions - Page 12 - Page 15

1. The Phase Charts on Page 12 and Page 14 break down the monthly work schedule for each item to be completed by the assessor office. Page 12 is for the even year. Page 14 is for the odd year.
2. Page 13 and Page 15 provides the number of employees estimated to complete each project per month and the average number of employees in the assessor's office.
3. There are 52 weeks in a calendar year. The Phase Chart is based on 48 weeks, allowing 4 weeks of vacation, medical leave, and holidays.
4. Administration - Is the list of the assessor's office work.
5. Number of Parcels - An estimation of the amount of parcels estimated for the tasks.
6. Standard Level of Production - Number of items that can be done by one worker in one day. This is a required field to be complete for the following phases: Change Notices, Public Traffic, Processing Transfers, Map/GiS, Sales Letters, Sales Data Entry, New System Data Entry RP (if applicable), New Const Field Review, New Const Data Entry/Cal, New Const Office Review, Preliminary Calculations, Final Field Review, Final Data Entry/Cal., Final Office Review, PP Prepare/Mail, PP 2nd Notices, Process PP Lists, PP Data Entry, Informal Hearings, BOE Hearings.
7. RP is the abbreviation for Real Property.
8. PP is the abbreviation for Personal Property.
9. Const is the abbreviation for Construction.
10. Cal. is the abbreviation for Calculation.
11. Each box represents 1 week or 5 working days.
12. Enter x or X in each box for the week the work will be completed.
13. Upon entering the Number of Parcels, the Standard Level of Production, and x or X, the form will auto calculate and auto populate the corresponding week box for the work task on Page 13 and Page 15 respectively.

Administration	Number of Parcels per Tasks	Standard Level of Production per Day	January	February	March	April	May	June	July	August	September	October	November	December
Plan & Budget			X											
Change Notices	6,000	6,000					X							
Assmt Roll														
Email Assmt Roll to STC														
Abated Prop														
Computer Inv					X									
Public Traffic	85,000	12	X	X	X	X	X	X	X	X	X	X	X	X
Processing Transfers	35,000	146	X	X	X	X	X	X	X	X	X	X	X	X
Map/GIS Updates	1,500	8	X	X	X	X	X	X	X	X	X	X	X	X
Sales Letters	0													
Sales Data Entry	35,000	146	X	X	X	X	X	X	X	X	X	X	X	X
Sales Field Reviews			X											
Sales to STC Res Ratio														
Sales Ratios														
Index/Man Lvl														
Land Analysis			X	X	X	X	X	X	X	X	X	X	X	X
Building/Deprec Study			X	X	X	X	X	X	X	X	X	X	X	X
New System Data Entry RP	0													
New Const Field Review	10,000	10	X	X	X	X	X	X	X	X	X	X	X	X
New Const Data Entry/Cal.	9,000	9	X	X	X	X	X	X	X	X	X	X	X	X
New Const Office Review	9,000	9	X	X	X	X	X	X	X	X	X	X	X	X
Preliminary Calculations	290,000	24,167	X	X	X	X	X	X	X	X	X	X	X	X
Final Field Review	1,000	10			X									
Final Data Entry/Cal.	290,000	2,889			X									
Final Office Review	290,000	2,889												
PP Prepare/Mail	345,442	25,000	X	X	X	X	X	X	X	X	X	X	X	X
PP 2nd Notices					X	X	X	X	X	X	X	X	X	X
Process PP Lists	345,442	100			X	X	X	X	X	X	X	X	X	X
PP Data Entry	50,000	50	X	X	X	X	X	X	X	X	X	X	X	X
Informal Hearings	1,000	10			X									
BOE Hearings	1,500	4	X	X	X	X	X	X	X	X	X	X	X	X
STC Hearings														



Phase Chart 2018

Administration	January	February	March	April	May	June	July	August	September	October	November	December
Change Notices					0.20							
Public Traffic	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51
Processing Transfers	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Map/GIS Updates	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04			
Sales Letters												
Sales Data Entry	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
New System Data Entry RP												
New Const Field Rev	5.56	5.56	5.56	5.56	5.56	5.56	5.56				5.56	5.56
New Const Data Entry/Cal.	5.56	5.56	5.56	5.56	5.56	5.56	5.56				5.56	5.56
New Const Office Review	5.56	5.56	5.56	5.56	5.56	5.56	5.56				5.56	5.56
Preliminary Calculations	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Final Field Review			10.00									
Final Data Entry/Cal.										1.67	1.67	1.67
Final Office Review										1.67	1.67	1.67
PP Prepare/Mail	0.35											0.35
PP 2nd Notices												
PP Process Lists		43.18	43.18	43.18	43.18							
PP Data Entry	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17
Informal Hearings					5.00							
BOE Hearings	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41
<b>Total</b>	<b>57.36</b>	<b>100.19</b>	<b>110.19</b>	<b>100.19</b>	<b>105.39</b>	<b>57.01</b>	<b>57.01</b>	<b>40.33</b>	<b>40.33</b>	<b>42.63</b>	<b>59.31</b>	<b>56.25</b>

Average Number of Employees: 68.85

Administration	Number of Parcels per Tasks	Standard Level of Production per Day	January	February	March	April	May	June	July	August	September	October	November	December
Plan & Budget			X											
Change Notices	290,000	12,946					X							
Assmt Roll														
Email Assmt Roll to STC														
Abated Prop														
Computer Inv														
Public Traffic	85,000	12	X	X	X	X	X	X	X	X	X	X	X	X
Processing Transfers	35,000	146	X	X	X	X	X	X	X	X	X	X	X	X
Map/GIS Updates	1,500	8	X	X	X	X	X	X	X	X	X	X	X	X
Sales Letters	0													
Sales Data Entry	35,000	146	X	X	X	X	X	X	X	X	X	X	X	X
Sales Data Reviews														
Sales to STC Res Ratio														
Sales Ratios														
Index/Man Lvl														
Land Analysis														
Building/Deprec Study														
New System Data Entry RP	0													
New Const Field Review	10,000	10	X	X	X	X	X	X	X	X	X	X	X	X
New Const Data Entry/Cal.	9,000	9	X	X	X	X	X	X	X	X	X	X	X	X
New Const Office Review	9,000	9	X	X	X	X	X	X	X	X	X	X	X	X
Preliminary Calculations	291,500	24,167	X	X	X	X	X	X	X	X	X	X	X	X
Final Field Review	1,000	10												
Final Data Entry/Cal.	291,500	2,900												
Final Office Review	291,500	2,900	X	X										
PP Prepare/Mail	345,442	25,000	X	X	X	X	X	X	X	X	X	X	X	X
PP 2nd Notices														
Process PP Lists	345,442	100												
PP Data Entry	50,000	50	X	X	X	X	X	X	X	X	X	X	X	X
Informal Hearings	2,000	10												
BOE Hearings	4,500	4	X		X		X		X		X		X	
STC Hearings														

Phase Chart 2019

Administration	January	February	March	April	May	June	July	August	September	October	November	December
Change Notices					4.48							
Public Traffic	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51	29.51
Processing Transfers	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Map/GIS Updates	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04		
Sales Letters												
Sales Data Entry	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
New System Data Entry RP												
New Const Field Rev	5.56	5.56	5.56	5.56	5.56	5.56	5.56				5.56	5.56
New Const Data Entry/Cal.	5.56	5.56	5.56	5.56	5.56	5.56	5.56				5.56	5.56
New Const Office Review	5.56	5.56	5.56	5.56	5.56	5.56	5.56				5.56	5.56
Preliminary Calculations	0.22	0.22								0.22	0.22	0.22
Final Field Review			10.00									
Final Data Entry/Cal.										1.68	1.68	1.68
Final Office Review	1.44									1.44	1.44	1.44
PP Prepare/Mail	0.35											0.35
PP 2nd Notices												
PP Process Lists		43.18	43.18	43.18	43.18							
PP Data Entry	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17
Informal Hearings					10.00	10.00						
BOE Hearings	10.23	10.23	10.23	10.23	10.23	10.23	10.23	10.23	10.23	10.23	10.23	10.23
<b>Total</b>	65.64	107.03	116.81	106.81	121.29	73.63	63.63	46.95	46.95	49.25	65.93	56.05

Average Number of Employees: 76.66

### Employee Schedule

# of Emp	Job Description	2018												2019											
		January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December
1	Assessor	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
1	Deputy	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
7	Supervisor	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
8	Senior Appraiser	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
8	Appraiser	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
6	BPP Appraiser/Auditor	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
5	Real Estate Clerk	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
1	Exemption Analysis	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
1	Office Administrator	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
22	Personal Property Clerk	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
5	Seasonal P.P. Clerk	x	x	x	x							x	x	x	x	x						x	x		
6	Research Analyst	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
1	Office Administrator																								
72	Total Number of Employees																								

<b>Budget Summary</b>
-----------------------

**Report amounts to nearest \$1.00 increment**

Expenditure Summary	Approved 2017	Requested 2018	Projected 2019
Salaries	\$3,671,239	\$3,890,504	<b>To be submitted upon being approved by county or no later than February 28, 2019</b>
Office Expenses and Non-Computer Related Equipment	\$28,840	\$24,620	
Mileage Expense Only	\$116,000	\$112,700	
Education and Training	\$14,500	\$12,000	
Hardware/Software Computer	\$31,100	\$18,700	
Leased Equipment	\$25,000	\$22,000	
Contracts and Other Expenses	\$4,451,163	\$3,844,267	
<b>Total</b>	<b>\$8,337,842</b>	<b>\$7,924,791</b>	

Sources of Revenue Available:	Approved 2017	Requested 2018	
County General Revenue	\$0	\$0	
Tax Collection Withholding	\$5,661,677	\$5,745,057	
State Reimbursement	\$1,036,470	\$894,402	
Other	\$15,000	\$6,000	
Prior Year Net Cash Available December 31	\$1,624,695	\$1,279,332	
<b>Total</b>	<b>\$8,337,842</b>	<b>\$7,924,791</b>	

Current Parcel Count	296,541	298,134	
Cost Per Parcel	\$28.12	\$26.58	

Reassessment Notice Sample

Appendix B

Reassessment Notice Sample

THIS IS NOT A TAX BILL

REASSESSMENT NOTICE

ASSESSMENT DEPARTMENT
Jackson County Courthouse
415 East 12th Street, Suite 100M
Kansas City, Missouri 64106-2752

Old Name
New Name
Line 1
Line 2
Line 3
City, State, Abbrev, Zip, Postal Code
County

PARCEL parcel number
PIN party id
PROPERTY CLASS Property Class ICA, LWER, Tax number
SDESC Sub Line 1
SDESC Sub Line 2
PROPERTY DESCRIPTION
Legal Description Line 1
Legal Description Line 2
Legal Description Line 3

The chart below shows the 2017 market and assessed values of the parcel (described above). For historical reference, the chart also shows the 2016 market and assessed values of the parcel. The 2017 market value is based on the best available market value of the parcel as of January 1, 2017. Upon receiving the final 2017 tax rates from each taxing jurisdiction, those final assessed and market values will be used to calculate the 2017 property tax for the parcel. That amount will be reflected in the annual tax bill to be mailed in November. The assessed value is a percentage of the market value, depending upon classification: 80% for Commercial, 100% for Residential and 10% for Agricultural.

Table with 5 columns: Classification, 2016 Market Value, 2016 Assessed Value, 2017 Market Value, 2017 Assessed Value. Rows include Agricultural (12%), Residential (11%), and Commercial (12%).

If you disagree with the 2017 market value (stated above), you may request an informal review of that valuation online at www.kstax.com or by mail after the June 12, 2017. Regular business hours for the Jackson County Assessment Department are 8:00 AM to 5:00 PM, Monday through Friday, exclusive of holidays, observed by Jackson County. An informal review of market value classification and/or use (in the case of agricultural land, the appropriate value of that land according to the grades published by the Missouri State Tax Commission) will be considered. A change to 2017 market value will be made in an informal review only if it is demonstrated that the 2017 market value stated above does not reflect the parcel's true value as of January 1, 2017. An informal review may result in an increase, a decrease or no change in market value. You may request an informal review on or after June 12, 2017 by calling the Assessment Department at 816-881-4601 during regular business hours.

If you disagree with the 2017 market value of this parcel after an informal review by the Assessment Department, or if you do not request an informal review by the deadline (June 12, 2017) and you disagree with the 2017 market value of this parcel, you may file an appeal of that market value with the Jackson County Board of Equalization (BOE). Such a BOE appeal must be filed on or before July 10, 2017. Contact the BOE at 816-881-3309 for information concerning the procedure for filing a BOE appeal. An appeal to the BOE may result in an increase, a decrease or no change in market value.

If you disagree with the 2017 market value of this parcel after a decision rendered by the BOE in a BOE appeal, you may appeal that BOE decision to the Missouri State Tax Commission (STC). Such an STC appeal must be filed on or before September 30, 2017. An appeal to the STC may result in an increase, a decrease or no change in market value.

June 12, 2017 Deadline for requesting an informal review of 2017 market value with the Assessment Department.

July 10, 2017 Deadline for filing BOE appeals of 2017 market value.

September 30, 2017 Deadline for filing STC appeals of a BOE decision.

Market Value X Classification % = Assessed Value X Tax Rate (as determined by City, School District, etc.) = Estimated Tax Bill

For further information, the market value of property subject to taxation in Jackson County is:
Chapter 135, R.S.Mo. - S Chapter 99, R.S.Mo. - S Chapter 353, R.S.Mo. - S
Lists of abated property values available at the County Courthouse in Kansas City and the Multicounty Transit Courthouse in Independence.

BOE Appeal Application

COPY

BOARD OF EQUALIZATION MARKET VALUE APPEAL APPLICATION

Jackson County Board of Equalization (BOE)
415 E. 12<sup>th</sup> Street Room 102
Kansas City, MO 64106
Office: (816) 881-3309

SEE REVERSE SIDE FOR INSTRUCTIONS - PLEASE PRINT
Failure to complete this form may result in rejection of the application
and/or denial of the appeal and/or delay in scheduling a hearing.

FILING DEADLINE - SECOND MONDAY IN JULY (JULY 10, 2017)

OFFICE USE ONLY

Date Appeal Received:
Appeal Number: 2017 -
Tax Code: City School
Neighborhood: Land Use:
2017 Market Value Being Appealed:
\$

Property Information (being appealed): Real Estate Property Business Personal Property Individual Personal Property

Site or Location Address: City State Zip

Parcel Number (from notice or tax bill): Complete a separate application for each parcel number

Legal Description (real estate only):

Owner of Property Information:

Owner/Appellant: Last Name First Name Middle Initial

Company Name:

Mailing Address: City State Zip

Daytime Phone Number: Alternate Phone Number:

Email Address:

Representative Information (Tax Agent, Attorney, Other): authorization form must accompany the application if applicable

Representative Name:

Last Name First Name Middle Initial Company Name

Address: City State Zip

Daytime Phone Number: Alternate Phone Number:

Email Address: Tax Agent\* Attorney\* Other\*

Property Type & Use: (please check the appropriate type and use)

Real Estate (Residential): Agricultural Land Other

Other (family)

Real Estate (Commercial): Industrial Office Other

Other (family)

Business Personal Property Individual Personal Property

Other (family)

General Information:

What is the nature and basis of the appeal? (select one)

Calculation Property Classification Exemption

Other (family)

Acquisition Date: (within last 1 year)

Purchase Price: Auction Price:

Type of Transaction:

Buy or Sell Cur Use: for Deed Foreclosure Auction

Is this property New Construction? Yes No

Year Started: Year Completed: Date Occupied:

Owner's opinion of Fair Market Value \$ as of January 1<sup>st</sup> of the taxable year.

This opinion is based upon: City Judgment Asking Price Comparable Sales Purchase Price Rentz Roll/Leases

Closing Statement (Recent Sale) Repair Cost Estimates Recent Appraisal Photos

Income/Expense Statements Depreciation Schedule Other (verify)

Appellants should be prepared to submit accurate evidence of value supporting your appeal with the application. It is imperative that you forward all relevant documentation to the Board of Equalization within three (3) business days. This information can be emailed to: boardofequalization@jacksoncounty.org or you may submit it by mail or in person at either location. (See back for locations)

OWNER/APPELLANT SIGNATURE:

DATE: Save

REPRESENTATIVE SIGNATURE:

DATE: Print

Certificate of Value Form

REAL PROPERTY CERTIFICATE OF VALUE - JACKSON COUNTY, MISSOURI

(REQUIRED BY THE PUBLIC WITH DEED AT TIME OF RECORDING)
(See type or print all information. This form must be prepared by the Buyer or his/her Representative.)

Grantor's (Seller) Name:
Grantee's (Buyer) Name
Address of Property
Grantee's address, if different from above:
Parcel ID Number:
FOR OFFICE USE ONLY
DO NOT WRITE IN THIS SPACE

- 1. Is this newly constructed residential property?
2. Is this vacant land?
3. Intended use of property: Present Use, Renovation, New Development / Construction, Other

4. Check if the transaction transfers property in any of the following ways
sale for delinquent taxes
sale of cemetery lot
lease or transfer of severed mineral interests
by order of any court
by executory contract for deed
by lease or easement
to or from the United States, the State of Missouri, or any agency, or political subdivision thereof
for purpose of confirming, correcting, modifying, or supplementing a previously recorded deed, without additional consideration
solely for the purpose of releasing security for a debt or other obligation
by deed of partition
by deed wherein no money or other valuable consideration is given for the transfer
by deed pursuant to merger, consolidation, sale or transfer of substantially all of the assets of a corporation.
by deed as a part of the contribution to the capital of a corporation, partnership, limited liability company, or other similar entity.
by deed executed by personal representative to convey to devisees or heirs property passing by testate or intestate succession
by deed which conveys property held in name of any partnership, not a family, to any partner or his or her spouse.
by deed which is a gift of property
by deed between family members, or to or from a family corporation, partnership, or trust for the benefit of a family member, for no consideration

IF ANY OF THE ABOVE ITEMS IN THE SHADED BOX ARE CHECKED, PLEASE PROCEED TO #11 BELOW

- 5. Total Sales Price (including all assumed mortgages and liens) \$
Points were paid by: SELLER, BUYER, NONE
6. Was there new financing?
7. Is this deed part of a trade?
8. Was any personal property included in the sale price?
9. Was this transaction at arm's length?
10. If you believe this transaction does not represent market value, please attach any additional information that you want the county assessors to consider.
11. I certify under penalties of law, that this statement has been examined by me and, to the best of my knowledge and belief, is a true, correct and complete statement.
ANY PERSON WHO FAILS TO FILE A COMPLETED CERTIFICATE OF VALUE WHEN REQUIRED BY LAW, OR WHO KNOWINGLY FILES A FALSE CERTIFICATE, MAY BE PUNISHED BY A FINE OF UP TO \$ 1000

For assistance, try it first.
Call the Assessors at (816) 815-3520
415 E. 12th St., Suite 1000
Kansas City, MO 64105-2727

Date
Signature of Grantee/Representative
Print Name and Position



Informal Review Request (Online Form)

**JACKSON COUNTY ASSESSMENT DEPARTMENT**  
**2017 INFORMAL REVIEW REQUEST FORM**

JC MO DEPARTMENT OF ASSESSMENT  
MAY 17 11:43 AM 2017

FORM NO. 100-01, 10/12/16  
REVISED BY: 12/15/17

**PROPERTY INFORMATION**

Parcel ID Number: 00000000  
Assessment Year: 2017  
Assessment District: 00000000

**OWNER INFORMATION**

Owner Name: 00000000  
Address: 00000000  
City: 00000000  
State: 00000000  
Zip: 00000000

**VALUATION DATA**

Assessed Value: 00000000  
Market Value: 00000000  
Tax Value: 00000000

**ACQUISITION DATA**

Date Acquired: 0000-00-00  
Type of Acquisition: 00000000

**COMMENTS**

00000000  
00000000

**REMARKS**

00000000

Natural Disaster Report Form

RETURN TO:  
Jackson County Assessment Department  
415 E 12<sup>th</sup> St, Rm 1-N  
Kansas City, MO 64106  
(816) 881-1509 Fax: 881-3216



Application for Removal of Residential Dwelling Value  
from Assessment of Real Estate Due to a Disaster

I hereby certify that the residential real property dwelling located at \_\_\_\_\_  
in Jackson County, Missouri.

Street Address \_\_\_\_\_ City \_\_\_\_\_

Account Number: \_\_\_\_\_

became uninhabitable or was destroyed (circle which) on (date) \_\_\_\_\_

as a result of fire \_\_\_\_\_, flood \_\_\_\_\_, tornado \_\_\_\_\_, or (specify other) \_\_\_\_\_

**FIRE REPORT OR OTHER DOCUMENTATION MUST ACCOMPANY THIS FORM.**

Comments: \_\_\_\_\_

I understand that if this property becomes reoccupied, it will be reappraised as of the first day of the month following occupancy; and that it is the property owner's responsibility to notify the Assessment Department at 881-4661, when the property is reoccupied. I furthermore certify that all information on this form is true and accurate to the best of my knowledge.

Name of Owner(s): \_\_\_\_\_  
Print name of owner

Signature of Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

New Mailing Address: \_\_\_\_\_

Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

any and all daytime Phone Numbers: Business \_\_\_\_\_ Home \_\_\_\_\_ other \_\_\_\_\_

Email Address: \_\_\_\_\_

Date Reoccupied: \_\_\_\_\_

WARNING: To file this report fraudulently will result in penalties provided by law.



Seg Merge Form

Seg. Merge Number - 021750  
 Plat Name 2017E0041990  
 Total Value 413,517

2016 PLAT

Appraiser \_\_\_\_\_  
 Date (Jul) \_\_\_\_\_  
 Date In \_\_\_\_\_

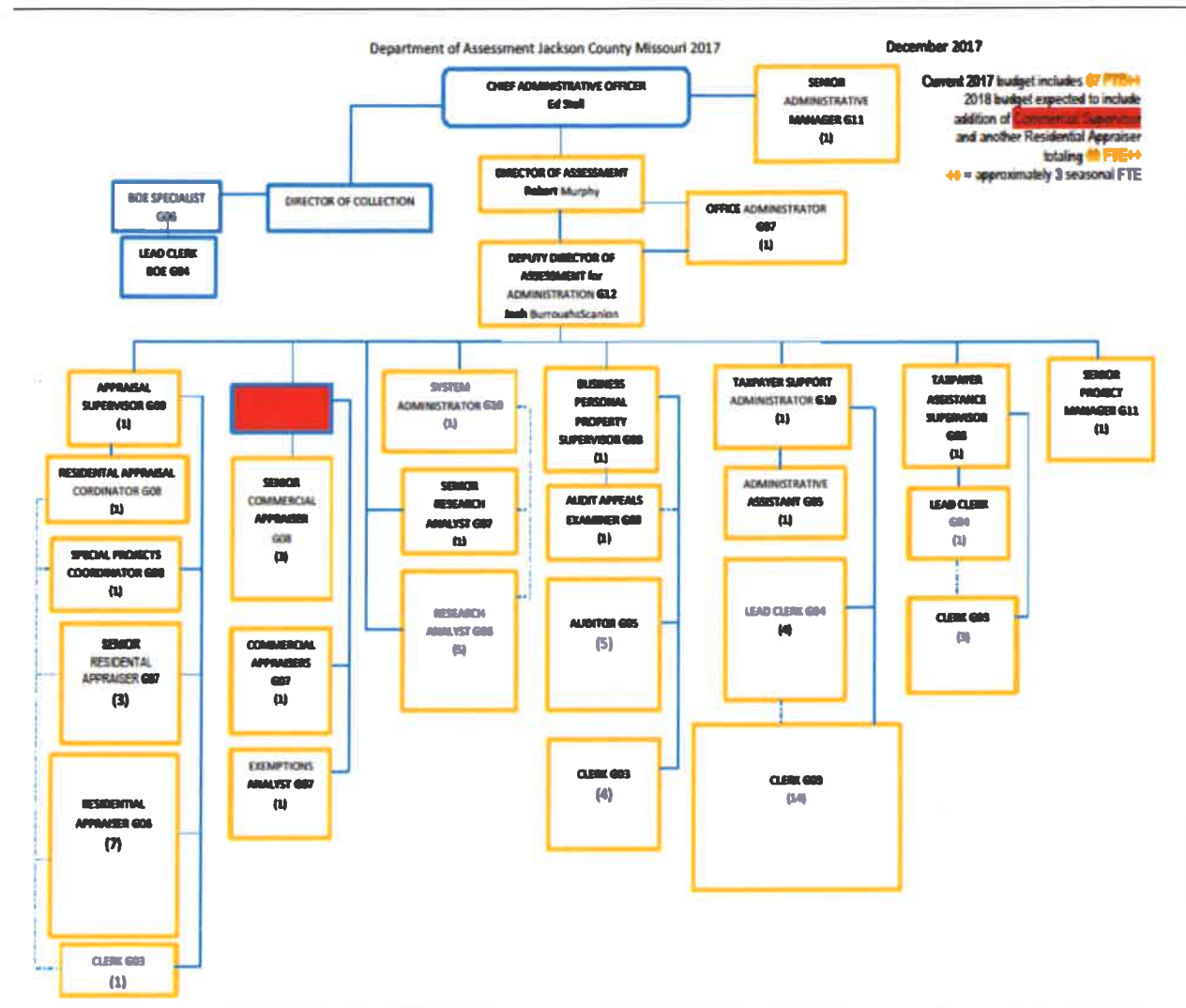
PARTNT	PCA	P C AL	LANDR	LANDA	IMPRR	NCR	NYOCC	IMPRR	NCA	MKILL
52-540-10-01-02-00-000	1314		15 700		134,400					156,100
52-540-10-02-00-000	1314		15 700		133,800					148,300
52-540-10-03-00-000	1310		18 500		92,200					110,700
52-570-10-14-00-00-000	1200		750							760
52-810-02-01-00-00-000	4200			3,257						3,257

P/CA	Parcel Number	Lot, Unit, or Tract	Permit Value	M/UP #	Full Value/CA1	P C AL Or P4	LANDR	LANDA	IMPRR	IMPRR	IMPRR	NYOCC	DATE Date or N/D	MP % Complete
	52-540-10-15-00-00-000	-C--LOT 2												
	52-540-10-16-00-00-000	--TRACT A												
	52-810-02-58-00-00-000	C-LOT 1												
	52-810-02-58-00-00-000	C-LOT 3												
	52-810-02-00-00-00-000	--TRACT C												
	52-810-10-08-00-00-000	--TRACT B												

Page 15 of 30  
 Lot, Unit, or Tract  
 Permit Note  
 NBHD #  
 Full Value/CA1  
 P C AL Or P4  
 LANDR  
 LANDA  
 IMPRR  
 IMPRR  
 DATE Date or N/D  
 MP % Complete



Organizational Chart



## Jackson County Assessment Job Descriptions

**Appraisal Supervisor****ACCOUNTABILITIES**

1. Property appeals.
2. Taxpayer assistance.
3. Work planning and scheduling.
4. Work direction provided to appraisal staff
5. Appraisal review.

**SCOPE**

The associate in this class is responsible for the administration and supervision of appraisal units in the Assessment Department. The associate is responsible for the valuation of all new real property construction, property splits and combines, and new plats; market studies to redefine neighborhoods and/or verify existing neighborhoods for reappraisal process; supervising the reappraisal process for biannual reassessment coordinating informal hearings which includes supervision of a phone bank, responding to questions and setting appointments, and defending appraisals appealed to the County boards of Equalization or State Tax Commission. This associate reports directly to the Deputy Director of Assessment.

**Audit/Appeals Examiner****ACCOUNTABILITIES**

1. Accurate assessment of business and individual personal property.
2. Audits planned and executed.
3. Information available to taxpayers.
4. Motor vehicle assessment table.
5. Valuation of mobile homes and airplanes.

**SCOPE:**

The associate in this class is responsible for the accurate assessment of business and individual personal property. The incumbent visits business organizations operating within Jackson County and collects information through direct observation, reviews the financial records, and determines business assets, and depreciation, in order to determine the actual value of assets. The associate establishes the correct evaluation of the business personal property of business accounts and individual personal property accounts located within Jackson County ranging from the smallest to the largest concerns. This associate reports directly to the Business and Personal Property supervisors.

**Business Personal Property Auditor****ACCOUNTABILITIES**

1. Processing Business Personal Property Declarations.
2. Customer assistance.
3. Verifies information received from existing businesses.
4. Field checks business openings and closings.

**SCOPE**

The associate in this class audits the personal property records of all businesses and adjusts the assessed value of the accounts accordingly; answers questions as related to business personal property. Ensures every active account is assigned an assessed value. This associate is responsible for receiving and responding to taxpayer inquiries. This associate reports directly to the Business Personal Property Supervisor. This associate also performs other duties as assigned.

**Business Personal Property Supervisor****ACCOUNTABILITIES**

**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:  
 Res/Ord No.: 19752  
 Sponsor(s): Dennis Waits  
 Date: February 26, 2018

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting Legislative approval of the 2018-2019 Reassessment Maintenance Plan as submitted to the State Tax Commission.</u></p>																		
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> <td>\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> <td>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM ACCT</td> <td></td> <td>\$</td> </tr> <tr> <td>TO ACCT</td> <td></td> <td>\$</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:      Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):      Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:		\$	Amount previously authorized this fiscal year:		\$	Total amount authorized after this legislative action:		\$	Amount budgeted for this item * (including transfers):		\$	Source of funding (name of fund) and account code number; FROM ACCT		\$	TO ACCT		\$
Amount authorized by this legislation this fiscal year:		\$																	
Amount previously authorized this fiscal year:		\$																	
Total amount authorized after this legislative action:		\$																	
Amount budgeted for this item * (including transfers):		\$																	
Source of funding (name of fund) and account code number; FROM ACCT		\$																	
TO ACCT		\$																	
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):           Prior resolutions and (date):</p>																		
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Robert D. Murphy, Director of Assessment, (816) 881-1009:</p>																		
<p>REQUEST SUMMARY</p>	<p>The Assessment Department is requesting Legislative approval of the <b>2018-2019 Reassessment Maintenance Plan</b> as submitted to the State Tax Commission.</p>																		
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																		
<p>ATTACHMENTS</p>	<p>Please see the attached 34 page <b>2018-2019 Reassessment Maintenance Plan</b> as submitted to the State Tax Commission.</p>																		
<p>REVIEW</p>	<table border="1"> <tr> <td>Department Director: <i>Robert D. Murphy</i></td> <td>Date: <b>2/21/2018</b></td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date:</td> </tr> <tr> <td>Division Manager:</td> <td>Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director: <i>Robert D. Murphy</i>	Date: <b>2/21/2018</b>	Finance (Budget Approval): <i>If applicable</i>	Date:	Division Manager:	Date:	County Counselor's Office:	Date:										
Department Director: <i>Robert D. Murphy</i>	Date: <b>2/21/2018</b>																		
Finance (Budget Approval): <i>If applicable</i>	Date:																		
Division Manager:	Date:																		
County Counselor's Office:	Date:																		



Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- 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 in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.
- 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.

**Honorable Missouri State Tax Commissioners:**

December 6, 2017

Attached you will find the Jackson County, Missouri Assessment Department's 2018-2019 Maintenance Plan. The Plan attempts to address all key elements of the coming assessment cycle.

For the 2019 reassessment, all taxable real estate parcels in the County are subject to a physical inspection according to significant physical changes, or increases in valuation greater than (15%) percent in the residential sector.

The residential and commercial units of the Assessment Department will uniformly seek accurate and equitable values according to market value, and will review new construction, miscellaneous permits, demolitions, occupancies of structures and parcels effected by segregations and mergers. In addition, the Jackson County, Missouri, Assessment Department will look at any review of assessments filed in the office for tax year 2018 and informal review of assessments filed for the year 2019.

Our Personal Property unit will continue to assist customers and track and maintain required personal property records via walk-in units at two Jackson County, Missouri, facilities, (Independence and Kansas City) as well as by telephone and electronic communication and field review.

The Jackson County, Missouri Assessment Department will strive to accomplish the plan set forth while continually evaluating market changes. Please feel free to contact me at telephone number 816-881-1009 or e-mail [rdmurphy@jacksongov.org](mailto:rdmurphy@jacksongov.org) if there are any questions or concerns.

Very truly yours,

Robert D. Murphy,  
Director of Assessment for Jackson County, Missouri

## Page 1 STC Approval Letter &amp; Final 2018 Budget

COMMISSIONERS  
 BRUCE E. DAVIS, CHAIRMAN  
 VICTOR CALLAHAN, MEMBER  
 WILL KRAUB, MEMBER



BRACEY JACOB  
 ADMINISTRATIVE SECRETARY  
 MAUREEN MONAGHAN  
 CHIEF COUNSEL

STATE TAX COMMISSION  
 OF MISSOURI  
 301 WEST HIGH STREET, ROOM 240  
 POST OFFICE BOX 146  
 JEFFERSON CITY, MISSOURI 65102-0146  
 TELEPHONE: 673/75112414  
 FAX: 673/75111341  
 WWW.STC.MO.GOV

February 15, 2018

Mr. Robert Murphy  
 Jackson County Assessor  
 Director of Assessment  
 415 East 12th Street  
 Kansas City, MO 64106

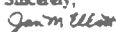
Dear Mr. Murphy:

Our office is pleased to advise you that your 2018-2019 assessment maintenance plan, approved by your County Commission, is now approved by the State Tax Commission. Your plan provides the necessary framework to properly evaluate market values in your county. Successful implementation of your plan is dependent upon the collection and analysis of sale data, and the reasonable and accurate application of those analytical results to land values, index changes, depreciation, and other factors used in determining market value. Mechanical implementation of the plan without proper application of the market analysis is not likely to result in assessments that reflect market value. Consequently, state reimbursements will be contingent upon plan implementation that properly utilizes the results of the market analysis to ensure assessments are based upon market conditions as of January 1, 2019.

Per RSMo. 137.750 as amended, certain expenses (computers, serial photography, etc.) require Tax Commission approval before such purchases are made in order to receive state reimbursement. Although allocated building and/or maintenance costs for county-owned property or other non-reimbursable costs may be contained within your plan, they will not qualify for state reimbursement. The State Tax Commission finds the approved county budget supports the approved assessment maintenance plan and will satisfy the county's calendar year approval letters for expenses on the quarterly reimbursements. Counties will only need to submit approval request letters for expenses that exceed the budgeted amount or are not included in the county's maintenance plan from this date forward. Quarterly reimbursement requests, including all receipts, will be promptly processed; however the State Tax Commission is required by law to withhold reimbursement funds if a county is not in compliance with the provisions of its assessment maintenance plan.

Enclosed is a copy of the 2018 quarterly budget which reflects the expenditures approved during your county budget process. State funding is estimated at the current level, 50% of costs or a maximum of \$3,000 per parcel, using the 2016 certified parcel count. After the general assembly adjourns in May, state funding levels will be re-examined and counties will be notified of the outcome.

If for any reason plan changes need to be made, please submit the proposed revision for the Commission's consideration and approval. If you have any questions or problems, please do not hesitate to contact us.

Sincerely,  
  
 Jan M. Elliott,  
 Local Assistant Manager

Cc: County Clerk  
 Assessment Representative

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**Jackson County  
2018 Budget**

	<b>Annual Totals:</b>	
Salaries:		
FTE		
1 Assessor		\$0.00
71 Assessor's Staff		\$2,673,737.00
0 Other Staff		\$0.00
Fringe Benefits:		<u>\$1,171,480.00</u>
<b>Total Salaries</b>		<b>\$3,845,217.00</b>

Supplies/Office Equipment/Non-Computer Related Equipment:	\$384,330.00
Mileage:	\$115,400.00
Education/Trainings/Meetings:	\$29,300.00
Computer Expenses:	\$16,500.00
Leased Equipment:	\$23,288.00
Contracts and Other Expenses:	<u>\$51,600.00</u>
<b>Total Expenses</b>	<b>\$4,465,635.00</b>

**Revenue Summary**

Parcel Count:	298,134	Non-Eligible Expenses:	\$5,200.00
Cost Per Parcel:	\$14.98	Cost Per Parcel Less Non-Eligible Expenses:	\$14.96

<b>State Reimbursement Per Parcel:</b>	<b>\$3.0000</b>	<b>Projected State Reimbursement</b>	<b>\$894,402.00</b>
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**Local Funds**

Assessment Fund - Beginning Balance	\$1,279,332.00
Collection Fee	\$5,751,057.00
General Revenue	\$0.00
Other Revenue	\$0.00
<b>Estimated County Revenue Total</b>	<b>\$7,924,791.00</b>
<b>Difference: Excess (Shortfall)</b>	<b>\$3,459,156.00</b>