

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

**AN ORDINANCE** appropriating \$179,480.00 from the undesignated fund balance of the 2019 Park Fund in acceptance of surplus proceeds from the recent real property auction.

**ORDINANCE NO. 5284**, November 12, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, by Resolution 20257, dated September 16, 2019, the Legislature did authorize the acceptance of the high bids received at an auction for eight real property parcels formerly within the County Park System that had been previously declared surplus; and,

WHEREAS, the Parks + Rec Department desires to purchase equipment for maintenance, operation, and security and recommends that the auction proceeds, in the amount of \$179,480.00, be made available for this purpose; and,

WHEREAS, an appropriation is necessary to place the auction proceeds in the proper spending accounts so that the funds may be used to purchase the needed equipment; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2019 Park Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Park Fund			
003-9999	47020 – Sale of Fixed Assets	\$179,480	
003-9999	32810- Undesignated Fund Balance		\$179,480
003-9999	32810- Undesignated Fund Balance	\$179,480	
Construction Services			
003-1608	58170- Other Equipment		\$ 12,100
003-1608	58120- Automobiles		\$167,380

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. 5284 introduced on November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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.5284.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, County Executive

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

ACCOUNT NUMBER: 003 9999  
ACCOUNT TITLE: Park Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$179,480.00

11/7/19  
\_\_\_\_\_  
Date

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

**EXECUTIVE OFFICE**  
**REQUEST FOR LEGISLATIVE ACTION**

NOV - 1 2019

Completed by County Counselor's Office:

Res/Ord No.: 5284

Sponsor(s): Crystal Williams

Date: November 12, 2019

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <b>Appropriation of Proceeds from Surplus Real Property Auction</b></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>\$179,480</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$179,480</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>0</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td>FROM ACCT Park Fund 003-9999-47020</td> <td>\$179,480</td> </tr> <tr> <td>TO ACCT Park Fund 003-1608-58170 Other Equipment</td> <td>\$12,100</td> </tr> <tr> <td>-AND-</td> <td></td> </tr> <tr> <td>Park Fund 003-1608-58120 Vehicles</td> <td>\$167,380</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:	\$179,480	Amount previously authorized this fiscal year:	0	Total amount authorized after this legislative action:	\$179,480	Amount budgeted for this item * (including transfers):	0	Source of funding (name of fund) and account code number:		FROM ACCT Park Fund 003-9999-47020	\$179,480	TO ACCT Park Fund 003-1608-58170 Other Equipment	\$12,100	-AND-		Park Fund 003-1608-58120 Vehicles	\$167,380
Amount authorized by this legislation this fiscal year:	\$179,480																		
Amount previously authorized this fiscal year:	0																		
Total amount authorized after this legislative action:	\$179,480																		
Amount budgeted for this item * (including transfers):	0																		
Source of funding (name of fund) and account code number:																			
FROM ACCT Park Fund 003-9999-47020	\$179,480																		
TO ACCT Park Fund 003-1608-58170 Other Equipment	\$12,100																		
-AND-																			
Park Fund 003-1608-58120 Vehicles	\$167,380																		
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): _____          Prior resolutions and (date): Resolution 20257 approved September 16, 2019</p>																		
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Brian Nowotny, Deputy Director Park Operations 503-4803</p>																		
<p><b>REQUEST SUMMARY</b></p>	<p>Requesting appropriation of funds received from proceeds of Surplus Real Property Auction in the amount of \$179,480 for priority equipment purchases for maintenance, operation, and security within the Parks + Rec Department, per Adopted Resolution 20257.</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)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																		
<p><b>COMPLIANCE</b></p>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals  <input type="checkbox"/> VBE Goals</p>																		
<p><b>ATTACHMENTS</b></p>	<p>Copy of Settlement Statement from Title Company for Each Property Sale</p>																		

REVIEW	Department Director: <i>Michelle Acorn</i>	Date: 10-31-19
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: 11/1/19
	Division Manager: <i>[Signature]</i>	Date: 11-1-19
	County Counselor's Office: <i>Bryan Conish</i>	Date: 11/7/19

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:
003-9999-47020	<del>3120</del> Sale of Fixed Assets	\$179,480

- 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.



SELLER'S STATEMENT

Date: October 25, 2019

GFNo: SKC0053580C

Sale From: Jackson County, Missouri
Department of Finance and Purchasing
Jackson County Courthouse
415 E. 12th Street
Kansas City, MO 64106

To: Maximus Property and Realty Co., LLC, a Missouri limited liability company
1718 Brooklyn Avenue
Kansas City, MO 64127

Property: Jackson County
9207 Chestnut Avenue
Kansas City, MO 64132

Sales Price..... \$3,960.00
Reimbursements/Credits
Total Reimbursements/Credits ..... \$0.00
Gross Amount Due to Seller ..... \$3,960.00

Less: Charges and Deductions

Fees ..... \$20.00
Wire Fees ..... \$20.00
Commission to Higgenbotham Auctioneers ..... \$180.00
Commission to Golf & Green America LLC ..... \$108.00
Advertising Fees to Brenmar Advertising ..... \$277.49
Commission to Block & Company Inc. .... \$57.60
Commission-Don Gabriel to Block & Company, Inc. .... \$14.40
Total Charges and Deductions ..... \$657.49
Net Amount Due to Seller ..... \$3,302.51

Seller understands the Closing or Escrow Agent has assembled this information representing the transaction from the best information available from other sources and cannot guarantee the accuracy thereof. The lender involved may be furnished a copy of this statement.

Seller understands that tax and insurance prorations and reserves were based on figures for the preceding year or supplied by others or estimates for the current year, and in the event of any change for current year, all necessary adjustments must be made between Purchaser and Seller direct.

The undersigned hereby authorizes Secured Title of Kansas City - Commercial to make expenditure and disbursements as shown above and approves same for payment. The undersigned also acknowledges receipt of Loan Funds, if applicable, in the amount shown above and a receipt of a copy of this Statement

Secured Title of Kansas City - Commercial

Jackson County, Missouri



Tina Duncan  
Escrow Officer



Bob Crutsinger  
Director of Finance and Purchasing



**SELLER'S STATEMENT**

Date: October 25, 2019

GFNo: SKC0053581C

**Sale From:** Jackson County, Missouri  
Department of Finance and Purchasing  
Jackson County Courthouse  
415 E. 12th Street  
Kansas City, MO 64106

**To:** Heartland Conservation Alliance, Inc.  
4750 Troost Avenue  
Kansas City, MO 64110

**Property:** Jackson County  
9106 Chestnut Avenue  
Kansas City, MO 64132

Lot, Jackson County  
9106 Chestnut Avenue  
Kansas City, MO 64132

Lot, Jackson County  
9106 Chestnut Avenue  
Kansas City, MO 64132

Sales Price..... \$167,200.00

Reimbursements/Credits

Total Reimbursements/Credits ..... \$0.00

Gross Amount Due to Seller ..... \$167,200.00

**Less: Charges and Deductions**

Fees .....	\$20.00
Wire Fees .....	\$20.00
Commission to Higgenbotham Auctioneers .....	\$7,600.00
Commission to Golf & Green America LLC .....	\$4,560.00
Advertising Fees to Brenmar Advertising.....	\$11,716.34
Commission to Block & Company Inc. ....	\$2,432.00
Commission-Don Gabriel to Block & Company, Inc. ....	\$608.00

Total Charges and Deductions ..... \$26,936.34

Net Amount Due to Seller..... \$140,263.66

Seller understands the Closing or Escrow Agent has assembled this information representing the transaction from the best information available from other sources and cannot guarantee the accuracy thereof. The lender involved may be furnished a copy of this statement.

Seller understands that tax and insurance provisions and reserves were based on figures for the preceding year or supplied by others or estimates for the current year, and in the event of any change for current year, all necessary adjustments must be made between Purchaser and Seller direct.

The undersigned hereby authorizes Secured Title of Kansas City - Commercial to make expenditure and disbursements as shown above and approves same for payment. The undersigned also acknowledges receipt of Loan Funds, if applicable, in the amount shown above and a receipt of a copy of this Statement

Secured Title of Kansas City - Commercial

Jackson County, Missouri



Tina Duncan  
Escrow Officer



Bob Crutsinger  
Director of Finance and Purchasing

**SELLER'S STATEMENT**

Date: October 25, 2019

GFNo: SKC0053582C

**Sale From:** Jackson County, Missouri  
 Department of Finance and Purchasing  
 Jackson County Courthouse  
 415 E. 12th Street  
 Kansas City, MO 64106

**To:** Brant Wetlands, LLC, a Missouri limited liability company  
 2120 Red Bridge Terrace  
 Kansas City, MO 64131

**Property:** Jackson County  
 9101 Grandview Road  
 Kansas City, MO 64132

Sales Price.....	\$2,200.00
Reimbursements/Credits .....	
<b>Total Reimbursements/Credits .....</b>	<b>\$0.00</b>
<b>Gross Amount Due to Seller .....</b>	<b>\$2,200.00</b>

**Less: Charges and Deductions**

Fees .....	\$20.00
Wire Fees .....	\$20.00
Commission to Golf & Green America LLC .....	\$60.00
Commission to Higgenbotham Auctioneers .....	\$100.00
Advertising Fees to Brenmar Advertising .....	\$154.16
Commission to Block & Company Inc. ....	\$32.00
Commission-Don Gabriel to Block & Company, Inc. ....	\$8.00
<b>Total Charges and Deductions .....</b>	<b>\$374.16</b>
<b>Net Amount Due to Seller .....</b>	<b><u>\$1,825.84</u></b>

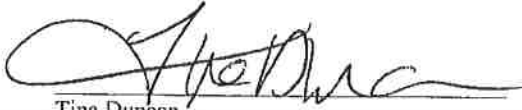
Seller understands the Closing or Escrow Agent has assembled this information representing the transaction from the best information available from other sources and cannot guarantee the accuracy thereof. The lender involved may be furnished a copy of this statement.

Seller understands that tax and insurance prorations and reserves were based on figures for the preceding year or supplied by others or estimates for the current year, and in the event of any change for current year, all necessary adjustments must be made between Purchaser and Seller direct.

The undersigned hereby authorizes Secured Title of Kansas City - Commercial to make expenditure and disbursements as shown above and approves same for payment. The undersigned also acknowledges receipt of Loan Funds, if applicable, in the amount shown above and a receipt of a copy of this Statement

Secured Title of Kansas City - Commercial

Jackson County, Missouri



Tina Duncan  
Escrow Officer



Bob Crutsinger  
Director of Finance and Purchasing

SELLER'S STATEMENT

Date: October 25 2019

GFNo: SKC0053583C

Sale From: Jackson County, Missouri
Department of Finance and Purchasing
Jackson County Courthouse
415 E. 12th Street
Kansas City, MO 64106

To: Tiffany Taylor
1844 E. 97th Street
Kansas City, MO 64131

Property: Jackson County
11601 Blue River Road
Kansas City, MO 64137

Sales Price..... \$3,300.00
Reimbursements/Credits
Total Reimbursements/Credits ..... \$0.00
Gross Amount Due to Seller ..... \$3,300.00

Less: Charges and Deductions

Fees ..... \$20.00
Wire Fees ..... \$20.00
Commission to Higgenbotham Auctioneers ..... \$150.00
Commission to Golf & Green America LLC ..... \$90.00
Advertising Fees to Brenmar Advertising..... \$231.24
Commission to Block & Company Inc. .... \$48.00
Commission-Don Gabriel to Block & Company, Inc. .... \$12.00
Total Charges and Deductions ..... \$551.24
Net Amount Due to Seller ..... \$2,748.76

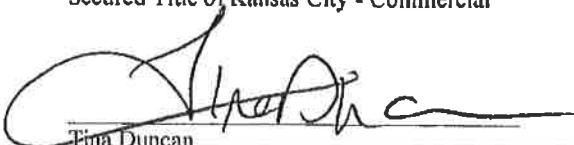
Seller understands the Closing or Escrow Agent has assembled this information representing the transaction from the best information available from other sources and cannot guarantee the accuracy thereof. The lender involved may be furnished a copy of this statement.

Seller understands that tax and insurance prorations and reserves were based on figures for the preceding year or supplied by others or estimates for the current year, and in the event of any change for current year, all necessary adjustments must be made between Purchaser and Seller direct.

The undersigned hereby authorizes Secured Title of Kansas City - Commercial to make expenditure and disbursements as shown above and approves same for payment. The undersigned also acknowledges receipt of Loan Funds, if applicable, in the amount shown above and a receipt of a copy of this Statement

Secured Title of Kansas City - Commercial

Jackson County, Missouri



Tina Duncan  
Escrow Officer



Bob Crutsinger  
Director of Finance and Purchasing

SELLER'S STATEMENT

Date: October 25, 2019

GFNo: SKC0053584C

Sale From: Jackson County, Missouri
Department of Finance and Purchasing
Jackson County Courthouse
415 E. 12th Street
Kansas City, MO 64106

To: Blue River Holdings LLC
PO Box 8696
Kansas City, MO 64114

Property: Jackson County
11645 Blue River Road
Kansas City, MO 64137

Sales Price ..... \$30,800.00
Reimbursements/Credits
Total Reimbursements/Credits ..... \$0.00
Gross Amount Due to Seller ..... \$30,800.00

Less: Charges and Deductions

Fees ..... \$20.00
Wire Fees ..... \$20.00
Commission to Higgenbotham Auctioneers ..... \$1,400.00
Commission to Golf & Green America LLC ..... \$840.00
Advertising Fees to Brenmar Advertising ..... \$2,158.27
Commission to Block & Company Inc. .... \$448.00
Commission to Don Gabriel ..... \$112.00

Total Charges and Deductions ..... \$4,978.27
Net Amount Due to Seller ..... \$25,821.73

Seller understands the Closing or Escrow Agent has assembled this information representing the transaction from the best information available from other sources and cannot guarantee the accuracy thereof. The lender involved may be furnished a copy of this statement.

Seller understands that tax and insurance prorations and reserves were based on figures for the preceding year or supplied by others or estimates for the current year, and in the event of any change for current year, all necessary adjustments must be made between Purchaser and Seller direct.

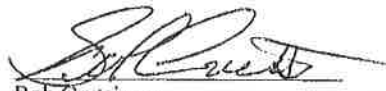
The undersigned hereby authorizes Secured Title of Kansas City - Commercial to make expenditure and disbursements as shown above and approves same for payment. The undersigned also acknowledges receipt of Loan Funds, if applicable, in the amount shown above and a receipt of a copy of this Statement

Secured Title of Kansas City - Commercial

Jackson County, Missouri



Tina Duncan  
Escrow Officer



Bob Crutsinger  
Director of Finance and Purchasing



SELLER'S STATEMENT

Date: October 25, 2019

GFNo: SKC0053585C

Sale From: Jackson County, Missouri
Department of Finance and Purchasing
Jackson County Courthouse
415 E. 12th Street
Kansas City, MO 64106

To: Troy Jeffries
101 Maple Street
Sibley, MO 64088

Property: Jackson County
101 Maple Street
Sibley, MO 64088

Sales Price..... \$6,600.00
Reimbursements/Credits
Total Reimbursements/Credits ..... \$0.00
Gross Amount Due to Seller ..... \$6,600.00

Less: Charges and Deductions

Fees ..... \$20.00
Wire Fees ..... \$20.00
Commission to Higgenbotham Auctioneers ..... \$300.00
Commission to Golf & Green America LLC ..... \$180.00
Advertising Fees to Brenmar Advertising..... \$462.49
Commission to Block & Company Inc. .... \$96.00
Commission-Don Gabriel to Block & Company, Inc. .... \$24.00
Total Charges and Deductions ..... \$1,082.49
Net Amount Due to Seller ..... \$5,517.51

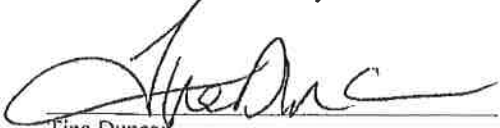
Seller understands the Closing or Escrow Agent has assembled this information representing the transaction from the best information available from other sources and cannot guarantee the accuracy thereof. The lender involved may be furnished a copy of this statement.

Seller understands that tax and insurance proration and reserves were based on figures for the preceding year or supplied by others or estimates for the current year, and in the event of any change for current year, all necessary adjustments must be made between Purchaser and Seller direct.

The undersigned hereby authorizes Secured Title of Kansas City - Commercial to make expenditure and disbursements as shown above and approves same for payment. The undersigned also acknowledges receipt of Loan Funds, if applicable, in the amount shown above and a receipt of a copy of this Statement

Secured Title of Kansas City - Commercial

Jackson County, Missouri



Tina Duncan  
Escrow Officer



Bob Crutsinger  
Director of Finance and Purchasing

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

**AN ORDINANCE** transferring \$57,260.00 within the 2019 General Fund and appropriating \$666,689.00 from the undesignated fund balance of the 2019 Grant Fund in acceptance of the 2019 JAG Grant awarded to the Prosecuting Attorney's Office.

**ORDINANCE NO. 5285**, November 12, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the U.S. Department of Justice, Office of Justice Programs, has awarded to the Prosecuting Attorney's Office a Justice Assistance (JAG) grant in the amount of \$609,429.00; and,

WHEREAS, the County's portion of grant proceeds will be used for the partial funding of salary and benefits for two assistant prosecutors, one data/information analyst, and one diversion program manager/assistant prosecutor; and,

WHEREAS, the contractual services portion of the grant proceeds will be distributed among the City of Kansas City, MO, Neighborhood and Housing Services, the Kansas City Metropolitan Crime Commission, the Kansas City Police Department, the City of Independence, and the City of Grandview; and,

WHEREAS, the JAG grant is subject to a local match in the amount of \$57,260.00; and,

WHEREAS, an appropriation and transfer are necessary in order to place the grant and matching funds in the proper spending accounts; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following transfer within and appropriation from the undesignated fund balance of the 2019 Grant Fund be and hereby are made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund Prosecuting Attorney 001-4101	56798- Grant Match	\$ 57,260	
Operating Transfers 001-9100	56105- Operating Transfers Out		\$57,260
Grant Fund 010-4124-2019 JAG	47070- Operating Transfers In	\$ 57,260	
010-4124-2019 JAG	45938- Increase Revenue	\$609,429	
010-2810	Undesignated Fund Balance		\$666,689
010-2810	Undesignated Fund Balance	\$666,689	
010-4124-2019 JAG	55010- Regular Salaries		\$227,022
010-4124-2019 JAG	55040- FICA Taxes		\$ 17,367
010-4124-2019 JAG	55050- Pension Contributions		\$ 31,692
010-4124-2019 JAG	55060- Insurance Benefits		\$ 46,281
010-4124-2019 JAG	56790- Other Contractual Svc.		\$344,327

and,

BE IT FURTHER ORDAINED that the County Executive and any and all other County Officials be and hereby are authorized to execute any and all documents necessary to the acceptance of the 2019 JAG grant.

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

APPROVED AS TO FORM:

Jay D. Haden  
Chief Deputy County Counselor

Bryan O. Gentry  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5285 introduced on November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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. 5285.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 001 4101 56798  
ACCOUNT TITLE: General Fund  
Prosecuting Attorney  
Grant Match  
NOT TO EXCEED: \$57,260.00

ACCOUNT NUMBER: 010 2810  
ACCOUNT TITLE: Grant Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$666,689.00

11/6/19  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**  
**EXECUTIVE OFFICE**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5285

Sponsor(s): Crystal Williams

Date: November 12, 2019

OCT 29 2019

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Ordinance transferring and appropriating funds for the acceptance of the 2019 JAG Grant awarded to Jackson County by the Department of Justice.</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>\$666,689</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$666,689</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> </table> <p>Source of funding (name of fund) and account code number:</p> <table border="0"> <tr> <td><b>FROM:</b></td> <td><b>FROM ACCT</b></td> </tr> <tr> <td>010 – Grant Fund; 2810 – Undesignated Fund Balance</td> <td>\$609,429</td> </tr> <tr> <td>001 – General Fund; 4101 - Prosecuting Attorney; 56798 – Grant Match</td> <td>\$57,260</td> </tr> <tr> <td><b>TO:</b></td> <td><b>TO ACCT</b></td> </tr> <tr> <td>010 – Grant Fund; 4124 - 2019 JAG Grant; 55010 – Regular Salary</td> <td>\$227,022</td> </tr> <tr> <td>010 – Grant Fund; 4124 - 2019 JAG Grant; 55040 – FICA Taxes</td> <td>\$17,367</td> </tr> <tr> <td>010 – Grant Fund; 4124 - 2019 JAG Grant; 55050 – Pension Contributions</td> <td>\$31,692</td> </tr> <tr> <td>010 – Grant Fund; 4124 - 2019 JAG Grant; 55060 – Insurance Benefits</td> <td>\$46,281</td> </tr> <tr> <td>010 – Grant Fund; 4124 - 2019 JAG Grant; 56790 – Other Contractual Services</td> <td>\$344,327</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:	\$666,689	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$666,689	Amount budgeted for this item * (including transfers):	\$0	<b>FROM:</b>	<b>FROM ACCT</b>	010 – Grant Fund; 2810 – Undesignated Fund Balance	\$609,429	001 – General Fund; 4101 - Prosecuting Attorney; 56798 – Grant Match	\$57,260	<b>TO:</b>	<b>TO ACCT</b>	010 – Grant Fund; 4124 - 2019 JAG Grant; 55010 – Regular Salary	\$227,022	010 – Grant Fund; 4124 - 2019 JAG Grant; 55040 – FICA Taxes	\$17,367	010 – Grant Fund; 4124 - 2019 JAG Grant; 55050 – Pension Contributions	\$31,692	010 – Grant Fund; 4124 - 2019 JAG Grant; 55060 – Insurance Benefits	\$46,281	010 – Grant Fund; 4124 - 2019 JAG Grant; 56790 – Other Contractual Services	\$344,327
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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): Gina Robinson, Chief of Operations, 10/28/19</p>																										
<p><b>REQUEST SUMMARY</b></p>	<p>Requesting an Ordinance accepting the 2019 JAG Grant Awarded to Jackson County by the Department of Justice. The total award amount is \$609,429. The funds will be distributed between the Jackson County Prosecutor's Office (\$265,102), City of Kansas City - Neighborhood and Housing Services (\$95,243), Kansas City Metropolitan Crime Commission (\$89,000), Kansas City Police Department (\$90,000), City of Independence (\$54,848) and City of Grandview (\$15,236). Funding source for the above named government agencies is allocated below as 56790. The Prosecutor's Office will administer the grant.</p>																										

	<p>The total award amount allocated to Jackson County (\$265,102) will provide partial funding for two assistant prosecutors, one data/information analyst and one diversion program manager/assistant prosecutor. To complete the projects, the Prosecutor's Office will provide an additional \$57,260 to pay for the unfunded portions of incumbents.</p> <p>This grant expires 9/30/22.</p> <p>Please appropriate \$609,429 and transfer \$57,260 from 001-4101-56798 into:</p> <table border="0"> <tr> <td>55010</td> <td>Regular Salary</td> <td>\$227,022</td> </tr> <tr> <td>55040</td> <td>FICA Taxes</td> <td>\$17,367</td> </tr> <tr> <td>55050</td> <td>Pension Contributions</td> <td>\$31,692</td> </tr> <tr> <td>55060</td> <td>Insurance Benefits</td> <td>\$46,281</td> </tr> <tr> <td>56790</td> <td>Other Contractual Services</td> <td>\$344,327</td> </tr> </table>		55010	Regular Salary	\$227,022	55040	FICA Taxes	\$17,367	55050	Pension Contributions	\$31,692	55060	Insurance Benefits	\$46,281	56790	Other Contractual Services	\$344,327
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56790	Other Contractual Services	\$344,327															
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)																
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals																
ATTACHMENTS	Award, MOU, Budgets																
REVIEW	Department Director: <i>Juan Pizero Baker</i> Finance (Budget Approval): <i>Sarah [Signature]</i> <i>If applicable</i> Division Manager: <i>[Signature]</i> County Counselor's Office: <i>Bryan Coush</i>	Date: 10/28/19 Date: 10/29/19 Date: 10-29-19 Date: 11/7/19															

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 and transfer are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-2810	Grant Fund - Undesignated Fund	\$609,429
001-4101-56798	Balance	\$57,260
	General Fund - Prosecuting Attorney - Grant Match	

- 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.





**2019 JAG GRANT**

expires 9/30/22

**JACKSON COUNTY PROSECUTOR'S OFFICE BUDGET**

	Salary	FICA	Insurance	Pension	Totals
hourly					
Assistant Prosecutor's					
k baker nelson 32.70	68,016.00	5,203.22	14,851.00	9,495.03	97,565.25
l whitston 31.49	65,499.20	5,010.69	17,020.00	9,143.69	96,673.58
Data/info Analyst					
evans 28.61*	59,508.80	4,552.42	11,063.04	8,307.43	83,431.69
Diversion Manager/APA					
castle 32.69*	33,997.60	2,600.82	3,347.04	4,746.06	44,691.52
	<b>227,021.60</b>	<b>17,367.15</b>	<b>46,281.08</b>	<b>31,692.21</b>	<b>322,362.04</b>

\*portion of salary/benefits charged to grant

**-265,102.00 JC - 2019 JAG Award**  
**57,260.04 JC add'l funds - (001-4101-56798)**

**Budget Summary** – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

Budget Category	Federal Request	Non-Federal Amounts	Total
A. Personnel	\$421,459	\$0	\$421,459
B. Fringe Benefits	\$74,643	\$0	\$74,643
C. Travel	\$2,862	\$0	\$2,862
D. Equipment	\$76,084	\$0	\$76,084
E. Supplies	\$3,381	\$0	\$3,381
F. Construction	\$0	\$0	\$0
G. Consultants/Contracts	\$0	\$0	\$0
H. Other	\$31,000	\$0	\$31,000
Total Direct Costs	\$609,429	\$0	\$609,429
I. Indirect Costs	\$0	\$0	\$0
<b>TOTAL PROJECT COSTS</b>	<b>\$609,429</b>	<b>\$0</b>	<b>\$609,429</b>

<b>Federal Request</b>	\$609,429
<b>Non-Federal Amount</b>	\$0
<b>Total Project Cost</b>	\$609,429

*Public Reporting Burden*

*Paperwork Reduction Act Notice: Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this application is four (4) hours per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Office of Justice Programs, Office of the Chief Financial Officer, 810 Seventh Street, NW, Washington, DC 20531; and to the Public Use Reports Project, 1121-0188, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.*



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

Grant

PAGE 1 OF 30

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Jackson County 415 East 12th Street Kansas City, MO 64106		4. AWARD NUMBER: 2019-DJ-BX-0601	
		5. PROJECT PERIOD: FROM 10/01/2018 TO 09/30/2022 BUDGET PERIOD: FROM 10/01/2018 TO 09/30/2022	
2a. GRANTEE IRS/VENDOR NO. 446000526		6. AWARD DATE 09/21/2019	7. ACTION Initial
2b. GRANTEE DUNS NO. 073134868		8. SUPPLEMENT NUMBER 00	
3. PROJECT TITLE Greater Kansas City Crime Prevention Initiatives		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 609,429	
		11. TOTAL AWARD \$ 609,429	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY19(BJA - JAG State and JAG Local) Title I of Pub. L. No. 90-351 (generally codified at 34 U.S.C. 10151-10726), including subpart 1 of part B (codified at 34 U.S.C. 10151 - 10158); see also 28 U.S.C. 530C(a).			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.738 - Edward Byrne Memorial Justice Assistance Grant Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Frank White County Executive	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR FUND CODE BUD. ACT. OFC. DIV. REG. SUB. POMS AMOUNT X B DJ 80 00 00 609429		21. UDJGT1333	

**SIGN HERE**



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Grant**

PAGE 2 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award. By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts all such assurances or certifications as if personally executed by the authorized recipient official.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period - may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The U.S. Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 3 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2017, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2017, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 4 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 5 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or





U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 6 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 7 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 8 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 9 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 10 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2019)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 11 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 12 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 13 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

31. Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance

1. With respect to the "program or activity" funded in whole or part under this award (including any such program or activity of any subrecipient at any tier), throughout the period of performance, no State or local government entity, -agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. 1373(b) or 1644. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

4. Rules of Construction

A. For purposes of this condition:

(1) "State" and "local government" include any agency or other entity thereof, but not any institution of higher education or any Indian tribe.

(2) A "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials to be "government officials.")

(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).

(4) "Immigration status" means what it means under 8 U.S.C. 1373 and 8 U.S.C. 1644; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa.

(5) Pursuant to the provisions set out at (or referenced in) 8 U.S.C. 1551 note ("Abolition ... and Transfer of Functions"), references to the "Immigration and Naturalization Service" in 8 U.S.C. 1373 and 1644 are to be read as references to particular components of the Department of Homeland Security (DHS).

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.

**IMPORTANT NOTE:** Any questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.





U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 14 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

32. No use of funds to interfere with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance

1. Throughout the period of performance, no State or local government entity, -agency, or -official may use funds under this award (including under any subaward, at any tier) to prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. 1373(b) or 1644. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

4. Rules of Construction. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance" condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 15 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

33. Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; unallowable costs; notification

1. If the recipient is a "State," a local government, or a "public" institution of higher education:

A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that would be reimbursed in whole or in part with award funds was subject to any information-communication restriction.

C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) that is a State, local government, or public institution of higher education, is in compliance with the award condition entitled "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance."

D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient at any tier that is either a State or a local government or a public institution of higher education, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.

2. Any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.

3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "Noninterference ... 8 U.S.C. 1373 and 1644; ongoing compliance" award condition.

4. Rules of Construction

A. For purposes of this condition "information-communication restriction" has the meaning set out in the "Noninterference ... 8 U.S.C. 1373 and 1644; ongoing compliance" condition.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference ... 8 U.S.C. 1373 and 1644; ongoing compliance" condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 16 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

34. Authority to obligate award funds contingent on no use of funds to interfere with federal law enforcement: 8 U.S.C. 1373 and 1644; unallowable costs; notification
1. If the recipient is a "State," a local government, or a "public" institution of higher education:
- A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."
- B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that would be reimbursed in whole or in part with award funds was subject to any information-communication restriction.
- C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) that is a State, local government, or public institution of higher education, is in compliance with the award condition entitled "No use of funds to interfere with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance."
- D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient at any tier that is either a State or a local government or a public institution of higher education, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.
2. Any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.
3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "No use of funds to interfere ... 8 U.S.C. 1373 and 1644; ongoing compliance" award condition.
4. Rules of Construction. The "Rules of Construction" set out in the "Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; unallowable costs; notification" condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 17 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

35. Noninterference (within the funded "program or activity") with federal law enforcement: No public disclosure of certain law enforcement sensitive information

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

1. Noninterference: No public disclosure of federal law enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. 1, 49, 227), no public disclosure may be made of any federal law enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 -- without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. For purposes of this condition--

(1) the term "alien" means what it means under section 101 of the Immigration and Nationality Act (see 8 U.S.C. 1101(a)(3));

(2) the term "federal law enforcement information" means law enforcement sensitive information communicated or made available, by the federal government, to a State or local government entity, -agency, or -official, through any means, including, without limitation-- (1) through any database, (2) in connection with any law enforcement partnership or -task-force, (3) in connection with any request for law enforcement assistance or -cooperation, or (4) through any deconfliction (or courtesy) notice of planned, imminent, commencing, continuing, or impending federal law enforcement activity;

(3) the term "law enforcement sensitive information" means records or information compiled for any law enforcement purpose; and

(4) the term "public disclosure" means any communication or release other than one-- (a) within the recipient, or (b) to any subrecipient (at any tier) that is a government entity.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 18 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

36. No use of funds to interfere with federal law enforcement: No public disclosure of certain law enforcement sensitive information

SCOPE. This condition applies as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

1. No use of funds to interfere: No public disclosure of federal law enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. 1, 49, 227), no funds under this award may be used to make any public disclosure of any federal law enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 – without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction.

The "Rules of Construction" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: No public disclosure of certain law enforcement sensitive information" award condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 19 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

37. Noninterference (within the funded "program or activity") with federal law enforcement: Interrogation of certain aliens

**SCOPE.** This condition applies with respect to the "program or activity" that is funded (in whole or in part) by this award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance for the award. Its provisions must be among those included in any subaward (at any tier).

1. Noninterference with statutory law enforcement access to correctional facilities

Consonant with federal law enforcement statutes and regulations -- including 8 U.S.C. 1357(a), under which certain federal officers and employees "have power without warrant ... to interrogate any alien or person believed to be an alien as to his right to be or to remain in the United States," and 8 C.F.R. 287.5(a), under which that power may be exercised "anywhere in or outside the United States" -- within the funded program or activity, no State or local government entity, -agency, or -official may interfere with the exercise of that power to interrogate "without warrant" (by agents of the United States acting under color of federal law) by impeding access to any State or local government (or government-contracted) correctional facility by such agents for the purpose of "interrogat[ing] any alien or person believed to be an alien as to his [or her] right to be or to remain in the United States."

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. For purposes of this condition:

(1) The term "alien" means what it means under section 101 of the Immigration and Nationality Act (INA) (see 8 U.S.C. 1101(a)(3)).

(2) The term "correctional facility" means what it means under the title I of the Omnibus Crime Control and Safe Streets Act of 1968 (see 34 U.S.C. 10251(a)(7)).

(3) The term "impede" includes taking or continuing any action, or implementing or maintaining any law, policy, rule, or practice, that—

(a) is designed to prevent or to significantly delay or complicate, or

(b) has the effect of preventing or of significantly delaying or complicating.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 20 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

38. No use of funds to interfere with federal law enforcement: Interrogation of certain aliens

SCOPE. This condition applies as of the date the recipient accepts this award, and throughout the remainder of the period of performance for the award. Its provisions must be among those included in any subaward (at any tier).

1. No use of funds to interfere with statutory law enforcement access to correctional facilities

Consonant with federal law enforcement statutes and regulations – including 8 U.S.C. 1357(a), under which certain federal officers and employees "have power without warrant ... to interrogate any alien or person believed to be an alien as to his right to be or to remain in the United States," and 8 C.F.R. 287.5(a), under which that power may be exercised "anywhere in or outside the United States" -- no State or local government entity, -agency, or -official may use funds under this award to interfere with the exercise of that power to interrogate "without warrant" (by agents of the United States acting under color of federal law) by impeding access to any State or local government (or government-contracted) correctional facility by such agents for the purpose of "interrogat[ing] any alien or person believed to be an alien as to his [or her] right to be or to remain in the United States."

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction.

The "Rules of Construction" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: Interrogation of certain aliens" award condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 21 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

39. Noninterference (within the funded "program or activity") with federal law enforcement: Notice of scheduled release

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts the award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward at any tier.

1. Noninterference with "removal" process: Notice of scheduled release date and time

Consonant with federal law enforcement statutes -- including 8 U.S.C. 1231 (for an alien incarcerated by a State or local government, a 90-day "removal period" during which the federal government "shall" detain and then "shall" remove an alien from the U.S. "begins" no later than "the date the alien is released from ... confinement"; also, the federal government is expressly authorized to make payments to a "State or a political subdivision of the State ... with respect to the incarceration of [an] undocumented criminal alien"); 8 U.S.C. 1226 (the federal government "shall take into custody" certain criminal aliens "when the alien is released"); and 8 U.S.C. 1366 (requiring an annual DOJ report to Congress on "the number of illegal alien[ felons] in Federal and State prisons" and programs underway "to ensure the prompt removal" from the U.S. of removable "criminal aliens") -- within the funded program or activity, no State or local government entity, -agency, or -official (including a government-contracted correctional facility) may interfere with the "removal" process by failing to provide -- as early as practicable (see para. 4.C. below) -- advance notice to DHS of the scheduled release date and time for a particular alien, if a State or local government (or government-contracted) correctional facility receives from DHS a formal written request pursuant to the INA that seeks such advance notice.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. The "Rules of Construction" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: Interrogation of certain aliens" award condition are incorporated by reference as though set forth here in full.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, or any other entity or individual to maintain (or detain) any individual in custody beyond the date and time the individual otherwise would have been released.

C. Applicability

(1) Current DHS practice is ordinarily to request advance notice of scheduled release "as early as practicable (at least 48 hours, if possible)." (See DHS Form I-247A (3/17)). If (e.g., in light of the date DHS made such request) the scheduled release date and time for an alien are such as not to allow for the advance notice that DHS has requested, it shall NOT be a violation of this condition to provide only as much advance notice as practicable.

(2) Current DHS practice is to use the same form for a second, distinct purpose -- to request that an individual be detained for up to 48 hours AFTER the scheduled release. This condition does NOT encompass such DHS requests for detention.





U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 22 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

40. No use of funds to interfere with federal law enforcement: Notice of scheduled release

SCOPE. This condition applies as of the date the recipient accepts the award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward at any tier.

1. No use of funds to interfere with "removal" process: Notice of scheduled release date and time

Consonant with federal law enforcement statutes -- including 8 U.S.C. 1231 (for an alien incarcerated by a State or local government, a 90-day "removal period" during which the federal government "shall" detain and then "shall" remove an alien from the U.S. "begins" no later than "the date the alien is released from ... confinement"; also, the federal government is expressly authorized to make payments to a "State or a political subdivision of the State ... with respect to the incarceration of [an] undocumented criminal alien"); 8 U.S.C. 1226 (the federal government "shall take into custody" certain criminal aliens "when the alien is released"); and 8 U.S.C. 1366 (requiring an annual DOJ report to Congress on "the number of illegal alien[ felons] in Federal and State prisons" and programs underway "to ensure the prompt removal" from the U.S. of removable "criminal aliens") -- no State or local government entity, -agency, or -official (including a government-contracted correctional facility) may use funds under this award to interfere with the "removal" process by failing to provide -- as early as practicable (see para. 4.C. below) -- advance notice to DHS of the scheduled release date and time for a particular alien, if a State or local government (or government-contracted) correctional facility receives from DHS a formal written request pursuant to the INA that seeks such advance notice.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction.

The "Rules of Construction" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: Notice of scheduled release" award condition are incorporated by reference as though set forth here in full.

41. Requirement to collect certain information from subrecipients

Except as provided in this condition, the recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains from the proposed subrecipient responses to the questions identified in the program solicitation as "Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)." All subrecipient responses must be collected and maintained by the recipient, consistent with document retention requirements, and must be made available to DOJ upon request. Responses to these questions are not required from subrecipients that are either a tribal government/organization, a nonprofit organization, or a private institution of higher education.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 23 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

42. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

43. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

44. Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

45. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

46. Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 24 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

47. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

48. Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.

49. Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

50. Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

51. Verification and updating of recipient contact information

The recipient must verify its Point of Contact(POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 25 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

**52. Law enforcement task forces - required training**

Within 120 days of award acceptance, each current member of a law enforcement task force funded with award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this award, or once every four years if multiple OJP awards include this requirement.

The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)). The training addresses task force effectiveness, as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the recipient must compile and maintain a task force personnel roster, along with course completion certificates.

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)).

**53. Justification of consultant rate**

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

**54. Submission of eligible records relevant to the National Instant Background Check System**

Consonant with federal statutes that pertain to firearms and background checks -- including 18 U.S.C. 922 and 34 U.S.C. ch. 409 -- if the recipient (or any subrecipient at any tier) uses this award to fund (in whole or in part) a specific project or program (such as a law enforcement, prosecution, or court program) that results in any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the National Instant Background Check System (NICS), or that has as one of its purposes the establishment or improvement of records systems that contain any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS, the recipient (or subrecipient, if applicable) must ensure that all such court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS are promptly made available to the NICS or to the "State" repository/database that is electronically available to (and accessed by) the NICS, and -- when appropriate -- promptly must update, correct, modify, or remove such NICS-relevant "eligible records".

In the event of minor and transitory non-compliance, the recipient may submit evidence to demonstrate diligent monitoring of compliance with this condition (including subrecipient compliance). DOJ will give great weight to any such evidence in any express written determination regarding this condition.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 26 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

55. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA.

The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <https://bja.gov/Funding/nepa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

56. Establishment of trust fund

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish a trust fund account. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The trust fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the award funds in the trust fund (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 27 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

57. Prohibition on use of award funds for match under BVP program

JAG funds may not be used as the 50% match for purposes of the DOJ Bulletproof Vest Partnership (BVP) program.

58. Certification of body armor "mandatory wear" policies

If recipient uses funds under this award to purchase body armor, the recipient must submit a signed certification that law enforcement agencies receiving body armor purchased with funds from this award have a written "mandatory wear" policy in effect. The recipient must keep signed certifications on file for any subrecipients planning to utilize funds from this award for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any funds from this award may be used by an agency for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.

59. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with JAG award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (<https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx>). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: <https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx>.

60. Body armor - impact on eligibility for other program funds

The recipient understands that the use of funds under this award for purchase of body armor may impact eligibility for funding under the Bulletproof Vest Partnership (BVP) program, a separate program operated by BJA, pursuant to the BVP statute at 34 USC 10531(c)(5).

61. Reporting requirements

The recipient must submit quarterly Federal Financial Reports (SF-425) and semi-annual performance reports through OJP's GMS (<https://grants.ojp.usdoj.gov>). Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, the recipient must provide data that measure the results of its work. The recipient must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website ([www.bjaperformancetools.org](http://www.bjaperformancetools.org)). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.

62. Required data on law enforcement agency training

Any law enforcement agency receiving direct or sub-awarded funding from this JAG award must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 28 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

63. Expenditures prohibited without waiver

No funds under this award may be expended on the purchase of items prohibited by the JAG program statute, unless, as set forth at 34 U.S.C. 10152, the BJA Director certifies that extraordinary and exigent circumstances exist, making such expenditures essential to the maintenance of public safety and good order.

64. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after October 1, 2018

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (October 1, 2018), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition through a Grant Adjustment Notice, the recipient is authorized to obligate (federal) award funds to reimburse itself for project costs incurred "at-risk" earlier during the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an applicable withholding condition), provided that those project costs otherwise are allowable costs under the award.

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds in violation of the recipient's certification (executed by the chief executive of the State or local government) that federal funds will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.

65. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS.

No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA.

Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

66. Encouragement of submission of "success stories"

BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories. To submit a success story, sign in to a My BJA account at <https://www.bja.gov/Login.aspx> to access the Success Story Submission form. If the recipient does not yet have a My BJA account, please register at <https://www.bja.gov/profile.aspx>. Once registered, one of the available areas on the My BJA page will be "My Success Stories." Within this box, there is an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the BJA Success Story web page at <https://www.bja.gov/SuccessStoryList.aspx>.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 29 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

67. Withholding of funds: Required certification from the chief executive of the applicant government

The recipient may not obligate, expend, or draw down any award funds until the recipient submits the required "Certifications and Assurances by the Chief Executive of the Applicant Government," properly-executed (as determined by OJP), and a Grant Adjustment Notice (GAN) has been issued to remove this condition.

68. Withholding of funds: Program narrative

The recipient may not obligate, expend, or draw down any award funds until the recipient submits, and OJP reviews and accepts, the program narrative for this award, and a Grant Adjustment Notice (GAN) has been issued to remove this condition.

69. Withholding of funds: Budget narrative or information

The recipient may not obligate, expend, or draw down any award funds until the recipient submits, and OJP reviews and accepts, the required budget information or narrative for the award, and a Grant Adjustment Notice (GAN) has been issued to remove this condition.

70. Withholding of funds: NIBRS set-aside in Disparate jurisdictions

The recipient may not obligate, expend, or draw down any award funds until the recipient submits, and BJA reviews and accepts, documentation of compliance with the required NIBRS 3 percent set-aside by the recipient and each disparate subrecipient, and a Grant Adjustment Notice (GAN) has been issued to remove this condition. For each jurisdiction, including the recipient and disparate subrecipients, such documentation may be either (1) a budget that clearly documents that the jurisdiction has dedicated at least 3 percent of the total amount of their allocation to NIBRS compliance activities, or (2) documentation showing that the jurisdiction has been certified as NIBRS compliant.

71. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.





U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 30 OF 30

PROJECT NUMBER 2019-DJ-BX-0601

AWARD DATE 09/21/2019

*SPECIAL CONDITIONS*

72. Withholding of funds: Subrecipient monitoring policies

The recipient's response to the Subrecipient Management and Monitoring question(s) of the Financial Management and System of Internal Controls Questionnaire indicates that the recipient may not have controls in place to monitor the activities of any subrecipient, as necessary, to ensure that the subaward is used for authorized purposes in compliance with Federal laws, regulations, and the terms and conditions of the subaward and that subaward performance goals are achieved. (See 2 CFR 200.331(d)). The recipient agrees to submit a copy of its subrecipient monitoring policies and procedures to the OJP program office.

If the recipient anticipates that it will not make a subaward under this award then, instead of submitting subrecipient monitoring policies and procedures, the recipient agrees that it must advise OJP in writing that it does not intend to make a subaward under this award.

The recipient may not obligate, expend, or draw down funds under this award until either-- (1) the OJP program office has received, and OJP has reviewed and approved, the subrecipient monitoring policies and procedures, or (2) the OJP program office has received and considered the recipient's written communication and has agreed (for purposes of federal grants administrative requirements) that no subawards are anticipated under this award – and a Grant Adjustment Notice has been issued to remove this condition.

The recipient understands and agrees that it is obligated to immediately notify the OJP grant manager in writing of any later change in its plan to make or not make a subaward under this award.

**U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS**

**Edward Byrne Justice Assistance Grant Program FY 2019 Local Solicitation**

**Certifications and Assurances by the Chief Executive of the Applicant Government**

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2019 Edward Byrne Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (*e.g.*, city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

\_\_\_\_\_  
Signature of Chief Executive of the Applicant Unit of  
Local Government

\_\_\_\_\_  
Date of Certification

\_\_\_\_\_  
Printed Name of Chief Executive

\_\_\_\_\_  
Title of Chief Executive

\_\_\_\_\_  
Name of Applicant Unit of Local Government

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

**AN ORDINANCE** appropriating \$16,231.00 from the undesignated fund balance of the 2019 Grant Fund in acceptance of the OSCA Juvenile Justice Program Assistance grant received from the Missouri Office of State Courts Administrator.

**ORDINANCE NO. 5286**, November 12, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the Family Court Division has been awarded an OSCA Juvenile Justice Program Assistance grant in the amount of \$16,231.00 by the Missouri Office of the State Courts Administrator, for the period of July 1, 2019, through June 30, 2020; and,

WHEREAS, the grant funds will be used to provide monitoring of at risk youth; and,

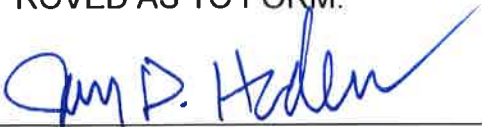
WHEREAS, an appropriation is necessary to place the grant funds in the proper spending account; now therefore,

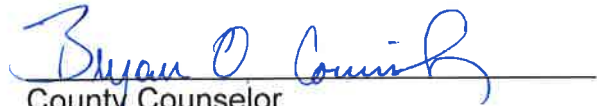
BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be made from the undesignated fund balance of the 2019 Grant Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund			
Juvenile Justice Program			
010-2149	45939 - Increase Revenue	\$16,231	
010-2810	Undesignated Fund Balance		\$16,231
010-2810	Undesignated Fund Balance	\$16,231	
Juvenile Justice Program			
010-2149	55010 –Regular Salaries		\$16,231

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. 5286 introduced on November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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.5286.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 010 2810  
ACCOUNT TITLE: Grant Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$16,231.00

11/19/19  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**  
**EXECUTIVE OFFICE**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5286

Sponsor(s): Crystal Williams

Date: November 12, 2019

OCT 31 2019

SUBJECT	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title: <u>OSCA Juvenile Justice Program Assistance</u>										
BUDGET INFORMATION <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;">\$16,231.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;"><del>\$0</del> <i>SM</i></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$16,231.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;"><del>\$0</del></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td>                     FROM ACCT 010-2810 16,231                       TO ACCT 010-2149-55010 16,231                 </td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> 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): 15,346.00 Prior Year Actual Amount Spent (if applicable): 15,346.00	Amount authorized by this legislation this fiscal year:	\$16,231.00	Amount previously authorized this fiscal year:	<del>\$0</del> <i>SM</i>	Total amount authorized after this legislative action:	\$16,231.00	Amount budgeted for this item * (including transfers):	<del>\$0</del>	Source of funding (name of fund) and account code number:	FROM ACCT 010-2810 16,231  TO ACCT 010-2149-55010 16,231
Amount authorized by this legislation this fiscal year:	\$16,231.00										
Amount previously authorized this fiscal year:	<del>\$0</del> <i>SM</i>										
Total amount authorized after this legislative action:	\$16,231.00										
Amount budgeted for this item * (including transfers):	<del>\$0</del>										
Source of funding (name of fund) and account code number:	FROM ACCT 010-2810 16,231  TO ACCT 010-2149-55010 16,231										
PRIOR LEGISLATION	Prior ordinances and (date): 5125 08/14/18 Prior resolutions and (date):										
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Carl Bayless, Grant Accountant, 816-435-4775										
REQUEST SUMMARY	This is a request to appropriate \$16,231.00 from the 2019 undesignated fund balance in acceptance of a contract awarded to the Family Court Division by the Office of State Courts Administrator. The project is named "OSCA Juvenile Justice Program Assistance" and its purpose is to provide monitoring of at risk youth. The project began July 1, 2019 and will continue through June 30, 2020.  Please appropriate the \$16,231.00 into the accounts listed below:  010-2149-55010 Salary \$16,231.00										
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)										
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals										
ATTACHMENTS	Award documents										
REVIEW	<table border="1" style="width: 100%;"> <tr> <td>Department Director: <i>Theresa Byrd, Deputy Court Administrator</i></td> <td style="text-align: right;">Date: 10/22/19</td> </tr> <tr> <td>Finance (Budget Approval): <i>Anthony Kelley, Budget and Fiscal Officer</i></td> <td style="text-align: right;">Date: 10/22/19</td> </tr> <tr> <td>Division Manager: <i>Theresa Byrd, Deputy Court Administrator</i></td> <td style="text-align: right;">Date: 10/22/19</td> </tr> <tr> <td>County Counselor's Office: <i>Bryson Carver</i></td> <td style="text-align: right;">Date: 11/7/19</td> </tr> </table>	Department Director: <i>Theresa Byrd, Deputy Court Administrator</i>	Date: 10/22/19	Finance (Budget Approval): <i>Anthony Kelley, Budget and Fiscal Officer</i>	Date: 10/22/19	Division Manager: <i>Theresa Byrd, Deputy Court Administrator</i>	Date: 10/22/19	County Counselor's Office: <i>Bryson Carver</i>	Date: 11/7/19		
Department Director: <i>Theresa Byrd, Deputy Court Administrator</i>	Date: 10/22/19										
Finance (Budget Approval): <i>Anthony Kelley, Budget and Fiscal Officer</i>	Date: 10/22/19										
Division Manager: <i>Theresa Byrd, Deputy Court Administrator</i>	Date: 10/22/19										
County Counselor's Office: <i>Bryson Carver</i>	Date: 11/7/19										

*Sarah Matthews*  
10/31/19

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:
010-2810	Undesignated fund balance	\$16,231.00


- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: October 31, 2019

ORD # 5286

Department / Division	Character/Description	From	To
<b>Grant Fund - 010</b>			
2149 - Juvenile Justice Program	45939 - Increase Revenues	16,231	
2810	Undesignated Fund Balance		16,231
2810	Undesignated Fund Balance	16,231	
2149 - Juvenile Justice Program	55010 - Regular Salaries		16,231
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: left;">  <p>Budgeting</p> </div> <div style="text-align: right;"> <p>10/31/19</p> </div> </div>		\$ 32,462	\$ 32,462





**State of Missouri**  
Office of State Courts Administrator  
Administrative Services Division

**Issue Date**

June 18, 2019

**Award Amount**

\$ 16,231.00

**Contract Period**July 1, 2019 through  
June 30, 2020

## Juvenile Justice Program Assistance

The Family Court Committee of the Supreme Court of Missouri, in cooperation with the Circuit Court Budget Committee, has approved and provided funding for the implementation of juvenile justice programming assistance for delinquent youth who can be diverted from secure detention by use of the objective screening instrument Juvenile Detention Assessment (JDTA) into a non-secure;pre-adjudication placement.

**Contract Number**

OSCA 19-00109-12



Original Contract



Contract Amendment

**Court/Recipient Information:**

The Honorable David M. Bryn  
Presiding Judge  
Sixteenth Judicial Circuit  
415 East 12th Street  
Kansas City, Missouri 64106

**Project Director:**

Kelly R. Hams-Pearson  
Director - Field Services  
Sixteenth Judicial Circuit  
625 East 26th Street  
Kansas City, Missouri 64108

**OSCA Program Contact**

Jessica Kempker  
573-522-3357

**OSCA Fiscal Contact**

Shelly Peters  
573-522-2751



Special Conditions of this award are attached.



There are no special conditions of this award. Original RFP requirements only.

Approved funding for Night Light Program including tracking.

Requested Funding: \$57,912.00

Awarded Funding: \$16,231.00

### Please Sign, Date and Return to:

Office of State Courts Administrator  
Attn: Contracts Unit  
P.O. Box 104480  
Jefferson City, MO 65110 - 4480  
e-mail: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)  
Fax: 573-522-6152

In witness thereof, the parties below hereby execute this agreement.

Appointing Authority Signature

OSCA Signature

Printed Name

THERESA L. BRYN

Date

10-28-19

Printed Name

Earl Kraus

Presiding Judge Signature

Title

Deputy State Courts Administrator

Printed Name

Date

Date



**SUPREME COURT OF MISSOURI**  
**OFFICE OF STATE COURTS ADMINISTRATOR**

**KATHY S. LLOYD**  
STATE COURTS  
ADMINISTRATOR

2112 Industrial Drive  
P.O. Box 104480  
Jefferson City, Missouri  
65110

PHONE (573) 751-4377  
FAX (573) 522-6152

June 18, 2019

The Honorable David M. Bryn  
Presiding Judge  
Sixteenth Judicial Circuit  
415 East 12<sup>th</sup> Street  
Kansas City, MO 64106

Dear Judge Bryn,

On behalf of the Family Court Committee, I am pleased to announce the award of funding for the Juvenile Justice Program Assistance. The Sixteenth Judicial Circuit has been awarded \$16,231.00 for the Nite Light Program for FY20 under contract OSCA 19-00109-12.

Funds are available to your court per the terms of the attached contract award. OSCA, Contracts Unit, requests the contract award be signed and returned to us for filing with the award documentation. Quarterly reports concerning the number of juveniles served and recidivism outcomes should be submitted with a final report being submitted at the end of the funding period. Additional information will be sent out soon.

When entering into contracts for this program, courts should determine if the individual is an employee of the state of Missouri, a member of the General Assembly a statewide elected official or county employee. If this is the case, the court must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. Your county purchasing policies and rules will apply to the contracting with individuals that fall into this category.

The county should consider language concerning liability as it relates to the contractor. For example OSCA uses the following in its contracts. "The contractor shall agree that neither the state of Missouri nor the county shall be responsible for any liability incurred by the contractor arising out of the ownership, selection, possession, leasing, rental, operation, control, use, maintenance, delivery, return and/or installation of equipment provided by the contractor, except as otherwise provided in the contract."

Additional language OSCA utilizes in contracts concerning liability is as follows. "The contractor shall understand and agree that the state of Missouri and the county cannot save and hold

The Honorable David M. Bryn  
June 18, 2019  
Page 2

harmless and/or indemnify the contractor against any liability incurred or arising as a result of any activity of the contractor or any activity of the contractor's employees related to the contractor's performance under the contract. Therefore, the contractor must acquire and maintain adequate liability insurance in the form(s) and amount(s) sufficient to protect the state of Missouri, its agencies, its employees, its clients and the general public against any such loss, damage and/or expense related to his/her performance under the contract.”

In light of these provisions, your budget narrative is being revised to state the court will contract for personnel services and electronic monitoring services.

The following OSCA staff members have been designated to assist you and your court staff with any additional information you may need related to this program. They may be reached as indicated below:

Jessica Kempker, Program Administration  
[jessica.kempker@courts.mo.gov](mailto:jessica.kempker@courts.mo.gov) – 573-522-3357

Shelly Peters, Fiscal Matters (invoicing/reimbursements)  
[shelly.peters@courts.mo.gov](mailto:shelly.peters@courts.mo.gov) – 573-522-2751

Russell Rottmann, Contractual Matters  
[russell.rottmann@courts.mo.gov](mailto:russell.rottmann@courts.mo.gov) – 573-522-6766

Congratulations on your award.

Sincerely,



Earl Kraus  
Deputy State Courts Administrator

EK/rr

Enclosures:  
Juvenile Justice Program Assistance Contract Award



STATE OF MISSOURI  
OFFICE OF STATE COURTS ADMINISTRATOR  
REQUEST FOR PROPOSAL

RFP NO: OSCA 19-00109  
TITLE: Juvenile Justice Program Assistance  
ISSUE DATE: January 2, 2019

CONTACT: Russell Rottmann  
PHONE NO: 573-522-6766  
E-MAIL: osca.contracts@courts.mo.gov

RETURN PROPOSAL NO LATER THAN: 4 p.m., February 1, 2019

RETURN PROPOSAL EITHER VIA E-MAIL, USPS or COURIER SERVICE:

(U.S. Mail)  
Office of State Courts Administrator  
P.O. Box 104480  
Jefferson City, Mo 65110 - 4480

(Courier Service)  
Office of State Courts Administrator  
2112 Industrial Dr.  
Jefferson City, Mo 65109

CONTRACT PERIOD: July 1, 2019 through June 30, 2020

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE		DATE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		30-Jan-2019
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)		
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)		TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
COURT 16 <sup>th</sup> Circuit - Jackson County Family Court		
MAILING ADDRESS 625 East 26 <sup>th</sup> St.		
CITY, STATE, ZIP Kansas City, Missouri 64108		
CONTACT PERSON Kelly R Hams Pearson		TITLE Director - Field Services
PHONE NUMBER 816 881 6503	FAX NUMBER 816 881 6504	E-MAIL ADDRESS Kelly.Hams-Pearson@courts-mo.gov
ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS: NIGHT LIGHT PROGRAM		
REQUESTED: \$ 57,912. <sup>00</sup>		APPROVED: \$ 14,231. <sup>00</sup>
CONTRACT NO. OSCA 19-00109-12		CONTRACT PERIOD July 1, 2019 THROUGH June 30, 2020
CONTRACTS SECTION Russell W Rottmann	DATE 1/16/19	DEPUTY STATE COURTS ADMINISTRATOR [Signature]

## 2019 Juvenile Justice Program Assistance Proposal - OSCA 19-00109

### Night Light Program

#### A. NAME AND BRIEF DESCRIPTION OF PROPOSED PROGRAM

- **Name:** Night Light
- **Program Category:** Supervision
- **Submitted By:** 16<sup>th</sup> Circuit Court - Jackson County Family Court Services
- **Summary:** The Night Light Program is a collaborative effort between the Jackson County Family Court and the Jackson County Sheriff's Office. The program's goals are to help ensure community safety. The program is designed to monitor compliance with conditions of supervision for serious and potentially violent juvenile offenders who are either under pre-adjudication supervision, on probation, or re-entering the community from residential placement. The Night Light program serves primarily as a probation/re-entry service provider of supervision and coordinated services, and it is utilized as a graduated sanction to assist primary Juvenile Probation Officers in maintaining or stabilizing youth in the community. Evening and late-night operations occur between the hours of 9:00 PM and 2:00 AM. During this time, Night Light Juvenile Probation Officers (JPOs) are accompanied by uniformed Jackson County Sheriff's Deputies in marked law enforcement vehicles to conduct random home visits. Telephone checks are conducted as well to ensure that youth are complying with the conditions of their supervision. Urinalysis testing and school checks are conducted on a random basis. The overall length of the program is 30-60 days. When time permits, Night Light also attempts to locate youth who have active capias warrants due to absconding from court ordered placement.

#### B. GEOGRAPHICAL AREA & NEED FOR PROGRAM

Jackson County lies in west central Missouri, bordered on the north by the Missouri River and on the west by the state of Kansas. Kansas City, the largest city by population in Missouri, lies largely within Jackson County's boundaries. Independence (Missouri's fourth largest city), Lee's Summit (sixth largest city), and Blue Springs (eleventh largest city) all lie within Jackson County.

It has been researched and determined that court-involved youth have a higher probability to re-offend between the hours 9:00 PM and 2:00 AM for the following reasons:

1. Unaddressed substance abuse by youth and within family.
2. The inability to problem solve and handle conflict appropriately.
3. The lack of adult supervision.
4. Failure to be held accountable for their actions.
5. Lack of community support.

In 2018, Night Light received 101 new referrals for services. Of the youth who were released from the program in 2018, 76% successfully completed the program. During 2018, 73% of

curfew checks did not result in a violation and 80% of drug tests administered by Night Light staff were negative for substance use.

### **C. TARGET POPULATION & SELECTION PROCESS**

The Night Light Program serves juvenile clients placed on probation who are classified at medium or maximum level supervision. Pre-adjudicated clients and probation clients displaying increased risk factors at a lower level of supervision may also be referred to the program for supervision if needed. All youth completing Residential Care and Private Placement under Family Court jurisdiction are referred to the program for aftercare supervision.

### **D. SERVICE PROVIDERS**

Teresa Smith, Program Manager, holds a B.A. in Administration of Criminal Justice. Ms. Smith assumed management duties for the Night Light Program in August, 2017. Ms. Smith has been a manager with the Jackson County Family Court for 15 years and has worked in the fields of Corrections and Social Services for over 40 years.

Carolyn Meadows holds a B.S. in General Studies with a minor in Psychology and has been a Night Light Juvenile Probation Officer for 11 years. Ms. Meadows has been employed with the Jackson County Family Court for 38 years.

Terry Yancy holds a B.S. in Business Management and has been a Night Light Juvenile Probation Officer for 8 years. Mr. Yancy has been employed with the Jackson County Family Court for 10 years and has worked in the field of Juvenile Justice/Criminal Justice for over 14 years.

### **E. NUMBER OF YOUTH SERVED**

Approximately 100 youth will be served through this grant.

### **F. HOURS OF SERVICE**

Night Light employs two full time staff who each work 40 hours a week to execute the program. Night Light partners with the Jackson County Sheriff's Office to provide two law enforcement officers for four hours a night, four days a week, to assist with in-home curfew checks between the hours of 9:00 PM - 2:00 AM, Monday -- Saturday.

### **G. FIDELITY PLAN**

The Night Light Program is currently operational within the 16<sup>th</sup> Circuit, as per implementation planning submitted for previous funding cycles. Renewed funding will allow for continued surveillance and monitoring to those youth assessed to be at risk of reoffending or probation revocation, but who do not require detainment in detention. All probation youth classified as medium or maximum level supervision are required to participate in the program, and other youth under Court supervision may also be referred to the program as needed. Program outputs and outcomes are monitored on a monthly basis.

- **Goals:**
  - Help ensure community safety
  
- **Objectives:**
  - Program youth will remain at home during curfew hours while enrolled in Night Light.
  - Program youth will remain drug-free while enrolled in Night Light.
  
- **Outputs:**
  - All youth classified as medium or maximum supervision probation in Jackson County will be referred to the Night Light program.
  - Random phone and face-to-face checks will be conducted during curfew hours.
  - Night Light staff will administer UA drug tests.
  - Night Light staff will make school and parent contacts.
  
- **Outcomes:**
  - At least 90% of enrolled youth will not reoffend during program participation.
  - At least 80% of enrolled youth will successfully complete the program.
  - At least 75% youth compliance rate with curfew checks.
  - At least 80% of UAs administered will be negative for illegal substances

## **H. BUDGET**

The Night Light program is primarily funded by a grant from the Jackson County COMBAT Fund. The funding paid through this grant covers the salary of the off duty law enforcement officers and mileage reimbursements for nightly ride outs. The salaries of the Court personnel is incorporated into the annual Jackson County General Fund budget. The Night Light program design for 2019 includes the participation of two deputies to accompany the Night Light Juvenile Probation Officers every night to provide curfew checks to youth residing throughout the county. This allows the Sherriff/Family Court staff partnership to provide nightly curfew checks in both Eastern Jackson County and the inner-city of Kansas City, Missouri each night. This results in an increase in the cost of the annual contractual services by approximately 25%. This proposal is requesting \$20,000.00 to supplement the increase in contractual services paid to the law enforcement officers.

- Contractual Services: \$54, 912.00 will pay two off duty law enforcement officers, each at a rate of \$33.00 per hour, for 4 hours each night that curfew checks/home visits are conducted. Home visits will be conducted four nights per week. This is a total cost of \$264 per night. The contract also requires the payment of \$250 monthly to the Sheriff's Department for mileage.
- Resource Materials: \$0
- Equipment: \$0
- Education: \$0

### **Details to Justify Budget**

- Proposed number of juveniles served: 75-100
- Number of service hours to be provided:
  - Night Light employs two full time staff who each work 40 hours a week to execute the program. Night Light partners with the Jackson County Sheriff's Office to provide two law enforcement officers for four hours a night, four nights a week, to assist with in-home curfew checks.
- Cost of proposed services per person/per hour and calculation of how costs have been determined:
  - \$54,912.00 will pay two off duty law enforcement officers, each at a rate of \$33.00 per hour, for 4 hours each night that home visits are conducted. This is a total cost of \$264 per night.
  - \$3,000.00 will pay \$250 monthly to the Sheriff's office for mileage.

**COUNTY TO WHICH REIMBURSEMENTS SHALL BE MADE**

Reimbursements should be made to:

Mr. Roy Fairchild, Budget and Fiscal Officer  
 Jackson County Family Court Services  
 625 E. 26<sup>th</sup> Street  
 Kansas City, Missouri 64108  
 Phone: 816-435-4751

Under Mr. Fairchild's supervision, reimbursements will be directly handled by:

Mr. Carl Bayless, Coordinator – Grant Revenue and Contracts  
 Jackson County Family Court Services  
 625 E. 26<sup>th</sup> Street  
 Kansas City, Missouri 64108  
 Phone: 816-435-4775  
 Fax: 816-435-4793



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

**AN ORDINANCE** repealing Schedule I, Chapter 50, Jackson County Code, 1984, relating to park fees and charges and enacting, in lieu thereof, one new schedule relating to the same subject.

**ORDINANCE NO. 5287**, November 12, 2019

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Director of the Parks + Rec Department has recommended that the department's schedule of park fees and charges be adjusted to cover increased costs of providing services and to impose fees for new services; and,

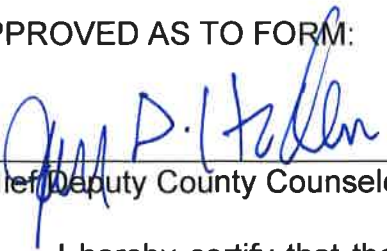
WHEREAS, said adjustments, as reflected in the attached Schedule I, are in the best interests of the citizens of the County; now therefore,

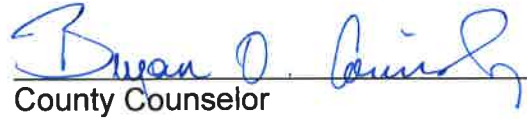
**BE IT ORDAINED** by the County Legislature of Jackson County, Missouri, as follows:

Section A. Enacting Clause. Schedule I, Chapter 50, Jackson County Code, 1984, is hereby repealed and one new schedule enacted in lieu thereof, to be known as Schedule I, to read as indicated on the attachment.

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. 5287 introduced on November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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 the Legislature

I hereby approve the attached Ordinance No. 5287.

\_\_\_\_\_  
Date

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

# 2020 SCHEDULE OF PARK USER FEES

0.5287

## Permit Fees

### Boat and Motor Permit Fees - Season \*\*\*\*\*

	Submitted 2020	Actual 2019	Increase (Decrease)
Motor - Per Horsepower	0.90	0.90	0.00
Boat - County Residents	30.00	30.00	0.00
Boat - Out of County Residents (applies to Lake Jacomo use only)	60.00	60.00	0.00
Boat and Motor Combination Permit (personal watercraft only)	95.00	95.00	0.00
Marine Dealer (licensed marine dealers only)	350.00	350.00	0.00
<b>Boat and Motor Permits - Daily</b>			
Boat and Motor	25.00	25.00	0.00
Regatta Event	20.00	20.00	0.00

### Miscellaneous Permit Fees

Radio Controlled Flying Field/Boat Permit - Season	30.00	30.00	0.00
Radio Controlled Flying Field/Boat Permit - Junior	15.00	15.00	0.00
Radio Controlled Flying Field/Boat Permit - Daily or Event	5.00	5.00	0.00
Archery Range Permit - Season	30.00	30.00	0.00
Archery Range Permit - Junior	15.00	15.00	0.00
Archery Range Permit - Daily	5.00	5.00	0.00
Horse Trailer Permit - Season	30.00	30.00	0.00
Horse Trailer Permit - Daily	5.00	5.00	0.00
Hot Air Balloon Permit - Season	30.00	30.00	0.00
Metal Detecting Permit - Season	30.00	30.00	0.00
Photo Permits (commercial use) per event- 1st hour	50.00	50.00	0.00
Each additional hour	25.00	25.00	0.00

### Filming Permits:

Standard Video Permits - per day/event	<b>RANGE:</b> 50.00	to	10,000.00
Feature Film - Per Day Minimum	<b>RANGE:</b> 2,000.00	to	5,000.00
DVD Feature Film, non-theatrical release -daily	<b>RANGE:</b> 300.00	to	2,000.00
Add on to filming request for traffic control/enforcement	<b>RANGE:</b> 5.00	to	2,000.00
Catering Permit - per event per day	50.00		0.00
Special Apparatus Permit / Inflatable - per event per day	50.00		0.00
Special Apparatus Permit / Equip Rental - per event per day	50.00		0.00
Concessionaire - per event per day			
01 - 100 estimated patrons in attendance	75.00		0.00
101 plus estimated patrons in attendance	250.00		0.00
Administrative fee for Managed Deer Hunt	10.00		0.00
Special Use / Fur Bearer Trapping Permit	25.00		0.00
Make Your Day Pass - Season	<b>RANGE:</b> 25.00	to	100.00

### Additional Facility Services and Products

Portable toilet - standard - per unit per day	<b>RANGE:</b> 80.00	to	120.00
Portable toilet - ADA - per unit per day	<b>RANGE:</b> 200.00	to	300.00
Portable Toilet - Additional cleanings - per cleaning per unit	<b>RANGE:</b> 25.00	to	50.00
Portable Hand Washing Station - per unit per day	<b>RANGE:</b> 90.00	to	125.00
Water Truck - potable or non-potable - per truck per day	75.00		0.00
Extra tables, trash receptacles or barrels - per delivery	75.00		0.00

\* "Day" or "daily" is defined as a maximum of 24 hours or any portion thereof. The beginning and ending of the 24 hour period will vary depending upon the activity and will be established by the Parks + Rec Department.

\*\* For the purpose of the holiday rate, holidays shall be designated annually by the Parks + Rec Department and generally will coincide with the federally recognized holiday calendar.

\*\*\* Rental fees for the Equestrian Park do not include special or promotional events, only equestrian related events.

\*\*\*\* Senior Discount: Applies to individuals 62 years and older. Proof of age will be required. Senior must be listed as a registered owner of the vessel to qualify. Senior discount will allow a ten percent (10%) discount on all dock, mooring, and dry storage spaces and non-dealer boat and motor permits (season permits only). Discount may not be used in conjunction with other discounts offered.

Junior Discount: Applies to youth 15 and under. Proof of age will be required.

\*\*\*\*\* Fee for land easement overhead utilities - 60% of property fair market value for overhead utilities or \$.40 per square foot, which ever is higher. Fee for government agencies is \$.20 per square foot.

Page | 6

Page | 6

## Facility Reservation/Rental Fees \*

### Shelter House Rentals

	Submitted 2020	Actual 2019	Increase (Decrease)
Weekdays - Monday through Thursday - 10am to Sunset	50.00	40.00	10.00
Weekdays - Monday - Thursday - 10am to Sunset- Premiere Site	70.00	60.00	10.00
Weekdays - Fridays - 10am to Sunset	90.00	80.00	10.00
Weekdays - Fridays - 10am to Sunset - Premiere Site	120.00	100.00	20.00
Weekends and Holidays ** - 10am to Sunset	120.00	100.00	20.00
Weekends and Holidays ** - 10am to Sunset- Premiere Site	140.00	120.00	20.00
Platinum Shelter Sites (Jac 3, LV 2, LV 4, LV 13)	<b>RANGE:</b> 200.00	to	750.00

### Fleming Hall Rentals

1-5 hours	200.00	175.00	25.00
Full Day Rental	275.00	250.00	25.00
Holiday Rental (Full day rental only)	275.00	250.00	25.00

### Equestrian Park Rental Fees \*\*\*

Daily Horse Park Rental With Lighted Arena	500.00	450.00	50.00
Daily Horse Park Rental Without Lighted Arena	375.00	325.00	50.00
Stall Rental Fee - Per Stall Per Event	35.00	35.00	0.00
Concession Stand - per event	100.00	100.00	0.00
Water Jump Filled - per event	150.00	150.00	0.00

## Administrative Services

Copy charges - per page when manual feeding is required	0.10	0.10	0.00
Copy charges - per page when auto feeding is possible	0.10	0.10	0.00
Copy charges - ranger reports - per entire report	5.00	5.00	0.00
Record search fees - per employee per hour	25.00	25.00	0.00
Facility reservation transfer fees - per transaction	10.00	10.00	0.00
Dock permit transfer fees - per transfer	75.00	75.00	0.00
Replacement dock permit - per space	50.00	50.00	0.00
Refund processing fees - per transaction	10.00	10.00	0.00
Additional gate and lock keys - per key	3.00	3.00	0.00
Illegal boat storage (per day)	25.00	25.00	0.00
Deposits on rented facilities and equipment	<b>RANGE:</b> 25.00	to	1,000.00
Fee for land easements, etc. (per square foot) *****	0.40	0.40	0.00
Administrative fee for land transactions - easement	2,000.00	2,000.00	0.00
Administrative fee for conversion of use of Park Property containing restrictions (requires replacement property)	3,000.00	3,000.00	0.00
<b>Jackson Co. Administration Offices Rental</b>			
Daily Rentals	<b>RANGE:</b> 200.00	to	400.00
Monthly Rentals	<b>RANGE:</b> 200.00	to	500.00

# 2020 SCHEDULE OF PARK USER FEES

## Marina Services

Submitted 2020	Actual 2019	Increase (Decrease)
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<b>Boat Rental</b>			
Pontoon Boat - hourly	50.00	50.00	0.00
Pontoon Boat - 4 hours	175.00	175.00	0.00
Pontoon Boat - weekend / all day (Greater than 4 hours)	200.00	175.00	25.00
Pontoon Boat - weekend / holiday all day (Greater than 4 hrs)	275.00	275.00	0.00
Utility/ Jon Boat - hourly	35.00	25.00	10.00
Utility/ Jon Boat - 4 hours	125.00	100.00	25.00
Utility/ Jon Boat - weekend / all day	140.00	100.00	40.00
Utility/ Jon Boat- weekend / holiday all day	160.00	135.00	25.00
Fishing Boat (Jacomo only) 16' - hourly	50.00	40.00	10.00
Fishing Boat (Jacomo only) 16' - weekday / all day	200.00	160.00	40.00
Fishing Boat (Jacomo only) 16' - 4 hours - weekend	150.00	150.00	0.00
Fishing Boat (Jacomo only) 16' - weekend / holiday all day	240.00	240.00	0.00
Pedal Boat - hourly	25.00	20.00	5.00
Pedal Boat - Specialty - hourly	30.00	25.00	5.00
Canoe 17' - hourly	25.00	20.00	5.00
One person kayak - hourly	25.00	20.00	5.00
Two person kayak - hourly	30.00	25.00	5.00

## **Boat Accessory Rental - per day**

Extra Anchor	5.00	5.00	0.00
Personal Flotation Device	5.00	5.00	0.00
Lily Pad	50.00	50.00	0.00

## **Boat Rides**

Pontoon Boat Ride - Adult	10.00	10.00	0.00
Pontoon Boat Ride - Child 12 & Under	5.00	5.00	0.00
Pontoon Boat Ride - Specialty- Adult	12.00	12.00	0.00
Pontoon Boat Ride - Specialty- Child 12 & Under	7.00	7.00	0.00

## **Dock Services**

Battery Charge	3.00	3.00	0.00
Boat Aeration	100.00	100.00	0.00
Compressed Air	3.00	3.00	0.00
<b>Dock User Fee</b>	5.00	5.00	0.00
<b>Dock User Fee - Child</b>	2.50	2.00	0.50
<b>Overnight Slip</b>	25.00	25.00	0.00
<b>Illegal Boat Storage per day</b>	25.00	25.00	0.00

\* Dock, mooring and dry storage license fees are assessed for a full season. Defined seasons may vary by facility and will be established annually by the Parks + Rec Department.

## Dock, Mooring, and Dry Storage Fees \*

Submitted 2020	Actual 2019	Increase (Decrease)
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<b>Longview Marina</b>			
Dock Slips - 10'x 20' Uncovered	1,730.00	1,680.00	50.00
Dock Slips - 10' x 20' Covered	1,770.00	1,720.00	50.00
Dock Slips - 10' x 24' Covered	1,810.00	1,760.00	50.00
Dock Slips - 12' x 24' Covered	1,875.00	1,825.00	50.00
Dock Slips - 12' x 28' Covered	1,930.00	1,880.00	50.00
Dock Slips - Personal Watercraft Uncovered	750.00	750.00	0.00
Dock Slips - Uncovered End Space (per month)	350.00	350.00	0.00
<b>Blue Springs Marina</b>			
Dock Slips - 10' x 24' Covered and Uncovered	1,810.00	1,760.00	50.00
Dock Slips - 10' x 28' Covered and Uncovered	1,930.00	1,880.00	50.00
Dock Slips - 12' x 24' Covered	1,875.00	1,825.00	50.00
Dock Slips - Personal Watercraft Uncovered	750.00	750.00	0.00
Dock Slips - Uncovered End Space (per month)	350.00	350.00	0.00

## **Jacomo South Boat Dock**

Dock Slips - Sailboat Design - County Residents	650.00	650.00	0.00
Dock Slips - Sailboat Design - Out of County Residents	850.00	850.00	0.00
Dock Slips - Sailboat Deluxe Design - County Residents	750.00	750.00	0.00
Dock Slips - Sailboat Deluxe Design - Out of County Residents	950.00	950.00	0.00
Dock Slips - Pontoon & Fishing Design - County Residents	600.00	600.00	0.00
Dock Slips - Pontoon & Fishing Design - Out of County Residents	800.00	800.00	0.00
Dock Slips - Pontoon & Fishing Deluxe Design - County Residents	700.00	0.00	700.00 New
Dock Slips - Pontoon & Fishing Deluxe Design - Out of County Resident	900.00	0.00	900.00 New
Dock Slips - Utility Design - County Residents	350.00	350.00	0.00
Dock Slips - Utility Design - Out of County Residents	550.00	550.00	0.00

## **Sailboat Cove**

Moorings - County Residents	500.00	500.00	0.00
Moorings - Out of County Residents	700.00	700.00	0.00

## **Dry Storage**

Jacomo East Side - Boat and Trailer Storage Facility	500.00	500.00	0.00
Jacomo West Side - Boat and Trailer Storage Facility	500.00	500.00	0.00
Longview - Boat and Trailer Storage Facility	500.00	500.00	0.00
Blue Springs - Trailer Only Storage Facility	300.00	300.00	0.00
Blue Springs - Trailer Only Storage Facility	300.00	300.00	0.00

# 2020 SCHEDULE OF PARK USER FEES

## Historic Sites

	Submitted 2020	Actual 2019	Increase (Decrease)
<b>Admissions: **</b>			
<b>Missouri Town</b>			
Adult	7.00	7.00	0.00
Youth	4.00	4.00	0.00
Senior	4.00	4.00	0.00
<b>Fort Osage</b>			
Adult	8.00	8.00	0.00
Youth	4.00	4.00	0.00
Senior	4.00	4.00	0.00
<b>Educational Programs:</b>			
Self Guided Tour	3.00	3.00	0.00
Pioneer	4.00	4.00	0.00
Off Site Program			
P.A.R.D.S. - Individual	35.00	35.00	0.00
P.A.R.D.S. - Family	45.00	45.00	0.00
Spirits from the Past	10.00	10.00	0.00
Fort Osage Discovery Program	10.00	10.00	0.00
Missouri Town Fall Festival (per car)	10.00	10.00	0.00
Missouri Town Fall Festival (per bus)	20.00	20.00	0.00
Paranormal Event	20.00	20.00	0.00
Senior Bus Tour			
<b>RANGE:</b>	<b>30.00</b>	<b>to</b>	<b>60.00</b>
<b>Workshops</b>			
<b>Symposiums/Seminars</b>			
<b>RANGE:</b>	<b>5.00</b>	<b>to</b>	<b>50.00</b>
<b>RANGE:</b>	<b>10.00</b>	<b>to</b>	<b>100.00</b>

## Historic Sites (Cont.)

	Submitted 2020	Actual 2019	Increase (Decrease)
<b>Services:</b>			
Hayride per person(\$250 Minimum)	8.00	8.00	0.00
Hayride w/ Food per person(\$300 Minimum)	12.00	12.00	0.00
Boy Scout Overnight per person(\$400 Minimum)	20.00	20.00	0.00
Wedding:			
Chapel	300.00	300.00	0.00
Rehearsal	100.00	100.00	0.00
Decoration	100.00	100.00	0.00
Reception	100.00	100.00	0.00
<b>Food (Special Events):</b>			
<b>RANGE:</b>	<b>.50</b>	<b>to</b>	<b>4.00</b>

## **Rental (Vendor License Fees):**

Lost Arts Craftsman	50.00	50.00	0.00
Craft Vendor	100.00	100.00	0.00
Commercial Food	250.00	250.00	0.00
Non Profit Food	200.00	175.00	25.00
Artists Booth Space	25.00	25.00	0.00

## **Facility Rental:**

<b>Fort Osage Education Center:</b>			
Meeting Room (per hour, 2 hour minimum)	25.00	25.00	0.00
Media Room (per hour, 2 hour minimum)	50.00	50.00	0.00
Lobby, per hour	100.00	100.00	0.00
Entire Facility (3 hour rental)	500.00	500.00	0.00
Additional fee for rental after 5:00 p.m. (per hour)	100.00	100.00	0.00

\*\* For senior discount customer must be 62 years of age or older to qualify.  
Discount does not apply during designated special events or promotions. Discount is not valid with any other discount or coupon.

# 2020 SCHEDULE OF PARK USER FEES

## Recreational Sports and Aquatics

## Recreational Sports and Aquatics (Cont.)

	Submitted 2020	Actual 2019	Increase (Decrease)	Submitted 2020	Actual 2019	Increase (Decrease)
<b>Rec. &amp; Competitive Leagues</b>						
<b>Softball</b>						
Frank White Jr. (Single), Mon - Sun, per team	550.00	550.00	0.00	100.00	100.00	0.00
Frank White Jr. (Doubleheader), per team	850.00	850.00	0.00	125.00	125.00	0.00
Adair Park (per game)	35.00	35.00	0.00	150.00	150.00	0.00
				175.00	175.00	0.00
<b>Soccer:</b>						
All Fields (All Leagues)- per team	600.00	600.00	0.00		40%	
<b>Athletic Field Rental</b>						
Tournament Rental-				20.00	20.00	0.00
Frank White Jr. - per day (2 day minimum)	350.00	300.00	50.00	25.00	25.00	0.00
(or \$30 per team, whichever is greater of the two)				5.00	5.00	0.00
<b>Adair Park:</b>						
Adair Park - entire facility, per day (2 day minimum)	350.00	300.00	50.00	500.00	500.00	0.00
(or \$30 per team, whichever is greater of the two)						
Field Prep - Adair Park per day, per field	25.00	20.00	5.00	7.00	6.00	1.00
Practice Field Rental (per hour, 2 hour minimum)	25.00	25.00	0.00	5.00	4.00	1.00
Lights (per hour, per field)	20.00	20.00	0.00	5.00	4.00	1.00
Facility Staff (per hour, mandatory with lights)	15.00	15.00	0.00	60.00	55.00	5.00
Field Marking (chalking) - per hour (1 hour minimum)	30.00	30.00	0.00	80.00	75.00	5.00
<b>Soccer Fields (Excluding Kenneth Road Soccer Fields)</b>						
Practice Rentals - per hour (1 hour minimum)	50.00	50.00	0.00	100.00	95.00	5.00
Tournament Rentals - per field per day	150.00	150.00	0.00	15.00	10.00	5.00
(or \$30 per team, whichever is greater of the two)						
<b>Soccer Fields - Kenneth Road Fields</b>						
Tournament Rentals - per field per day (2 day minimum)	250.00	250.00	0.00	120.00	80.00	40.00
Team Parking Fee	150.00	150.00	0.00	150.00	80.00	70.00
Field Marking (painting)						
Large Soccer Field - each	90.00	90.00	0.00	50.00	0.00	50.00
Small Soccer Field - each	70.00	70.00	0.00	90.00	0.00	90.00
<b>Admission Fees:</b>						
Softball / Baseball - per day				120.00	0.00	120.00
Additional Staff - (per hour, per person)	<b>RANGE:</b> 15.00	1.00 to 15.00	50.00	130.00	130.00	0.00
Field Cleanup Fee	100.00	100.00	0.00	20.00	20.00	0.00
<b>Triathlons/Running Events/ Polar Plunge/Special Event/Wedding</b>						
Memorial Day Weekend - Labor Day Weekend - base fee	6,000.00	6,000.00	0.00	6,000.00	6,000.00	0.00
Off Season Rental - base fee	2,000.00	2,000.00	0.00	2,000.00	2,000.00	0.00
<b>Advertising</b>						
Sports Complex Signs						
1-Sign (2 year minimum)	800.00	800.00	0.00	800.00	800.00	0.00
5-Signs (2 year minimum)	3,000.00	3,000.00	0.00	3,000.00	3,000.00	0.00
Scoreboard (2 year minimum)	500.00	500.00	0.00	500.00	500.00	0.00
Brochure, Flyer, Program Ads - per half page	250.00	250.00	0.00	250.00	250.00	0.00

# 2020 SCHEDULE OF PARK USER FEES

## Golf Course

### Green Fees - Championship Course

	Submitted 2020	Actual 2019	Increase (Decrease)
Weekend and Holiday - 18H	37.00	37.00	0.00
Weekday - 18H	26.00	26.00	0.00
Weekday - Senior Patron * - 18H	20.00	20.00	0.00
Weekday - Junior / Senior * - 18H	23.00	23.00	0.00
<b>Green Fees - Par 3 Course</b>			
Adult - 9 Hole	12.00	12.00	0.00
Junior / Senior 9 Hole *	10.00	10.00	0.00
2nd - 9 Holes	5.00	5.00	0.00
<b>Gas Carts/Pull Carts</b>			
Gas Riding Cart - 18 Holes	32.00	32.00	0.00
Pull Cart - 18 Holes	6.00	6.00	0.00

### Driving Range

Small Bucket	6.00	6.00	0.00
Medium Bucket	9.00	9.00	0.00
Large Bucket	12.00	12.00	0.00
Annual Range Pass	400.00	400.00	0.00

### Annual Green Fee

Single	1,450.00	1,450.00	0.00
Two Family Members (same household)	1,600.00	1,600.00	0.00
Family	1,800.00	1,800.00	0.00
Junior / Senior *	1,100.00	1,100.00	0.00
Senior Couple *	1,400.00	1,400.00	0.00
Senior Weekday w/cart	1,450.00	1,450.00	0.00
Senior Weekday Couple w/cart	1,750.00	1,750.00	0.00
Senior Weekend w/cart	1,850.00	1,850.00	0.00
Senior Weekend Couple w/cart	2,150.00	2,150.00	0.00
High School Age & Under	350.00	350.00	0.00
<b>Annual Green Fee - Par 3 Course</b>			
Single	450.00	450.00	0.00
Single w/cart	850.00	850.00	0.00
<b>Annual Golf Cart Fee</b>			
Annual Member Cart	900.00	900.00	0.00

### Tournament Room Rental (per day)

Weekday Business Hours - 4 hour rental	150.00	150.00	0.00
Weekday Business Hours - each additional hour	30.00	30.00	0.00
Weekend Business Hours - 4 hour rental	200.00	200.00	0.00
Weekend Business Hours - each additional hour	30.00	30.00	0.00

### Tournament Fees (per person)

Weekday	46.00	to	75.00
Weekend and Shotgun	56.00	to	85.00
<b>Tournament Cartage Fee</b>	10.00	to	100.00
<b>Golf Lessons / Classes</b>	25.00	to	250.00

\* To qualify for Golf Course Junior / Senior rates the patron must be under 18 years of age or 60 years of age and over

\*\*Seniors 62 years and older receive a \$ 2.00 per night discount on a campsite. Reservation must be made under the senior's name for site the senior will occupy. Discount may not be used in conjunction with other discounts offered.

\*\*\*Veteran's Discount: discount will allow a \$2.00 per night discount on a campsite. Reservation must be made under the veteran's name for site the veteran will occupy. Discount may not be used in conjunction with other discounts offered.

Proof of eligibility will be required.

## Special Recreation

### Leagues - Eastern and Metro

Softball	35.00	35.00	0.00
Volleyball	17.00	17.00	0.00
Basketball	17.00	17.00	0.00
Outreach			
Monthly Dances per dance per person	2.00	2.00	0.00
<b>On the Town Club</b>			
Activities	<b>RANGE:</b>	8.00	to 12.00

## Special Events

### Admission to special events

Leasing of facilities	<b>RANGE:</b>	5.00	to 25.00
Promotions and other significant events	<b>RANGE:</b>	500.00	to 5,000.00
	<b>RANGE:</b>	500.00	to 50,000.00

## Campgrounds

### Campground Facilities and Services \*\*

Improved campground facilities at Blue Springs Lake, Longview Lake and Lake Jacomo - per unit per night			
Full Hookups	35.00	33.00	2.00
Full Hookups - Premiere Site	45.00	42.00	3.00
Electric and Water Hookups	30.00	28.00	2.00
Electric Only	27.00	25.00	2.00
Basic Site (No Hookups)	24.00	21.00	3.00
Additional vehicles beyond permit - per day	5.00	5.00	0.00
Dump Station (non-campers)	15.00	15.00	0.00
Firewood (bundle)	7.00	7.00	0.00
Ice	<b>RANGE:</b>	1.75	to 3.50

### Group Primitive Campground Areas

1-20 people per day	40.00	35.00	5.00
21-50 people per day	55.00	50.00	5.00
Over 51 - Base price for 21-50 group plus per person per day	1.00	1.00	0.00
Jacomo Primitive Campground Site 4 camping with shelter	80.00	70.00	10.00

### Blue and Gray Organized Horse Camp Area

Daily rental fee for the horse camp facility on Brown Road	200.00	200.00	0.00
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# 2020 SCHEDULE OF PARK USER FEES

Submitted	Actual	Increase
2020	2019	(Decrease)

## Outdoor Education

### Day Camp Registration and Services

One Week Session			
Registration - first child	140.00	130.00	10.00
Registration - each additional child	105.00	95.00	10.00
Extended Hours- First Child	35.00	35.00	0.00
Extended Hours - Second Child	25.00	25.00	0.00
Late Pick-Up or Early Pick-Up (per minute)	1.00	1.00	0.00
Daycamp Activity Options and Special Services	<b>RANGE:</b>	<i>10.00 to</i>	<i>50.00</i>
Transfer Fee	20.00	20.00	0.00

### Rental Fees

Kemper Outdoor Site Rental (4 hour rental)	600.00	600.00	0.00
Each additional hour	100.00	100.00	0.00
Kemper Outdoor Pool (per hour with site rental, 4 hr min)	50.00	50.00	0.00
Lifeguard Staff - (per hour, per person)	20.00	20.00	0.00
Kemper Outdoor Building (per hour)	<b>RANGE:</b>	<i>100.00 to</i>	<i>500.00</i>
Kemper Outdoor Pond (2 hour rental)	25.00	25.00	0.00
Dogtober Fest vendor booth space	<b>RANGE:</b>	<i>75.00 to</i>	<i>500.00</i>
Dogtober Fest activity fees	<b>RANGE:</b>	<i>.50 to</i>	<i>75.00</i>
Classes, Hikes, Tours and Programs, Matches (per person)	<b>RANGE:</b>	<i>3.00 to</i>	<i>105.00</i>
Group Presentations (per program/per hour)	<b>RANGE:</b>	<i>-40.00 to</i>	<i>500.00</i>
Team Building Programs	<b>RANGE:</b>	<i>3.00 to</i>	<i>105.00</i>

## Natural Resources

One Animal Safari Tour	120.00	120.00	0.00
1-20 people (45 min tour)			



REQUEST FOR LEGISLATIVE ACTION EXECUTIVE OFFICE

OCT 30 '19 AM 9:34

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5287

Sponsor(s): Tony Miller

Date: November 12, 2019

OCT 29 2019

SUBJECT	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title Repeal Schedule 1, Chapter 50 Jackson County Code, 1984 related to park fees and charges and enacting in lieu thereof a new schedule relating to the same subject.</p>										
<p>BUDGET INFORMATION  <i>To be completed                  By Requesting                  Department and                  Finance</i></p>	<table border="1" data-bbox="321 558 1448 835"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td style="text-align: right;">\$</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 checked="" 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:	\$
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:	\$										
PRIOR LEGISLATION	<p>Prior ordinances and (date): Ordinance 5175, December 3, 2018                  Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Dianne Kimzey, Deputy Director of Enterprise Operations 503-4825</p>										
REQUEST SUMMARY	<p>Ordinance requested to repeal Schedule 1, Chapter 50, Jackson County Code, 1984, relating to park fees and charges, and enacting, in lieu thereof, a new schedule relating to the same subject for 2020 fees. This schedule is updated and approved annually. Adjustments were made to increase fees based on comparable market rates with other park departments and similar entities.</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>										
COMPLIANCE	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals  <input type="checkbox"/> VBE Goals</p>										
ATTACHMENTS	<p>2020 Schedule of Park User Fees</p>										
REVIEW	<table border="1" data-bbox="321 1822 1513 1940"> <tr> <td>Department Director: <i>Meshael Anderson</i></td> <td>Date: 10-29-19</td> </tr> <tr> <td>Finance (Budget Approval): <i>N/A</i></td> <td>Date:</td> </tr> </table> <p><i>If applicable</i></p>	Department Director: <i>Meshael Anderson</i>	Date: 10-29-19	Finance (Budget Approval): <i>N/A</i>	Date:						
Department Director: <i>Meshael Anderson</i>	Date: 10-29-19										
Finance (Budget Approval): <i>N/A</i>	Date:										

Division Manager:	<i>[Signature]</i>	Date:	10-30-19
County Counselor's Office:	<i>[Signature]</i>	Date:	11/7/19

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**

**AN ORDINANCE** repealing sections 710. and 720., Jackson County Code, 1984, relating to County personnel practices, and enacting, in lieu thereof, two new sections relating to the same subject.

**ORDINANCE NO. 5288**, November 12, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, as follows:

Section A. Enacting Clause. Sections 710. and 720., Jackson County Code, 1984, are hereby repealed, and two new sections enacted in lieu thereof, to be known as sections 710. and 720., to read as follows:

710. Definitions.

As used in this chapter, the following words and phrases have the following meanings unless otherwise clearly indicated in the text.

710.1 Applicant.

Applicant means a person seeking a merit system position with Jackson County. Applicant does not include a County merit system employee seeking a new position with the County.

710.[1] 2 Appointing Authority.

Appointing authority means an elected official, charter officer, department head, director or the designee of that person.

710.[21] 3 Commission.

Commission means the Merit System Commission.

710.[3] 4 Continuous County Service.

Continuous county service means employment with Jackson County without interruption except for authorized leaves of absence.

710.[4] 5 Full-Time Employee.

Full-time employee means an employee who regularly works forty (40) hours per week.

710.[5] 6 Merit Employee.

Merit employee means any county employee not exempted by the Jackson County charter or by the merit ordinances.

710.[6] 7 Non-merit Employee.

Non-merit employee means an employee excluded from the merit system by the Jackson County charter or by ordinance.

710.[7] 8 Part-Time Employee.

Part-time employee means an employee who regularly works less than forty (40) hours per week or less than four (4) weeks a month.

710.[8] 9 Permanent Employee.

Permanent employee means an employee who has completed the applicable probationary period for his or her position.

710.[9] 10 Probationary Employee.

Probationary employee means a merit employee during the probationary period of county employment, as further defined under section 723. of this chapter.

710.11 Salary.

Salary means an applicant's financial compensation in exchange for labor, including wages, commissions, and bonuses.

710.12 Salary History.

Salary history means an applicant's current and past salary in the applicant's current or prior position with another employer.

710.[10] 13 Seasonal Employee.

Seasonal employee means a temporary employee who works in county service within a particular season of the year and may regularly work from year to year.

710.[21] 14 Special-Fund Employee.

Special-fund employee means an employee funded by a special fund provided by a grant of any other governmental entity or by any foundation or from any other source other than county revenues.

710.[12] 15 Temporary Employee.

Temporary employee means an employee working in a position for a defined period of time not to exceed six (6) months.

720. Hiring Procedures.

The following hiring procedures apply:

720.1 Budget Authorization, Employee Positions.

The appointing authority shall not hire any employee for a position that has not been provided for either in the annual budget of the department or in a budget adjustment approved by the Director of Finance and Purchasing.

### 720.2 Position Assignment.

All persons hired shall be assigned a position which has been assigned a class, grade and class specification.

### 720.3 Special-Fund Employees.

This section shall not prohibit the employment of persons in positions funded by sources other than county revenues if those funds have been allocated to the department of the appointing authority with the approval of the Director of Finance and Purchasing.

### 720.4 Merit Employees.

The appointing authority shall not hire any employee for a merit position unless the Human Resources Director certifies that the applicant is qualified for the position.

#### a. Request for Further Recruitment.

The appointing authority may reject with justification any applicant certified and request further recruitment and certification of applicants.

#### b. Reasons for Selection.

The appointing authority shall submit to the Human Resources Director a written statement of the reasons for selecting an applicant for a merit position.

#### c. Reasons for Rejection.

The appointing authority shall submit to the Human Resources Director a written statement of the reasons for the rejection of any applicant for a merit position.

### 720.5 Requesting Salary History, Prohibited.

a. Neither the appointing authority nor the Director of Human Resources may seek an applicant's salary history, either in an employment application form or otherwise.

b. The appointing authority may not consider or rely on an applicant's salary history as a factor in determining whether to offer employment to an applicant or in determining pay.

c. The appointing authority may not refuse to hire or retaliate against an applicant for refusing to disclose the applicant's salary history.

d. This subsection does not prohibit:

i. An applicant from voluntarily, and without prompting, disclosing the applicant's salary history, provided the appointing authority does not rely on that voluntary disclosure to determine an initial offer of starting salary for the applicant;

ii. The appointing authority from discussing an applicant's expectations with respect to salary without inquiring about salary history;

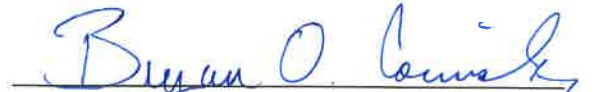
iii. The appointing authority from verifying non-salary information disclosed by an applicant or received from a background check, provided that any salary history disclosed by a background check is not used to refuse to hire or determine an applicant's salary; and

iv. The appointing authority from relying on salary history voluntarily provided by the applicant to pay the applicant a higher wage than initially offered, if reliance on salary history does not result in unequal pay for equal work based on membership or non-membership in a protected class.

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

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

  
County Counselor

Certificate of Passage

I hereby certify that the attached ordinance, Ordinance No. 5288 of November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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 the Legislature

I hereby approve the attached Ordinance No. 5288.

\_\_\_\_\_  
Date

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



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

**AN ORDINANCE** transferring \$125,000.00 within the 2019 General Fund and appropriating \$53,600.00 from the undesignated fund balance of the 2019 Anti-Crime Sales Tax Fund and \$22,000.00 from the undesignated fund balance of the 2019 Park Enterprise Fund to cover the costs of health savings account contributions and insurance administrative fees.

**ORDINANCE NO. 5289**, November 12, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the County makes required annual contributions to County associates' health savings accounts (HSA's); and,

WHEREAS, the County also makes annual payments for insurance administrative fees; and,

WHEREAS, there is a shortfall in these accounts for the general fund and certain county special purpose funds in the 2019 budget; and,

WHEREAS, monies sufficient to meet these obligations are available elsewhere in the respective funds and an appropriation and transfer are now necessary to place these monies in the appropriate spending accounts; now therefore,

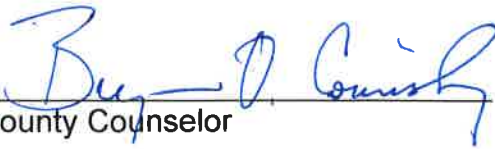
BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation and transfer be and hereby are made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
Non-Departmental- General			
001-5101	55061-Fixed Cost & Dental	\$125,000	
001-5101	55062- HSA Contribution		\$125,000
Anti-Crime Sales Tax Fund			
008-9999	32810- Undesignated Fund Balance	\$ 53,600	
Non-Departmental- Anti-Crime			
008-5108	55063- Insurance Admin Fee		\$ 53,600
Park Enterprise Fund			
300-9999	32810- Undesignated Fund Balance	\$ 22,000	
Non-Departmental- Park Enterprise			
300-5300	55063- Insurance Admin Fee		\$ 22,000

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. 5289 introduced on November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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. 5289.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 001 5101 55061  
ACCOUNT TITLE: Non-Departmental- General  
Fixed Cost & Dental  
NOT TO EXCEED: \$125,000.00

ACCOUNT NUMBER: 008 9999 32810  
ACCOUNT TITLE: Anti-Crime Sales Tax Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$53,600.00

ACCOUNT NUMBER: 300 9999 32810  
ACCOUNT TITLE: Park Enterprise Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$22,000.00

11/7/19  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5289

Sponsor(s): Crystal Williams

Date: November 12, 2019

<p>SUBJECT</p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Transferring \$125,000 and appropriating \$53,600 to the Anti-Crime Sales Tax Fund and \$22,000 to the Park Enterprise Fund to cover the cost for HSA contributions in the General Fund and Insurance Administrative Fees in the Anti-Crime Sales Tax Fund and the Park Enterprise Fund.</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>\$200,600</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$200,600</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$200,600</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>From:</td> <td></td> </tr> <tr> <td>001-9999-55061 General Fund – Non-Specific – Fixed Cost &amp; Dental</td> <td>\$125,000</td> </tr> <tr> <td>008-9999-32810 Anti-Crime Fund – Non-Specific – Undesignated Fund Balance</td> <td>53,600</td> </tr> <tr> <td>300-9999-32810 Park Enterprise Fund – Non-Specific – Undesignated Fund Balance</td> <td>22,000</td> </tr> <tr> <td>To:</td> <td></td> </tr> <tr> <td>001-5101-55062 General Fund – Non-Departmental – HSA Contribution</td> <td>\$125,000</td> </tr> <tr> <td>008-5108-55063 Anti-Crime Fund – Non-Departmental – Insurance Admin Fee</td> <td>53,600</td> </tr> <tr> <td>300-5300-55063 Park Enterprise Fund – Detention Population – Insurance Admin Fee</td> <td>22,000</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:	\$200,600	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$200,600	Amount budgeted for this item * (including transfers):	\$200,600	Source of funding (name of fund) and account code number:		From:		001-9999-55061 General Fund – Non-Specific – Fixed Cost & Dental	\$125,000	008-9999-32810 Anti-Crime Fund – Non-Specific – Undesignated Fund Balance	53,600	300-9999-32810 Park Enterprise Fund – Non-Specific – Undesignated Fund Balance	22,000	To:		001-5101-55062 General Fund – Non-Departmental – HSA Contribution	\$125,000	008-5108-55063 Anti-Crime Fund – Non-Departmental – Insurance Admin Fee	53,600	300-5300-55063 Park Enterprise Fund – Detention Population – Insurance Admin Fee	22,000
Amount authorized by this legislation this fiscal year:	\$200,600																										
Amount previously authorized this fiscal year:	\$0																										
Total amount authorized after this legislative action:	\$200,600																										
Amount budgeted for this item * (including transfers):	\$200,600																										
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From:																											
001-9999-55061 General Fund – Non-Specific – Fixed Cost & Dental	\$125,000																										
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001-5101-55062 General Fund – Non-Departmental – HSA Contribution	\$125,000																										
008-5108-55063 Anti-Crime Fund – Non-Departmental – Insurance Admin Fee	53,600																										
300-5300-55063 Park Enterprise Fund – Detention Population – Insurance Admin Fee	22,000																										
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>																										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Mark Lang, Budget Officer</p>																										
<p>REQUEST SUMMARY</p>	<p>Transferring \$125,000 and appropriating \$53,600 to the Anti-Crime Sales Tax Fund and \$22,000 to the Park Enterprise Fund to cover the cost for HSA contributions in the General Fund and Insurance Administrative Fees in the Anti-Crime Sales Tax Fund and the Park Enterprise Fund.</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>COMPLIANCE</p>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals  <input type="checkbox"/> VBE Goals</p>																										
<p>ATTACHMENTS</p>																											

REVIEW	Department Director: <i>[Signature]</i>	Date: 10-21-2019
	Finance (Budget Approval): <i>If applicable</i>	Date: 10/21/19
	Division Manager: <i>Juan Pedro Baker</i>	Date: 10/28/19
	County Counselor's Office: <i>Byron Conroy</i>	Date: 11/7/19

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:
008-9999-32810	Undesignated Fund Balance	\$53,600
300-9999-32810	Undesignated Fund Balance	\$22,000

- 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: October 10, 2019

Ord # 5289

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>001 General Fund</b>			
5101 Non-Departmental - General	55061 Fixed Cost & Dental	\$ 125,000	\$ -
5101 Non-Departmental - General	55062 HSA Contribution	-	125,000
<b>008 Anti-Crime Sales Tax Fund</b>			
9999 -	32810 Undesignated Fund Balance	\$ 53,600	\$ -
5108 Non-Departmental - Anti-Crime	55063 Insurance Admin Fee	-	53,600
<b>300 Park Enterprise Fund</b>			
9999 -	32810 Undesignated Fund Balance	\$ 22,000	\$ -
5300 Non-Departmental - Park Enterprise	55063 Insurance Admin Fee	-	22,000
		<u>\$ 200,600</u>	<u>\$ 200,600</u>

 10/21/19  
Budget Officer

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

**AN ORDINANCE** appropriating \$330,000.00 from the undesignated fund balance of the 2019 General Fund, \$6,750.00 from the undesignated fund balance of the 2019 Health Fund, and \$52,056.00 from the undesignated fund balance of the 2019 Anti-Crime Sales Tax Fund to cover the costs of vacation and sick leave payouts through the end of 2019.

**ORDINANCE NO. 5290**, November 12, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the 2019 Jackson County budget contains insufficient appropriations to meet the County's needs for vacation and sick leave payouts that will be due over the remainder of 2019; and,

WHEREAS, funds sufficient to meet this obligation are available in the fund balances and an appropriation is now necessary to place these funds in the appropriate spending accounts; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriations from the undesignated fund balance of the 2019 General Fund, Health Fund, and Anti-Crime Sales Tax Fund be and hereby are made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
001-9999	32640- Compensated Absences	\$330,000	
001-9999	32810- Undesignated Fund Balance		\$330,000
001-9999	32810- Undesignated Fund Balance	\$330,000	




<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Non-Departmental - General 001-5101	55310- Vacation Payout		\$330,000
Heath Fund 002-9999	32640-Compensated Absences	\$6,750	
002-9999	32810- Undesignated Fund Balance		\$6,750
002-9999	32810- Undesignated Fund Balance	\$6,750	
Non-Departmental - Health 002-5102	55130- Vacation Payout		\$6,750
Anti-Crime Sales Tax Fund 008-9999	32640- Compensated Absences	\$52,056	
008-9999	32810- Undesignated Fund Balance		\$52,056
008-9999	32810- Undesignated Fund Balance	\$52,056	
Detention Center Pop. Control 008-2304	55130- Vacation Payout		\$13,250
008-2304	55140- Sick Leave Payout		\$ 2,000
Corrections 008-2701	55130-Vacation Payout		\$19,757
008-2701	55140- Sick Leavy Payout		\$13,500
Anti-Violence 008-4102	55130-Vacation Payout		\$ 2,000
008-4102	55140- Sick Leavy Payout		\$ 500
Criminal Prosecution 008-4152	55130-Vacation Payout		\$ 500
008-4152	55140-Sick Leave Pay Out		\$ 100
COMBAT PDMP 008-4406	55130-Vacation Pay Out		\$ 423
008-4406	55140-Sick Leave Pay Out		\$ 26

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. 5290 introduced November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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.5290.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 001 9999 32640  
ACCOUNT TITLE: General Fund  
Compensated Absences  
NOT TO EXCEED: \$330,000.00

ACCOUNT NUMBER: 002 9999 32640  
ACCOUNT TITLE: Health Fund  
Compensated Absences  
NOT TO EXCEED: \$6,750.00

ACCOUNT NUMBER: 003 9999 32640  
ACCOUNT TITLE: Anti-Crime Fund  
Compensated Absences  
NOT TO EXCEED: \$52,056

11/7/19  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION  
EXECUTIVE OFFICE**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5290

Sponsor(s): Crystal Williams

Date: November 12, 2019

OCT 21 2019

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriation of funds from compensated absences to the General, Health, and Anti-Crime Sales Tax Fund to cover the cost for employee vacation and sick leave payouts.</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>\$388,806</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$388,806</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$388,806</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td colspan="2">From:</td> </tr> <tr> <td>001-9999-32640 General Fund – Non-Specific – Compensated Absences</td> <td>\$330,000</td> </tr> <tr> <td>002-9999-32640 Health Fund – Non-Specific – Compensated Absences</td> <td>6,750</td> </tr> <tr> <td>003-9999-32640 Anti-Crime Fund – Non-Specific – Compensated Absences</td> <td>52,056</td> </tr> <tr> <td colspan="2">To:</td> </tr> <tr> <td>001-5101-55130 General Fund – Non-Departmental – Vacation Payout</td> <td>\$330,000</td> </tr> <tr> <td>002-5102-55130 Health Fund – Non-Departmental – Vacation Payout</td> <td>6,750</td> </tr> <tr> <td>008-2304-55130 Anti-Crime Fund – Detention Population – Vacation Payout</td> <td>13,250</td> </tr> <tr> <td>008-2304-55140 Anti-Crime Fund – Detention Population – Sick Leave Payout</td> <td>2,000</td> </tr> <tr> <td>008-2701-55130 Anti-Crime Fund – Corrections – Vacation Payout</td> <td>19,757</td> </tr> <tr> <td>008-2701-55140 Anti-Crime Fund – Corrections – Sick Leave Payout</td> <td>13,500</td> </tr> <tr> <td>008-4102-55130 Anti-Crime Fund – Pros. Atty Anti-Violence – Vacation Payout</td> <td>2,000</td> </tr> <tr> <td>008-4102-55140 Anti-Crime Fund – Pros. Atty Anti-Violence – Sick Leave Payout</td> <td>500</td> </tr> <tr> <td>008-4152-55130 Anti-Crime Fund – Criminal Prosecution – Vacation Payout</td> <td>500</td> </tr> <tr> <td>008-4152-55140 Anti-Crime Fund – Criminal Prosecution – Sick Leave Payout</td> <td>100</td> </tr> <tr> <td>ML 008-4156-55130 Anti-Crime Fund – COMBAT PDMP – Vacation Payout</td> <td>423</td> </tr> <tr> <td>ML 008-4156-55140 Anti-Crime Fund – COMBAT PDMP – Sick Leave Payout</td> <td>26</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:	\$388,806	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$388,806	Amount budgeted for this item * (including transfers):	\$388,806	Source of funding (name of fund) and account code number:		From:		001-9999-32640 General Fund – Non-Specific – Compensated Absences	\$330,000	002-9999-32640 Health Fund – Non-Specific – Compensated Absences	6,750	003-9999-32640 Anti-Crime Fund – Non-Specific – Compensated Absences	52,056	To:		001-5101-55130 General Fund – Non-Departmental – Vacation Payout	\$330,000	002-5102-55130 Health Fund – Non-Departmental – Vacation Payout	6,750	008-2304-55130 Anti-Crime Fund – Detention Population – Vacation Payout	13,250	008-2304-55140 Anti-Crime Fund – Detention Population – Sick Leave Payout	2,000	008-2701-55130 Anti-Crime Fund – Corrections – Vacation Payout	19,757	008-2701-55140 Anti-Crime Fund – Corrections – Sick Leave Payout	13,500	008-4102-55130 Anti-Crime Fund – Pros. Atty Anti-Violence – Vacation Payout	2,000	008-4102-55140 Anti-Crime Fund – Pros. Atty Anti-Violence – Sick Leave Payout	500	008-4152-55130 Anti-Crime Fund – Criminal Prosecution – Vacation Payout	500	008-4152-55140 Anti-Crime Fund – Criminal Prosecution – Sick Leave Payout	100	ML 008-4156-55130 Anti-Crime Fund – COMBAT PDMP – Vacation Payout	423	ML 008-4156-55140 Anti-Crime Fund – COMBAT PDMP – Sick Leave Payout	26
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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): Mark Lang, Budget Officer</p>																																												
<p><b>REQUEST SUMMARY</b></p>	<p>Appropriating \$330,000 within the General Fund, \$6,750 within the Health Fund, and \$52,056 within the Anti-Crime Sales Tax Fund to cover Vacation and Sick Leave payouts through the end of 2019.</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>																																												

COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: <i>[Signature]</i>	Date: 10-21-2019
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: 10/21/19
	Division Manager: <i>Juan Peters Baker</i>	Date: 10/28/19
	County Counselor's Office: <i>Bryan Cairns</i>	Date: 11/7/19

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:
001-9999-32640	Compensated Absences	\$330,000
002-9999-32640	Compensated Absences	\$6,750
008-9999-32640	Compensated Absences	\$52,056

- 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 purchase of a bucket truck for use by the Parks + Rec Department from Time Manufacturing Company of Waco, TX, under the terms and conditions of Sourcewell Contract No. 012418-TIM, an existing competitively bid contract, at an actual cost to the County of \$106,039.00.

**RESOLUTION NO. 20299**, November 12, 2019

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department has a need for a bucket truck to replace an existing truck that has exceeded its useful life; and,

WHEREAS, the model of bucket truck that has been chosen has expanded capabilities, reducing the need for rentals and will be an asset for other departments to utilize; and,

WHEREAS, the Parks + Rec Department has requested the use of Sourcewell (NJPA) contract with Time Manufacturing Company, the manufacturer of the bucket truck, and the use of the Sourcewell (formerly NJPA) contract would provide better pricing by purchasing directly from the manufacturer as well as a large quantity discount; and,

WHEREAS, pursuant to section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the purchase of the needed bucket truck from Time Manufacturing Company of Waco, TX, under the terms and conditions of Sourcewell Contract 012418-TIM, an existing competitively bid contract; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing and that the Director be and hereby is authorized to execute any documents necessary to the accomplishment of the award; and

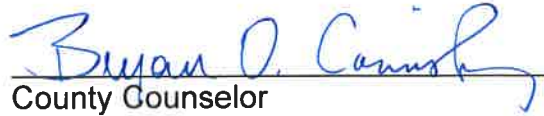
BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the contract.



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. 20299 of November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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: 003 1602 58120  
ACCOUNT TITLE: Park Fund  
Park Operations  
Automobiles  
NOT TO EXCEED: \$106,039.00

11/16/19  
\_\_\_\_\_  
Date

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

**REQUEST FOR LEGISLATIVE ACTION OFFICE** Version 6/10/19

EXPIRES

Completed by County Counselor's Office:

Res/Ord No.: 20299

Sponsor(s): Tony Miller

Date: November 12, 2019

OCT 29 2019

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the purchase of a Bucket Truck for use by Parks + Rec from Time Manufacturing Company of Waco, TX under the terms and conditions of Sourcewell contract number 012418-TIM, an existing competitively bid contract, at an amount not to exceed \$106,039.00</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>\$106,039.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$106,039.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$106,039.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 003-1602-58120 Park Fund, Park Operations, Automobiles</td> <td>\$106,039.00</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:	\$106,039.00	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$106,039.00	Amount budgeted for this item * (including transfers):	\$106,039.00	Source of funding (name of fund) and account code number: 003-1602-58120 Park Fund, Park Operations, Automobiles	\$106,039.00
Amount authorized by this legislation this fiscal year:	\$106,039.00										
Amount previously authorized this fiscal year:	\$0										
Total amount authorized after this legislative action:	\$106,039.00										
Amount budgeted for this item * (including transfers):	\$106,039.00										
Source of funding (name of fund) and account code number: 003-1602-58120 Park Fund, Park Operations, Automobiles	\$106,039.00										
<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): Katie Bartle, Senior Buyer, 816-881-3465</p>										
<p><b>REQUEST SUMMARY</b></p>	<p>Parks + Rec requires the purchase of a new Bucket Truck to replace an existing truck which has exceeded its useful life. Additionally, the model of bucket truck chosen will have expanded capabilities. This will reduce the need for rentals as well as provide an asset which other departments will utilize.</p> <p>Parks + Rec has requested the use of Sourcewell contract with Time Manufacturing Company of Waco, TX to fulfill this requirement. Time Manufacturing Company is the manufacturer of the bucket truck, and utilizing the Sourcewell contract would provide better pricing by purchasing directly from the manufacturer as well as the quantity discount provided from a cooperative contract.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Purchasing Department recommends the purchase of a Bucket Truck for use by Parks + Rec from Time Manufacturing Company of Waco, TX under the terms and conditions of Sourcewell contract number 012418-TIM, an existing competitively bid contract, at an amount not to exceed \$106,039.00.</p>										
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
<p><b>COMPLIANCE</b></p>	<p><input type="checkbox"/> MBE Goals</p> <p><input type="checkbox"/> WBE Goals      No Goals Assigned. Vendor Outlined a WBE partnership for Welding Gases and Supplies. 2019 YTD Spend is \$326,000 with their WBE vendor.</p> <p><input type="checkbox"/> VBE Goals</p>										

ATTACHMENTS	Recommendation Memo from Parks + Rec, Quotation from Versalift, A Time Manufacturing Company, Pertinent pages of the Sourcewell contract 012418-TIM	
REVIEW	Department Director: <i>Michelle Newman</i>	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date: <i>10/29/19</i>
	Division Manager: <i>[Signature]</i>	Date: <i>10-30-19</i>
	County Counselor's Office: <i>[Signature]</i>	Date: <i>11/7/19</i>

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: October 29, 2019

RES # 20299

Department / Division                      Character/Description                      Not to Exceed

**003    Park Fund**

1602    Park Operations                      58120    Automobiles                      \$    106,039

\$    106,039

\_\_\_\_\_  
Budget Officer





**JACKSON COUNTY**  
**Parks + Rec**

22807 Woods Chapel Road  
Blue Springs, Missouri 64015  
MakeYourDayHere.com

Michele Newman, Director  
(816) 503-4800  
Fax: (816) 795-1234

**MEMORANDUM**

**TO:** Katie Bartle, Senior Buyer, Purchasing Department  
**FROM:** John Johnson, Superintendent, Park Operations  
**DATE:** October 3, 2019  
**SUBJECT:** Bucket Truck from Versalift Time Manufacturing

Parks+Rec recommends purchasing a truck mounted, insulated bucket, telescopic aerial platform lift for use in the park system to perform maintenance, repairs, and painting. The truck will be used to paint/repair up to 40' above ground level. Parks will be able to more safely work on damaged trees, replace light pole light fixtures/bulbs, install conduit for electrical at park shelters, erect and light the displays for Christmas in the Park, to name a few of the uses for this bucket truck.

Parks currently has two bucket trucks (1997 & 2001 models) in inventory. Both are increasingly costly to keep in operation. The new truck will replace the 1997 model bucket truck that is currently in service. Additionally, the new truck has a higher effective working height so Parks will no longer need to rent a bucket truck to work on our six flagpoles.

The Sourcewell contract process for this type of equipment involved sending out over 70 requests for bids. They received and evaluated 14 proposals. Seven companies were selected to include the Sourcewell contract. Time Manufacturing was selected, in part, because "the company has a strong dealer and distributor network to...service members across the US...Time offers significantly discounted pricing on their primary equipment offerings, as well as accessories." – From Sourcewell RFP Comment and Review Notes.

Lastly, Parks + Rec uses this type of equipment to assist other County departments, such as Public Works (Facilities, Road & Bridge) and the Sheriff's department.

Please advise if you have questions or need additional information.

Thank you.



*Frank White, Jr., County Executive*

Versalift  
 7601 Imperial Drive  
 Waco, Texas 76712-6608  
 254.399.2100



**QUOTATION**

SOURCEWELL N-21005

**Customer:** Jackson County Parks  
**Attn:** John Johnson  
**Email:** JLJohnson@jacksongov.org  
**Phone:**  
**Address:**

**Date:** 9/24/19  
**Model:** SST-40-EIH

**VERSALIFT SOURCEWELL  
 CONTRACT #012418-TIM**

<u>Model</u>	<u>Description</u>	<u>Sourcewell Price</u>
SST-40-EIH	Insulated 39 ft. 8 in. (11.0 m) telescopic aerial platform lift, 45 ft. (13.72m) working height including the following items:	<b>\$ 88,820.00</b>

**STANDARD SOURCEWELL FEATURES:**

- Standard platform capacity of 350 lbs. (159 kg).
- Dodge 5500 4x2, 19,500 GVW, 84" CA chassis with diesel engine, automatic transmission, and air conditioning. 132" steel service body with treadplate tops, standard compartments, and 24" tailshelf.
- **TruGuard™** dielectric isolating system with single stick control. All control handles are isolated and tested per ANSI 92.2. The high resistive dielectric system is protected from direct environmental and job related contamination. **TruGuard™** technology incorporates the use of full hydraulic controls with durable metal handles and linkages. (*4-axis control handle*)
- Full pressure turret mounted lower controls including override.
- Engine start/stop system with controls at platform and lower controls.
- Rear torsion bars with additional 800 lbs counter weight for stability.
- Three gpm (11.4 lpm) open center hydraulic system.
- Standard hydraulic oil.
- Fiberglass inner boom and patented ELECTROGARD provide 42 in. (1.07 m) insulation gap fully retracted meeting ANSI A92.2-2010 requirements for Category C, 46 KV and below.
- ELECTROGARD and inner boom finished with white urethane paint over white gel coat.
- Integral hydraulic oil reservoir with dual sight gauges and 15 gal. (56.8 l) capacity.
- End mounted 24 in. x 24 in. x 42 in. (0.61 m x 0.61 m x 1.07 m) closed fiberglass platform with one curbside step.
- Master/slave hydraulic leveling with upper control for clean out and rescue.
- Non-lube bearings used at all pivot points.
- Multi-link hose carrier system through booms.
- PTO power source.
- Boom cradle and ratchet type tie down strap.
- Mounting hardware for chassis/cab installation.
- Standard White Urethane Paint
- Two operator's manuals and two service manuals.
- 5 lb. fire extinguisher.
- ANSI A92.2-2015 data plate.

**STANDARD SOURCEWELL OPTIONS:** Option prices per Sourcewell contract #012418-TIM in addition to above price.

▪ 24" x 30" platform with liner / cover in lieu of the above 24" platform with liner / cover	\$699.00
▪ Secondary stowage system	\$602.00
▪ Hydraulic tool power at platform	\$152.00
▪ 180 degree platform rotation	\$1,250.00



- 7-prong trailer receptacle \_\_\_\_\_ \$96.00
- Two (2) rubber wheel chocks with holder \_\_\_\_\_ \$168.00

**OPEN MARKET REQUESTED OPTIONS:** Prices shown in addition to above Sourcewell price.

- Full body harness and lanyard \_\_\_\_\_ \$281.00
- Continuous rotation \_\_\_\_\_ \$478.00
- Hydraulic platform leveling \_\_\_\_\_ \$179.00
- Chassis insulating system (Lower boom insert) \_\_\_\_\_ \$1,350.00
- Two (2) speed throttle control \_\_\_\_\_ \$523.00
- Four (4) quick disconnects with dust caps \_\_\_\_\_ \$447.00
- Ford PTO and pump in lieu of the Dodge PTO and pump \_\_\_\_\_ \$899.00
- Two (2) Star amber strobes in front grille \_\_\_\_\_ \$494.00
- Two (2) Star oval amber strobes in rear tail shelf \_\_\_\_\_ \$494.00
- Combo pintle hitch with 2" ball, pintle plate, and "D" safety rings \_\_\_\_\_ \$491.00
- Back up alarm \_\_\_\_\_ \$91.00
- 2019 Ford F550 XL 4x4 regular cab/chassis including power equipment group with keyless remote and cruise at steering wheel and rear view cameras ILO of the above Dodge 5500 4x2 cab/chassis \_\_\_\_\_ \$5,323.00
- 132" long steel service body with 24" tailshelf, curbside access, hot stick box on streetside, LED light package, master door locks, Cable access at side and rear with two grab handles at each location, and interior compartments painted grey zolatone in lieu of the above steel body \_\_\_\_\_ \$1,758.00

**TOTAL PRICE**

<b>TOTAL PRICE F.O.B. WACO, TEXAS</b>	<b>\$104,595.00</b>
<b>DELIVERY FREIGHT TO KANSAS CITY, MISSOURI.:</b>	<b>\$ 1,444.00</b>
<b>COMPLETE TOTAL PRICE F.O.B. KANSAS CITY, MISSOURI:</b>	<b>\$106,039.00</b>

**TERMS:** Net 30 days.

**SHIPMENT:** Available to ship 60 - 120 days. These are to be built stock units and are subject to prior sales.

Thank you for considering <VERSALIFT> to meet your utility equipment needs. We look forward to earning your business.

Best Regards,

***STAN TOMCHESSON***

Government Contracts Sales Coordinator

Phone: (254) 399-2167

Email: [StanTomchesson@versalift.com](mailto:StanTomchesson@versalift.com)



**FORM E**  
**CONTRACT ACCEPTANCE AND AWARD**



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 012418-TIM

Proposer's full legal name: Time Manufacturing Company

**Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.**

The effective date of the Contract will be March 14, 2018 and will expire on March 14, 2022 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion

**NJPA Authorized Signatures:**

  
\_\_\_\_\_  
NJPA DIRECTOR OF COOPERATIVE CONTRACTS  
AWARDED AGREEMENT/CPO SIGNATURE

Jeremy Schwartz  
(NAME PRINTED OR TYPED)

  
\_\_\_\_\_  
NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coquette  
(NAME PRINTED OR TYPED)

Awarded on March 12, 2018

NJPA Contract # 012418-TIM

**Vendor Authorized Signatures:**

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name VERSALIFT / TIME MANUFACTURING COMPANY

Authorized Signatory's Title QUOTE RFP MANAGER

  
\_\_\_\_\_  
VENDOR AUTHORIZED SIGNATURE

STAN TOMCHESSON  
(NAME PRINTED OR TYPED)

Executed on MARCH 13, 2018

NJPA Contract # 012418-TIM



**Form C**

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,  
AND SOLUTIONS REQUEST**



Company Name: Time Manufacturing Company

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS

*NO EXCEPTIONS*

Proposer's Signature: *Shu Cushman*

Date: 1/19/18

Review and Approved  
*[Signature]* 2/28/18  
NJPA Legal Department

**NJPA's clarification on exceptions listed above:**

Contract Award  
RFP #012418

FORM D



Formal Offering of Proposal  
(To be completed only by the Proposer)

PUBLIC UTILITY EQUIPMENT WITH RELATED ACCESSORIES AND SUPPLIES

In compliance with the Request for Proposal (RFP) for PUBLIC UTILITY EQUIPMENT WITH RELATED ACCESSORIES AND SUPPLIES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: TIME MANUFACTURING CO Date: 1/19/10

Company Address: 7601 IMPERIAL DR

City: WACO State: TX Zip: 76712

CAGE Code/Duns & Bradstreet Number: CAGE CODE - 0D7C9  
DUNS # 00-750-3469

Contact Person: STAN TOMCHESSON Title: QUOTE MANAGER

Authorized Signature: *Stan Tomchesson* STAN TOMCHESSON  
(Name printed or typed)

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

**A RESOLUTION** transferring \$34,274.00 within the 2019 Grant Fund to cover the cost of a previously approved contract amendment with Burns & McDonnell and a legal services agreement with Nossaman LLP.

**RESOLUTION NO. 20300**, November 12, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, by Resolution 20066, dated December 3, 2018, the Legislature did authorize an amendment to the agreement with Burns & McDonnell relating to the Rock Island Rail Corridor Shared Use Path Project; and,

WHEREAS, on December 4, 2018, the County Counselor did execute a legal services agreement with Nossaman LLP for that firm's legal services in connection with the pending U.S. Surface Transportation Board proceeding; and,

WHEREAS, the funding encumbered for the Burns & McDonnell and Nossaman LLP agreements was an allocation from the 2016 Special Obligation Bond proceeds relating to the purchase of the Rock Island Rail Corridor; and,

WHEREAS, the bond documents contain a stipulation that any bond proceeds remaining unspent as of April 27, 2019, are required to be returned to debt service, making the funds encumbered on these contracts no longer available for these expenditures; and,

WHEREAS, the County is in receipt of invoices for the final payments to be made on these contracts; and,

WHEREAS, the proposed new source of funding is a contingency fund balance for the Rock Island Shared Use Path Project that is composed of available non-federal (local) funds; and,

WHEREAS, these funds have been placed in the Grant Fund, to be used solely for the Rock Island Trail Project and, in order to use these funds for the required final payments, the funds will need to be moved to a more appropriate spending line within the budget; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer within the 2019 Grant Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund			
Rock Island Rail			
Corridor Grant			
010-3602	58060- Other Improvements	\$34,274	
010-3602	56020- Legal Services		\$12,300
010-3602	56790- Other Contractual Svc.		\$21,974

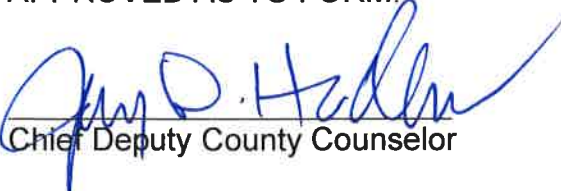
and,

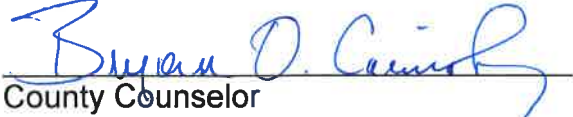
BE IT FURTHER RESOLVED that the Director of the Department of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the indicated contracts.

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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. 20300 of November 12, 2019, was duly passed on \_\_\_\_\_, 2019 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: 010 3602 58060  
ACCOUNT TITLE: Grant Fund  
Rock Island Rail Corridor Grant  
Other Improvements  
NOT TO EXCEED: \$32,274.00

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: 010 3602 56020  
ACCOUNT TITLE: Grant Fund  
Rock Island Rail Corridor Grant  
Legal Services  
NOT TO EXCEED: \$12,300.00

ACCOUNT NUMBER: 010 3602 56790  
ACCOUNT TITLE: Grant Fund  
Rock Island Rail Corridor Grant  
Other Contractual Services  
NOT TO EXCEED: \$21,974.00

11/7/19  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION  
EXECUTIVE OFFICE**

OCT 29 2019

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 20300

Sponsor(s): Crystal Williams

Date: November 12, 2019

OCT 29 '19 PM 1:15

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: A Resolution transferring \$34,274.00 from within the Rock Island Grant Fund to cover the cost of a previously approved Contract Amendment with Burns and McDonnell and Legal Services from Nossaman LLP.</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>\$34,274.</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0.</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$0.</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$34,274</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 010-3602-58060 Rock Island Rail Corridor Grant Fund</td> <td>\$34,274.</td> </tr> <tr> <td>To: 010-3602-56790 Other Contractual</td> <td>\$21,974.</td> </tr> <tr> <td>010-3602 56020 Legal Services</td> <td>\$12,300.</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:	\$34,274.	Amount previously authorized this fiscal year:	\$0.	Total amount authorized after this legislative action:	\$0.	Amount budgeted for this item * (including transfers):	\$34,274	Source of funding (name of fund) and account code number: 010-3602-58060 Rock Island Rail Corridor Grant Fund	\$34,274.	To: 010-3602-56790 Other Contractual	\$21,974.	010-3602 56020 Legal Services	\$12,300.
Amount authorized by this legislation this fiscal year:	\$34,274.														
Amount previously authorized this fiscal year:	\$0.														
Total amount authorized after this legislative action:	\$0.														
Amount budgeted for this item * (including transfers):	\$34,274														
Source of funding (name of fund) and account code number: 010-3602-58060 Rock Island Rail Corridor Grant Fund	\$34,274.														
To: 010-3602-56790 Other Contractual	\$21,974.														
010-3602 56020 Legal Services	\$12,300.														
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): 5231 6/12/19                  Prior resolutions and (date): 20047 11/13/18, 20066 12/3/2018; 20066 12/3/2018;</p>														
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Matt Davis Rock Island Program Manager, 816-503-4849</p>														
<p><b>REQUEST SUMMARY</b></p>	<p>This Resolution would transfer \$34,274.00 from within the Rock Island Grant Fund to cover the cost of a contract amendment with Burns and McDonnell and legal services from Nossaman LLP. The intended source of funds for both items was the 2016 Special Obligation Bond Proceeds related to the purchase of the Rock Island Rail Corridor. However, bond documentation stipulated that as of April 27, 2019, any remaining bond proceeds were required to return to debt service. Therefore, these funds were no longer available for these expenditures. Both invoices represent the final payments to be made on either contract.</p> <p>The proposed new source of funding is a contingency fund balance for the Rock Island Shared Use Path project comprised of non-federal (local) funds. These funds have been placed in the Grant Fund and are to be used solely for the Rock Island Trail project. In order to use these funds for the intended purpose, they must be moved to a more appropriate line within the budget.</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>COMPLIANCE</b></p>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals</p>														



	<input type="checkbox"/> VBE Goals	
ATTACHMENTS	Burns & McDonnell invoice no. 95731-20, Nossman invoice 493940	
REVIEW	Department Director:	Date:
	<i>Michael A. ...</i>	10-23-19
	Finance (Budget Approval) If applicable	Date:
	<i>David M. ...</i>	10/29/19
Division Manager:	Date:	10/29/19
County Counselor's Office:	<i>Bryan ...</i>	Date: 11/7/2019

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:
010-3602-58060	Rock Island Rail Corridor Grant Fund	\$34,274.00


- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: October 29, 2019

RES # 20300

Department / Division	Character/Description	From	To
<b>Grant Fund - 010</b>			
3602 - Rock Island Rail Corridor Grant	58060 - Other Imprvements	34,274	
3602 - Rock Island Rail Corridor Grant	56020 - Legal Services		12,300
3602 - Rock Island Rail Corridor Grant	56790 - Other Contractual Services		21,974
 10/29/19 Budgeting		\$ 34,274	\$ 34,274



CREATE AMAZING.

August 29, 2019

Invoice: 95731-20  
 Federal ID: 43-0956142  
 Client Document: 07-0090

<p>JACKSON COUNTY MISSOURI          MATT DAVIS          415 E 12TH ST          KANSAS CITY MO 64106</p>	<p><b>SEND PAYMENT TO:</b>          Burns &amp; McDonnell Engineering Co., Inc.          PO Box 411883          Kansas City, MO 64141-1883</p> <p>Reference Invoice Number with Payment</p> <p><b>TERMS: PAYABLE UPON RECEIPT -          LATE CHARGE AFTER 30 DAYS</b></p>	<p><b>WIRE INSTRUCTIONS:</b>          Account: 9801192345          Routing: 101000695          SWIFT Code: UMKCUS44          United Missouri Bank          1010 Grand          KANSAS CITY, MO 64141          (816)-860-7000</p>
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Professional Engineering Services for Rock Island Rail Corridor Path - Jackson County, MO

SERVICE THROUGH: 31-Jul-2019

**EXPENSE**

(See Attached)

21,883.74

Subtotal Amount	21,883.74
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<b>TOTAL AMOUNT DUE THIS INVOICE</b>	<b>21,883.74 USD</b>
--------------------------------------	----------------------

Contract Maximum	2,035,800.00
Less Total Billed to Date	2,035,710.06
Amount Remaining	89.94

Email: DMDavis@jacksongov.org

**Thank you for your business. We appreciate the opportunity to serve you.**

Project Manager: Dave Hurt 816-822-3426 dhurt@burnsmcd.com  
 Invoice Inquiry: Emily Kallstrom 816-995-9282 ekallstrom@burnsmcd.com

<b>Subcontracts Expense</b>						
<b>PO No.</b>	<b>Invoice No.</b>	<b>Supplier</b>	<b>Expenditure Type</b>	<b>Cost</b>	<b>Markup/Markdown</b>	<b>Billed Amount</b>
117734	16-7094-116/18	GATEWAY GEOTECHNICAL LLC	5044 TESTING SERVICES	7,408.68		7,408.68
116039	16.041.01.12	HG CONSULT INC	5020 ENGINEERING SERVICES	6,356.94		6,356.94
116038	INV-0003332673	TRANSYSTEMS CORPORATION	5020 ENGINEERING SERVICES	3,005.00		3,005.00
116038	INV-0003446216	TRANSYSTEMS CORPORATION	5020 ENGINEERING SERVICES	1,325.00		1,325.00
116038	INV-0003462354	TRANSYSTEMS CORPORATION	5020 ENGINEERING SERVICES	3,786.76		3,786.76
<b>Subcontracts Expense Total</b>				<b>21,882.38</b>		<b>21,882.38</b>

<b>Other Expense</b>				
	<b>Expenditure Type</b>	<b>Cost</b>	<b>Markup/Markdown</b>	<b>Billed Amount</b>
	PRINTING - INTERNAL	0.06		0.06
	PRINTING COLOR - INTERNAL	1.30		1.30
<b>Other Expense Total</b>		<b>1.36</b>		<b>1.36</b>

<b>Expense Subtotal: Amount</b>	<b>21,883.74</b>
---------------------------------	------------------

PO - 117734  
 PROJECT NO - 95731  
 TASK - 1TRN-KCM.6.6  
 NET 30 DAYS



148 Chesterfield Industrial Boulevard, Suite E  
 Chesterfield, Missouri 63005  
 O 636 532 7747  
 F 636 294 3027

Burns & McDonnell  
 Mr. David Hurt  
 9400 Ward Parkway  
 Kansas City, MO 64114

Invoice number 16-7094-11 6/18  
 Date 08/15/2018  
 Project 16-7094-11 ROCK ISLAND SHARED USE PATH

BILLING THROUGH JUNE 30, 2018

**GEOTECHNICAL SERVICES NTE  
 PROGRESS OVERSIGHT**

Director of Geotechnical Services, PE  
**ANALYSIS AND RECOMMENDATIONS**

Hours	Rate	Billed Amount
0.50	170.00	85.00

Senior Geotechnical Engineer, PE  
**REPORT PREPARATION AND REVIEW**

Hours	Rate	Billed Amount
16.00	115.00	1,840.00

Senior Geotechnical Engineer, PE  
 Director of Geotechnical Services, PE

Hours	Rate	Billed Amount
13.50	115.00	1,552.50
2.25	170.00	382.50

**SUPPLEMENTAL GEOTECHNICAL SERVICES NTE  
 SCHEDULING/COORDINATION**

Senior Geotechnical Engineer, PE  
 Director of Geotechnical Services, PE

Hours	Rate	Billed Amount
3.00	115.00	345.00
0.25	170.00	42.50

**REIMBURSABLES  
 Consultant**

Sub Consultant  
 TSi Geotechnical, Inc.

Billed Amount
3,161.18

Invoice total **7,408.68**

**Aging Summary**

Last Approved By:	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
MANAGER 9/13/2018 3:00:30 AM	06/27/2018	2,772.50			2,772.50		
PM Approval DHURT 9/13/2018	08/15/2018	7,408.68	7,408.68				

9/13/2018 Burns & McDonnell

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
16-7094-11 7/18	08/21/2018	3,513.50	3,513.50				
	Total	13,694.68	10,922.18	0.00	2,772.50	0.00	0.00

**NOTICE TO OWNER**

**FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMO. TO AVOID THIS RESULT YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.**



Project 95731  
 PO 116039  
 Task 1TRN-KCM.6.2

**INVOICE (FINAL)**

From **HG Consult, Inc.**  
 9830 N. Kentucky Ave.  
 Kansas City, MO 64157

Invoice ID | **16.041.01.12**  
 Issue Date | 8/12/2018  
 Due Date | (Net 30 days)  
 Hg Project | 16.041.01  
 Project | **Rock Island Trail**

Invoice For **Burns & McDonnell**  
 9400 Ward Parkway Kansas  
 City, MO 64114  
**Attn: Dave Hurt, PE**

PN 95731  
 PO 116039

**Invoice Summary**

Description	Current Billed	Prior Billed	Total Billed	Contract Amount	Remaining
<b>Total</b>	<b>\$6,356.94</b>	<b>\$89,664.54</b>	<b>\$96,021.48</b>	<b>\$96,021.48</b>	<b>0.00</b>

**Professional Services by Phase**

**Phase 2: Final Design**  
 Professional Fees

	Units	Rate	Total Amount
Dave Kocour	0.50	\$182.43	\$91.22
Earl Harrison	9.00	\$191.25	\$1,721.25
Richard Michael	100.50	\$103.00	\$10,351.50
Robert Goodwillie	1.00	\$191.25	\$191.25
<b>Professional Fees subtotal</b>	<b>111.00</b>		<b>\$12,355.22</b>

Invoice subtotal	\$12,355.22
Invoice adjustment	(\$5,998.28)
<b>Amount to be Paid:</b>	<b>\$6,356.94</b>

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
16.041.01.12	08/12/2018	\$6,356.94	\$6,356.94				
<b>Total</b>		<b>\$6,356.94</b>	<b>\$6,356.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Last Approved By:  
 MANAGER 8/20/2018  
 8:20:22 AM  
 PM Approval  
 DHURT  
 8/20/2018

Invoice number 16.041.01.12

Invoice date 08/12/2018

**Timesheet Details**

Dave Kocour

Timesheet Date: 04/15/2018

Project	Phase	Activity	Employee Type	Mon-09	Tue-10	Wed-11	Thu-12	Fri-13	Sat-14	Sun-15	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Project Manager	0.50							0.50

**Timesheet Details**

Earl Harnison

Timesheet Date: 07/01/2018

Project	Phase	Activity	Employee Type	Mon-25	Tue-26	Wed-27	Thu-28	Fri-29	Sat-30	Sun-01	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Project Manager		2.00		1.00				3.00

Timesheet Date: 06/24/2018

Project	Phase	Activity	Employee Type	Mon-18	Tue-19	Wed-20	Thu-21	Fri-22	Sat-23	Sun-24	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Project Manager		1.00			1.00			2.00

Timesheet Date: 06/03/2018

Project	Phase	Activity	Employee Type	Mon-28	Tue-29	Wed-30	Thu-31	Fri-01	Sat-02	Sun-03	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Project Manager		1.00		2.00	1.00			4.00

**Timesheet Details**

Richard Michael

Timesheet Date: 06/24/2018

Project	Phase	Activity	Employee Type	Mon-18	Tue-19	Wed-20	Thu-21	Fri-22	Sat-23	Sun-24	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Employee		4.50	1.00					5.50

Timesheet Date: 05/27/2018

Project	Phase	Activity	Employee Type	Mon-21	Tue-22	Wed-23	Thu-24	Fri-25	Sat-26	Sun-27	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Employee	9.50	9.00	6.00					24.50

Timesheet Date: 05/20/2018

Project	Phase	Activity	Employee Type	Mon-14	Tue-15	Wed-16	Thu-17	Fri-18	Sat-19	Sun-20	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Employee	8.00	5.00	9.00	9.00	3.00			34.00

Timesheet Date: 05/13/2018

Project	Phase	Activity	Employee Type	Mon-07	Tue-08	Wed-09	Thu-10	Fri-11	Sat-12	Sun-13	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Employee	7.50	5.00	9.00	11.50	1.50	2.00		36.50



**Timesheet Details**

**Robert Goodwille**

**Timesheet Date: 04/08/2018**

Project	Phase	Activity	Employee Type	Mon-02	Tue-03	Wed-04	Thu-05	Fri-06	Sat-07	Sun-08	Total
16.041.01 Rock Island Trail	Ph2 - Final Design Project Management	Billable Labor	Administrator				1.00				1.00



# Invoice

Please remit payment to:  
P.O. Box 71368  
Chicago, IL 60694-1368

TranSystems Corporation  
www.transystems.com

If you have any questions, please call:  
(816) 329-8600

**Client:**

Burns & McDonnell  
Attn: Ronald L. Schikevitz  
9400 Ward Parkway  
Kansas City, MO 64114

Project 95731  
PO 116038  
Task 1TRN KCM 6.1

**Reference:**

Invoice Date: 8/10/2018  
Project No: P101150264  
Invoice No: INV-0003332673  
Purchase Order No: 116038

Project Name: Jackson County Rock Island Trail Design

For professional services rendered through July 20, 2018 for the above referenced project.

Staff Type	Name	Rate	Hours	Amount
<b>Labor</b>				
Civil Engineer 2	Jacob A. Ambrose	160.00	11.00	\$1,760.00
Structural Engineer 3	Kandi R. Spraggs	166.00	7.50	\$1,245.00
<b>Total Labor</b>			<b>18.50</b>	<b>\$3,005.00</b>
<b>Invoice Total</b>				<b>\$3,005.00</b>

TranSystems Corporation

Sara Clark

Sara J. Clark  
Project Manager

Contract Amount	\$793,098.60
Previously Billed	\$782,185.55
Billing this Period	\$3,005.00
Contract Amount Remaining	\$7,908.05

**TERMS: PAYABLE UPON RECEIPT**

1 1/2% INTEREST CHARGE PER MONTH WILL BE ADDED TO ALL PAST DUE INVOICES OLDER THAN 45 DAYS IF INDICATED IN THE CONTRACT TERMS

Last Approved By:  
MANAGER 10/24/2018  
8:05:25 AM  
PM Approval  
RWILLIAMS  
10/24/2018

Payment due upon receipt payable in U.S. dollars unless otherwise contracted. Pursuant to Internal Revenue Code Section 274, sufficient evidence and documentation is available upon request.

**Rock Island Corridor Shared Use Path**  
**Project Budget Progress Report**  
*TranSystems Corporation*

Report Period:	16
Job-to-Date Month:	8/10/2018
Phase 1 Contract Amt:	\$478,553.60
Phase 2 Contract Amt:	\$3,454,000
Phase 1 Hours	3,324
Phase 2 Hours	2,300
Amendment Hours	100
Phase 1 Labor	\$470,684.00
Phase 1 Expenses	\$7,869.60
Phase 2 Labor	\$3,359,000
Phase 2 Expenses	\$986.00

Budget Item	Budget		Job-to-Date Billed		% Spent/Billed	Job Progress Complete to Date	Fee Earned to Date
	Labor Hours	Fee	Labor Hours	Fee			
<b>Labor Hours</b>							
Task 1: Project Administration	102		102.5		107.59%	100.00%	
Task 2: Best Path of Trail Planning	114		115.0		106.94%	100.00%	
Task 3: Environmental Clearance	548		532.5		95.22%	100.00%	
Task 4: Design Direction and Documentation	66		58.0		104.36%	100.00%	
Task 5: Preliminary Plan Development	2,494		2,525.0		101.76%	100.00%	
<b>Total Hours</b>	<b>3,324</b>		<b>3,455.0</b>		<b>100.35%</b>		
<b>Fee on Labor</b>		<b>\$470,684.00</b>		<b>\$475,162.50</b>	<b>103.95%</b>	<b>100.00%</b>	<b>\$470,684.00</b>
<b>Direct Expenses</b>		<b>\$7,869.60</b>		<b>\$3,390.86</b>	<b>43.09%</b>	<b>100.00%</b>	<b>\$7,869.60</b>
<b>Grand Total</b>		<b>\$478,553.60</b>		<b>\$478,553.36</b>	<b>100.00%</b>		<b>\$478,553.60</b>

Budget Item	Budget		Job-to-Date Billed		% Spent/Billed	Job Progress Complete to Date	Fee Earned to Date
	Labor Hours	Fee	Labor Hours	Fee			
<b>Labor Hours</b>							
Task 6: Project Administration	160		153.5		107.13%	95.00%	
Task 7: Right of Way Plans	414		63.5		127.45%	100.00%	
Task 8: Final PS&E	1,700		1,329.0		91.37%	92.00%	
Task 9: Bid Period Services	26		-		0.00%	0.00%	
<b>Total Hours</b>	<b>2,300</b>		<b>2,127.0</b>		<b>97.05%</b>		
<b>Fee on Labor</b>		<b>\$313,559.00</b>		<b>\$307,023.05</b>	<b>97.92%</b>	<b>96.00%</b>	<b>\$307,287.92</b>
<b>Direct Expenses</b>		<b>\$986.00</b>		<b>\$247.19</b>	<b>25.07%</b>	<b>25.00%</b>	<b>\$246.56</b>
<b>Grand Total</b>		<b>\$314,545.00</b>		<b>\$307,270.24</b>	<b>97.69%</b>		<b>\$307,534.32</b>



# Invoice

Please remit payment to:  
P.O. Box 71368  
Chicago, IL 60694-1368

TranSystems Corporation

www.transystems.com

If you have any questions, please call:  
(816) 329-8600

**Client:**

Burns & McDonnell  
Attn: Dave Hurt  
9400 Ward Parkway  
Kansas City, MO 64114

Project 95731  
PO 116038  
Task 1TRN KCM 6.1

**Reference:**

Invoice Date: 5/31/2019  
Project No: P101150264  
Invoice No: INV-0003446216  
Purchase Order No: 116038

Project Name: Jackson County Rock Island Trail Design

For professional services rendered through May 24, 2019 for the above referenced project.

Staff Type	Name	Rate	Hours	Amount
<b>Labor</b>				
Civil Engineer 4	John W. Zimmermann	225.00	5.00	\$1,125.00
	Sara J. Clark	200.00	1.00	\$200.00
<b>Total Labor</b>			<b>6.00</b>	<b>\$1,325.00</b>
<b>Invoice Total</b>				<b>\$1,325.00</b>

TranSystems Corporation

*Sara Clark*

Sara J. Clark  
Project Manager

Contract Amount	\$913,812.60
Previously Billed	\$889,327.30
Billing this Period	\$1,325.00
Contract Amount Remaining	\$23,160.30

**TERMS: PAYABLE UPON RECEIPT**

1 1/2% INTEREST CHARGE PER MONTH WILL BE ADDED TO ALL PAST DUE INVOICES OLDER THAN 45 DAYS IF INDICATED IN THE CONTRACT TERMS

Last Approved By:  
MANAGER 6/5/2019  
7:55:32 AM  
PM Approval  
DHURT  
6/5/2019

Payment due upon receipt payable in U.S. dollars unless otherwise contracted. Pursuant to Internal Revenue Code Section 274, sufficient evidence and documentation is available upon request.

**Rock Island Corridor Shared Use Path  
Project Budget Progress Report  
TransSystems Corporation**

Report Period:	19
Job-to-Date Month:	5/24/2019
Phase 1 Contract Amt:	\$478,553.60
Phase 2 Contract Amt:	\$435,259.00
Phase 1 Hours	3,324
Phase 2 Hours	3,118
Amendment Hours	918
Phase 1 Labor	\$470,684.00
Phase 1 Expenses	\$7,869.60
Phase 2 Labor	\$434,273.00
Phase 2 Expenses	\$986.00

Budget Item	Budget		Job-to-Date Billed		% Spent/Billed	Job Progress Complete to Date	Fee Earned to Date
	Labor Hours	Fee	Labor Hours	Fee			
<b>Labor Hours</b>							
Task 1: Project Administration	102		102.5		107.59%	100.00%	
Task 2: Best Path of Trail Planning	114		135.0		106.94%	100.00%	
Task 3: Environmental Clearance	548		534.5		95.22%	100.00%	
Task 4: Design Direction and Documentation	66		58.0		104.36%	100.00%	
Task 5: Preliminary Plan Development	2,494		2,625.0		101.26%	100.00%	
<b>Total Hours</b>	3,324		3,455.0		100.95%		
<b>Fee on Labor</b>		\$470,684.00		\$475,162.50	100.95%	100.00%	\$470,684.00
<b>Direct Expenses</b>		\$7,869.60		\$3,990.86	43.09%	100.00%	\$7,869.60
<b>Grand Total</b>		\$478,553.60		\$478,553.36	100.00%		\$478,553.60

Budget Item	Budget		Job-to-Date Billed		% Spent/Billed	Job Progress Complete to Date	Fee Earned to Date
	Labor Hours	Fee	Labor Hours	Fee			
<b>Labor Hours</b>							
Task 6: Project Administration	160		163.5		107.13%	90.00%	
Task 7: Right of Way Plans	414		634.5		127.45%	100.00%	
Task 8: Final PS&E	2,282		1,992.0		97.94%	100.00%	
Task 9: Bid Period Services	122		68.8		46.53%	100.00%	
Task 10: Construction Services	140		6.0		5.41%	5.00%	
<b>Total Hours</b>	3,118		2,864.8		94.84%		
<b>Fee on Labor</b>		\$434,273.00		\$411,851.75	94.84%	95.00%	\$412,559.35
<b>Direct Expenses</b>		\$986.00		\$247.19	25.07%	25.00%	\$246.50
<b>Grand Total</b>		\$435,259.00		\$412,098.94	94.68%		\$412,805.85



# Invoice

Please remit payment to:  
P.O. Box 71368  
Chicago, IL 60694-1368

TranSystems Corporation  
www.transystems.com

If you have any questions, please call:  
(816) 329-8600

**Client:**

Burns & McDonnell  
Attn: Dave Hurt  
9400 Ward Parkway  
Kansas City, MO 64114

Project 95731  
PO 116038  
Task 1TRN KCM 6.1

**Reference:**

Invoice Date: 7/5/2019  
Project No: P101150264  
Invoice No: INV-0003462354  
Purchase Order No: 116038

Project Name: Jackson County Rock Island Trail Design

For professional services rendered through June 28, 2019 for the above referenced project.

Staff Type	Name	Rate	Hours	Amount
Civil Engineer 4	John W. Zimmermann	225.00	1.00	\$225.00
Civil Engineer 3	Romika Surani	130.00	19.00	\$2,470.00
Structural Engineer 3	Kandi R. Spraggs	166.00	6.50	\$1,079.00
<b>Total Labor</b>			<b>26.50</b>	<b>\$3,774.00</b>
<b>Reimbursables</b>				
Mileage - Personal Vehicle				\$12.76
<b>Total Reimbursables</b>				<b>\$12.76</b>
<b>Invoice Total</b>				<b>\$3,786.76</b>

TranSystems Corporation

*Sara Clark*

Sara J. Clark  
Project Manager

Contract Amount	\$913,812.60
Previously Billed	\$890,652.30
Billing this Period	\$3,786.76
Contract Amount Remaining	\$19,373.54

**TERMS: PAYABLE UPON RECEIPT**

**1 1/2% INTEREST CHARGE PER MONTH WILL BE ADDED TO ALL PAST DUE INVOICES OLDER THAN 45 DAYS IF INDICATED IN THE CONTRACT TERMS**

Last Approved By:  
MANAGER 7/17/2019  
12:35:42 PM  
PM Approval  
DHURT  
7/17/2019

Payment due upon receipt payable in U.S. dollars unless otherwise contracted. Pursuant to Internal Revenue Code Section 274, sufficient evidence and documentation is available upon request.

**Rock Island Corridor Shared Use Path  
Project Budget Progress Report  
TransSystems Corporation**

Report Period:	20
Job-to-Date Month:	6/28/2019
Phase 1 Contract Amt:	\$478,553.60
Phase 2 Contract Amt:	\$435,259.00
Phase 1 Hours	3,324
Phase 2 Hours	3,118
Amendment Hours	918
Phase 1 Labor	\$470,684.00
Phase 1 Expenses	\$7,869.60
Phase 2 Labor	\$434,273.00
Phase 2 Expenses	\$986.00

Budget Item	Budget		Job-to-Date Billed		Spent/Billed	Job Progress Complete to Date	Fee Earned to Date
	Labor Hours	Fee	Labor Hours	Fee			
<b>Labor Hours</b>							
Task 1: Project Administration	102		102.5		107.59%	100.00%	
Task 2: Best Path of Trail Planning	114		135.0		106.94%	100.00%	
Task 3: Environmental Clearance	548		534.5		95.22%	100.00%	
Task 4: Design Direction and Documentation	66		58.0		104.36%	100.00%	
Task 5: Preliminary Plan Development	2,494		2,625.0		101.26%	100.00%	
Total Hours	3,324		3,455.0		100.95%	100.00%	\$470,684.00
<b>Fee on Labor</b>		\$470,684.00		\$475,162.50	100.95%	100.00%	\$7,869.60
<b>Direct Expenses</b>		\$7,869.60		\$3,390.86	43.09%	100.00%	
Grand Total		\$478,553.60		\$478,553.36	100.00%		\$478,553.60

Budget Item	Budget		Job-to-Date Billed		Spent/Billed	Job Progress Complete to Date	Fee Earned to Date
	Labor Hours	Fee	Labor Hours	Fee			
<b>Labor Hours</b>							
Task 6: Project Administration	160		163.5		107.13%	90%	
Task 7: Right of Way Plans	414		634.5		127.45%	100%	
Task 8: Final PS&E	2,282		1,992.0		97.94%	100%	
Task 9: Bid Period Services	122		68.8		46.53%	100%	
Task 10: Construction Services	140		32.5		20.83%	20%	
Total Hours	3,118		2,891.3		95.71%		
<b>Fee on Labor</b>		\$434,273.00		\$415,625.75	95.71%	95%	\$412,559.35
<b>Direct Expenses</b>		\$986.00		\$259.95	26.36%	26%	\$259.32
Grand Total		\$435,259.00		\$415,885.70	95.55%		\$412,818.67

<b>Fee on Labor</b>	\$504,957.00	\$890,788.25	\$14,168.75
<b>Direct Expenses</b>	\$8,855.60	\$3,650.81	\$5,204.79
Grand Total	\$913,812.60	\$894,439.06	\$19,373.54

Argos Printing Charges

Report Run Date: 08/29/2019 11:54 AM  
Page: 1 of 1

Burns and McDonnell - Argos Detail  
ROCK ISLAND CORRIDOR SUP

PROJECT	EXPENDITURE TYPE	NUMBER	NAME	ITEM DATE	COPIES	SIZE1	SIZE2	COLOR	AMOUNT
95731	PRINTING - INTERNAL	12142	Carroll, Michael	10-APR-18	1	8.5000000	11.0000000	B/W	\$0.06
Total Copies: 1									Total Amount: \$0.06

PROJECT	EXPENDITURE TYPE	NUMBER	NAME	ITEM DATE	COPIES	SIZE1	SIZE2	COLOR	AMOUNT
95731	PRINTING COLOR - INTERNAL	12142	Carroll, Michael	10-APR-18	1	8.5000000	11.0000000	Color	\$0.40
Total Copies: 1									Total Amount: \$0.40

PROJECT	EXPENDITURE TYPE	NUMBER	NAME	ITEM DATE	COPIES	SIZE1	SIZE2	COLOR	AMOUNT
95731	PRINTING COLOR - INTERNAL	12142	Carroll, Michael	11-APR-18	1	11.0000000	17.0000000	Color	\$0.90
Total Copies: 1									Total Amount: \$0.90

Project Total Copies: 3	Project Total Amount: \$1.36
Report Total Copies : 3	Report Total Amount: \$1.36





**INVOICE**

ATTORNEYS AT LAW

777 South Figueroa Street  
34<sup>th</sup> Floor  
Los Angeles, CA 90017  
T 213.612.7800  
F 213.612.7801

Tax Identification No.  
95-2219542

April 2, 2019

Jay D. Hayden  
Interim County Counselor  
Jackson County, Missouri  
Jackson County Courthouse, 2nd Floor  
415 East 12th Street  
Kansas City, MO 64106

Client: 502015  
Matter: 0002  
Invoice: 493940  
KMS1

Re: Reply and Abandonment Filing

Fees for Professional Services Rendered through  
02/28/19: 12,300.00

Disbursements made to your Account through  
02/28/19: 0.00

**Total Due on Bill: \$12,300.00**

\*\*\* Remittance Address: \*\*\*  
Nossaman LLP \*\*\*  
777 South Figueroa Street  
34<sup>th</sup> Floor  
Los Angeles, CA 90017

Wire/ACH Instructions:  
Wells Fargo Bank  
420 Montgomery Street  
San Francisco, CA 94104  
Routing Number (Wire Transfer): 121000248  
Routing Number (ACH): 122000247  
Account Number: 4123806820  
Swift Code (for international wires): WFBUS66  
Beneficiary: Nossaman, LLP  
Client Name & File Number: (Invoice Number)

Jackson County, Missouri  
04/02/19

Client: 502015  
Matter: 0002  
Invoice: 493940  
Re: Reply and Abandonment Filing

FEE DETAIL:

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
02/05/19	EJF	Review STB decision; follow up with J. Marks and K. Sheys regarding possible next steps.	0.30	255.00
02/05/19	JJM	Analyze STB decision initiating a proceeding.	1.30	520.00
02/05/19	JJM	Analyze Jackson County's prior filings.	2.20	880.00
02/05/19	JJM	Respond to K. Sheys requests for information.	2.80	1,120.00
02/05/19	KMS1	Review STB decision and relevant portions of opposition and client pleadings; prepare outline for client strategy call.	2.70	2,430.00
02/06/19	EJF	Discussion with J. Marks and K. Sheys regarding potential options for responding to STB decision; teleconference with Jackson County client group regarding same.	2.50	2,125.00
02/06/19	JJM	Prepare for call with Jackson County.	1.90	760.00
02/06/19	JJM	Teleconference with Jackson County attorneys, chief of staff to County Executive, Matt Davis and members of parks staff.	1.40	560.00
02/06/19	KMS1	Preparation call; call with client group to outline options; follow up points.	2.50	2,250.00
02/08/19	JJM	Review STB's mediation procedures	1.30	520.00
02/08/19	JJM	Draft letter to STB requesting mediation and placing the proceeding into abeyance.	1.80	720.00
02/08/19	JJM	Submit filing to the STB.	0.40	160.00
<b>TOTAL FEES:</b>				<b>\$12,300.00</b>

TIMEKEEPER RECAP:

<u>Timekeeper</u>	<u>Initials</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Fishman, Edward J.	EJF	2.80	850.00	2,380.00
Marks, Justin J.	JJM	13.10	400.00	5,240.00
Sheys, Kevin M.	KMS1	5.20	900.00	4,680.00
<b>TOTALS:</b>		<b>21.10</b>		<b>\$12,300.00</b>

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

**A RESOLUTION** authorizing the Jackson County Legislature to hold a closed meeting on Tuesday, November 12, 2019, 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. 20301**, November 12, 2019

**INTRODUCED BY** Theresa Galvin, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Tuesday, November 12, 2019, 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 Tuesday, November 12, 2019, 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. 20301 of November 12, 2019, was duly passed on \_\_\_\_\_, 2019 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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



**FILED**  
NOV 06 2019  
MARY JO SPINO  
COUNTY CLERK

3:09 SE

**FRANK WHITE, JR.**  
Jackson County Executive

**EXECUTIVE ORDER NO. 19-28**

**TO: MEMBERS OF THE LEGISLATURE  
CLERK OF THE LEGISLATURE**

**FROM: FRANK WHITE, JR.  
JACKSON COUNTY EXECUTIVE**

**DATE: November 6, 2019**

**RE: APPOINTMENT OF DIRECTOR OF HUMAN RESOURCES**

I hereby appoint Kenneth E. Romine, as Director of Human Resources, to fill the vacancy occasioned by the resignation of Dennis Dumovich, effective December 9, 2019. A copy of Mr. Romine's resume is attached.

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

Date: 11/6/19



**Kenneth E. Romine**  
Lansing, KS  
ken.romine@yahoo.com  
www.linkedin.com/in/ken-romine

---

## **Chief Operating Officer | Human Resources Business Partner**

---

Motivated, results-oriented executive leader with 22+ years of expertise in HR functions and operations. Responsible for interpreting information related to the organization's operations from internal and external sources. Exceptional skills in implementation of teams and systems to provide business solutions which increase operational efficiencies, delivering bottom-line results through effective design, development, and execution of systems to reduce and save costs.

- Human Resources
- Account Management
- Change Management
- Training & Development
- Financial Forecasting
- Project Management
- Labor Relations
- Customer Support
- Policies & Procedures

---

## **Professional Experience**

---

### **Aegis Premier Solutions, Topeka, KS** **Chief Operating Officer**

**2019-Present**

Recruited by the CEO and charged with building infrastructure to help this \$10M+ annual revenue processing solution company remain and thrive in a competitive market. Led and directed all Operations, Strategic Planning, Business Development, IT, Accounting, Human Resources and Conflict Management with 180+ employees and a network of 80+ Clients. Established and maintained operating standards, regulatory compliance and total quality management while maintaining a current level of knowledge industry-related trends and compliance standards to ensure a cohesive structure within the organization.

- Orchestrated the development of Mission Statement & Corporate Values, as well as detailed action plan.
- Refined organizational structure to consolidate, streamline and delineate necessary functions. Achieved fill-in rate of 90% for all leadership roles.
- Built high performance organization and teams by revamping HR structure and aligning decision making with strategic goals, resulting in happy, hardworking employees emotionally vested in success of the organization.
- Oversaw all master contract renewals and ensured contractual obligations were being met by all contracting parties.
- Expertly ran the day to day operations of this complicated multi-disciplinary organization thus reducing labor costs by 38% and increasing revenue by 21%.
- Mentored and developed staff using a supportive and collaborative approach: assigning accountabilities; set objectives, established priorities, and monitor and evaluated results
- Instilled a human capital development and "coaching" culture; upgraded human resources functions including: training, development, compensation and benefits, employee relations, performance evaluation, and recruiting.
- Implemented improved accounting procedures that provides real time data and analytics.

**VFW National Headquarters, Kansas City, MO**  
**Director of Operations, Member Services**

**2017-2019**

Responsible for member services and sales for the VFW, providing membership dues processing, emblem and supply sales, and technical support for Online Membership Service. Leads, develops and executes operation strategies that drive and support achievement of company goals and objectives across 53 departments worldwide.

- Selected by the CEO as part of the Executive Leadership Team to implement a long term strategic plan with a vision for the future of technology and operations.
- P&L responsibility for \$15M+ of revenue, increasing ROI, while managing a \$1.1M operating budget.
- Reviewed and evaluated work flow procedures and standards while implementing procedural changes to increase productivity, effectiveness, and member satisfaction.
- Instituted key performance indicators to identify and increase the customer satisfaction rate which is currently averaging a 98.9%.

**United States Army, Leavenworth, KS**

**1997-2017**

**Chief of Human Resources Services (2013-2017)**

Led a team of 30 that was responsible for personnel services for 5,800+ soldiers, managed annual assets of \$2.6M+, and provides retiree support to 45K+ retirees and dependents.

- Spearheaded the development and evaluation of the new collective bargaining agreement, routinely negotiated grievances, conduct, and discipline.
- Routinely conducted research and analysis on a broad range of labor-management relations issues, while maintaining an effective relationship with the local union.
- Consistently maintained 95% or better Interactive Customer Evaluation rating for customer service, while managing a \$1.3M budget with zero errors.

**Sr. Human Resources Manager (2010-2013)**

Managed HR division team of 40, including customer service, finance, administrative actions, ID Cards, movement orders, promotions and awards, sponsorship, mobilization preparedness, on-boarding, recruiting, and retention for 4700+ personnel.

- Developed a marketing and recruitment strength management policy that reduced turnover within by 46%.
- Identified as having the best of 18 Human Resources offices within the Army.
- Served as a mediator for the division labor relations and EO working groups between the U.S. and Korean employees.

**Sr. Operations Manager (2008-2010)**

Directly responsible for receiving and conducting on-boarding and subsequent training for 1,200+ personnel per year. Developed cadre and company-level leaders and mentored all transitioning employees.

- Developed and implemented the Army's first smart learning training model which allowed soldiers to focus on multiple tasks.
- Instituted a comprehensive training and evaluation schedule, maximizing work-life balance to reduce "burn out" while accomplishing 100% of the mission.
- Provided fixed asset management for \$3.5M+ of equipment while managing the \$1.8 Million dollar budget with zero losses.

**Other Professional Experience**

**Chief of Operations, Equal Opportunity Leader, United States Army (2007-2008)**

**Human Resources Generalist, United States Army (1997-2007)**

**Adjunct Professor, Upper Iowa University, Leavenworth, KS (2013-Present)**



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## Education

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- **Park University, Parkville, MO**, MBA, Human Resources Management.
- **Park University, Parkville, MO**, BS, Management and Human Resources.