

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5399

Sponsor(s): Theresa Cass Galvin

Date: September 14, 2020

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$14,500 in CARES Act funding for use by the departments of Information Technology, Facilities, and County Communications to pay unanticipated COVID-19 costs for line-management software, tent rental, and neighborhood billboard rental.</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>\$14,500</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$157,500</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$172,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$14,500</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td>FROM ACCT: \$14,500</td> </tr> <tr> <td>TO: CARES Act Fund 040-1305-56661 Information Technology – Software Purchases 040-1206-56670 Facilities – Truman Courthouse – Rent - Misc 040-1221-56799-56799 County Communications- Marketing</td> <td>TO ACCT: \$9,500 \$2,500 \$2,500</td> </tr> <tr> <td style="text-align: right;">Total:</td> <td>\$14,500</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): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$14,500	Amount previously authorized this fiscal year:	\$157,500	Total amount authorized after this legislative action:	\$172,000	Amount budgeted for this item * (including transfers):	\$14,500	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	FROM ACCT: \$14,500	TO: CARES Act Fund 040-1305-56661 Information Technology – Software Purchases 040-1206-56670 Facilities – Truman Courthouse – Rent - Misc 040-1221-56799- 56799 County Communications- Marketing	TO ACCT: \$9,500 \$2,500 \$2,500	Total:	\$14,500
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): <u>#5367</u> – June 22, 2020; Prior resolutions and (date):</p>														
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Troy Schulte, County Administrator at 881-1079</p>														
<p>REQUEST SUMMARY</p>	<p>This ordinance appropriates \$9,500 in CARES Act funding to the department of Information Technology for the purpose of providing funds for the purchase of Q-Less line management software for use by all County departments, but especially Circuit Court, Assessment, Collections, and Sheriff. This software will help the County better control and manage lines that now require social distancing practices within limited space. \$2500 is provided to continue the exterior tent rental at the Truman Courthouse through the end of 2020. A total of \$2500 is provided to County Communications to rent neighborhood billboards in various locations throughout the County. These billboards will encourage and promote the wearing of masks to prevent the spread of COVID-19.</p>														
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A</p>														

	<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 N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: <i>CAO: [Signature]</i>	Date: <i>9-10-2020</i>
	Finance (Budget Approval): <i>If applicable</i>	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> APPROVED <i>By Mark Lang at 3:40 pm, Sep 09, 2020</i> </div>
	Division Manager: <i>[Signature]</i>	Date: <i>9-10-2020</i>
	County Counselor's Office: <i>[Signature]</i>	Date: <i>9-10-2020</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:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$14,500

- 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: September 9, 2020

Ord # 5399

Department / Division	Character/Description	From	To
040 CARES Act			
9999 -	32810 Undesignated Fund Balance	\$ 14,500	\$ -
1305 Information Technology	56661 Software Purchases	-	9,500
1221 Office of Communications	56799 Marketing	-	2,500
1206 Fac. Mgmt Truman Courthouse	56670 Rent – Miscellaneous		2,500
		<u>\$ 14,500</u>	<u>\$ 14,500</u>

APPROVED
By Mark Lang at 3:40 pm, Sep 09, 2020

Budget Office