

**REQUEST FOR LEGISLATIVE ACTION  
EXECUTIVE OFFICE**

Completed by County Counselor's Office:  
Res/~~Ord~~ No.: 20022  
Sponsor(s): Dan Tarwater III  
Date: October 22, 2018

**OCT 15 2018**

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A resolution transferring \$45,000 within the 2018 Anti-Drug Sales Tax to cover repairs and upgrades to the Jackson County Prosecutor's Office.</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>\$45,000.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$45,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td><b>FROM:</b> <b>Anti Drug Sales Tax</b> 008-4152-55010-Regular Salaries</td> <td>\$45,000</td> </tr> <tr> <td><b>TO:</b> <b>Anti Drug Sales Tax</b> 008-4152-56510- Maintenance and Repairs</td> <td>\$ 5,000</td> </tr> <tr> <td>008-4152-58150- Office Furniture</td> <td>\$30,000</td> </tr> <tr> <td>008-4152-58171- Personal Computer/Accessories</td> <td>\$10,000</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:	\$45,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$45,000.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number:		<b>FROM:</b> <b>Anti Drug Sales Tax</b> 008-4152-55010-Regular Salaries	\$45,000	<b>TO:</b> <b>Anti Drug Sales Tax</b> 008-4152-56510- Maintenance and Repairs	\$ 5,000	008-4152-58150- Office Furniture	\$30,000	008-4152-58171- Personal Computer/Accessories	\$10,000
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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): <b>Gina Robinson, Chief of Operations, 881-3369</b></p>																		
<p><b>REQUEST SUMMARY</b></p>	<p>This resolution requests the transfer of estimated savings "soft" salary savings in regular salaries to cover repairs and upgrades to the Jackson County Prosecutor's Office by relocating the Warrant desk staff from 1315 Locust to the 10<sup>th</sup> Floor of the downtown courthouse. This move will provide staff (approximately 8 FTE's) with Wi-Fi access and enhances the office's ability to go to a paperless environment within the Karpel case management system. Additionally, it provides necessary upgrades to hardware and software applications for prosecutors and support staff.</p>																		

CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS		
REVIEW	Department Director: <i>Clare Peters Baker</i>	Date: <i>10/10/18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: <i>10/15/18</i>
	Division Manager: <i>[Signature]</i>	Date: <i>10/15/18</i>
	County Counselor's Office:	Date:

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

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

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

**Fiscal Note:**

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

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

Date: October 15, 2018

RES # 20022

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b><u>008 Anti-Drug Sales Tax Fund</u></b>			
4152 Criminal Prosecution	55010 Regular Salaries	\$ 45,000	-
4152 Criminal Prosecution	56510 Maint. & Repair - Buildings	-	5,000
4152 Criminal Prosecution	58150 Office Furniture & Fixtures	-	30,000
4152 Criminal Prosecution	58171 Personal Computers/Accessorie	-	10,000
		<u>\$ 45,000</u>	<u>\$ 45,000</u>

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