

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Resolution No.: 19204

Sponsor(s): Dennis Waits

Date: July 11, 2016

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution transferring \$60,008.00 within the 2016 Assessment Fund for the furnishing of seasonal employees for use by the Assessment Department.</u></p>																		
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="305 548 1187 919"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$60,008</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>\$60,008</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$60,008</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT \$60,008</td> </tr> <tr> <td>045-4500-56661 (Software Purchases)</td> <td></td> </tr> <tr> <td>045-4500-55010 (Regular Salaries)</td> <td>TO ACCT</td> </tr> <tr> <td>045-4500-55040 (FICA)</td> <td>\$55,744</td> </tr> <tr> <td></td> <td>\$4,264</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:	\$60,008	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$60,008	Amount budgeted for this item * (including transfers):	\$60,008	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT \$60,008	045-4500-56661 (Software Purchases)		045-4500-55010 (Regular Salaries)	TO ACCT	045-4500-55040 (FICA)	\$55,744		\$4,264
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>																		
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Jeph Burroughs-Scanlon</p>																		
<p>REQUEST SUMMARY</p>	<p>The Assessment department is in need of four seasonal employees to assist with property appraisals and other work within the department. The requested transfer will move funds from Software Purchases to salaries for these seasonal employees.</p>																		
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																		
<p>ATTACHMENTS</p>																			

REVIEW	Department Director: <i>Deputy - Joseph Burroughs</i>	Date: <i>28 June 2016</i>
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: <i>6/28/16</i>
	Division Manager: <i>Maury Brown</i>	Date: <i>7/2/16</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: Jackson County, Missouri

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

Date: June 23, 2016 PC#                      RES # 19204

Department / Division	Character/Description	From	To
<b>Assessment Fund - 045</b>			
4500 - Non-Departmental Assessment	56661 - Software Purchases	\$ 60,008	
4500 - Non-Departmental Assessment	55010 - Regular Salaries		55,744
4500 - Non-Departmental Assessment	55040 - FICA Taxes		4,264
		\$ 60,008	\$ 60,008

 6/23/16  
Budgeting

Jackson County, Missouri  
Assessment Department  
6/23/2016

Assessment needs 4 seasonal employees at \$13.40 per hour for 6 months (1040 hours).

Add in FICA taxes

There will be no pension contributions or insurance benefits, since they will be seasonal employees

Create a fiscal note to a resolution that will transfer the required money within Non-Departmental Assessment.

From: 56661 Software Purchases

To: The appropriate salary lines

13.40 / hour X 1040 hours X 4 employees =	\$55,744
FICA at 7.65% =	<u>\$4,264</u>
Total amount needed =	<u><u>\$60,008</u></u>