

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

**A RESOLUTION** declaring certain property within the Recorder of Deeds and the Corrections Departments as surplus and unusable personal property and authorizing its disposal.

**RESOLUTION #17850**, March 12, 2012

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, the Recorder of Deeds and the Corrections Departments have miscellaneous equipment and vehicles that they can no longer use, further described and itemized in the attached Exhibits A and B; and,

WHEREAS, the Director of Finance and Purchasing recommends that said property be declared surplus and unusable and sold at auction; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the property within the various County departments, further described and itemized in Exhibits A and B, be and hereby is declared surplus, and that the Director of Finance and Purchasing be and hereby is authorized to dispose of it as indicated, pursuant to chapter 11, Jackson County Code, 1984.

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

APPROVED AS TO FORM:

Jay D. Hallen  
Chief Deputy County Counselor

W. Alfred Myers  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17850 of March 12, 2012 was duly passed on March 19, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

Nays 0

Abstaining 0

Excused  
Absent 1

3.19.12  
Date

Mary Jo Spino  
Mary Jo Spino, Clerk of Legislature



# SURPLUS/TRANSFER DECLARATION FORM

## JACKSON COUNTY, MISSOURI

### SURPLUS

R. #17850

TE-

## EXHIBIT A

TR

Date of Surplus: 9/1/10

Department Name: Recorder of Deeds      Department Code: 1801

Point of Contact: Sandae      Phone Number: 881-3191

Please Check: Select only one

Surplus       Transfer

Date Transfer Received: \_\_\_\_\_

Department Transferring Asset: \_\_\_\_\_

Department Receiving Asset: \_\_\_\_\_

Receiving Department Contact: \_\_\_\_\_

Receiving Department Phone Number: \_\_\_\_\_

Transaction Date	Fixed Asset #	Asset Description	Disposition Code*	Model Year	Make/Model	Serial/Vin Number	Useful Life**	Purchase Date	Original Cost
2/2/12	N/A	Van	X	1999	Dodge	2B7HB11ZXXK530856	Unkn	Unknown	Unknown
2/2/12	1800 & 24803	Manual pallet jack-hydraulics out	X/R/D		RoL-lift	107242	Unkn	Unknown	Unknown
2/2/12	16450	Manual pallet jack-wheels bad	X/R/D		Interthor Inc	156566	Unkn	Unknown	Unknown
2/2/12	none	Platform ladder-off balance	X/R/D		Cotterman	1096	Unkn	Unknown	Unknown
2/2/12	14864	Receipt printer	X/R		Epson	A950020100	Unkn	Unknown	Unknown
2/2/12	8319	Plat scanner	X/R		Synergix	84GD75454	Unkn	Unknown	Unknown
2/2/12	Unkn	Plotter (printer)	X/R		Synergix	CNG910261	Unkn	Unknown	Unknown
2/2/12	Unkn	Power pallet jack - motor out	X/R		PMX Prime Mover	PMX0026005009	Unkn	Unknown	Unknown
2/2/12	650	Metal desk	X		Unknown	Unknown	Unkn	Unknown	Unknown
2/2/12	Unkn	3 lockers	X		Lyon	Unknown	Unkn	Unknown	Unknown
2/2/12	19978	Metal filing cabinet	X		General Fireproof Co	Unknown	Unkn	Unknown	Unknown
2/2/12	19977	Metal filing cabinet	X		General Fireproof Co	Unknown	Unkn	Unknown	Unknown
2/2/12	Unkn	Office chair	X		Unknown	Unknown	Unkn	Unknown	Unknown
2/2/12	Unkn	Office chair	X		Unknown	Unknown	Unkn	Unknown	Unknown
2/2/12	Unkn	Office chair	X		Unknown	Unknown	Unkn	Unknown	Unknown
2/2/12	Unkn	Microfilm reader	X/R		Canon/M32043	32103276	Unkn	Unknown	Unknown
2/2/12	8289	Microfilm reader	X/R		Canon/M32043	32105747	Unkn	Unknown	Unknown
2/2/12	6965	Microfilm reader	X/R		Canon/M32043	32103275	Unkn	Unknown	Unknown

\* Indicate if Asset was (S) Sold, (D) Donated, (R) Recycled, (X) Scrapped, (T) Trade-in, or (O) Other.  
 \*\* Refer to Asset Subclass Listing.

1. User Department send to Finance Department



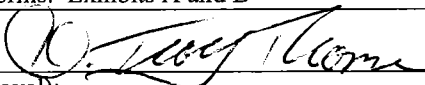
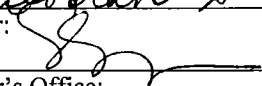
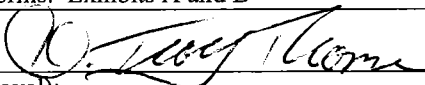
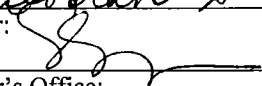
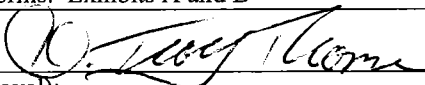
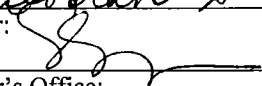
**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:

Res/Ord No.: 17850

Sponsor(s): Scott Burnett

Date: March 12, 2012

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Declaring certain personal property as surplus and authorizing its disposal.</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>\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT  TO ACCT</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b>  <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: \$                  Prior Year Budget (if applicable):                  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT  TO ACCT
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<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): N/A                  Prior resolutions and (date): N/A</p>										
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Teddy Ballard, Senior Buyer, 881-3465</p>										
<p><b>REQUEST SUMMARY</b></p>	<p>The Corrections and Recorder of Deeds have requested Purchasing assist in disposing of unusable personal property.</p> <p>The Director of Finance and Purchasing recommends the unusable personal property on the attached Exhibits be declared surplus and unusable personal property and disposal in accordance with Chapter 11 of the Jackson County Code, 1984, be authorized.</p> <p>Disposal Plan: Departments request these items be scheduled for disposal with Affiliated Auctioneers, our contracted auction company for surplus disposal.</p> <p>All proceeds must be credited to the General Fund per Chapter 5, Section 535.2 of the County Code.</p>										
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
<p><b>ATTACHMENTS</b></p>	<p>Surplus Declaration Forms: Exhibits A and B</p>										
<p><b>REVIEW</b></p>	<table border="1"> <tr> <td>Department Director: </td> <td>Date: 3/2/12</td> </tr> <tr> <td>Finance (Budget Approval): If applicable Alexander A Ball N/A</td> <td>Date: 3-5-12</td> </tr> <tr> <td>Division Manager: </td> <td>Date: 3/7/12</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director: 	Date: 3/2/12	Finance (Budget Approval): If applicable Alexander A Ball N/A	Date: 3-5-12	Division Manager: 	Date: 3/7/12	County Counselor's Office:	Date:		
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Division Manager: 	Date: 3/7/12										
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.