

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 5024

Sponsor(s): Alfred Jordan

Date: September 25, 2017

<p><b>SUBJECT</b></p>	<p>Action Requested:  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Jackson County Sheriff's Office Training for DWI Unit. An ordinance to appropriate \$4,500.00 from the Undesignated Fund Balance and to authorize the County Executive to execute an agreement with the Missouri Traffic and Highway Safety Division in acceptance of a grant awarded by the Missouri Department of Transportation (hereinafter referred to as MoDOT) to the Sheriff's Office. #: 18-PT-02-088</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>\$4,500.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$N/A</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$4,500.00</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; FROM: Grant Fund – 010; Undesignated Fund Balance – 2810</td> <td>FROM ACCT \$ \$4,500.00</td> </tr> <tr> <td>TO: Grant Fund 010; DWI Unit Salary Fund – 4274 56750 – Education 56140 – Travel</td> <td>TO ACCT \$875.00 \$3625.00</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:	\$4,500.00	Amount previously authorized this fiscal year:	\$N/A	Total amount authorized after this legislative action:	\$4,500.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM: Grant Fund – 010; Undesignated Fund Balance – 2810	FROM ACCT \$ \$4,500.00	TO: Grant Fund 010; DWI Unit Salary Fund – 4274 56750 – Education 56140 – Travel	TO ACCT \$875.00 \$3625.00
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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): Sgt. Doug Blodgett TSU Sergeant: 816-524-4302 x 72240</p>												
<p><b>REQUEST SUMMARY</b></p>	<p>Accept and Appropriate \$4,500.00 from the Undesignated Fund Balance and to authorize the County Executive to execute an agreement with the Traffic and Highway Safety Division of the Missouri Department of Transportation. The grant is awarded in the amount of \$4,500.00 and does not require matching funds.</p> <p>The term of this Grant is October 1, 2017 through September 30, 2018.</p> <p>This grant is to fund the Jackson County Sheriff's Office to send members of the TSU to the annual Law Enforcement Traffic Safety Advisory Council (LETSAC) conference.</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)</p>												

	<input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	MoDOT contract #18-PT-02-088 MoDOT award Letter	
REVIEW	Department Director:	Date: 10/8/2017
	Finance (Budget Approval): <i>If applicable</i>	Date: 9/14/17
	Division Manager:	Date: 9/18/17
	County Counselor's Office:	Date:

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

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- 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	Grant Fund -- Undesignated Fund Balance	\$4,500.00

- 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: September 14, 2017

ORD # 5024

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>Grant Fund - 010</b>			
4274 - LETSAC Training	45898 - Increase Revenues	4,500	
2810	Undesignated Fund Balance		4,500
2810	Undesignated Fund Balance	4,500	
4274 - LETSAC Training	56140 - Travel		3,625
4274 - LETSAC Training	56750 - Education Benefits		875

*Saul M. G.* 9/14/17  
Budgeting

**Missouri Department of Transportation****Traffic and Highway Safety**

830 MoDOT Drive  
P.O. Box 270  
Jefferson City, MO 65102  
573-751-4161  
1-800-800-2358  
Fax: 573-634-5977

August 11, 2017

Sheriff Mike Sharp  
Jackson County Sheriff's Office  
4001 NE Lakewood Court  
Lee's Summit, MO 64064-1703

Dear Sheriff Sharp:

Enclosed is a contract between the Traffic and Highway Safety Division and the Jackson County Sheriff's Office for a Training for DWI Unit project.

The project obligates \$4,500.00 in federal funds for the period October 01, 2017 through September 30, 2018. All expenditures should be claimed against project #18-PT-02-088.

Please review this contract carefully for any discrepancies or questions. If acceptable, have the appropriate individuals sign the Contract Cover Page and have the Project Director **initial at the bottom of each page** to indicate that he/she has reviewed the contract. The Authorizing Official and Project Director signatures on the contract must be signed by two separate individuals. After signing, please return all pages of the contract to the Traffic and Highway Safety Division.

This contract does not become effective until the Highway Safety Director has approved and signed it. No costs can be incurred by your agency prior to the Director's approval. Once the Director approves the contract, a fully executed copy will be returned to your agency.

If you have any questions concerning the project activity or reimbursement procedures, please contact Scott Wilson, Senior System Management Specialist at 573-751-5408. We look forward to working with you and your staff.

Sincerely,



Bill Whitfield  
Highway Safety Director

Enclosure

