

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE appropriating \$14,980.00 from the fund balance and transferring \$3,467.00 within the 2010 General Fund to provide for staffing, equipment, and credit card processing fees for the Jackson County Municipal Court.

ORDINANCE #4230, August 23, 2010

INTRODUCED BY Scott Burnett, County Legislator

WHEREAS, due to an increased workload in the Jackson County Municipal Court, it has become necessary to expand a part-time clerk position to a full time position; and,

WHEREAS, the ability to accept credit card payments would benefit court patrons and possibly increase revenues but would necessitate additional equipment and incur unbudgeted fees; and,

WHEREAS, the total cost for these increased expenses is \$14,980.00; and,

WHEREAS, an appropriation and transfer are necessary to place the necessary funds in the appropriate spending account; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following transfer and appropriation be and hereby are made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
2010 General Fund			
001-2810	Undesignated Fund Balance	\$11,513	
001-3004	55010 - Regular Salaries		\$ 5,547
001-3004	55040 - FICA Taxes		\$ 690
001-3004	55050 - Pension Plan Contribution		\$ 811
001-3004	55060 - Insurance Benefits		\$ 2,000
001-3004	56670 - Administrative Service Fees		\$ 1,665
001-3004	58170 - Other Equipment		\$ 800
001-3004	55025 - Part Time Salaries	\$ 3,467	
001-3004	55010 - Regular Salaries		\$ 3,467

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

Jay D. Haden
Chief Deputy County Counselor

[Signature]
Acting County Counselor

I hereby certify that the attached Ordinance, Ordinance #4230 introduced on August 23, 2010, was duly passed on August 30,, 2010 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

Nays 0

Abstaining 0

Absent 1

This Ordinance is hereby transmitted to the County Executive for his signature.

8/30/10
Date

Mary Jo Spino
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance #4230.

8/30/2010
Date

[Signature]
Michael D. Sanders, County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 001 2810
ACCOUNT TITLE: General Fund
Undesignated Fund Balance
NOT TO EXCEED: \$11,513.00

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

ACCOUNT NUMBER: 001 3004 55024
ACCOUNT TITLE: General Fund
County Municipal Court
Regular Salaries
NOT TO EXCEED: \$ 3,467.00

August 23, 2010
Date

[Signature]
Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:
 Res/Ord No.: 4230
 Sponsor(s): Scott Burnett
 Date: August 23, 2010

SUBJECT	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriation and transfer of funds to the Jackson County Municipal Court budget to provide for staffing, equipment and credit card processing fees.</p>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="326 562 1258 1119"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$14,980.00</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>\$14,980.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$3,467.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td> FROM ACCT 001-2810 - \$11,513 001-3004-55025 - \$3,467 TO ACCT 001-3004-55010 - \$9,014 001-3004-55040 - \$ 690 001-3004-55050 - \$ 811 001-3004-55060 - \$2,000 001-3004-56770 - \$1,665 001-3004-58170 - \$ 800 </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:	\$14,980.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$14,980.00	Amount budgeted for this item * (including transfers):	\$3,467.00	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT 001-2810 - \$11,513 001-3004-55025 - \$3,467 TO ACCT 001-3004-55010 - \$9,014 001-3004-55040 - \$ 690 001-3004-55050 - \$ 811 001-3004-55060 - \$2,000 001-3004-56770 - \$1,665 001-3004-58170 - \$ 800
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PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Amiee Wenson, Senior Administrative Manager, (816) 881-3073</p>										
REQUEST SUMMARY	<p>Established in July of 2008, the Jackson County Municipal Court has grown substantially in the past two years. As documented in the attached chart, workload has increased significantly in the court. Increases in cases filed, warrants issued and revenue collected all demonstrate the tremendous growth of the court. The addition of a Mental Health Court docket has also added to the workload of court personnel. At this time, staff is recommending that the part time clerk position in the court be expanded to a full time position.</p> <p>Additionally, it has been identified that the ability to accept credit card payments would benefit court patrons as well as the court in possible increased revenues. Staff will work with Elavon, the vendor that currently provides</p>										

	<p>processing services for the Recorder of Deeds Department, to secure credit card processing equipment and services for the municipal court.</p> <p>While these costs require a budget adjustment for the court, it should be noted that the court is currently well exceeding revenue projections for the year.</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:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date: 8/19/10
	Division Manager:	Date: 8/19/10
	County Counselor's Office:	Date:

Jackson County Municipal Court

	Jan - July 2009	Jan - July 2010	percent increase
Cases filed	2945	6878	133.55%
Warrants issued	27	2470	9048.15%
Warrants closed	2	748	37300.00%
Warrant fees collected	\$50	\$22,331.50	44563.00%
Total revenue collected	\$229,066.50	\$541,230.50	136.28%
Mental health court docket	0	69	100.00%

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.

FUND:	General	001
DEPT:	County Municipal Court	3004
OBJECT:	Regular Salaries	55010
AMOUNT NOT TO EXCEED:		\$9,014.00
FUND:	General	001
DEPT:	County Municipal Court	3004
OBJECT:	FICA Taxes	55040
AMOUNT NOT TO EXCEED:		\$690.00
FUND:	General	001
DEPT:	County Municipal Court	3004
OBJECT:	Pension Contribution	55050
AMOUNT NOT TO EXCEED:		\$811.00
FUND:	General	001
DEPT:	County Municipal Court	3004
OBJECT:	Insurance Benefits	55060
AMOUNT NOT TO EXCEED:		\$2,000.00
FUND:	General	001
DEPT:	County Municipal Court	3004
OBJECT:	Administrative Svc Fees	56770
AMOUNT NOT TO EXCEED:		\$1,665.00
FUND:	General	001
DEPT:	County Municipal Court	3004
OBJECT:	Other Equipment	58170
AMOUNT NOT TO EXCEED:		\$800.00
		\$14,980.00

- 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:
001-2810	Undesignated Fund Balance	\$11,513.00

- 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.