

# REQUEST FOR LEGISLATIVE ACTION

Completed by Population Control:  
 Res/~~Ord~~ No.: 20069  
 Sponsor(s): Alfred Jordan  
 Date: November 3, 2018

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: _____														
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="337 508 1214 919"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$5000.00</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>\$5000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT \$5000.00</td> </tr> <tr> <td>FROM: 008-2304-55010</td> <td></td> </tr> <tr> <td>TO: 008-2304-55030</td> <td>TO ACCT \$5000.00</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 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: \$ _____</p> <p>Prior Year Budget (if applicable): _____          Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$5000.00	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$5000.00	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT \$5000.00	FROM: 008-2304-55010		TO: 008-2304-55030	TO ACCT \$5000.00
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PRIOR LEGISLATION	Prior ordinances and (date): <u>Ordinance 5052, annual budget awarded 12/28/17</u>  Prior resolutions and (date): _____														
CONTACT INFORMATION	RLA drafted by (Amber Ledbetter, Population Control Coordinator (816) 881-3725:														
REQUEST SUMMARY	Request to transfer \$5000.00 to overtime salary from regular salary. Population Control will be scanning all CHA/Courtesy/Pretrial and Reports to computer hard drive to begin going paperless in the unit.														
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>Diana L. Lunn</i>	Date: 11/20/18
	Finance (Budget Approval): <i>If applicable</i>	Date: 11/20/18
	Division Manager: <i>SA</i>	Date: 11/27/18
	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.





## OFFICE OF POPULATION CONTROL

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JACKSON COUNTY COURTHOUSE  
1305 LOCUST  
KANSAS CITY, MISSOURI 64106

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**Amber Ledbetter**  
Population Control Coordinator  
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popcontrol@jacksongov.org  
(816) 881-3725

To: Gary Panethiere, Chief Operating Officer

Cc: Dennis Dumovich, Director of Human Resources

Date: November 20, 2018

From: Amber Ledbetter, Population Control Coordinator

Subject: Request for Legislative Action

This memo is in regards to our request for \$5000.00 regular salary funds be transferred to overtime funds as Population Control would like to become as close to paperless as possible. Therefore, we are requesting that the funds be transferred in order for the associates to work overtime to scan ALL closed County House Arrest, Courtesy Supervision and Pretrial Services files to a hard drive already created by IT.

At this time, there is an excess of regular salaries due to being short an associate, as well as hiring another associate at a lower salary than his predecessor. We are asking for \$5000.00 to cover the remainder of the year.

Should you have any questions, please feel free to call me.

Thank you for your consideration.