

REQUEST FOR LEGISLATIVE ACTION

AUG 15 '19 AM 11:03

EXECUTIVE OFFICE

Version 6/10/19

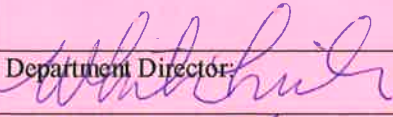
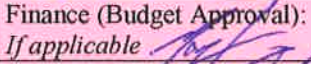

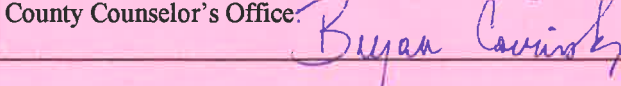
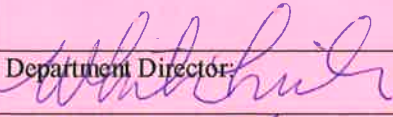
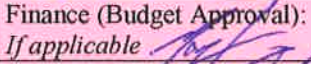

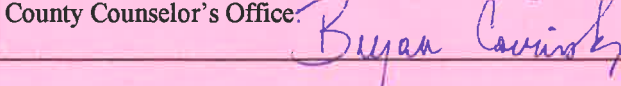
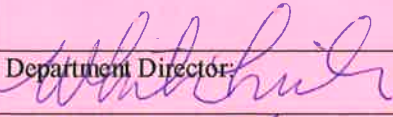
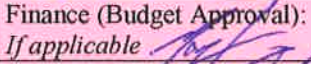

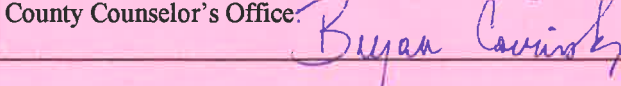
Completed by County Counselor's Office:

Res/Ord No.: 20234

Sponsor(s): Crystal Williams

Date: August 26, 2019

AUG 14 2019

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: Transferring funds from Seasonal Salaries to Contractual Services.</p>														
<p>BUDGET INFORMATION <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>\$12,572</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>\$12,572</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$12,572</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>From: 001-1403-55020-19 Seasonal Salaries</td> <td>\$12,572</td> </tr> <tr> <td>To: 001-1403-56790-19 Contractual Services</td> <td>\$12,572</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:	\$12,572	Amount previously authorized this fiscal year:	0	Total amount authorized after this legislative action:	\$12,572	Amount budgeted for this item * (including transfers):	\$12,572	Source of funding (name of fund) and account code number:		From: 001-1403-55020-19 Seasonal Salaries	\$12,572	To: 001-1403-56790-19 Contractual Services	\$12,572
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): _____ Prior resolutions and (date): _____</p>														
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Karey Schulze 881-3038</p>														
<p>REQUEST SUMMARY</p>	<p>Requesting a transfer of funds from Seasonal Salaries 001-1403-55020-19 where it was budgeted to Contractual Services 001-1403-56790-19. Would like to hire 2 temporary employees for billing season from term & supply vendor instead of trying to hire as a County Seasonal employee through HR.</p>														
<p>CLEARANCE</p>	<p><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)</p>														
<p>COMPLIANCE</p>	<p><input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals</p>														
<p>ATTACHMENTS</p>															
<p>REVIEW</p>	<table border="1"> <tr> <td>Department Director: </td> <td>Date: 8/13/19</td> </tr> <tr> <td>Finance (Budget Approval): If applicable </td> <td>Date: 8/14/19</td> </tr> <tr> <td>Division Manager: </td> <td>Date: 8/15/19</td> </tr> <tr> <td>County Counselor's Office: </td> <td>Date: 8/21/19</td> </tr> </table>	Department Director: 	Date: 8/13/19	Finance (Budget Approval): If applicable 	Date: 8/14/19	Division Manager: 	Date: 8/15/19	County Counselor's Office: 	Date: 8/21/19						
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County Counselor's Office: 	Date: 8/21/19														

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:
001-1403-55020	Seasonal Salaries	\$12,572.00

- 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.

Fiscal Note:

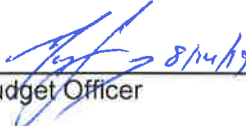
Funds sufficient for this transfer are available from the sources indicated below.

PC# _____

Date: August 14, 2019

RES # 20234

Department / Division	Character/Description	From	To
001	General Fund		
1403 Collections	55020 Seasonal Salaries	\$ 12,572	\$ -
1403 Collections	56790 Other Contractual Services	-	12,572
		<u>\$ 12,572</u>	<u>\$ 12,572</u>

 8/14/19

 Budget Officer