

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5402

Sponsor(s): Theresa Cass Galvin

Date: September 14, 2020

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$80,000 in CARES Act funding for use by the Jackson County Election Board to pay unanticipated COVID-19 costs.</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>\$80,000</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>\$80,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$80,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td>FROM ACCT: \$80,000</td> </tr> <tr> <td>TO: CARES Act Fund 040-5501-57230 Jackson County Election Board – Other Operating Supplies</td> <td>TO ACCT: \$80,000</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): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$80,000	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$80,000	Amount budgeted for this item * (including transfers):	\$80,000	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	FROM ACCT: \$80,000	TO: CARES Act Fund 040-5501-57230 Jackson County Election Board – Other Operating Supplies	TO ACCT: \$80,000
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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 Troy Schulte, County Administrator at 881-1079</p>												
<p>REQUEST SUMMARY</p>	<p>This ordinance appropriates \$80,000 in CARES Act funding to the Jackson County Election Board for the purpose of reimbursing for all unanticipated expenses to due to COVID-19. Costs incurred by the election board include PPE, single use office supplies (pens), modest facility improvements, and absentee ballot envelopes.</p>												
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <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 N/A <input type="checkbox"/> VBE Goals</p>												
<p>ATTACHMENTS</p>													
<p>REVIEW</p>	<p>Department Director: CAO: <i>[Signature]</i> Date: 9-1-2020</p>												

Finance (Budget Approval): <i>If applicable</i>	APPROVED By Mark Lagg at 4:32 pm, Aug 31, 2020	Date:
Division Manager:	<i>Ray M. Schulte</i>	Date: <i>P-31-2020</i>
County Counselor's Office:	<i>Bryan Covinsky</i>	Date: <i>9/4/20</i>

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:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$80,000

- 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.

County

**JCEB 2020 CARES ACT
REIMBURSEMENT**

DATE	EXPENSES	VENDOR	AMOUNT
3/18/20	Hand Sanitizer	KCEB	\$ 1,800.00
4/1/20	Sanitizer & Disinfectant	KCEB	\$ 744.00
4/3/20	Spray Bottles	Amazon	\$ 15.97
4/7/20	Alcohol Antiseptic Solution	Amazon	\$ 253.54
4/7/20	Spray Bottles	Dollar Tree	\$ 192.00
4/11/20	Cleaning Cloths	Amazon	\$ 149.97
4/13/20	Spray Bottles	Walmart	\$ 25.79
4/24/20	Dispensor Pumps	Amazon	\$ 9.99
4/24/20	Cleaning Cloths	Amazon	\$ 19.99
4/24/20	Spray Bottles	Amazon	\$ 16.97
4/28/20	Spray Bottles	Amazon	\$ 84.85
5/1/20	Dispensor Pumps	Amazon	\$ 9.94
5/1/20	Dispensor Pumps	Amazon	\$ 96.40
5/1/20	Disposable Ponchos (Election Workers)	Amazon	\$ 98.95
5/1/20	Spray Bottles	Amazon	\$ 84.85
5/5/20	Jumbo Clear Baggies	Walmart	\$ 23.84
5/6/20	Dispensor Pumps	Amazon	\$ 49.70
5/9/20	460 - Gloves & Duct Tape (Shields)	Dollar General	\$ 42.95
5/13/20	Spray Bottles	Amazon	\$ 170.55
5/14/20	Bottles	Dollar General	\$ 28.00
5/14/20	Spray Bottles	Amazon	\$ 84.85
5/5/20	3 - Sneeze Guards	Impact Signs	\$ 432.52
6/9/20	10 - Sneeze Guards	Impact Signs	\$ 1,355.52
7/21/20	100 - Red PPE Bags	ARC	\$ 2,918.63
7/21/20	Absentee Envelopes/Instructions	Service Printing	\$ 34,064.00
8/27/20	"I Voted" Pens (Nov 2020 Election)	ProCorp Images	\$ 35,000.00
		TOTAL EXPENSES	\$ 77,773.77

8/27/2020

Supplemental Appropriation Request Jackson County, Missouri

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

Date: August 31, 2020

Ord # 5402

Department / Division	Character/Description	From	To
040 CARES Act			
9999 -	32810 Undesignated Fund Balance	\$ 80,000	\$ -
5501 Jackson County Election Board	57230 Other Operating Supplies	-	80,000
		\$ 80,000	\$ 80,000

APPROVED
By Mark Lang at 4:32 pm, Aug 31, 2020

Budget Office