

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 4773

Sponsor(s): Dennis Waits

Date: September 14, 2015

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>An Ordinance appropriating \$34,818 from the Undesignated Fund Balance of the 2015 General Fund and transferring \$4,600 within the General Fund for the creation of a new Assistant Court Administrator position at the County's Municipal Court.</u></p>																								
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="321 583 1198 1045"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$39,418</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>\$39,418</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;</td> <td>FROM ACCT</td> </tr> <tr> <td>FROM:001-3004-55025 Part-time Salaries</td> <td>\$ 4,600</td> </tr> <tr> <td>001-2810 Undesignated General Fund</td> <td>\$34,818</td> </tr> <tr> <td>Balance</td> <td>TO ACCT</td> </tr> <tr> <td>TO: 001-3004-5010 Regular Salaries</td> <td>\$29,491</td> </tr> <tr> <td>001-3004-55040 FICA Taxes</td> <td>\$ 1,904</td> </tr> <tr> <td>001-3004-55050 Pension</td> <td>\$ 2,996</td> </tr> <tr> <td>001-3004-55060 Insurance</td> <td>\$ 5,027</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:	\$39,418	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$39,418	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number;	FROM ACCT	FROM:001-3004-55025 Part-time Salaries	\$ 4,600	001-2810 Undesignated General Fund	\$34,818	Balance	TO ACCT	TO: 001-3004-5010 Regular Salaries	\$29,491	001-3004-55040 FICA Taxes	\$ 1,904	001-3004-55050 Pension	\$ 2,996	001-3004-55060 Insurance	\$ 5,027
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<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>																								
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Mark Trosen, Deputy COO – ext. 1137</p>																								
<p><b>REQUEST SUMMARY</b></p>	<p>The Jackson County Municipal Court is in need of an Assistant Court Administrator for the increased workload due to a Missouri Supreme Court ruling and passage of Senate Bill 5. The budgeted Part-Time Clerk Position will be eliminated and the new position of the Assistant Court Administrator created.</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		
REVIEW	Department Director: <i>Mark A. P.</i>	Date:
	Finance (Budget Approval): <i>Stephens</i> <i>If applicable</i>	Date: <i>8/28/15</i>
	Division Manager: <i>ES</i> <i>Mark (Paul) Brown 9/9/15</i>	Date: <i>8/28/15</i>
	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:
001-2810	General Fund, Undesignated Fund Balance	\$34,818

- 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.

