

# Request for Legislative Action

Res. #21480  
Sponsor: Megan L. Marshall  
Date: November 27, 2023

## Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21480
Sponsor(s):	Megan L. Marshall	Legislature Meeting Date:	11/27/2023

## Introduction

**Action Items:** ['Transfer']

**Project/Title:**

AN RESOLUTION transferring \$175,000.00 within the 2023 General Fund to assume responsibility for ACH processing fees and transaction fees of real and personal property taxes online for the Collections Dept.

## Request Summary

WHEREAS, a transfer is required to allow the Collection Department to assume responsibility for payment of the ACH processing fees and transaction fees associated with Pay-It, the current County vendor used to handle online payment of real estate and personal property taxes; and,

WHEREAS, by the County's assumption of these fees, taxpayers will be encouraged to make their property tax payments online to reduce crowds and long lines in the courthouses; and,

WHEREAS, using taxpayers will remain responsible for payment of any percentage based credit card fees; now therefore,

## Contact Information

<b>Department:</b>	County Counselor	<b>Submitted Date:</b>	11/14/2023
<b>Name:</b>	Jamesia Manning	<b>Email:</b>	Jamesia.Manning@jacksongov.org
<b>Title:</b>	Paralegal	<b>Phone:</b>	816-881-3352

## Budget Information

Amount authorized by this legislation this fiscal year:	\$175,000		
Amount previously authorized this fiscal year:	\$ 0		
Total amount authorized after this legislative action:	\$175,000		
Is it transferring fund?	Yes		
<b>Transferring Fund From:</b>			
<b>Fund:</b>	<b>Department:</b>	<b>Line Item Account:</b>	<b>Amount:</b>
001 (General Fund)	8003 (3% State Mandated Contingency)	56830 (Contingency Fund)	\$175,000

## Request for Legislative Action

Transferring Fund To:			
Fund:	Department:	Line Item Account:	Amount:
001 (General Fund)	1403 (Collections)	56770 (Administrative Services Fee)	\$175,000

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
21081	October 31, 2022

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	No
Chapter 10 Justification:	
Core 4 Tax Clearance Completed:	
Certificate of Foreign Corporation Received:	
Have all required attachments been included in this RLA?	

Compliance	
Certificate of Compliance	
Not Applicable	
Minority, Women and Veteran Owned Business Program	
Goals Not Applicable for following reason: Contract is with another government agency	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

Fiscal Information
<ul style="list-style-type: none"> <li>Funds sufficient for this appropriation and/or transfer are available from the source indicated on the budget information tab.</li> </ul>

## Request for Legislative Action

Submitted by County Counselor requestor: Jamesia Manning on 11/14/2023. Comments:

Returned for more information by Department Approver Lisa Honn on 11/14/2023 4:38:51 PM.  
Comments: Returned at Jamesia's request.

Submitted by Requestor Jamesia Manning on 11/14/2023 4:45:58 PM. Comments:

Approved by Department Approver Bryan O. Covinsky on 11/14/2023 4:51:01 PM. Comments:

Not applicable by Purchasing Office Approver Barbara J. Casamento on 11/15/2023 8:43:04 AM.  
Comments:

Approved by Compliance Office Approver Ikeela Alford on 11/15/2023 10:04:10 AM. Comments:

Returned for more information by Budget Office Approver Sarah L. Matthes on 11/15/2023 10:09:55 AM.  
Comments: Please review and correct fund used. I do not believe it should be grant fund.

Submitted by Requestor Jamesia Manning on 11/15/2023 11:34:19 AM. Comments:

Approved by Department Approver Whitney S. Miller on 11/15/2023 11:38:33 AM. Comments:

Not applicable by Purchasing Office Approver Barbara J. Casamento on 11/15/2023 11:50:41 AM.  
Comments:

Approved by Compliance Office Approver Ikeela Alford on 11/15/2023 12:41:20 PM. Comments:

Returned for more information by Budget Office Approver Mark Lang on 11/16/2023 9:02:39 AM.  
Comments: The source of the funding needs to be consistent throughout the RLA. The first tab states that this will be an appropriation from Undesignated Fund Balance. The Budget Info tab shows that this will be from the State Mandated Contingency. These are two different sources.

Submitted by Requestor Jamesia Manning on 11/16/2023 3:53:38 PM. Comments:

Approved by Department Approver Whitney S. Miller on 11/16/2023 4:01:34 PM. Comments:

Not applicable by Purchasing Office Approver Barbara J. Casamento on 11/16/2023 4:24:35 PM. Comments:

Approved by Compliance Office Approver Ikeela Alford on 11/17/2023 9:05:44 AM. Comments:

