

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~Res~~/Ord No.: 4739

Sponsor(s): Alfred Jordan

Date: June 1, 2015

<p>SUBJECT</p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>An Ordinance appropriating \$46,100 from the undesignated fund balances of the 2015 Bad Check Collection and Delinquent Sales Tax Funds to cover salaries and updates to the case management software system used by the Prosecuting Attorney's Office.</u></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>\$46,100</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>\$46,100</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$46,100</td> </tr> </table> <p>Source of funding (name of fund) and account code number;</p> <table border="1"> <thead> <tr> <th>FROM</th> <th>FROM ACCT</th> </tr> </thead> <tbody> <tr> <td>029-2810 Undesignated Bad Check Collection Fund Balance</td> <td>\$39,500</td> </tr> <tr> <td>030-281 Undesignated Delinquent Sales Tax Fund Balance</td> <td>\$6,600</td> </tr> <tr> <th>TO</th> <th>TO ACCT</th> </tr> <tr> <td colspan="2"><b>Bad Check Collection Fund</b></td> </tr> <tr> <td>029-4101-55010 Regular Salaries</td> <td>\$ 7,600</td> </tr> <tr> <td>029-4101-55040 FICA</td> <td>600</td> </tr> <tr> <td>029-4101-55050 Pension</td> <td>1,300</td> </tr> <tr> <td>029-4101-5662 Software Maintenance</td> <td>30,000</td> </tr> <tr> <td colspan="2"><b>Delinquent Sales Tax Fund</b></td> </tr> <tr> <td>030-4101-55010 Regular Salary</td> <td>5,400</td> </tr> <tr> <td>030-4101-55040 FICA</td> <td>425</td> </tr> <tr> <td>030-4101-55050 Pension</td> <td>775</td> </tr> </tbody> </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:	\$46,100	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$46,100	Amount budgeted for this item * (including transfers):	\$46,100	FROM	FROM ACCT	029-2810 Undesignated Bad Check Collection Fund Balance	\$39,500	030-281 Undesignated Delinquent Sales Tax Fund Balance	\$6,600	TO	TO ACCT	<b>Bad Check Collection Fund</b>		029-4101-55010 Regular Salaries	\$ 7,600	029-4101-55040 FICA	600	029-4101-55050 Pension	1,300	029-4101-5662 Software Maintenance	30,000	<b>Delinquent Sales Tax Fund</b>		030-4101-55010 Regular Salary	5,400	030-4101-55040 FICA	425	030-4101-55050 Pension	775
Amount authorized by this legislation this fiscal year:	\$46,100																																		
Amount previously authorized this fiscal year:	\$																																		
Total amount authorized after this legislative action:	\$46,100																																		
Amount budgeted for this item * (including transfers):	\$46,100																																		
FROM	FROM ACCT																																		
029-2810 Undesignated Bad Check Collection Fund Balance	\$39,500																																		
030-281 Undesignated Delinquent Sales Tax Fund Balance	\$6,600																																		
TO	TO ACCT																																		
<b>Bad Check Collection Fund</b>																																			
029-4101-55010 Regular Salaries	\$ 7,600																																		
029-4101-55040 FICA	600																																		
029-4101-55050 Pension	1,300																																		
029-4101-5662 Software Maintenance	30,000																																		
<b>Delinquent Sales Tax Fund</b>																																			
030-4101-55010 Regular Salary	5,400																																		
030-4101-55040 FICA	425																																		
030-4101-55050 Pension	775																																		
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):          Prior resolutions and (date):</p>																																		
<p>CONTACT</p>																																			

INFORMATION	RLA drafted by (name, title, & phone): <b>Gina Robinson, Chief of Operations, 881-3369</b>	
REQUEST SUMMARY	Authorizing to transfer funds from the Prosecutor's Office Bad Check Collection and Delinquent Sales Tax Funds to cover salaries and cost of software maintenance updates for case management system.	
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>Juan Peterso Baker</i>	Date: <i>5/20/15</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i>	Date: <i>5/21/15</i>
	Division Manager: <i>Marylou Brown</i>	Date: <i>5/27/15</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:
<i>2810-029</i>	<i>Fund Balance</i>	<i>39,500</i>
<i>2810-030</i>	<i>Fund Balance</i>	<i>4,600</i>

- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: May 21, 2015

ORD # 4739

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b><u>Prosecutor - Bad Check Fund - 029</u></b>			
<u>2810</u>	<u>Undesignated Fund Balance</u>	<u>39,500</u>	
<u>4101 - Prosecuting Attorney</u>	<u>55010 - Regular Salaries</u>		<u>7,600</u>
<u>4101 - Prosecuting Attorney</u>	<u>55040 - FICA</u>		<u>600</u>
<u>4101 - Prosecuting Attorney</u>	<u>55050 - Pension</u>		<u>1,300</u>
<u>4101 - Prosecuting Attorney</u>	<u>56662 - Software Maintenance</u>		<u>30,000</u>
<b><u>Prosecutor - Sales Tax Collection 030</u></b>			
<u>2810</u>	<u>Undesignated Fund Balance</u>	<u>6,600</u>	
<u>4101 - Prosecuting Attorney</u>	<u>55010 - Regular Salaries</u>		<u>5,400</u>
<u>4101 - Prosecuting Attorney</u>	<u>55040 - FICA</u>		<u>425</u>
<u>4101 - Prosecuting Attorney</u>	<u>55050 - Pension</u>		<u>775</u>
		<u>46,100</u>	<u>46,100</u>

*Mary Rasmussen*  
Budgeting