

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18318

Sponsor(s): Theresa Garza Ruiz

Date: November 25, 2013

SUBJECT	Action Requested Transfer of Funds <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance Project/Title: <u>Transfer for Environmental Health Inspection Software Replacement</u>													
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="316 472 1242 819"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$22,400</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>\$22,400</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$23,340.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; From Environmental Health Regular Salaries 002-1503-55010</td> <td>FROM ACCT \$22,400.00</td> </tr> <tr> <td>To Environmental Health Software 002-1503-56661</td> <td>TO ACCT \$22,400.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is</p> OTHER FINANCIAL INFORMATION: <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: \$ Prior Year Budget (if applicable): \$0.00 Prior Year Actual Amount Spent (if applicable): \$0.00		Amount authorized by this legislation this fiscal year:	\$22,400	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$22,400	Amount budgeted for this item * (including transfers):	\$23,340.00	Source of funding (name of fund) and account code number; From Environmental Health Regular Salaries 002-1503-55010	FROM ACCT \$22,400.00	To Environmental Health Software 002-1503-56661	TO ACCT \$22,400.00
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):													
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Scott George, Assistant Public Works Director, 816-847-7071													
REQUEST SUMMARY	The Environmental Health Division of Public Works requests the transfer of funds in the amount of \$22,400 from Regular Salaries 002-1503-55010 to Software 002-1503-56661 for the replacement of the permitting and inspection software for Environmental Health called FastTrackGov. The current program is obsolete with the State's adoption of the 2009 FDA food code. Additionally, the current program's developer is no longer in business making updates unavailable. The new program will allow for easier access for the public to locate and view inspection reports, on-line permit application and renewal, and integration with GIS and our accounting software, FMS. Purchasing has approved the purchase as a sole source provider due to the fact that it is an add on component to our accounting software FMS. The transfer is soft savings in salaries due to position vacancies in winter/spring of this year. These vacancies have been filled.													
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	<table border="1" data-bbox="284 1743 1559 1963"> <tr> <td>Deputy Director: <i>Earl Newill</i> Earl Newill</td> <td>Date: 11/18/13</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i> <i>Stevan Ball</i></td> <td>Date: 11-19-13</td> </tr> <tr> <td>Division Manager: <i>[Signature]</i></td> <td>Date: 11/20/13</td> </tr> </table>		Deputy Director: <i>Earl Newill</i> Earl Newill	Date: 11/18/13	Finance (Budget Approval): <i>If applicable</i> <i>Stevan Ball</i>	Date: 11-19-13	Division Manager: <i>[Signature]</i>	Date: 11/20/13						
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County Counselor's Office:	Date:
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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:

- 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: November 19, 2013

~~XXXXX~~ RES. 18318

Department / Division	Character/Description	From	To
Health fund - 002			
1503 - Environmental Health	55010 - Salaries	22,400	
	56661 - Software Purchase		22,400
		22,400	22,400

Deborah S Ball 11-19-13
Budgeting