

REQUEST FOR LEGISLATIVE ACTION
EXECUTIVE OFFICE

OCT 2 '19 AM 8:27

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20276

Sponsor(s): Crystal Williams

Date: October 7, 2019

OCT - 1 2019

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>To authorize the County Executive to transfer funds from 001-1801-55010 to 001-1801-58172 to purchase plat scanners/copiers and printers.</u></p>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$26,000</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>\$26,000</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: Recorder of Deeds, Regular Salaries, 001-1801-55010 to Recorder of Deeds, Printers, 001-1801-58172</td> <td>\$26,000</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): _____ Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$26,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$26,000	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number: Recorder of Deeds, Regular Salaries, 001-1801-55010 to Recorder of Deeds, Printers, 001-1801-58172	\$26,000
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PRIOR LEGISLATION	<p>Prior ordinances and (date): None. Prior resolutions and (date): None.</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Robert T. Kelly, Director, Recorder of Deeds, 881-3191.</p>										
REQUEST SUMMARY	<p>Whereas it is in the best interest of the County that the Recorder of Deeds be able to accurately and quickly scan and reproduce recorded documents, we are requesting funds to replace outdated and inopcrable printers in the Kansas City and Independence offices.</p> <p>Requesting approval to transfer funds from Regular Salaries to Printers in the amount of \$26,000.</p>										
CLEARANCE	<p><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)</p>										
COMPLIANCE	<p><input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals</p>										
ATTACHMENTS	<p>None.</p>										
REVIEW	<table border="1"> <tr> <td>Department Director: <i>Robert T. Kelly</i></td> <td>Date: 10/1/2019</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date: 10/1/19</td> </tr> <tr> <td>Division Manager: <i>[Signature]</i></td> <td>Date: 10/2/19</td> </tr> <tr> <td>County Counselor's Office: <i>Buyer Council</i></td> <td>Date: 10/5/19</td> </tr> </table>	Department Director: <i>Robert T. Kelly</i>	Date: 10/1/2019	Finance (Budget Approval): <i>If applicable</i>	Date: 10/1/19	Division Manager: <i>[Signature]</i>	Date: 10/2/19	County Counselor's Office: <i>Buyer Council</i>	Date: 10/5/19		
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County Counselor's Office: <i>Buyer Council</i>	Date: 10/5/19										

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 ____.
- X 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:
55010		

- 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.

