

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE appropriating \$25,000.00 from the undesignated fund balance of the 2012 General Fund to cover the cost of additional postage for the Jackson County Board of Election Commissioners.

ORDINANCE #4424, June 25, 2012

INTRODUCED BY Scott Burnett, County Legislator

WHEREAS, the Jackson County Board of Election Commissioners is required to mail new voter identification cards to registered voters every even-numbered year; and,

WHEREAS, for that reason the Board has depleted its existing budget for postage and is in need of additional funds to process mailings for the upcoming elections; and,

WHEREAS, an appropriation is necessary to place funds in the appropriate spending accounts; and,

WHEREAS, the County Executive recommends said appropriation; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation within the 2012 General Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund Jackson County Election Board			
001-2810	Undesignated Fund Balance	\$25,000	
001-5501	56110 - Postage		\$25,000

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

[Signature]
Chief Deputy County Counselor

[Signature]
County Counselor

I hereby certify that the attached Ordinance, Ordinance #4424 introduced on June 25, 2012, was duly passed on June 25, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 9

Nays 0

Abstaining 0

Absent 0

This Ordinance is hereby transmitted to the County Executive for his signature.

June 25, 2012
Date

[Signature]
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance #4424.

6/26/2012
Date

[Signature]
Michael D. Sanders, County Executive

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

ACCOUNT NUMBER: 001 2810
ACCOUNT TITLE: General Fund
Undesignated Fund Balance
NOT TO EXCEED: \$25,000.00

June 26, 2012
Date

[Signature]
Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~Res~~/Ord No.: 4424

Sponsor(s): Scott Burnett

Date: June 25, 2012

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>An ordinance appropriating \$25,000 from the Undesignated Fund Balance in the General Fund to provide funds for postage for the Jackson County Election Board.</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>\$25,000</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>\$25,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$25,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>FROM: 001-2810 – Undesignated Fund Balance</td> <td>\$25,000</td> </tr> <tr> <td>TO: 001-5501-56110 - Postage</td> <td>\$25,000</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:	\$25,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$25,000	Amount budgeted for this item * (including transfers):	\$25,000	Source of funding (name of fund) and account code number:		FROM: 001-2810 – Undesignated Fund Balance	\$25,000	TO: 001-5501-56110 - Postage	\$25,000
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TO: 001-5501-56110 - Postage	\$25,000														
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): n/a</p> <p>Prior resolutions and (date): n/a</p>														
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Amiee Wenson, Senior Administrative Manager 816-881-3073</p>														
<p>REQUEST SUMMARY</p>	<p>The Jackson County Election Board has depleted their existing budget for postage and will need additional funds for postage to process mailings for the upcoming elections. Election law requires that new voter ID cards are mailed every even-numbered year, causing postage expenses to be higher for this budget year than last year.</p>														
<p>CLEARANCE</p>	<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>														
<p>ATTACHMENTS</p>	<p>Memo from Jackson County Election Board Directors Tammy Brown and Robert Nichols.</p>														

REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i> <i>Storran / Ball</i>	Date: <i>6-19-12</i>
	Division Manager:	Date: <i>6-19-12</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	\$25,000

- 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: June 19, 2012

ORD # 4424

Department / Division	Character/Description	From	To
General Fund - 001			
2810	Undesignated Fund Balance	25,000	
5501 - Jackson County Election Brd	56110 - Postage		25,000
		25,000	25,000

Heborah S Ball 6-19-12
Budgeting

June 12, 2012

TO: Shelley Temple-Kneuvean, Chief Operations Officer

FROM: Tammy Brown, Director
Robert Nichols, Director

SUBJECT: Postage Account – Request for Legislative Action

Shelly, as we discussed, we are running extremely low on postage money. When going through the budget process last fall we informed the County that we would be required, as we are every even-numbered year to mail voter ID cards to all active registered voters informing them of their new precincts. This is a statutory requirement of election law Chapter 115.163 RSMo.

Since the Board has completed redistricting and has had to re-number the precincts and change many districts of most all active registered voters, these voters must receive a new voter ID card. The total cost of the mailing will be approximately \$48,300.00. Currently we have \$27,600.51 in our postage budget with the County. We have approximately \$ 8000.00 in our account at the post office. This leaves us almost \$13,000.00 short on this mailing with no postage money to get through the August and November elections.

When talking with you, Bob and I thought we would need \$20,000.00 to get through the year, but in reality, I think we will need \$25,000.00. In the next two weeks we will begin mailing the military and overseas ballots which depletes our postage quickly.

Thanks for your help. If you have any other questions, please give us a call.