

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:  
 Res/~~Ord~~ No.: 19061  
 Sponsor(s): Dennis Waits  
 Date: January 25, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>To authorize the County Executive to enter into a cooperative agreement with the Jackson County Historical Society for the archival and preservation of historical records.</u></p>										
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="321 562 1198 884"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$36,372</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>\$36,372</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$36,372</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; Recorder's Fee Fund, Record Center, Other Contractual Services 044-1804-56790</td> <td>FROM ACCT  TO ACCT</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$36,372</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): \$40,853    Prior Year Actual Amount Spent (if applicable): \$40,853</p>	Amount authorized by this legislation this fiscal year:	\$36,372	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$36,372	Amount budgeted for this item * (including transfers):	\$36,372	Source of funding (name of fund) and account code number; Recorder's Fee Fund, Record Center, Other Contractual Services 044-1804-56790	FROM ACCT  TO ACCT
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PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): #18712, April 16, 2015</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Robert T. Kelly, Director, Recorder of Deeds Department, 881-3191</p>										
REQUEST SUMMARY	<p>Whereas it is in the best interest of the County that records having historical value be preserved and professionally archived for the scholars and citizens of the County,</p> <p>The Jackson County Historical Society has the expertise to provide professional record archiving services.</p> <p>Requesting approval for payment in the amount of \$36,372 for the contract period of January 1, 2016 through December 31, 201.</p>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
ATTACHMENTS	None										

REVIEW	Department Director: <i>Robert T. Kelly</i>	Date: <i>1-11-16</i>
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: <i>1-13-16</i>
	Division Manager: <i>[Signature]</i>	Date: <i>1/21/16</i>
	County Counselor's Office: <i>[Signature]</i>	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 Recorder's Fee Fund in 2016.
- 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:
044-1804-56790	Recorder's Fee Fund, Record Center, Other Contractual Services	\$36,372

- 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.

