

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19727

Sponsor(s): Scott Burnett

Date: February 5, 2018

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution to transfer \$1,530 from the General Fund Reserve Operating Account to the General Fund Non-Departmental Other Contractual Services account and \$270 from the Assessment Fund Reserve Operating Account to the Assessment Fund Non-Departmental Other Contractual Services account to make a payment for associate bus passes to the KCATA.</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>\$1,800</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>\$1,800</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number;</td> </tr> <tr> <td><u>FROM ACCT:</u></td> <td><u>FROM AMOUNT</u></td> </tr> <tr> <td>001-8006-56835 Reserve – Operating</td> <td>\$ 1,530</td> </tr> <tr> <td>045-8006-56835 Reserve - Operating</td> <td>270</td> </tr> <tr> <td><u>TO ACCT:</u></td> <td><u>TO AMOUNT</u></td> </tr> <tr> <td>001-5101-56790 Other Contractual Services</td> <td>\$ 1,530</td> </tr> <tr> <td>045-4500-56790 Other Contractual Services</td> <td>270</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:	\$1,800	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$1,800	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number;		<u>FROM ACCT:</u>	<u>FROM AMOUNT</u>	001-8006-56835 Reserve – Operating	\$ 1,530	045-8006-56835 Reserve - Operating	270	<u>TO ACCT:</u>	<u>TO AMOUNT</u>	001-5101-56790 Other Contractual Services	\$ 1,530	045-4500-56790 Other Contractual Services	270
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): 5062 12/6/2017  Prior resolutions and (date):</p>																						
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Mark Lang, Budget Officer, 881-3851</p>																						
<p>REQUEST SUMMARY</p>	<p>This Resolution will transfer funds from a Reserve Operating account into Non-Departmental Other Contractual Services account to be designated for the payment to the KCATA for associate bus passes.</p>																						
<p>CLEARANCE</p>	<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>																						
<p>ATTACHMENTS</p>																							
<p>REVIEW</p>	<table border="1"> <tr> <td>Department Director:</td> <td>Date:</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date: 1/29/18</td> </tr> <tr> <td>Division Manager:</td> <td>Date: 1.31.18</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director:	Date:	Finance (Budget Approval): <i>If applicable</i>	Date: 1/29/18	Division Manager:	Date: 1.31.18	County Counselor's Office:	Date:														
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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:

- 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.

### Fiscal Note:

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: January 29, 2018

RES # 19727 \_\_\_\_\_

Department / Division	Character/Description	From	To
<b>General Fund - 001</b>			
8006 - Reserve	56835 - Reserve Operating	\$ 1,530	\$ -
5101 - Non-Departmental	56790 - Other Contractual Srvs		1,530
<b>Assessment Fund - 045</b>			
8006 - Reserve	56835 - Reserve Operating	\$ 270	\$ -
4500 - Non-Departmental	56790 - Other Contractual Srvs		270
		<u>\$ 1,800</u>	<u>\$ 1,800</u>

  
 \_\_\_\_\_  
 County Auditor / Budget Officer

PAYMENT REQUEST

USE CONTRACTOR PAYMENT REQUEST FOR CONSTRUCTION CONTRACTS

DATE December 28, 2017

VENDOR NAME: Kansas City Area Transportation Authority  
415 E. 12<sup>th</sup> Street  
KCMO

SPECIAL INSTRUCTIONS

VENDOR CODE: ERCH1202

ACCOUNT CODE TO BE CHARGED 001-5101-56790 <sup>\$1,530.00</sup> ~~=\$1,485.00~~ 045-4500-56790 = \$270.00 ~~08-5108-56790~~ ~~=\$45.00~~  
Fund Agency Orgn Obj Fund Agency Orgn Obj Fund Agency Orgn Obj

\*\*\*INVOICES MUST BE SUBMITTED FOR ALL PAYMENTS\*\*\*

\*\*\*PAYMENT IN FULL\*\*\*

DESCRIPTION: Ride KC-Associate 31 Day Bus Passes  
January 2018

TOTAL COST \$1,800.00

[] \*\*\*CONTRACT PARTIAL PAYMENTS\*\*\*

PROJECT

PROJECT #

AUTHORIZED BY

DATED

CONTRACT ORIGINAL AMOUNT AUTHORIZED

\$

DATA CHANGE ORDERS THROUGH # \_\_\_ + OR (-)

CURRENT AMOUNT AUTHORIZED

\$

LESS PREVIOUS PAYMENTS

CONTRACT AMT AVAILABLE BEFORE THIS PAYMT

AMOUNT OF THIS PAYMENT \$ 1,800.00

AMOUNT REMAINING IN CONTRACT

PURCHASING DIRECTOR APPROVAL

DEPARTMENT HEAD APPROVAL 

I certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this request is charge-able, and a cash balance otherwise unencumbered in the treasury to the credit to the fund from which payment is to be made, each sufficient to meet the obligation hereby authorized.

DIVISION MANAGER

FINANCE MANAGER

BUDGET DIRECTOR

DATE



**31 Day Pass Order Invoice**

December 19, 2017

Jackson County - Trip  
 415 East 12th Street  
 Kansas City, MO 64108

Attention: Maria Leathers

Invoice Number: **120602217R**

January pass

**31 DAY PASSES**

	CARD SEQUENCE			COST	PASSES SOLD	GROSS VALUE
\$1.50	0	TO	0	\$25.00		\$0.00
\$1.50	F648990	TO	F649029	\$50.00	36	\$1,800.00
\$1.50	E800949	TO	E800950	\$95.00	2	\$190.00
\$1.50	0	TO	0	\$50.00		\$0.00
<b>TOTAL GROSS SALES:</b>						<b>\$1,980.00</b>

**CALCULATE THE DISCOUNT**

31 DAY PASSES		PASSES SOLD		DISCOUNT VALUE	DISCOUNT	
\$1.50	(25.00)		x	2.00 \$	-	
\$1.50	(50.00)	36	x	5.00 \$	180.00	
\$1.50	(95.00)	2	x	5.00 \$	10.00	
<b>TOTAL DISCOUNT:</b>						<b>\$ 190.00</b>
<b>TOTAL NET SALES:</b>						<b>\$1,800.00</b>

2017 Employee Bus Passes

Vend #: KCA13500	KCATA	1200 E 18th	TRIP Passes	Cust #: 59
	\$ 25.00	\$ 50.00	# of Passes Needed:	
	0	36	2	
<b>January</b>	\$ -	\$ 1,800.00	\$ 1,990.00	<b>Total Sold:</b>
<b>2017</b>	\$ -	\$ (180.00)	\$ (190.00)	<b>Less Discount:</b>
	\$ -	\$ 1,620.00	\$ 180.00	<b>Total Pd to KCATA</b>
	\$ -	\$ 1,485.00	\$ 1,485.00	Pymnt from Co fund 001-5101-56790
	\$ -	\$ 180.00	\$ 270.00	Pymnt from Asmt 045-4500-56790
	\$ -	\$ 45.00	\$ 45.00	Pymnt from COMBAT 008-5108-56790
			\$ 1,800.00	<b>1,800.00</b>

1,530