

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 20534

Sponsor(s): Theresa Cass Galvin

Date: October 19, 2020

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: A Resolution to transfer \$46,046 for Public Administrator furniture and \$7,744 for Public Administrator moving costs.</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>\$53,790</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>\$53,790</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: FROM:</td> <td></td> </tr> <tr> <td>013-County Improvement Fund 5113-Non-Departmental 56790-Other Contr Svcs</td> <td>\$53,790</td> </tr> <tr> <td>TO:</td> <td></td> </tr> <tr> <td>013-County Improvement Fund 3501-Public Administrator 58150-Furniture &amp; Fixtures</td> <td>\$46,046</td> </tr> <tr> <td>013-County Improvement Fund 3501-Public Administrator 56790-Other Contractual Services</td> <td>\$7,744</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:	\$53,790	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$53,790	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number: FROM:		013-County Improvement Fund 5113-Non-Departmental 56790-Other Contr Svcs	\$53,790	TO:		013-County Improvement Fund 3501-Public Administrator 58150-Furniture & Fixtures	\$46,046	013-County Improvement Fund 3501-Public Administrator 56790-Other Contractual Services	\$7,744
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): _____          Prior resolutions and (date): _____</p>																		
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): John Killian, Public Administrator 816.881.3775</p>																		
<p>REQUEST SUMMARY</p>	<p>This request will transfer the necessary funds to replace flood damaged furniture for the Public Administrator's Office and to move undamaged items from the old jail back to the Public Administrator's Office in the Courthouse. The vendor for the movers is on a current term and supply contract. The vendor for the furniture is due to have a term and supply contract executed later in October.</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>COMPLIANCE</p>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals  <input type="checkbox"/> VBE Goals</p>																		

ATTACHMENTS	Office Products Alliance quote A Arnold quote	
REVIEW	Department Director: <i>[Signature]</i>	Date: 10/14/2020
	Finance (Budget Approval) <i>[Signature]</i> Public Administrator <i>If applicable</i>	Date: <b>APPROVED</b> By Mark Lang at 10:04 am, Oct 15, 2020
	Division Manager: <i>[Signature]</i>	Date: 10-16-20
	County Councilor's Office: <i>[Signature]</i>	Date: 10/15/20

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: October 15, 2020

RES # 20534

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>013 County Improvement Fund</b>			
5113 Non-Departmental - Cnty Imprvmt	56790 Other Contractual Services	\$ 53,790	\$ -
3501 Public Administrator	58150 Office Furniture & Fixtures	-	46,046
3501 Public Administrator	56790 Other Contractual Services	-	7,744
		<u>\$ 53,790</u>	<u>\$ 53,790</u>

**APPROVED**  
 By Mark Lang at 10:04 am, Oct 15, 2020  
 Budget Office