

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5298

Sponsor(s): Crystal Williams

Date: December 2, 2019

EXECUTIVE SESSION

NOV 22 2019

SUBJECT	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance <i>\$ 119,642 SC</i></p> <p>Project/Title: Appropriating \$119,462 from the undesignated fund balance of the Recorder's Technology Fund to cover the cost of software upgrades from 2018.</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>\$119,462</td> <td><i>119,642 SC</i></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$-0-</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$119,462</td> <td><i>119,642 SC</i></td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$119,642</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 042-1801-56661 Undesignated Fund Balance</td> <td>\$119,642</td> <td></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): \$119,642 Prior Year Actual Amount Spent (if applicable): -0-</p>	Amount authorized by this legislation this fiscal year:	\$119,462	<i>119,642 SC</i>	Amount previously authorized this fiscal year:	\$-0-		Total amount authorized after this legislative action:	\$119,462	<i>119,642 SC</i>	Amount budgeted for this item * (including transfers):	\$119,642		Source of funding (name of fund) and account code number: 042-1801-56661 Undesignated Fund Balance	\$119,642	
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PRIOR LEGISLATION	<p>Prior ordinances and (date): #5090 April 16, 2018 Prior resolutions and (date):</p>															
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Sandra Custard, 881-3191</p>															
REQUEST SUMMARY	<p>Ordinance #5090 authorized funds for purchase of new software and installation which would occur during 2018 and 2019. This upgrade was implemented during 2018 and was completed in 2019. This request is to re-appropriate funds from 2018 to cover the final invoices.</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																
REVIEW	<table border="1"> <tr> <td>Department Director:</td> <td><i>Robert T. Kelly</i></td> <td>Date: 11/19/19</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td><i>[Signature]</i></td> <td>Date: 11/22/19</td> </tr> <tr> <td>Division Manager:</td> <td><i>[Signature]</i></td> <td>Date: 11/22/19</td> </tr> <tr> <td>County Counselor's Office:</td> <td><i>Buy - County</i></td> <td>Date: 11/26/19</td> </tr> </table>	Department Director:	<i>Robert T. Kelly</i>	Date: 11/19/19	Finance (Budget Approval): <i>If applicable</i>	<i>[Signature]</i>	Date: 11/22/19	Division Manager:	<i>[Signature]</i>	Date: 11/22/19	County Counselor's Office:	<i>Buy - County</i>	Date: 11/26/19			
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Fiscal Information (to be verified by Budget Office in Finance Department)

- X This expenditure was included in the annual budget.
- Funds for this were encumbered from the Recorder's Technology Fund in 2018.
- 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 #
- X Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
042-1801-56661	Recorder's Technology Fund	\$119,462 *119,642 SC

- 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: November 19, 2019

Ord # 5298

Department / Division	Character/Description	From	To
042 Recorder's Technology Fund			
9999 -	32810 Undesignated Fund Balance	\$ 119,642	\$ -
1801 Records	56662 Software Maintenance	-	119,642
		\$ 119,642	\$ 119,642


11/22/19
 Budget Officer