

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19486

Sponsor(s): Dennis Waits

Date: May 15, 2017

<b>SUBJECT</b>	<p>Action Requested  <input type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transfer of Funds within the Assessment Department for Postage</u></p>										
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="324 535 1209 913"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$19,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$262,328</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>                     FROM ACCT                      045-1902-56121                      (Parking Expenses)                      \$19,000                      TO ACCT                      045-1902-56110                      (Postage)                 </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:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$19,000	Amount budgeted for this item * (including transfers):	\$262,328	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT 045-1902-56121 (Parking Expenses) \$19,000 TO ACCT 045-1902-56110 (Postage)
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<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>										
<b>CONTACT INFORMATION</b>	<p>RLA drafted by Robert D. Murphy, Director of Assessment (816) 881-1006</p>										
<b>REQUEST SUMMARY</b>	<p>The Assessment Department is requesting to transfer funds within the 1902 fund to cover deficits in our postage line item. We need to move approximately \$19,000 to cover postage needs for Real Property Valuation Notices and daily postage services.</p>										
<b>CLEARANCE</b>	<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		
REVIEW	Department Director: <i>Joseph Bump</i>	Date: 5/10/2017
	Finance (Budget Approval): <i>If applicable</i>	Date: 5/5/17
	Division Manager: <i>[Signature]</i>	Date: 5/10/17
	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.

