



Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

SCHEDULED

MEETING ATTACHMENTS (ID # 5121)

Meeting: 11/14/19 08:55 AM

Department: County Clerk

Category: Meeting Items

Prepared By: Paula Brumfield

Initiator: Paula Brumfield

Sponsors:

DOC ID: 5121

Meeting Attachments

ATTACHMENTS:

- 111419 CERTIFIED COURT ORDER NO 11-14-2019-01 (PDF)
- 111419 BID - SURPLUS PROP - FLAGPOLE - RALPH PHILLIPS (PDF)
- 111419 BID - SURPLUS PROP - FLAGPOLE - SUNNI ODLE (PDF)
- 111419 BID AWARD LETTER - SURPLUS PROP - FLAGPOLE (PDF)
- 111419 HR 2019 BUDGET ADJUSTMENT (PDF)
- 111419 2020 BUDGET PRESENTATION DOC (PDF)

The Treasurer is hereby ordered to pay the following entities:

2019 #310 Sales Tax
 R# 2625
 November 7, 2019

RECEIVED
 NR
 NOV 07 2019
 3:34
 KAY BROWN
 COUNTY CLERK

October 2019 Term

Sales Tax #310 Received			301,110.35		CKS
Common Road I		30.98%	93,283.99	231-49290	
Common Road II		30.39%	91,507.45	232-49290	
Common Road I			17,708.33	231-49290	
Common Road II			17,250.00	232-49290	
Budget Apportionment					
Common I Total			110,992.32	221-800-59501	
Common II Total			108,757.45	221-800-59502	
Amount To Remain in Pool			81,360.58		

Ralph Phillips 11/14/19
 Presiding Commissioner Ralph Phillips

Hosea Bilyeu
 Western Commissioner Hosea Bilyeu

Mike Robertson 11.14.2019
 Eastern Commissioner Mike Robertson

IN TESTIMONY WHERE OF I, have hereunto set my hand and affixed the seal of said Commission, at my office in Christian County this the 14th, day of November, 2019.

Kay Brown
 Kay Brown, Clerk of the County Commission

(38) Declaration:

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of this original invitation to bid. The vendor further agrees that upon receipt of an authorized purchase order from the Christian County Commission or when a Notice of Award is signed and issued by the Commission, a binding contract shall exist between the vendor and Christian County. Signature required below confirming understanding of this statement.

Doing Business as (DBA) Name <i>Ralph Phillips</i>	Legal Name of Entity/Individual Filed with IRS for this Tax ID No. <i>SAME</i>
Mailing Address <i>375 Red Cedar Rd</i>	IRS Form 1099 Mailing Address
City, State, Zip Code <i>OZARK MO 65721</i>	City, State, Zip Code

Contact Person	Email Address
Phone number	Fax number
Authorized Signature <i>[Signature]</i>	Date <i>11/13/2019</i>
Printed Name <i>Ralph Phillips</i>	Title <i>Owner</i>

Declaration: I am currently an elected official of the county

List three (3) business references:

~~(37) PRICING SHEET~~ (Please see bid table)

Product/Service	Size/Type	Frequency	Price (includes all fees)
Flag Pole			\$101.00

1st

Company Name _____ Representative Name _____

Address _____ City _____ State _____ Zip _____

Business Phone _____ Business Fax _____ Cellular Phone _____

-email address if available

2nd

Company Name _____ Representative Name _____

Address _____ City _____ State _____ Zip _____

Business Phone _____ Business Fax _____ Cellular Phone _____

-email address if available

3rd

Company Name _____ Representative Name _____

Address _____ City _____ State _____ Zip _____

Business Phone _____ Business Fax _____ Cellular Phone _____

-email address if available

(39) Contact Information:

Any additional information desired may be requested by mail to the address listed, or by telephone to 417-582-4300. Information requests may also be e-mailed to countycommission@christiancountymo.gov. This e-mail address is for information requests only and shall not be used for submission of proposals or modifications to proposals. Such submissions will be rejected and deleted without notification to the sending party.

Thank you for your consideration of this Invitation to Bid. We appreciate your participation in the bidding process.

CHRISTIAN COUNTY COMMISSIONERS
Ralph Phillips, Presiding Commissioner
Hosea Bilyeu, Western Commissioner
Mike Robertson, Eastern Commissioner

Bid Specifications

The Christian County Commission is accepting bids for a flagpole. The Christian County Commission reserves the right to refuse or reject any and all bids and waive any formality or irregularity in any bid received. The Commission reserves the right to make award to other than the highest bidder if such award is deemed to be in the County's best interest. All bids will be date and time stamped so that in the event of a tie bid, the bidder which submitted their bid the earliest shall be awarded.

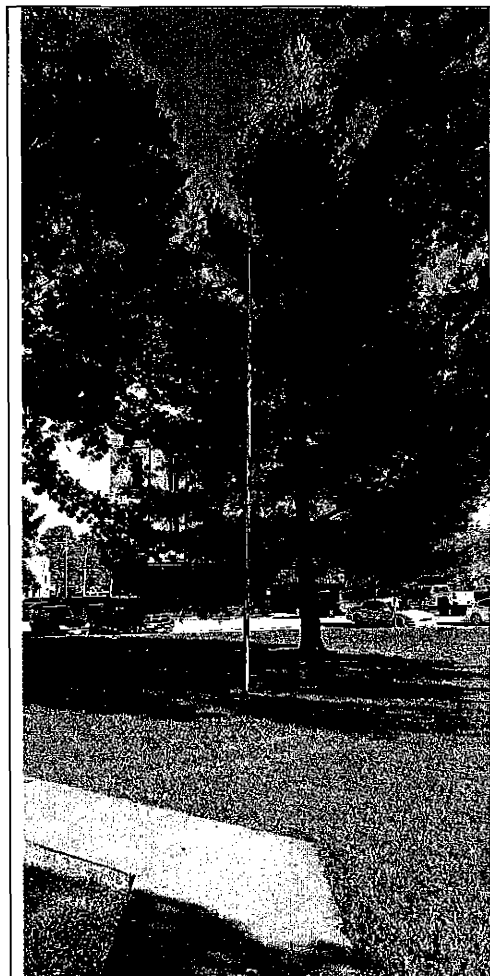
Flagpole is thought to be manufactured in the late 1970's, is made of aluminum, and is estimated to be 25'-30' tall. The flagpole is sold as-is.

Bid Notes:

All pricing is in lump sum format and shall include all mileage, fuel, hauling, etc. required for the bidder to pick up and remove the flagpole from County property. The flagpole shall not be released to bidder until payment has been made in full and confirmed/cleared.

Pre-bid site visit may be made by calling Building and Maintenance Supervisor Richard Teague at (417) 839-3186.

If you have any questions or do not understand any portion of this bid, please feel free to contact the Christian County Commission office.



Pre-80's flagpole, aluminum, 25'-30' tall, as-is.

Your bid: \$ ~~76.00~~ \$101.00

Name: Ralph Phillips
Address: 375 Red Cedar Rd
City, State, Zip: OZARK, MO 65721
Phone: [REDACTED]
Email: ralphphillips@yahoo.com

Signature: [Handwritten Signature]

Date: 11/7/2019

Bid Specifications

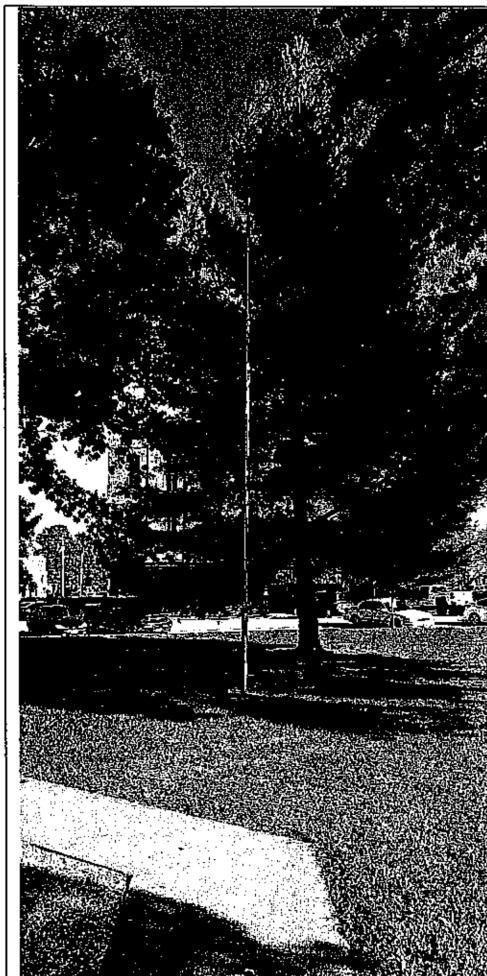
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If you have any questions or do not understand any portion of this bid, please feel free to contact the Christian County Commission office.



Pre-80's flagpole, aluminum, 25'-30' tall, as-is.

Your bid: \$ 78⁰⁰

Name: Sunni Odle
Address: 1004 Muskego Rd
City, State, Zip: Nixa, Mo 65714

(7) [REDACTED] [REDACTED] [REDACTED] [REDACTED]
Email: Sunni.odle@msn.com

Signature: Sunni Odle

Date: 11/12/19

(38) Declaration:

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of this original invitation to bid. The vendor further agrees that upon receipt of an authorized purchase order from the Christian County Commission or when a Notice of Award is signed and issued by the Commission, a binding contract shall exist between the vendor and Christian County. Signature required below confirming understanding of this statement.

Doing Business as (DBA) Name	Legal Name of Entity/Individual Filed with IRS for this Tax ID No.
Mailing Address	IRS Form 1099 Mailing Address
City, State, Zip Code	City, State, Zip Code

Contact Person <i>Sunni Odle</i>	Email Address
Phone number [REDACTED]	Fax number
Authorized Signature <i>Sunni Odle</i>	Date <i>11/12/19</i>
Printed Name <i>Sunni Odle</i>	Title

List three (3) business references:



CHRISTIAN COUNTY COMMISSION

100 W Church Street, Room 100
Ozark, Missouri 65721
Phone: 417-582-4300 • Fax: 471-581-5924

Ralph Phillips
Presiding Commissioner

Hosea Bilyeu
Western Commissioner

Mike Robertson
Eastern Commissioner

14 November 2019

Ralph Phillips
375 Red Cedar Rd
Ozark, MO 65721

Sunni Odle
1007 Muskego Rd
Nixa, MO 65714

All,

The Commission voted in session today to award the bid for surplus property (flagpole) to the highest bidder, Ralph Phillips. Thank you all for participating in the bidding process.

Thank you,

Eastern Commissioner
Mike Robertson

Presiding Commissioner
Ralph Phillips

Western Commissioner
Hosea Bilyeu

Budget Adjustment Requests
2019 Budget Year

As a first-class county, there are just a few opportunities to amend the approved budget. The amendments presented today are to appropriate funds to cover expenditures greater than were included in the original budget to avoid funds having total actual expenditures greater than their total budgeted expenditures.

These can fall into four categories:

1. Emergency (RSMo 50.630) Transfers from the emergency contingency can be made any time during the year to any line item, as long as there is enough money in the Emergency Contingency Fund.
2. Unanticipated Revenues (RSMo 50.622). Revenues that were not anticipated and not budgeted for can be appropriated to an expenditure line.
3. Agency Transfer: (RSMo 50.630). After November 1 of each year, transfers can be made between Agencies in the same fund with authorization of the county commission and recommendation of the budget officer.
4. Carryover Fund Balances (RSMo 50.610). Carry over funds are considered as part of the current year revenues for budgeting purposes and can be allocated to any line item in the same fund as necessary.

The Budget Adjustment Request falls within item 3 above.

2019.3 – Human Resources General Revenue. Transfer of funds from County Clerk Departmental Budget for reassignment of personnel and duties

Budget Adjustment Request Form
 County of CHRISTIAN ♦♦♦ State of MISSOURI

2019-3

Date: 11/4/2019

PERSON REQUESTING	TITLE/POSITION	DEPARTMENT
Amber Bryant	Director	Human Resources

Item (s) Requested : Additional payroll

Reason for Request: The Commission voted to assign personnel, payroll expenses and duties from the County Clerk's Office to the Human Resources Department. This is to reflect the change in budgetary responsibility.

Amount Requested : \$ 15,741.16

Source of Funds: Interagency Assignment
 (Other Rev., Grants, etc..)

Line Item Coverage :

(Account No(s))	101-030-51120	\$ (11,440.00)
	101-240-51120	\$ 11,440.00
	101-030-51210	\$ (875.16)
	101-240-51210	\$ 875.16
	101-030-51220	\$ (1,915.00)
	101-240-51220	\$ 1,915.00
	101-030-51230	\$ (1,510.00)
	101-240-51230	\$ 1,510.00


I certify that the items(s) listed above is(are) appropriate and necessary for the operation of this department and that there is sufficient funds to cover the estimated cost.

Signature: 

Date: 11/4/19

CERTIFICATION OF AUDITOR

I certify that the expenditure contemplated by this document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of anticipated revenue appropriated for payment of same.

 11/14/19
 Auditor Certification Date

APPROVAL OF THE CHRISTIAN COUNTY COMMISSION

11/14/19
Date

  
 Presiding Commissioner Commissioner Eastern District Commissioner Western District

**2019 BUDGET
CHRISTIAN COUNTY MISSOURI
ELECTIONS
FUND 101-030**

Account		2017 actual	2018 Approved Budget	2018 Actual	2019 Proposed Budget	2019 Proposed AMENDED Budget
101-030-51120	ELECTION CLERKS - SALARY	\$ 49,583.82	\$ 60,776.00	\$ 54,424.55	\$ 62,880.00	\$ 55,440.00
101-030-51130	ELECTION CLERKS - OVERTIME		4,000.00		4,000.00	4,000.00
101-030-51130	CONTRACT LABOR		-			
101-030-51210	INSURANCE	3,578.39	8,712.00	4,356.00	9,195.00	8,319.84
101-030-51220	EMPLOYERS FICA & MEDICARE	3,772.55	4,955.00	4,140.25	4,811.00	2,896.00
101-030-51230	RETIREMENT	4,998.80	7,676.00	7,263.74	8,700.00	7,190.00
101-030-51250	SUTA-UNEMPLOYMENT	433.87	316.00	72.57	331.00	331.00
101-030-51260	WORKERS COMPENSATION	217.35	292.00	187.78	295.00	295.00
101-030-52312	CANVASSING	22,480.84	15,000.00	1,440.00	23,000.00	23,000.00
101-030-52430	REPAIR & MAINTENANCE	530.00	1,060.00	-	125.00	125.00
101-030-52432	SOFTWARE		3,000.00	504.00	1,100.00	1,100.00
101-030-52530	PHONE	948.48	993.00	984.69	1,000.00	1,000.00
101-030-53600	OFFICE EXPENSE	3,044.82	7,000.00	4,678.83	3,000.00	3,000.00
101-030-53605	POSTAGE	5,882.65	7,000.00	4,086.22	6,000.00	6,000.00
101-030-53619	LATE FEES					
101-030-54750	EQUIPMENT	1,496.49	3,370.00	2,026.99	1,400.00	1,400.00
	Total Elections	\$96,968.06	\$124,150.00	\$84,165.62	\$125,837.00	\$114,096.84

Elections
101-030

**2019 BUDGET
CHRISTIAN COUNTY MISSOURI
HUMAN RESOURCES
FUND 101-240**

Account		2017 Actual	2018 Approved Budget	2018 Actual	2019 Requested Budget	2019 Approved Budget	2019 AMENDED PROPOSED Budget
101-240-51120	HUMAN RESOURCES OTHER-SALARY				45,000.00	45,000.00	56,440.00
101-240-51240	INSURANCE				4,600.00	4,600.00	6,515.00
101-240-51220	EMPLOYERS FICA & MEDICARE				3,500.00	3,500.00	4,375.16
101-240-51230	RETIREMENT				5,950.00	5,950.00	7,460.00
101-240-51250	SUTA-UNEMPLOYMENT				120.00	120.00	120.00
101-240-51260	WORKERS COMPENSATION				200.00	200.00	200.00
101-240-52310	CONSULTANT				500.00	500.00	500.00
101-240-52500	ORGANIZATIONAL DUES				300.00	300.00	300.00
101-240-52530	PHONE				300.00	300.00	300.00
101-240-52580	MILEAGE				300.00	300.00	300.00
101-240-52590	TRAINING				1,000.00	1,000.00	1,000.00
101-240-53600	OFFICE EXPENSE				2,400.00	2,400.00	2,400.00
101-240-53605	POSTAGE				250.00	250.00	250.00
101-240-53618	SMALL EQUIPMENT				1,000.00	1,000.00	1,000.00
101-240-54750	EQUIPMENT				-		-
	Total Human Resources						
		\$0.00	\$0.00	\$0.00	\$65,420.00	\$65,420.00	\$81,160.16

2020 Budget Notes – General Revenue

Departmental Requests Increase: \$2.1 million

Transfer Decrease: \$1.2 million

Total Budget Increase: \$905,000

Spending in excess of revenue: \$3.7 million

1. \$1,750,000 Land purchase, \$300,000 for capital expenditures (construction, major repairs, etc.) (2.05 million)
2. \$462,000 for emergency (\$212,000 {3%} required by statute)
3. Additional \$200,000 for presidential election year elections costs
4. \$91,000 statutory request for assessor (included, never used – fund is solvent)
5. \$120,000 for equipment/vehicle purchases

Significant Departmental Requests:

- a. 24.5% increase Consolidated Courts – addition of pre-trial services
- b. 9.95% increase Public Administrator – salary increases and transition from PT to FT employee
- c. 24.69% increase from MU Extension – remodel costs for new space, additional benefits for employee funded by the county
- d. 35.65% increase Human Resources – addition of FT employee

Per RSMO 50.540(1), all departments, offices, institutions, commissions and courts are to submit budget estimates to the budget office for tabulation. If these estimates are not received by September 10th, the budget officer is responsible for preparing the estimates for that office. This year the County Auditor as budget officer prepared the estimate for Emergency Management and the County Coroner.