

Neighborhood Improvement District Administration

Department Number 1340

Mission

This budget is administered by Public Works and is intended to provide administrative support for the Neighborhood Improvement District (NID) program. The Missouri statutes provide authorization for Boone County residents, through a petition process to the County Commission, to form an improvement district and obtain approval for neighborhood improvement projects. All costs of the improvement project are borne by property owners contained within the boundaries of the NID. To the extent possible, the administrative costs incurred in this budget will be charged to specific NID projects and ultimately billed back to property owners within the given NID.

In the past, the NID program was limited to road improvement projects only. In 1998 the voters approved general obligation bonds that allow expansion of the NID program to sanitary sewer improvement projects as well.

Budget Highlights

NID activity levels are insufficient to justify staff dedicated solely to this program. However, there is a need for NID coordination and administration. During FY 2001, the NID Coordinator position in this budget remained vacant, and Public Works staff provided the coordination and administration support. NID activity levels are not expected to change in the near future. As a result, the budget has been modified to provide reimbursement to Public Works for NID coordinator activities and the FTE position has been eliminated.

Goals and Objectives

Budget Year Objectives

- Build a minimum of one road project.
- Build a minimum of one sanitary sewer project.
- Process all applications when received.
- Design and implement an online collection and tracking program.
- Design and implement a process whereby all sanitary sewer projects are developed and processed through the Boone County Regional Sewer District.

Neighborhood Improvement District Administration

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- Continue to account for all reimbursable man-hours and costs that are related to a specific NID project for auditing purposes.
- Continue to bill NID budget to reimburse the Design and Construction Department for all man hours invested in potential projects. Projects will be back charged for all time involved.
- Continue to limit Design and Construction expenditures on proposed NID projects before the actual Notice to Proceed has been ordered.
- Continue to monitor potential and actual legislative changes to the NID statues.

Progress on Prior Year Objectives

- Build a minimum of one road project.
Response: No projects were built this year.
- Build a minimum of one sanitary sewer project.
Response: No projects were built this year.
- Process all applications when received.
Response: No new applications were received this year.
- Design and implement an online collection and tracking program developed.
Response: This project has been put on hold until Information Technology is caught up with priorities.
- Design and implement a process whereby all sanitary sewer projects are developed and processed through the Boone County Regional Sewer District.
Response: No further discussions have been held on this subject.
- Continue to account for all reimbursable man-hours and costs that are related to a specific NID project for auditing purposes.
Response: This is an ongoing objective.
- Continue to limit Design and Construction expenditures on proposed NID projects before the actual Notice to Proceed has been ordered.
Response: This is an ongoing objective.
- Continue to monitor potential and actual legislative changes to the NID statues.
Response: This is an ongoing objective.

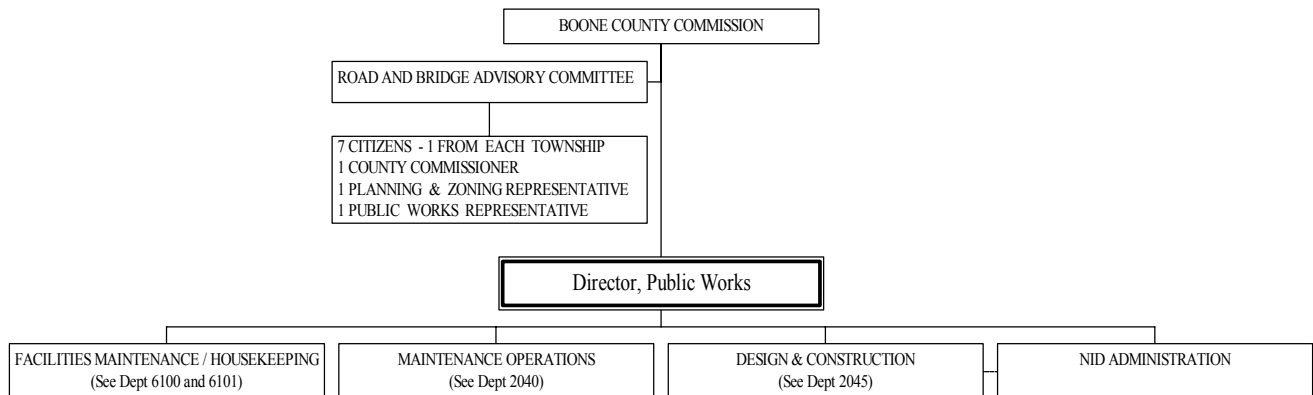
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Performance Measures

Performance Measure	2001 Actual	2002 Estimated	2003 Projected
Roadway			
Number of Active NID Projects	3	4	2
Number of NID Applications on File	5	2	2
Number of NID Projects Approved	0	0	1
Number of NID Projects Completed	0	0	1
Number of New Applications Submitted	5	4	4
Sewer			
Number of Active NID Projects	1	1	1
Number of NID Applications on File	14	14	16
Number of NID Projects Approved	0	0	1
Number of NID Projects Completed	0	0	0
Number of New Applications Submitted	2	2	2

Organizational Chart



100 GENERAL FUND

1340 NID ADMINISTRATION

ACCT	DESCRIPTION	2001 ACTUAL	2002 BUDGET + REVISIONS	2002 PROJECTED	2003 CORE REQUEST	2003 SUPPLEMENTAL REQUEST	2003 ADOPTED BUDGET	%CHG
								FROM PY BUD
CHARGES FOR SERVICES								
3528	REIMB PERSONNEL/PROJECTS	7,005	0	0	0	0	0	0
3569	OTHER FEES	4,420	0	0	0	0	0	0
	SUBTOTAL *****	11,425	0	0	0	0	0	0
	TOTAL REVENUES *****	11,425	0	0	0	0	0	0
PERSONAL SERVICES								
10325	DISABILITY INSURANCE	2	0	0	0	0	0	0
	SUBTOTAL *****	2	0	0	0	0	0	0
MATERIALS & SUPPLIES								
22000	POSTAGE	0	100	0	0	0	0	0
23000	OFFICE SUPPLIES	144	0	0	0	0	0	0
23001	PRINTING	0	1,000	0	0	0	0	0
23017	COMPUTER PAPER	75	0	0	0	0	0	0
23018	PRINTER SUPPLIES	100	0	0	0	0	0	0
23050	OTHER SUPPLIES	484	0	0	0	0	0	0
	SUBTOTAL *****	803	1,100	0	0	0	0	0
DUES TRAVEL & TRAINING								
	SUBTOTAL *****	0	0	0	0	0	0	0
UTILITIES								
	SUBTOTAL *****	0	0	0	0	0	0	0
VEHICLE EXPENSE								
59200	LOCAL MILEAGE	0	100	0	0	0	0	0
	SUBTOTAL *****	0	100	0	0	0	0	0
CONTRACTUAL SERVICES								
71100	OUTSIDE SERVICES	27-	1,500	1,932	1,500	0	1,500	0
71102	ENGINEERING SERVICES	0	10,000	0	5,000	0	5,000	50-
71104	ADMINISTRATIVE SERVICES	0	10,150	0	5,000	0	5,000	50-
	SUBTOTAL *****	27-	21,650	1,932	11,500	0	11,500	46-

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DATE: 1/21/2003

BOONE COUNTY, MISSOURI BUDGET FOR 2003

100 GENERAL FUND

1340 NID ADMINISTRATION

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>2001</u>	<u>2002</u>	<u>2002</u>	<u>2003</u>	<u>2003</u>	<u>2003</u>	<u>%CHG</u>
		<u>ACTUAL</u>	<u>BUDGET +</u>	<u>PROJECTED</u>	<u>CORE</u>	<u>SUPPLEMENTAL</u>	<u>ADOPTED</u>	<u>FROM</u>
	<u>OTHER</u>		<u>REVISIONS</u>		<u>REQUEST</u>	<u>REQUEST</u>	<u>BUDGET</u>	<u>PY</u>
84300	ADVERTISING	0	750	0	750	0	750	0
84400	PUBLIC NOTICES	0	200	0	200	0	200	0
	SUBTOTAL *****	0	950	0	950	0	950	0
	TOTAL EXPENDITURES *****	778	23,800	1,932	12,450	0	12,450	47-

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Solid Waste Recycling

Department Number 1360

Mission

This budget is intended to assist in the implementation of the Comprehensive Solid Waste Management Plan for Mid-Missouri Solid Waste Management District, Region H, to meet the State mandated goal to reduce the amount of solid waste going into landfills 40% by 1998, and to continue to maintain this reduction. In addition, it is intended to: study, explore, examine, and research solid waste issues confronting the citizens, businesses and environs of Boone County; to promote the responsible management of solid waste through education and implementation of recycling and waste reduction programs; and to coordinate solid waste management solutions with public agencies, organizations, community and civic groups.

Budget Highlights

There are no significant changes in this budget.

Goals and Objectives

Budget Year Objectives

- Maintain the permanent recycling program at the four remaining established sites and successfully address problems that arise.
- Locate a permanent site for the Hallsville container.
- Review and analyze data obtained from administration of the recycling program and assess the level of program success.
- Begin a pilot recycling program for the Sheriff's Office/Jail facility, and secure a permanent container.
- Under the direction of the County Commission, establish goals and select methods for solid waste reduction throughout Boone County.
- Represent Boone County at the various other boards and committees to ensure the needs of Boone County citizens are met.
- Determine what needs to be done in the next year to implement the MMSWMD Plan and continue to make progress towards meeting the state mandate of reducing the amount of solid waste going into landfills by 40% by 1998. It is anticipated that this goal will be extended since the 40% goal has not been reached.

Progress on Prior Year Objectives

- Prior year objectives are the same as current year objectives.

Response: We are currently operating and expect to continue operating under a letter of understanding with Civic Recycling. An effort to find a site for the sixth container, as the program is operating at 4/6 of the originally envisioned capacity, are still on hold, as a sharp increase in the cost of processing the recycling containers has been problematic.

Discussion with the Sheriff's office and the City of Columbia Recycling/Solid Waste Program continue in order to bring the recycling program to the Jail complex.

The Solid Waste Coordinator continues to represent Boone County at the State Solid Waste Advisory Board (SWAB) and the Mid-Missouri Solid Waste Management District Committees (Council, Advisory Committee, Executive Committee). The program has been involved in updating the by-laws of the district and refining the grant criteria and process by which solid waste grants are evaluated and awarded. The Boone County Commission has mothballed the Boone County Solid Waste Committee, as it rarely was able to have a quorum.

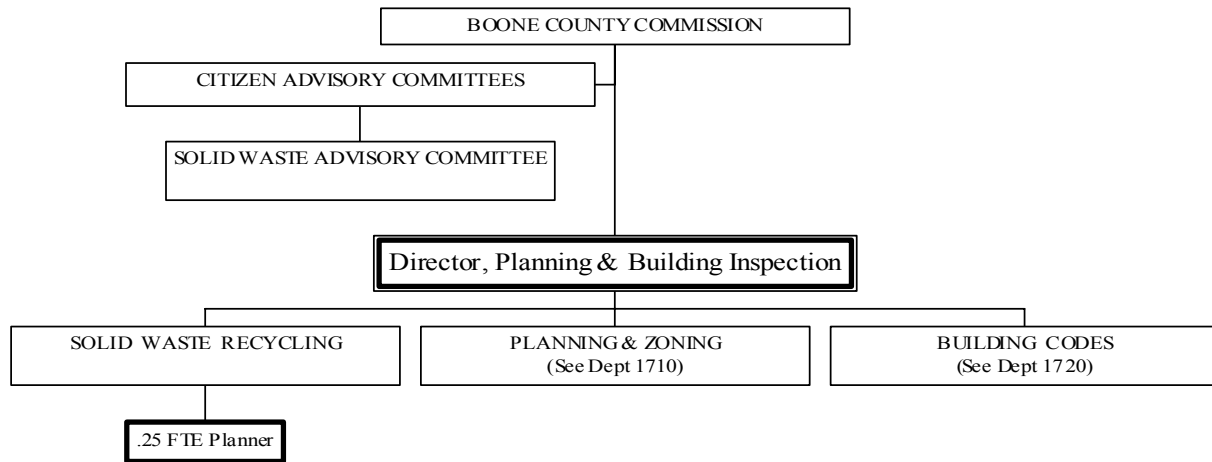
Performance Measures

Performance Measure	2001 Actual	2002 Estimated	2003 Projected
Number of Recycling Containers in Use	6	6	6

Personnel Detail

Position Title	2001 Full-time Equivalent	2002 Full-time Equivalent	2003 Full-time Equivalent	2002-2003 Change
Planner	0.25	0.25	0.25	-
Total FTEs	0.25	0.25	0.25	-

Organizational Chart



100 GENERAL FUND

1360 SOLID WASTE RECYCLING

ACCT	DESCRIPTION	2001 ACTUAL	2002 BUDGET + REVISIONS	2002 PROJECTED	2003 CORE REQUEST	2003 SUPPLEMENTAL REQUEST	2003 ADOPTED BUDGET	%CHG
								FROM PY BUD
PERSONAL SERVICES								
10100	SALARIES & WAGES	7,187	8,958	8,958	8,959	0	9,812	9
10200	FICA	549	685	685	685	0	750	9
10300	HEALTH INSURANCE	661	741	741	852	0	852	14
10325	DISABILITY INSURANCE	25	36	36	41	0	41	13
10350	LIFE INSURANCE	8	8	8	8	0	8	0
10375	DENTAL INSURANCE	65	65	65	68	0	68	4
10400	WORKERS COMP	47	66	66	74	0	74	12
10500	401(A) MATCH PLAN	162	146	163	146	0	146	0
	SUBTOTAL *****	8,706	10,705	10,722	10,833	0	11,751	9
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATION	49	208	200	208	0	208	0
23000	OFFICE SUPPLIES	227	228	228	228	0	228	0
23001	PRINTING	0	582	560	582	0	582	0
23020	MICROFILM/FILM	0	116	5	116	0	116	0
23050	OTHER SUPPLIES	0	1,040	1,040	1,040	0	1,040	0
23850	MINOR EQUIPMENT & TOOLS	20	54	50	54	0	54	0
26000	PAVEMENT REPAIRS MATERIAL	0	320	300	320	0	320	0
26201	ROCK-VENDOR HAULED	0	320	300	320	0	320	0
	SUBTOTAL *****	296	2,868	2,683	2,868	0	2,868	0
DUES TRAVEL & TRAINING								
37200	SEMINARS/CONFEREN/MEETING	179	224	200	224	0	224	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	75	50	50	100	0	100	100
37235	MEALS & LODGING - OTHER	175	100	100	100	0	100	0
	SUBTOTAL *****	430	374	350	424	0	424	13
VEHICLE EXPENSE								
59200	LOCAL MILEAGE	131	144	140	144	0	144	0
	SUBTOTAL *****	131	144	140	144	0	144	0
EQUIP & BLDG MAINTENANCE								
60200	EQUIP REPAIRS/MAINTENANCE	0	642	600	642	0	642	0
	SUBTOTAL *****	0	642	600	642	0	642	0
CONTRACTUAL SERVICES								
71100	OUTSIDE SERVICES	11,180	15,000	15,000	15,750	0	15,750	5
	SUBTOTAL *****	11,180	15,000	15,000	15,750	0	15,750	5

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DATE: 1/21/2003

BOONE COUNTY, MISSOURI BUDGET FOR 2003

100 GENERAL FUND

1360 SOLID WASTE RECYCLING

ACCT	DESCRIPTION	<u>2001</u> <u>ACTUAL</u>	<u>2002</u> <u>BUDGET +</u> <u>REVISIONS</u>	<u>2002</u> <u>PROJECTED</u>	<u>2003</u> <u>CORE</u> <u>REQUEST</u>	<u>2003</u> <u>SUPPLEMENTAL</u> <u>REQUEST</u>	<u>2003</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>%CHG</u>
								<u>FROM</u> <u>PY</u> <u>BUD</u>
	OTHER							
83160	RECYCLING & DUMP FEES	0	100	100	100	0	100	0
84300	ADVERTISING	0	1,000	0	1,000	0	1,000	0
	SUBTOTAL *****	0	1,100	100	1,100	0	1,100	0
	FIXED ASSET ADDITIONS							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	20,745	30,833	29,595	31,761	0	32,679	5

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Boone County Regional Sewer District Management Services

Department Number 1370

Mission

This budget provides management services to the Boone County Regional Sewer District pursuant to a cooperative agreement signed by the Boone County Commission and the Boone County Regional Sewer District (BCRSD) Board of Trustees in October, 2000. The BCRSD reimburses the County for all costs incurred pursuant to this agreement.

The services provided by the County include the following: (1) BCRSD Executive Director services provided by the Director of Planning & Building Inspections; and, (2) General Management and Chief Engineer Services provided by a full-time Project Engineer who is dedicated to the BCRSD exclusively.

Budget Highlights

There are no significant changes to this budget.

Personnel Detail

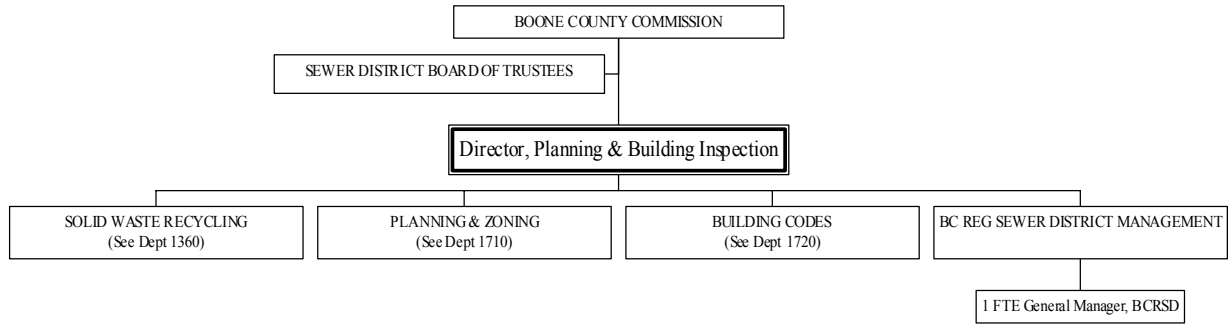
Position Title	2001 Full-time Equivalent	2002 Full-time Equivalent	2003 Full-time Equivalent	2002-2003 Change
General Manager, BSRSD	1.00 *	1.00	1.00	-
Total FTEs	1.00	1.00	1.00	-

*Position 557 added to 1370 BC Regional Sewer District Management Services and deleted from 2045 Public Works - Design and Construction

Boone Co. Regional Sewer District Management Services

Dept. No. 1370

Organizational Chart



DATE: 1/21/2003

BOONE COUNTY, MISSOURI BUDGET FOR 2003

100 GENERAL FUND

1370 BC REG SEWER DIST MGMT SERVICE

ACCT	DESCRIPTION	2001 ACTUAL	2002 BUDGET + REVISIONS	2002 PROJECTED	2003 CORE REQUEST	2003 SUPPLEMENTAL REQUEST	2003 ADOPTED BUDGET	%CHG
								FROM PY BUD
CHARGES FOR SERVICES								
3525	REIMB. SPECIAL PROJECTS	75,285	72,650	75,645	75,800	0	75,800	4
	SUBTOTAL *****	75,285	72,650	75,645	75,800	0	75,800	4
	TOTAL REVENUES *****	75,285	72,650	75,645	75,800	0	75,800	4
PERSONAL SERVICES								
10100	SALARIES & WAGES	58,166	62,543	62,543	62,691	0	62,691	0
10200	FICA	4,284	4,784	4,784	4,795	0	4,795	0
10300	HEALTH INSURANCE	2,645	2,965	2,965	3,410	0	3,410	15
10325	DISABILITY INSURANCE	189	258	258	268	0	268	3
10350	LIFE INSURANCE	32	33	33	33	0	33	0
10375	DENTAL INSURANCE	260	260	260	275	0	275	5
10400	WORKERS COMP	377	500	494	520	0	520	4
10500	401(A) MATCH PLAN	625	585	700	585	0	585	0
	SUBTOTAL *****	66,580	71,928	72,037	72,577	0	72,577	0
	TOTAL EXPENDITURES *****	66,580	71,928	72,037	72,577	0	72,577	0

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Public Works Summary

Department Numbers 204 0, 2045, 2049, and 2080

Description

The County's road and bridge public works activities are funded primarily with the proceeds of a one-half cent sales tax and supplemented with property tax revenues, fuel taxes and other miscellaneous revenues. Maintenance Operations are included in the budget for Dept. No. 2040; Design and Construction activities are included in the budget for Dept. No. 2045. Payments to cities and special road districts are included in the budget for Dept. No. 2049. The sales tax revenues are accounted for in the budget for Dept. No. 2080 and all other revenues are included in Dept. 2049. Detailed information is presented for each of these budgets on the following pages.

Budget Summary

Fund	Dept	Department Name	2003	2003	2003	2003	2002	2001
			Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total	Projecte d Total	Actual
204	2040	Maintenance Operations	\$ 2,428,511	\$ 4,241,994	\$ 1,042,285	\$ 7,712,790	\$ 7,272,508	\$ 6,933,149
204	2045	Design & Construction	644,385	2,579,175	310,200	3,533,760	2,640,253	3,597,840
204	2049	Administration	-	2,351,177	-	2,351,177	2,294,690	2,111,388
Total			<u>\$ 3,072,896</u>	<u>\$ 9,172,346</u>	<u>\$ 1,352,485</u>	<u>\$ 13,597,727</u>	<u>\$ 12,207,451</u>	<u>\$ 12,642,377</u>

Personnel Summary

Fund	Dept	Department Name	2003	2002	2001
			Full-time Equivalent	Full-time Equivalent	Full-time Equivalent
204	2040	Maintenance Operations	49.65	49.65	48.94
204	2045	Design & Construction	13.62	12.96	12.78
Total FTEs			<u>63.27</u>	<u>62.61</u>	<u>61.72</u>