

Budget Work Session

TERM OF COMMISSION: November Session of the November Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Linda Vogt
County Auditor June Pitchford
Deputy County Clerk Melanie Stapleton

The meeting was called to order at 1:10p.m. by Commissioner Miller.

Subject: Public Works Department

Account 2040-Maintenance Operations

Frank Abart reviewed the highlights of the Public Works department budget for 1999. He stated that the highlights of this budget include the snow and ice chemicals for use by Fall of 1999. He stated that the Public Works department expected to have a building in which to store those chemicals by 1999. He stated that they could possibly increase their use of fine aggregates and chips if there was a lot of snow and ice in the first quarter of 1999.

Frank Abart stated that they were doing some experiments with a new type of sign post to deter the theft of signs. He stated that the new kind was square with steel posts. He stated that the new signs made it tougher to cut into the post in order to remove it.

Frank Abart stated that another highlight was the increased equipment repair expense due to delays in fixed asset replacements. He stated that at this time the budget was set up to where the life cycle would be delayed for at least one more year.

Commissioner Miller asked if it would be at least a year or just a year.

Frank Abart stated that they anticipated making the replacements in 2000, however he could not promise this.

Frank Abart stated that another highlight was the improvement of approximately 10 mi of gravel roadways through Proposition 2 (user improvements). He stated these were the preparations for pavements.

Frank Abart stated that the Public Works department planned to have about 3.62 mi of application of asphalt overlay. He stated that the El Chapparal storm drainage and road improvements were moving along. He stated that they would complete 14 mi of chip and seal surfacing (over existing surfaces and current chip and seal).

Frank Abart stated that they would implement contract to mark approximately 50 mi of roadway that are currently involved in traffic studies.

Commissioner Miller asked if there was anything in the budget dealing with cracked ceilings of existing subdivisions.

Frank Abart stated that there was money and plans to do those kinds of projects as well. He stated that he did not know how many of these would be done.

June Pitchford asked Frank Abart if the plan for the funding of the El Chaparral project included expenditures in 1999 for actual work, and the debt service impacting the budget in 2000 and beyond. She asked if they were looking at five years.

Frank Abart stated that at this time the Public Works department anticipated a five-year payback at about \$300,000 per year. He stated that they would not know until they received the bids.

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Commissioner Miller asked if there was anything that would allow for temporary employees in the mowing season (when everyone is busy working on other things).

Frank Abart stated that there was a temporary labor budget, however he did not think that this was not targeted for mowing activities.

Commissioner Miller stated that this was something that had been under accomplished.

Frank Abart stated that they would probably use the temporary people and keep the mowing staff mowing.

Frank Abart stated that this would be incorporated into the program next summer, if it became a problem.

Account 2045-Design & Construction

Frank Abart asked if there were any questions concerning this budget.

Commissioner Miller asked why they were only putting \$125,000 in the budget for culverts, when in 1998 they had put \$200,000 in the budget for this and that amount had not been sufficient.

Frank Abart stated that in 1998 they had pursued a little over 30 mi of improvements.

Commissioner Vogt stated that she was told that there was need for 300 culverts in the north part of the County.

Frank Abart stated that they would balance what was actually needed with what was requested. Frank Abart stated that they would probably do about 100.

Frank Abart stated that the construction of phase 1 of St Charles Rd improvement project and utility relocations, funding for Creasy Spring Rd improvement project and utility relocations, and funding for Ritchland Rd improvement and utility relocations were the three major projects of account 2045.

Frank Abart stated that all of these projects were in various levels of legal activity. He stated that these should be ready for bid requests in 1999.

Frank Abart stated that there were several joint projects with the city of Columbia including Scott Blvd, Oakland Gravel Rd and converting ten mi of gravel to hard surface. He stated that the contracting and actual installation of the hard surface was through account 2045 while the preparation was through account 2040.

Frank Abart stated that (within account 2045) they would pursue easement acquisition for Proposition 2 projects and also pursue engineering design and construction management services internally and externally.

Commissioner Miller stated that it had been stated that a majority of the 1998 objectives had been met. She asked if they had received a complete comprehensive plan for traffic counts and functional classification of all the County road systems.

Frank Abart stated that the functional classification was being done by Trans-Systems. He stated that he gave them until Thanksgiving to have it completed.

June Pitchford stated that it might be beneficial for her staff to work with Frank Abart to give specific responses for each goal.

Commissioner Miller asked why the printing budget was \$2100 more than 1999's budget.

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Frank Abart stated that all of the construction projects being internally and externally produced required a lot of (multiple copies of) plans, specifications, and costs.

Commissioner Miller asked why the minor equipment and tools went down from an average of \$3700 a year to \$1500 a year.

Terry Nichols stated that there were things that the Public Works department needed to purchase as gear, but once they were acquired that type of money would not need to be spent again except for replacements.

Account 2049-Administration

Frank Abart stated that this was a budget that handled all of the revenue and expenditures. He stated that the first item was administrative services-\$150,000. He stated that the rest included revenue sharing (with individual cities) and replacement revenue-what the cities would have collected at a 29¢ property tax multiplied by one and a half (with the exception of the Centralia Special road district which is funded on a different mechanism).

Commissioner Miller asked if the Columbia revenue sharing was the Scott Blvd amount.

Frank Abart stated that the Scott Blvd amount was included in the account 2045 amount because it is a part of that joint project.

Commissioner Miller stated that it needed to be identified that the city of Columbia had received the \$300,000.

Commissioner Stamper stated that this was an important distinction to make in order to distinguish between what was revenue sharing and what was joint project.

June Pitchford stated (for the record) that the 2049 budget should include 100% of all replacement revenue and revenue sharing appropriations and the design & construction budget would include the funding (County share of) for joint projects and other promptu projects.

Frank Abart stated that this was not consistent. He wanted to know how the \$280,000 for the Oakland Gravel Rd project would be classified.

Commissioner Stamper stated that if it was a request by the city, then it would be classified as revenue sharing.

Commissioner Stamper stated it would be meaningful to begin to use the reference revenue sharing, rather than granting.

Commissioner Miller asked about projects in Ashland.

Frank Abart stated that a request was made for E. Liberty Ln and the widening of Bass St.

Commissioner Miller asked if Liberty Ln was one of the roads that the County intended to improve in the upcoming year.

Frank Abart stated that he did not have this information available.

June Pitchford stated that she was unfamiliar with the allocation process that underlies the revenue sharing amounts.

Frank Abart stated that he itemized the requests (after the application was made) and then made recommendations based on what he saw and the amount of money available. He stated that then he took the recommendation to the Road & Bridge Advisory Committee who then could make changes after they evaluated it. He stated that after this, the Commission made the final decision.

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June Pitchford asked if there was any expectation that cumulative amounts would be at a certain level or was it estimated one year at a time.

Commissioner Stamper stated that at this point it was one year at a time. He stated that Centralia had taken a specific target and spread it over four years. He stated that Centralia was able to do this in increments by matching local money with grant money (Harrisburg did something similar as well).

Commissioner Miller stated that the County had asked for five-year planning in the grant cycle and then some of the cities had changed because their priorities had changed.

Account 1340-NID Administration

Frank Abart stated that some of the highlights of this budget included the continuation of Boone County NID program for road and sanitary sewer construction. He stated that there were no significant changes in funding levels. He stated that they anticipated an increase in administrative costs from downtown support offices to effect the number of viable projects. He stated that they also expect about 3 NID projects for roads and 2 NID projects for sewer in order to move significantly forward in 1999.

Commissioner Miller asked how many total road projects were on the list.

John Watkins stated that there were 22.

Commissioner Miller wanted to know if 25% of the 22 would not go anywhere.

John Watkins stated that this was correct.

Commissioner Miller stated that these projects ranged from ones where the petition had just been received to ones that were waiting for design.

John Watkins stated that this was correct.

Commissioner Stamper stated that the Commission had been speaking with Frank Abart about some proposed changes in the formula or indirect cost allocation. He asked if these were reflected in the revenue aspect of this.

June Pitchford stated that these were passed on to property owners. She stated that in theory all of revenue should be reimbursed. She stated that (history shows) the County general revenue paying for the services of the budget. She demonstrated (in the budget) the amounts that had been recovered from NIDs.

Commissioner Stamper asked if June Pitchford's proposals were assumed in the revenue numbers.

June Pitchford stated that she did not assume any change in the way the County was charging indirect costs. She stated that nothing had been budgeted because she had no way of knowing when the projects would be completed or predicting any of those costs.

Commissioner Stamper stated that the Commission would like to discuss the proposals as a part of the 1999 budget.

June Pitchford stated that what would limit the size of the NID program would be the amount of money that the County had loaned. She stated that the County had loaned approximately \$300,000 (at any given time in one year) for NIDs since 1993. She stated that these moneys were not available for appropriations. She stated that the size and pace of the program would probably be limited by the resources of the general fund.

Frank Abart stated that the County needed to give (\$49,000) its share of the refund from the Department of Revenue to the NID.

Commissioner Miller asked how much of the Emergency fund (for the Public Works department) had been used this year.

Frank Abart stated that they generally used most of it.

Frank Abart stated that the Public Works department had a very aggressive and successful year in 1998 and hoped for the same in 1999.

June Pitchford stated that this budget (Public Works department) was utilizing all the resources at hand for road activities. She stated that this was a good thing, however it did not leave a cushion to respond to unforeseen things.

Subject: Planning and Building Inspection

Stan Shawver stated that this was a no growth budget. He stated that he had made supplemental requests for additional personnel. He stated that his department did not have a lot of space for additional employees and therefore he hoped to peak the Commission's interest in beginning the discussion of expansion on the third floor.

Stan Shawver stated that probably would not be any downturn and the Planning and Building Inspection services would continually be in need. He stated that he and the budget officer had scheduled a discussion for the collection of additional fees in the early part of 1999. He stated that they expected to collect a little over \$100,000 in 1999.

Stan Shawver stated that he had two vehicles slated for replacement in 1999. He stated that in the past they had waited until the budget was approved which had caused a delay in the actual purchase of the vehicle. He stated that June Pitchford has authorized the purchase and he wanted to get authorization from the Commission to proceed with bids in order to speed up the process.

Commissioner Stamper wanted to know what the condition of the vehicles was.

Stan Shawver stated that they were trading in a 1993 Crown Victoria that had 89,000 mi on it. He stated that Public Works inspected it and was very pleased with the condition of the vehicle. He stated that they felt it could be introduced into the Public Works fleet. He stated that they also had a four-wheel drive 1995 Ford F-150 that had 80,000 mi on it. He stated that the Public Works department felt positively about introducing this one into the fleet as well.

Commissioner Vogt asked about a discussion that the Commission had with Beckie Jackson about purchasing vehicles in a more timely fashion.

Commissioner Stamper stated that they were experimenting with a project like that for the Sheriff's department. He also stated that they should review something like this for Planning and Building Inspection.

Commissioner Stamper stated that Stan Shawver had made a request for some additional FTE's.

Stan Shawver stated that the Planning division was requesting another planner and a planning technician. He stated that the Building division was requesting another building inspector and building clerk. He stated that the building inspector and building clerk do a lot of the work involved in the processing.

Commissioner Stamper thanked Stan Shawver for his report.

The meeting adjourned at 2:30p.m.

Attest:

Don Stamper

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Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Linda Vogt
District II Commissioner