

TERM OF COMMISSION: December Session of the November Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 3:06 p.m. by Commissioner Miller.

David Mink, Public Works Director, David Nichols, Design and Construction Manager, Greg Edington, Maintenance Operations Manager, Ken Roberts, Facilities Maintenance Manager, and Jane Morris, Public Works Office Administrator, were present on behalf of the following budget hearings.

David Mink stated the proposed total expenditures for department 2040 for 2003 is \$7,618,198, which reflects a 4% increase from 2002. The proposed total expenditures for department 2045 for 2003 are \$3,620,867, which reflects a 37% increase from 2002. The proposed total expenditures for department 2049 for 2003 are \$2,351,177, which reflects a 2% increase from 2002. The total for these three departments is \$13,590,242. The proposed total expenditures for 2003 for department 1340 are \$12,450.

The proposed total expenditures for departments 1610, 6100, 6101, and 6200 are \$962,092 for 2003.

The 2003 staffing for all departments (2040, 2045, 2049, 1340, 1610, 6100, and 6101) is 71.63 with 3.6 seasonal positions approved by the Auditor and 0.65 seasonal positions requested. He noted there has been a reduction of one complete FTE from the Facilities Maintenance Department. This position was budgeted in 2002 and the department decided not to fill this position hence the elimination of this position from the 2003 budget.

Budget Hearing: Department 2040 (Public Works – Maintenance Operations)

David Mink reviewed the proposed 2003 budget for department 2040.

The proposed expenditures for Road Surface Rock are \$650,000. This is the same amount as what was budgeted for 2002. \$152,100 has been budgeted for chip and seal. This will be for in house repair and chip seal application for 17 miles of road. \$15,000 has been budgeted for street sweeping. This is contracted and will be for 47 miles of curbed streets.

Mr. Mink noted 2003 is the final installment of \$1.2 million in repairs to subdivision bonds for El Chaparral Subdivision. This bond is in the 4th year of repayment and should be paid for completely in 2003. The total for this is \$312,000.

Contracted snow removal is budgeted for \$136,000. This amount is an estimate based on three 18-hour snow events.

Mr. Mink listed the following safety projects to be completed in 2003. These projects have been identified to mitigate hazards to motorists. Work will primarily involve widening roadways and taking down banks to improve site distance. The total proposed amount for these projects is \$308,882.

- Northern District Total – \$254,345
 - o Kircher Road, Barnes School Road, Lost Woods Lane, Bethlehem/Gray Road Intersection, Wilhite Road, Barber Road, Reams Road, Crofton Road
- Southern District Total – \$29,425
 - o Elizabeth, Jemmerson Creek

Mr. Mink noted Harper Road was withdrawn from this list per the request of Commissioner Elkin. The total of this project would have been \$25,112. These projects are a supplemental request.

The Asphalt Preservation Program is a supplemental request in the amount of \$89,637. These are contract projects using trap rock and aggregate and polymer modified oil. This would be done to 4.6 miles of road. The following are the roads to be a part of this program:

- Northern District Total – \$46,851
 - o Richland Road
- Southern District Total – \$42,786
 - o Tomlin Road and Cedar Tree Lane

The Frequent Road Wash Out Areas program is a supplement request in the amount of \$394,681. This program would include 10.3 miles of a combination of chip and seal and pavement. These are the following roads to be a part of this program:

- Northern District Total – \$187,171
 - o Reams Road, Memar Road, Liddel Lane, Crofton Hall Road, Mt. Zion Church Road West, Perche Creek Road, Barber Road, Drane Road, Low Crossing Road
- Southern District Total – \$207,510

- Earthland Road, Schotte Lane/Jacobs Road, Elizabeth Street, Applewood Creek Road, Clatterbuck Road, Woodie Proctor Road, Roby Farm Road, Geising Hill Road, and Wehmeyer Road (Drainage Improvements Only – No Surface Upgrade)

Commissioner Miller asked why Ivy Lane is not on this list. Mr. Mink stated Ivy Lane is an addition to this list. It was not thought of when this list was being put together. When the budget was turned into the Auditor in September, the discussions on Ivy Lane had not begun.

Commissioner Elkin asked which section of Liddel Lane is the frequent wash out area. Greg Edington stated the location is from the culvert to the south.

The Asphalt Overlay and Preparation is a supplemental request in the amount of \$127,243. These are the following roads to be part of this program:

- Northern District Total – \$78,387
 - Oakland Gravel Road, Fairgrounds Road
- Southern District Total – \$48,857
 - Old Plank Road

Commissioner Miller noted there are more paved roads in District II, otherwise known as the Northern District, that need more maintenance.

Mr. Mink stated the department has submitted supplemental requests for fixed asset replacement in the amount of \$892,500. These are the following major items the department is proposing to replace:

- 3 Tandem axle trucks with spreaders and plows, 1 Motor Grader, 1 Service Truck, 2 Backhoes, 2 Boom Mowers, 7 Two-Way Radios

Budget Hearing: Department 2045 (Public Works – Design and Construction)

Mr. Mink stated Benson Road Phase II is proposed for 2003 in the amount of \$650,000. This would provide reconstruction and chip and seal of the road from the railroad tracks to Highway 63. This is a reduced amount to what was proposed by the department.

The department has proposed \$220,000 for four arch culverts on Locust Grove Road, Olden Road, New Salem Road, and Old Rocheport Road. The department is trying to utilize the arches instead of multiple pipes. The arches seem to self-clean better than the pipes.

The department has proposed two Pave in Place Projects in the amount of \$340,000. This

would provide asphalt surfacing by a M & O prepared sub grade to Oakland Church Road (Oakland Gravel Road to Wagon Trail Road) and Minor Hill Road (State DD to State Highway 63).

Mr. Mink stated the department has proposed \$80,000 for the Storm Water Drainage Project for Heller Road. He noted \$40,000 was matched through a Missouri Department of Natural Resources Grant Program. Also, the department is currently engaged in negotiation with COLT which may result in savings to this project.

The department has proposed \$65,000 for one fiber reinforced polymer bridge repair on Richland Road. Mr. Mink noted the department is currently engaged in discussions with the Missouri Department of Transportation regarding load rating procedures, which might affect the necessity of this project.

Mr. Mink stated \$160,000 has been budgeted for the Brushwood Lake Bridge to replace two 6 foot culverts and build a box culver over Mill Creek, just west of Scott Boulevard.

The department has budgeted \$30,000 for the Judy School Road Re-alignment project. He noted the County will retain the land in the re-alignment but the Missouri Department of Conservation will utilize the property for a native planting lot.

The Scott Boulevard Hazard Elimination project will have its final payment in 2003 to the City of Columbia. This is for right-of-way and utility expenses. This final payment is \$90,000.

The following are related project costs:

- Utility Relocations – *2003 Construction*: Judy School Road Re-alignment, Oakland Church Road Re-alignment, Brushwood Lake, and Heller Road.
- Utility Relocations – *Future Construction*: Olivet Road (WW to Richland Road), Liberty Lane (MM to Palis Nichols), and Scott Boulevard South (Route KK to Station 35).
- Utility Relocation Total Cost: \$440,000
- Easement Acquisition – *2003 Construction*: Oakland Church Road Re-alignment, and Brushwood Lake Bridge
- Easement Acquisition – *Future Construction*: Olivet Road (WW to Richland Road), Liberty Lane (MM to Palis Nichols), and Scott Boulevard South (Route KK to Station 35).
- Easement Acquisition Total Cost: \$145,000

The department has proposed \$71,000 to be budgeted for 2003 for engineering services and \$29,000 for Storm Water Contract.

Building Renovations are a supplemental request for the 2003 budget. The South Facility

Remodeling is proposed to cost \$230,000 and furniture and fixtures is proposed to cost \$20,000. This is Phase II of this project.

The department has submitted a supplemental request for the purchase of traffic counters in the amount of \$6,400. This would purchase two traffic counters, two speed analyzers, and one tube counter tests, which calibrates the traffic counter.

Mr. Mink stated the department has submitted supplemental requests for fixed asset replacement in the amount of \$47,000. This would replace a Ranger pick-up truck with two full size pick-ups.

Budget Hearing: Department 2049 (Public Works Administration) and 1340 (Neighborhood Improvement Districts)

Mr. Mink stated for department 2049, the Revenue Replacement and Sharing is as follows:

- Replacement: \$1,290,149
- Rebates to Special Road Districts: \$222,935
- Revenue Sharing Total: \$688,093
 - o Revenue Sharing by entity –
 - o City of Columbia: \$312,000 (Final Payment for Vandiver Project)
 - o City of Ashland: \$50,000
 - o City of Hallsville: \$50,000
 - o City of Sturgeon: \$20,000
 - o City of Centralia: \$84,035
 - o Centralia Special Road District: \$100,000
 - o City of Hartsburg: \$20,000
 - o City of Harrisburg: \$19,000
 - o City of Rocheport: \$29,058
 - o City of McBaine: \$4,000

Department 1340 has proposed funds to implement anticipated Neighborhood Improvement District (NID) Applications at \$12,450. This represents a reduction from the 2002 budget.

Mr. Mink reviewed the following Proposed Reductions and Reallocations:

Proposed Reductions

- Benson Road Proposed reduction in scope from \$650,000 to \$211,100
 - **Savings of \$438,900**
- Deleted Safety Project (Harper Rd.)

- Savings of \$25,112
- Double Entry (Overlay included in Core as well as Supplemental)
 - Amount of \$127,243

Requested Additions**Northern District**

Oakland Church Re-alignment	\$80,000
Maupin Bridge	\$160,000
Arch Plate Structures/Box Culvert (Reams)	\$50,000
Rolling Hills	\$28,407
Site Distance (Hopper)	<u>\$20,000</u>
	\$338,407

Southern District

Eight ft. CMP/Overlay existing asphalt (Minor Hill)	\$25,000
Additional Chip Seal over Paved (Angel Ln)	\$6,400
Boone Industrial Concrete Repair	\$26,700
Site Distance (Wilcox)	\$20,000
Ivy Lane	<u>\$32,600</u>
	\$110,700

Replacement of 5000 Gallon Oil Tanker	\$87,000
Summer Interns for Culvert Inspection	\$14,768
Laptop Computer (2) and Laser Printers (2)	\$5,300
Emergency Management Trailers (3)	\$23,400
Additional Equipment Rental	\$11,680

Total Cost of Requested Additions **\$591,225**

Mr. Mink discussed the proposed reduction on the Benson Road project due to a new scope of work. The re-alignment of the curve is proposed to cost \$131,100, the base preparation is proposed to cost \$24,000, the chip and seal is proposed to cost \$56,000, for a total of \$211,100. He noted a portion will be built by in-house staff. There is also a reduction of fill for the road.

The department has submitted a supplemental request of \$87,000 for a 5,000 gallon oil tanker. Mr. Edington stated it would be more cost efficient to purchase a new tanker rather than refurbish the existing tanker. Mr. Mink noted this was not to be a supplemental request; it was inadvertently left out of the core budget request for the department.

Mr. Mink stated the department is proposing to set up three emergency management trailers. These trailers would be equipped with barricades and other items so if Joint Communications contacts the department, the department can respond quickly to a site.

The proposed cost of this supplemental request is \$23,400.

Mr. Mink stated the department is proposing to have two crews for summer interns for 2003. In 2002, the department only had one crew. These crews would be used for culvert inspections. The funding for Culvert Inspection Teams (0.65 FTE) would continue the inventory project that was started in the summer of 2002 at a cost of \$14,768 and the cost of laptop computer and laser printers would be \$5,300.

Mr. Mink reviewed the Proposed Public Works Reductions/Reallocations by department and account.

Mr. Mink stated the department has recognized some of the subdivisions are getting older and will need to have the maintenance needs addressed in the future. The subdivision maintenance would include pavement repair, curb repair, and storm drainage repair. This could be budgeted annually at \$300,000. The recommended annual asphalt preservation budget could be \$240,000 per year.

Commissioner Miller asked Mr. Mink how he and the Auditor are working on GASB 34 and what will be done in 2003 to meet some of the requirements. Mr. Mink stated he had their first meeting on December 16, 2002. The target date for some action items to be completed is January 31, 2003. The Auditor has proposed to begin with the depreciation method. By the end of January, the department has to develop values for the infrastructure and define sets and sub-sets. As more data is collected by the department, like the culvert inventory, this could become a sub-system and move toward the modified method as more data is collected.

Commissioner Miller stated the modified method makes more sense because a road will not be depreciated to zero.

Budget Hearing: Department 6100 (Public Works/Facilities Maintenance)

Mr. Mink reviewed the personnel organizational chart for department 6100.

The department has term and supply contracts for electrical (\$8,000), heating and air conditioning (\$8,000), plumbing (\$7,000), and painting (\$7,000). The savings from the elimination of a Maintenance Technician FTE has been used for term and supply contracts to maximize the efficiency of service. The department is working on term and supply contracts for trail maintenance and lawn fertilization.

The department has proposed \$17,100 to be used for parking lot repairs to seal the South Facilities lot, the Judges lot, and possibly the JJC basketball court.

The department has proposed \$6,000 for the replacement of the sallyport garage door at the Courthouse. Ken Roberts stated this door has been hit a few times. This door does

not seal correctly and sometimes the door does not open.

The department has proposed \$3,000 for drainage repair at the Columns in front of the Courthouse.

\$16,000 has been proposed to replace worn carpeting in the Sheriff's Administrative Offices and main areas of the office.

The department has submitted a \$15,000 supplemental request for a variable speed drive to modulate air flow in the Government Center, thus increasing comfort and providing energy savings. This has been a successful purchase for the Courthouse.

The department has submitted a \$4,000 supplemental request for an HVAC Temperature Control System for the Jail.

Commissioner Elkin asked if this is a new system or an upgrade of the current system. Mr. Roberts stated it is an upgrade of the current software.

The department has submitted a \$3,800 supplemental request for a sump pump for the Juvenile Office at the Courthouse to prevent water from entering under the building foundation during heavy rains.

The department has submitted a supplemental request for a digital camera for \$550 and a replacement band saw for \$800.

The department has submitted a supplemental request, which was not included in the Auditor's proposed budget for \$7,000 for a Digital Recording System for the Government Center. This system could handle up to 16 cameras but the department is proposing to add three cameras to the existing four. Also, this would be a digital system and would not require video tapes to be changed.

Budget Hearing: Department 6200 (Capital Repairs and Replacements)

Mr. Mink stated at the time the budget was turned into the Auditor's Office, there was no information on the Tile Project from Mitzel and Scroggs. He noted all the bathrooms in the Courthouse need tile replacement. The following is a supplemental request to this budget for the tile project at the Courthouse:

Courthouse Tile Project Construction:

- Proposed Funding: \$30,000
- Additional Needed: \$23,000*
- Total: \$53,000*

Design Specifications:

- Proposed Funding: \$3,000
- Additional for Design: \$1,800*
- Additional for Construction Administration: \$2,400*
- Total: \$7,200*

(* Based Upon Mitzel and Scroggs Report)

The department has also submitted a supplemental request for a Jail Security Monitor Communication System. The Design of the Communication System is \$6,500. The Basic System is \$66,500 and this would replace the existing system. Mr. Roberts has had some discussions with someone who could design the system and the amount of funds proposed would replace the current system but there are new technologies that could be added to enhance the system. These enhancements could cost \$25,000 and this was not originally included in the proposed budget.

Mr. Roberts discussed how these new technologies could benefit the whole jail and this system.

Budget Hearing: Department 1610 (Parks and Recreation)

Mr. Mink noted the core budget for this department has remained at \$36,665. The department will be using contracted mowing and trail surface grading for the maintenance of El Chaparral, the MKT Trail and other County grounds.

The department has submitted a supplemental request is the amount of \$3,535 for Push Button/Hands Free Speaker Telephones for the MKT Trail. These would enhance the safety and accessibility for injured or handicapped persons, comply with ADA Standards, and provide consistency with other phones in use on the trail. The department proposed this supplemental request but was not proposed by the Auditor.

Budget Hearing: Department 6101 (Housekeeping)

Mr. Mink stated the overall housekeeping budget has been reduced. The reason for this reduction is because the Public Works building was previously cleaned by contracted work. Now, the same person that cleans the Sheriff's building also cleans the Public Works building.

The department utilizes a term and supply contract for window cleaning at the Courthouse (\$1,300), Government Center (\$2,100), the Jail (\$125), and the Johnson Building (\$80).

The department has submitted a supplemental request for two commercial vacuum sweepers (\$1,400) and a carpet cleaning machine (\$300).

There was discussion regarding the replacement of the service truck. The department has budgeted for the replacement of a Ford F150 4x4 with a one-ton truck. The truck the department currently has does not meet the needs of the department. This truck will also be equipped with a snow plow.

There was no public comment on this budget.

There was no further discussion on this budget.

Budget Hearing: Department 1510 (Economic Support – Downtown Business District)

Carrie Gartner, Executive Director of the Columbia Special Business District, Jack Waters, Treasurer, and Skip Walther, Chair of the Business District, were present on behalf of this budget hearing.

The Downtown Special Business District promotes economic activity by funding community events and holiday festivities sponsored by the Downtown Business District. The requested amount is intended to replace lost tax revenue to the District attributable to land within the district owned by the County.

Skip Walther stated the district received \$7,000 from the County in 2002 but had requested and received \$7,500 over the previous years. He is unsure why there was a reduction. Commissioner Miller stated everyone received reductions in allocations.

Mr. Walther requested the Commission return to the \$7,500 funding level. The amount that is allocated by the County to the District is in lieu of property tax payments. Property tax payments are how the District subsidizes their operations. The City of Columbia pays an amount in lieu of property tax, so does the University of Missouri. The City, County, and University all own property in downtown Columbia and that is the primary source of funding for the District.

This funding allows the District to provide programs like the HUB Plan or Downtown Beautification Plan. The District will be spending almost all of their reserves along with other funding on this plan. This plan will help replace streetlights, sidewalks, trash receptacles, newspaper corrals, and other items.

The District believes it is fair to ask the governmental entities to pay an amount that would be in lieu of property taxes based on the assessed valuation. They believe it is a fair payment and the \$7,500 would be approximately what the County would pay in property taxes if the County was a private property owner in Downtown Columbia.

Jack Waters stated the average price per square foot for property in downtown of \$9.50 per square foot. If this average price is applied to the County plus the District's \$0.43 per

square foot surtax rate, the County would be paying approximately \$7,500.

Commissioner Stamper stated this reduction was part of an overall reduction by the County in 2002. The Commission has noted the supplemental request for \$500 but the Budget Officer did not include this request in her recommendation to the Commission. He noted other departments have requested additional funds but this is not a year where there is a lot of disposable income for additional requests. The County does recognize the work that goes into events that go on downtown.

Carrie Gartner stated the Downtown Business District and Columbia Special Business District received four redevelopment awards in 2002. One award was for the new Strollway Center, another award was for the Twilight Festival, another award was for their website, and Jack Waters received the Downtown Champion Award. Another five awards were received from the Missouri Downtown Association.

There was no public comment on this budget.

There was no further discussion on this budget.

Budget Hearing: Department 1410 (Community Health)

Stephanie Browning, Columbia/Boone County Health Department Director, Gerry Worley, Environmental Health Manager, and Mary Martin, Public Health Manager, were present on behalf of this item.

There were no significant changes to this budget.

This budget includes costs for Administration, Clinic and Nursing, Environmental Health, Social Services, and WIC (Women, Infants, and Children). The County's cost-share ratio is 35%, reflecting an average of the estimated services provided to non-City residents, and the current population estimates (38%).

Stephanie Browning stated the total proposed expenditure for this budget is \$682,943, which reflects a 1% increase from 2002. The total budget is \$687,487, which is the net cost to the County. The total expenses are \$1,121,776. Revenues are \$434,289.

Mrs. Browning noted the two supplemental requests for the department. The department has requested a 0.50 FTE Environmental Health Specialist. This position would handle the increase in the demands of nuisance ordinance and West Nile Virus related services. Another request is for 150 pounds of mosquito larvicide to be used in the summer of 2003. The department anticipates this supplemental request to be added to the core budget in the future.

In 2001, there were a total of 532 nuisance investigations and projecting 850 for 2002.

The West Nile will continue to be an issue for the next few years.

Mrs. Browning noted this budget would only reflect a 0.29% increase to the County if the supplemental requests were not included.

There was discussion regarding the Smallpox vaccinations. The City/County Health Department will be one of five Health Departments in the State that will be giving the vaccine.

There was no public comment on this budget.

There was no further discussion on this budget.

The budget hearing was adjourned at 4:20 p.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner