

TERM OF COMMISSION: December Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Kenneth M. Pearson
District I Commissioner Karen M. Miller
Deputy County Clerk Kristina Johnson

District II Commission Skip Elkin was absent.

The meeting was called to order at 9:30 a.m.

Purchasing

Melinda Bobbitt from Purchasing was present on behalf of these items.

1. 73-07Dec09 Copy Paper Term and Supply (first reading)

Melinda Bobbitt stated the bid for Copy Paper term and supply closed on December 2. Five bids were received. Purchasing recommends the award to Schriefers Office Equipment, for offering the lowest and best bid. This is a term and supply contract for all departments to use. Contract will be paid by each department as items are purchased.

Commissioner Miller inquired if this bid was based on what was used in the past.

Ms. Bobbitt took the past years usage and plugged them into each section to get a fair comparison.

2. Surplus Disposal (first reading)

Ms. Bobbitt stated the Purchasing department requests permission to dispose of the following metal pipe.

Commissioner Miller inquired if there were pictures.

Ms. Bobbitt stated there were.

3. Contract Amendment #1 21-13Apr09 Patrol Rifles (second reading, first read on 12/15/2009)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve Amendment 1 to 21-13APR09 Patrol Rifles Contract with Express Police Supply. Due to an increase in anticipated need, this Amendment creates an active term and

supply life of June 30, 2009 through June 30, 2010. It is further ordered the Presiding Commissioner is hereby authorized to sign said term and supply contract.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 589-2009**

4. Bid Award 53-05Nov09 Boone County Sheriff's Annex and Warehouse (second reading, first read on 11/12/2009)

Ms. Bobbitt stated the bid for the Boone County Sheriff's Annex and Warehouse closed on November 12, 2009. Eleven bids were received. Recommendation for award is Little Dixie Construction LLC for offering the lowest and best bid for Boone County.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby award bid 53-05Nov09 Boone County Sheriff's Annex and Warehouse to Little Dixie Construction. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 590-2009**

Auditor's Office

June Pitchford the County Auditor was present on behalf of these items.

5. Adopt FY 2010 Budget

June Pitchford stated she had prepared the appropriation order along with the schedule of changes for the proposed budget. This is required by statute. Ms. Pitchford stated that she will run through these items and the Commission is familiar with them but this is for noting these changes on the record.

The changes are organized by fund. For the most part these consist of rebudgeting items that were unable to be completed in FY '09 and these monies are going to be carried over or some changes that have emerged in the time between the presentation of the proposed budget and now.

Schedule of Commission Changes to the 2010 Proposed Budget

	<u>Expenditure</u>	<u>Dept. Account</u>	<u>Revenue</u>	<u>Description</u>
General Fund (Fund #100)				
Rebudgeted Items from FY 2009:				
Computer Software	30,000	1170 91302		Web Report Writer/App Development Project - FY 09 amount plus \$9,651
Subtotal	<u>30,000</u>			
Personnel Changes:				
Child Support Technician	(37,428)	1263 1XXXX		Position eliminated due to reduction in state funding
Child Support Technician	(16,128)	1263 1XXXX		Position reduced to half-time due to reduction in state funding
Subtotal	<u>(53,556)</u>			
Changes to Various Revenue Estimates and Appropriations:				
Contingency	20,000	1123 86850		Intern Project in Public Administrator's office
Software Service Contract	400	1170 70250		Listserve Subscription
Federal Reimburse Expense		1263 3465	(66,306)	Child Support Enforcement Funding Reduction (direct & indirect)
Natural Gas	(112)	1263 48100		Child Support Enforcement Funding Reduction
Electricity	(500)	1263 48200		Child Support Enforcement Funding Reduction
Subtotal	<u>19,788</u>		<u>(66,306)</u>	
New Grant Award:				
Federal Grant Reimbursement		1243 3411	50,000	DWI Grant
Outside Services	22,000	1243 71100		DWI Grant
Testing	28,000	1243 86300		DWI Grant
Subtotal	<u>50,000</u>		<u>50,000</u>	
Revisions to the Proposed Budget	<u>46,232</u>		<u>(16,306)</u>	
Road and Bridge (Fund #204)				
<u>Maintenance</u>				
Rock	(32,000)	2040 26200		Reclassify for Wilhite & Nashville Church Road
Materials & Chemical Supplies	24,000	2040 26300		Additional amount for Wilhite Road
Materials & Chemical Supplies	8,000	2040 26300		Additional amount for Nashville Church Road
Subtotal	<u>-</u>			
<u>Design & Construction</u>				
Personnel Increases/Decreases:				
Professional Civil Engineer	2,849	2045 1XXXX		Possible upgrade of vacant position (position stacking policy)
Subtotal	<u>2,849</u>			
<u>Stormwater Administration</u>				
Registration Fee Revenue		2046 3320	2,250	Training session revenue
Stormwater Permit Revenue		2046 3519	1,000	New program for 2010
Subtotal	<u>-</u>		<u>3,250</u>	
<u>Public Works Administration</u>				
Reimburse Personnel/Projects		2049 3528	6,500	Inspection Services for Jail Parking Lot
Reimburse Personnel/Projects		2049 3528	26,845	Inspection Services for Lakewood NID
Subtotal	<u>-</u>		<u>33,345</u>	
Commission Revisions Added to the Proposed Budget	<u>2,849</u>		<u>36,595</u>	
Fairgrounds Maintenance Fund (Fund #212)				
Contributions		2120 3880	49,416	Convention & Visitor's Bureau contribution
Revisions to the Proposed Budget	<u>-</u>		<u>49,416</u>	
Circuit Drug Court Fund (Fund #283)				
Drug Court Fees - DWI Court		2830 3584	60,000	Establish budget for participant fees and associated program costs for the DWI Court.
Office Supplies	(500)	2830 23000		
Inmate (participant) Work/Incentive Supply	1,000	2830 23027		
Travel	150	2830 37220		
Meals and Lodging	100	2830 37230		
Motor Fuel/ Gasoline	750	2830 59000		
Local Mileage	200	2830 59200		
Outside Services (Substance Abuse Treatment)	58,200	2830 71100		
Outside Services (reclass Inmate Work/Incentive Supply)	(1,000)	2830 71100		
Awards	500	2830 83100		
Receptions/Meetings	500	2830 84010		
Advertising	100	2830 100		
Commission Revisions to the Proposed Budget	<u>60,000</u>		<u>60,000</u>	

	<u>Expenditure</u>	<u>Dept. Account</u>	<u>Revenue</u>	<u>Description</u>
2005 Special Obligation Bonds Fund (Fund #304)				
Operating Transfers In: Capital Projects Fund		3040 3915	(124,050)	Not needed, entire amount moved in 2009 with budget amendment
Commission Revisions Added to the Proposed Budget	<u>-</u>		<u>(124,050)</u>	
Self Insured Health Insurance Fund (Fund #600)				
Internal Service Charge		6000 3530	(4,750)	Elimination of Child Support Technician position
Commission Revisions Added to the Proposed Budget	<u>-</u>		<u>(4,750)</u>	
Self Insured Dental Insurance Fund (Fund #601)				
Internal Service Charge		6010 3530	(356)	Elimination of Child Support Technician position
Commission Revisions Added to the Proposed Budget	<u>-</u>		<u>(356)</u>	
Self Insured Worker's Comp Insurance Fund (Fund #602)				
Internal Service Charge		6020 3530	(52)	Elimination of Child Support Technician position
Commission Revisions Added to the Proposed Budget	<u>-</u>		<u>(52)</u>	
Facilities & Grounds (Fund #610)				
Building Repairs/Maintenance	36,500	6100 60100		Re-budget FY09 Johnson Building Parking Lot repair
Building Repairs/Maintenance	(8,900)	6100 60100		Reduced parking lot patching & sealing appropriation
Equipment Repairs/Maintenance	(5,500)	6100 60200		Walk-in Cooler replacement was bid and awarded in 2009
Commission Revisions Added to the Proposed Budget	<u>22,100</u>		<u>-</u>	
Capital Repairs & Replacement (Fund #620)				
Major Building Repairs/Replacement	30,000	6200 60110		Re-budget FY09 Government Center window caulking
Professional Services	(27,000)	6200 71101		Reduce amount- Public Works staff will perform inspections
Replacement Grounds Improvement	(425,000)	6200 92700		Remove Jail Parking Lot project; FY09 budget amended for project
Replacement Grounds Improvement	2,500	6200 92700		Plants and labor for Jail Parking Lot Rain Garden (stormwater)
Commission Revisions Added to the Proposed Budget	<u>(419,500)</u>		<u>-</u>	

Summary of Commission Revisions Added to the Proposed Budget:

	<u>Expenditure</u>	<u>Revenue</u>
Governmental Funds:		
General Fund (100)	\$ 46,232	(16,306)
Road and Bridge Fund (204)	2,849	36,595
Fairgrounds Maintenance Fund (212)	-	49,416
Circuit Drug Court Fund (283)	60,000	60,000
2005 Special Obligation Bonds Fund (304)	-	(124,050)
Total	<u>109,081</u>	<u>5,655</u>
Internal Service Funds:		
Self Insured Health Insurance Fund (600)	-	(4,750)
Self Insured Dental Insurance Fund (601)	-	(356)
Self Insured Workers Compensation Fund (602)	-	(52)
Facilities Maintenance Fund (610)	22,100	-
Capital Repairs & Replacement Fund (620)	(419,500)	-
Total	<u>(397,400)</u>	<u>(5,158)</u>
Combined Total, all fund types (memorandum only)	<u>\$ (288,319)</u>	<u>497</u>

2010 Budget Summary (excluding Capital Project Funds)

	General Fund	Road & Bridge Fund	Law Enforcement Services Fund	Nonmajor Governmental Funds	Total Governmental Funds	Internal Service Funds	Private Purpose Trust Funds	Grand Total
REVENUES:								
Property Taxes	\$ 2,922,600	\$ 1,197,900	\$ -	\$ -	\$ 4,120,500	\$ -	\$ -	\$ 4,120,500
Assessments	-	-	-	46,992	46,992	-	-	46,992
Sales Taxes	11,117,000	11,465,000	2,775,000	234,000	25,591,000	-	-	25,591,000
Franchise Taxes	159,600	-	-	-	159,600	-	-	159,600
Licenses and Permits	310,730	14,000	-	76,284	401,014	-	-	401,014
Intra-governmental	2,449,938	1,114,800	-	523,391	4,088,129	-	-	4,088,129
Charges for Services	3,749,040	70,825	-	1,849,960	5,669,825	4,657,913	-	10,327,738
Fees and Forfeitures	6,000	-	-	-	6,000	-	-	6,000
Interest	109,103	74,000	5,815	22,191	211,109	46,652	940	238,701
Hospital Lease	1,632,322	-	-	-	1,632,322	-	-	1,632,322
Other	296,686	1,000	-	87,511	685,197	25,400	-	710,647
Total Revenues	23,053,019	13,937,525	2,780,815	2,840,329	42,611,688	4,729,965	990	47,342,643
EXPENDITURES:								
Personal Services	14,112,552	3,770,289	2,239,346	1,293,771	21,415,958	585,898	-	22,001,856
Materials & Supplies	1,308,945	2,994,690	72,286	166,599	4,482,520	61,020	-	4,603,540
Deeds Travel & Training	202,096	34,750	18,684	119,844	375,374	2,850	-	378,224
Utilities	497,111	101,660	70,478	14,272	683,521	461,590	-	1,145,111
Vehicle Expense	377,520	665,150	625	16,840	1,060,135	18,650	-	1,078,785
Equip & Bldg. Maintenance	207,479	394,300	70,062	173,487	845,328	310,231	-	1,155,559
Contractual Services	4,117,642	8,391,700	324,178	1,092,838	13,926,378	5,539,540	3,350	17,469,268
Debt Service (Principal and Interest)	468,115	-	-	321,149	789,264	-	-	789,264
Emergency	735,000	310,000	25,000	5,000	1,075,000	18,500	-	1,093,500
Other	2,964,080	20,535	22,968	415,599	3,423,182	451,640	542	3,875,364
Fixed Asset Additions	168,036	422,470	327,673	165,595	1,083,774	2,500	-	1,086,272
Total Expenditures	25,158,576	17,105,544	3,171,300	3,785,012	49,220,432	5,452,419	3,892	54,676,743
REVENUES OVER (UNDER) EXPENDITURES	(2,105,557)	(3,168,019)	(390,485)	(944,683)	(6,608,744)	(722,454)	(2,902)	(7,334,100)
OTHER FINANCING SOURCES (USES):								
Transfer In	-	-	-	-	-	-	-	-
Transfer Out	-	-	-	32,640	32,640	45,000	-	77,640
Proceeds of Sale of Capital Assets/Insurance Claims/Capital Lease	1,610	53,000	35,721	-	90,331	(45,000)	-	(45,000)
Retirement of Long-Term Debt	-	-	-	-	-	-	-	-
Total Other Financing Sources (Use)	1,610	53,000	35,721	32,640	122,971	(45,000)	-	90,331
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(2,103,947)	(3,115,019)	(354,764)	(912,043)	(6,485,753)	(722,454)	(2,902)	(7,211,129)
FUND BALANCE (GAAP), beginning of year	6,887,129	7,000,372	1,317,580	7,329,776	22,534,857	4,006,202	119,342	26,660,401
Less encumbrances, beginning of year	(89,009)	(1,340,571)	(22,816)	(595,776)	(2,048,172)	(22,189)	-	(2,070,361)
Add encumbrances, end of year	89,009	1,340,571	22,816	595,776	2,048,172	22,189	-	2,070,361
FUND BALANCE (GAAP), end of year	\$ 4,783,129	\$ 3,885,353	\$ 962,816	\$ 6,417,333	\$ 16,469,084	\$ 3,283,746	\$ 116,440	\$ 19,449,272
FUND BALANCE RESERVE/DESIGNATIONS, end of year	612,209	2,379,971	787,816	3,303,361	7,083,357	227,189	37,471	7,348,017
FUND BALANCE, end of year	4,783,129	3,885,353	962,816	6,417,333	16,469,084	3,283,748	116,440	19,449,272
FUND BALANCE RESERVE/DESIGNATIONS, end of year	(612,209)	(2,379,971)	(787,816)	(3,303,361)	(7,083,357)	(227,189)	(37,471)	(7,348,017)
UNRESERVED/UNDESIGNATED FUND BALANCE, end of year	\$ 4,170,920	\$ 1,505,382	\$ 175,000	\$ 3,114,372	\$ 9,665,727	\$ 3,056,559	\$ 78,969	\$ 12,101,255

* Includes Proceeds from Sale of County Assets and other miscellaneous revenue. Computation varies by fund.

Fund Statement--Governmental Funds Combined

	2008 Actual	2009 Budget	2009 Projected	2010 Budget
REVENUES:				
Property Taxes	\$ 4,160,203	\$ 4,162,600	\$ 4,179,944	\$ 4,120,500
Assessments	105,288	96,620	107,760	46,992
Sales Taxes	26,371,448	26,727,300	25,584,000	25,591,000
Franchise Taxes	179,159	183,000	159,600	159,600
Licenses and Permits	360,946	337,083	344,642	401,014
Intergovernmental	4,397,128	5,412,691	5,151,892	4,088,129
Charges for Services	5,147,827	5,449,386	5,223,281	5,669,825
Fines and Forfeitures	14,791	6,000	9,000	6,000
Interest	659,532	467,577	210,567	211,109
Hospital Lease	1,630,692	1,679,600	1,632,322	1,632,322
Other *	749,725	573,311	622,582	685,197
Total Revenues	43,776,739	45,095,168	43,225,590	42,611,688
EXPENDITURES:				
Personal Services	20,624,103	21,833,810	20,905,691	21,415,958
Materials & Supplies	3,976,326	4,535,040	4,123,117	4,542,520
Dues Travel & Training	260,323	439,981	357,646	375,374
Utilities	606,524	699,040	679,216	683,521
Vehicle Expense	1,132,458	1,363,300	1,067,686	1,060,135
Equip & Bldg Maintenance	525,757	780,957	707,759	845,328
Contractual Services	12,350,900	16,740,038	13,740,950	13,926,378
Debt Service (Principal and Interest)	739,757	703,864	728,061	789,264
Emergency	-	867,287	-	1,075,000
Other	2,995,999	2,854,063	2,150,002	3,423,182
Fixed Asset Additions	1,028,043	2,079,641	1,755,407	1,083,772
Total Expenditures	44,240,190	52,897,021	46,215,535	49,220,432
REVENUES OVER (UNDER) EXPENDITURES	(463,451)	(7,801,853)	(2,989,945)	(6,608,744)
OTHER FINANCING SOURCES (USES):				
Transfer In	191,028	790,000	2,809,983	32,640
Transfer Out	(251,028)	(998,900)	(946,940)	-
Proceeds of Sale of Capital Assets/Insurance Claims/Capital Lease	122,298	170,100	57,603	90,331
Proceeds of Long-Term Debt	-	-	-	-
Retirement of Long-Term Debt	-	-	-	-
Total Other Financing Sources (Uses)	62,298	(38,800)	1,920,646	122,971
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(401,153)	(7,840,653)	(1,069,299)	(6,485,773)
FUND BALANCE (GAAP), beginning of year	23,468,627	23,604,156	23,604,156	22,534,857
Less encumbrances, beginning of year	(1,511,490)	(2,048,172)	(2,048,172)	(2,048,172)
Add encumbrances, end of year	2,048,172	2,048,172	2,048,172	2,048,172
FUND BALANCE (GAAP), end of year	\$ 23,604,156	\$ 15,763,503	\$ 22,534,857	\$ 16,049,084
FUND BALANCE RESERVES AND DESIGNATIONS, end of year				
Reserved:				
Loan Receivable (Street NIDS/Levy District)	\$ 111,091	\$ 200,000	\$ 275,000	\$ 275,000
Prepaid Items/Security Deposits/Other Reserves	45,681	-	-	-
Debt Service/Restricted Assets	1,334,057	1,318,552	3,165,781	2,955,785
Prior Year Encumbrances	2,048,172	2,048,172	2,048,172	2,048,172
Designated:				
Capital Project and Other	1,918,400	1,918,400	1,918,400	1,804,400
Total Fund Balance Reserves and Designations, end of year	5,457,401	5,485,124	7,407,353	7,083,357
FUND BALANCE, end of year	23,604,156	15,763,503	22,534,857	16,049,084
FUND BALANCE RESERVES/DESIGNATIONS, end of year	(5,457,401)	(5,485,124)	(7,407,353)	(7,083,357)
UNRESERVED/UNDESIGNATED FUND BALANCE, end of year	\$ 18,146,755	\$ 10,278,379	\$ 15,127,504	\$ 8,965,727

* Includes Proceeds from Sale of County Assets and other miscellaneous revenue. Composition varies by fund.

[Greater detail over the budget and budget changes can be found on the Boone County's website <http://www.showmeboone.com/> under the Auditor's section Boone County Budget Reports <http://www.showmeboone.com/AUDITOR/>.]

Ms. Pitchford stated these were all the changes that have been identified to the proposed budget. Total spending for Governmental funds is \$49.2 million. Ms. Pitchford stated including all of the County's Internal Service funds and private purchase trust funds the total \$54.6 million dollars in spending. Ms. Pitchford pointed out that all of the funds are solvent, and the County is meeting all of the minimum fund balance requirements.

Ms. Pitchford stated the first page that is landscaped shows the 2010 budget for the County's major and non-major funds combined. The pages that follow provided individual fund statement for each of the sections.

Commissioner Pearson stated just for the record the County is using some of the General Fund Balance this year and anticipate using fund balance to cover next year, correct?

Ms. Pitchford stated yes.

Commissioner Pearson stated the County has done this last year as well and the County will not be able to continue to do this indefinitely and that is something the County will have to face.

Ms. Pitchford stated yes. As we have discussed when the proposed budget was presented there is some uncertainty with respect to the state revenues. Our budget reflects flat revenues which is no change, with the one exception of the Assessor's reimbursement which has been incorporated.

Commissioner Pearson stated that he wanted to thank all of the elected officials and department heads for all of the hard work that has been put into this.

Commissioner Miller stated the County is still going to have a fund balance of %16.58 but the County is going to be working on fund balance policy to know what the County's minimum level is just for cash flow. The Commission will be doing this over the next quarter or so.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby adopt the Boone County operating budget for fiscal year 2010. The adopted budget shall consist of all appropriations included in the Proposed Budget submitted to the County Commission by the County Auditor, subject to the adjustments authorized by the County Commission that are specified in the attached schedule.

Total appropriations are set forth by line item and are summarized at follows:

- 1) by category of expenditure (i.e., class 1, class 2, etc.);
- 2) by office, department or spending agency; and,
- 3) by fund.

Appropriations may not be exceeded at the class level, for a given office or department, without approval by the legal appropriating authority. Total appropriations for each fund are set forth in

the individual Fund Statements (attached) and are published in the County's FY 2010 Budget. The Proposed Budget submitted by the County Auditor, which is hereby incorporated into this appropriation order by reference, contains detailed documentation and descriptions for each line-item account within each category of expenditure. Appropriations shall be expended only for the purposes that are within the intent of the category in which they are included.

The County Commission approves all employee positions included in the Proposed Budget, adjusted for Commission changes noted in the attached schedule, together with the specified budgeted hours, range, and benefit status for each position.

The County Commission approves appropriations for the specific fixed assets identified in the various fixed asset appropriation accounts and authorizes procurement of the same in accordance with County procurement policies adopted by the County Commission.

The County Commission authorizes the County Auditor to re-appropriate unspent FY 2009 grant funds (which may be carried forward into FY 2010 according to the terms of the grant award) upon determination of the actual grant award remaining and available for carry-forward at the end of FY 2009.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 591-2009**

6. Approve the final budget for Sheriff Annex/ Election Warehouse Facility

Ms. Pitchford stated as the Commission is aware spending appropriations for this project have been sequenced together in accordance with how the financing has been assembled. Now that the overall financing plan, including the bond issue is in place, Ms. Pitchford thought it was appropriate to bring forward a comprehensive budget and have Commission approve the overall budget and then authorize herself to establish the remaining appropriations necessary. This schedule was prepared by Lisa Roland in the Treasurer's Office and this identifies the various budget amendments that have been approved thus far and then the County needs to approve the remaining projected revenues and the remaining expenditures for this budget.

Ms. Pitchford stated just to summarize the overall project budget is \$1.63 million and half of the resources are coming from transfers from other funds. The transfers from the General Fund, the Sheriff Civil Charges Fund, and the County was able to reimburse itself from the 1/5th Capital Improvement Sales Tax which the Commission has applied some of those monies to the project, the other half is coming from the recovery zone bonds. Future debt service payments for those bonds will be paid for from the combination of General Revenue appropriations, using the money that the County would have otherwise spent on Warehouse space in conjunction with the revenues committed by the Sheriff from the Civil Charges Fund. The total revenues for the project \$1.63 million and spending is also \$1.63 million consisting of a construction budget, professional fees, and owners cost budget, and then the financing cost.

Commissioner Miller asked if the only change the Auditor had made was moving the contingency down to account for the rebate the County would receive.

Ms. Pitchford stated within the construction account, the total is not changing, only the composition is changing, but the contract that was just approved and awarded is for the full amount. The County is unsure to the timing and amount of that rebate, so Ms. Pitchford has reduced the construction contingency.

Commissioner Miller stated the Ms. Pitchford's amount was correct. The County just needs to have the system set and running, in addition to have the calculations from the Engineer. The rebate is simple to get once everything is up and running. Commissioner Miller stated Ms. Pitchford was correct the money did need to come out of contingency.

Ms. Pitchford stated this leaves the Construction Contingency at %5.7 which is still an appropriate amount.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve a total project budget of \$1,630,300.00 for the Sheriff Annex/ Election Warehouse Facility as shown in the attachment. This further authorizes the County Auditor to establish the various appropriations required to enact the funds according to the attachment.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 592-2009**

7. Increase appropriations in Sheriff's Training Fund to cover FY 2009 training costs (first reading)

Ms. Pitchford stated the Sheriff's Training Fund is a special revenue fund receiving revenues through dedicated monies collected on court costs. Each year the Sheriff establishes appropriation based on the estimated revenues. The revenues sometime exceed the perceived projection amount and also will carry forward more revenues once the fiscal year is closed out, then what was originally anticipated. This is what has occurred this year. There is a combination of extra resources of monies sufficient to cover an increase in overall spending.

Commissioner Pearson stated so the Sheriff's Department did more training then was expected this year, but they had the revenues to cover it. Correct?

Ms. Pitchford stated that is correct.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the required 10-day hold for budget amendments with an appropriate order for approval.

8. Establish appropriation to transfer funds from Sheriff Forfeiture Fund to the General Fund to correct a 2008 error in reporting proceeds from sale of vehicle (first reading)

Ms. Pitchford stated Leasa Quick contacted Ms. Pitchford with regards to the Sheriff's Forfeiture fund. Those reports are required in order to continue receiving additional monies. In the course of doing this, Leasa Quick discovered that there were some proceeds from the sale of a vehicle, that at the time, the Sheriff's Department thought belonged in that fund, but upon further review and an opinion from the County Counselor it was determined that those monies really should have been deposited into the general fund, not the Sheriff's Forfeiture. The vehicle itself was seized in a forfeiture event. Title to the Fire District and then the County, and then the vehicle was sold on govdeals. So the proceeds were not forfeiture proceeds. At the point where the vehicle was sold it was a County asset so those monies belong in the General Revenue Fund.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the required 10-day hold for budget amendments with an appropriate order for approval.

9. Budget Amendment to authorize transfer of Funds from the One-Fifth Cent Capital Improvement Sales Tax Fund to be used for debt retirement (second reading, first read on 12/10/2009)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish the budget to transfer sales tax proceeds to the debt service fund. Funds will be used to retire the 2005 Special Obligation bonds as stated in the ballot language:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
4064	83920	Capital Prj Debt Retire	OTO: Debt Service		1,932,207.00
3040	03915	2005 Spec OB Bonds	OTI: Capital Proj Fund		1,932,207.00

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 593-2009**

10. Budget Amendment for Jail Parking Lot Construction (second reading, first read on 12/10/2009)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish the budget for the reconstruction of the Jail Parking Lot:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
6200	92700	Capital Repair & Replc	Rplc Grounds Imprv		356,600.00

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 594-2009**

11. Budget Amendment for Architect/Engineering Fees and Reimbursables on the Johnston Paint Building (second reading, first read on 12/15/2009)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish the initial budget for Architect/Engineering Fees & Reimbursables on Johnston Paint Bldg Remodel project:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
4090	03915	Johnston Paint Bldg Remodel	OTI: From Capital Project Fund		44,478.00
4090	71211	Johnston Paint Bldg Remodel	A/E Fees		41,478.00
4090	71212	Johnston Paint Bldg Remodel	A/E Reimbursables		3,000.00

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 595-2009**

12. Budget Amendment for Architect/ Engineering Fees and Reimbursables on Government Center Remodel project (second reading, first read on 12/15/2009)

Commissioner Miller moved on this day the County Commission of the County of Boone does

hereby approve the following budget amendment to establish the initial budget for Architect/Engineering Fees & Reimbursables on the Government Center Remodel project:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
4010	83919	Admin Bldg	OTO: To Capital Project Fund		44,478.00
4010	71211	Admin Bldg	A/E Fees		199,621.00
4010	71212	Admin Bldg	A/E Reimbursables		10,200.00

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 596-2009**

Sheriff's Department

13. Budget Amendment (second reading, first read on 12/08/2009)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to purchase gym equipment in addition to scanning and computer equipment, to begin archiving on micro-film Sheriff Department records:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2550	23850	Sheriff Revolving Fund	Minor Equip		2,430.00
2550	91301	Sheriff Revolving Fund	Computer Hardware		5,870.00
2550	91302	Sheriff Revolving Fund	Computer Software		612.00

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 597-2009**

Commission

14. Delegate Change Order Authority up to \$5,000.00 for the Sheriff/Election Warehouse Project (first and second reading)

Commissioner Miller stated every time there is a building project the liaison Commissioner is given the authority to do a change order up to a certain amount. If the amount needed exceeds the amount of the change order then the amount needs to go through Commission. This was lower then the amount needed for the Courthouse but in discussion this was agreed to be a very reasonable amount.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize Commissioner Karen Miller to approve and sign individual Change Orders in an amount up to \$5,000 for the Sheriff/Election Warehouse Project.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 598-2009**

15. Delegate Change Order Authority up to \$5,000.00 for the Jail Parking Lot Project (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize Commissioner Skip Elkin to approve and sign individual Change Orders in an amount up to \$5,000 for the Jail Parking Lot Project.
Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 599-2009**

16. Delegate Change Order Authority up to \$5,700.00 for the roof on the Warehouse project (first reading)

Commissioner Miller stated she would like to invite John Simon up. There are two change orders. Commissioner Miller stated she had run the paperwork by the County Counselor to come up with the agreement for this. Instead of \$452.00 it should be \$486.00 on number 17. The \$5,700.00 is going to be left at \$5,700.00. Commissioner Miller stated the originals were e-mailed to Blake, but we do not have the originals so I have this signed by the owner's representative. Commissioner Miller stated she wanted John Simon to concur that these are the right prices.

Commissioner Pearson inquired if they were.

John Simon stated they were as proposed by the contract.

Commissioner Miller stated this is a first reading for today. John Simon will get the originals to Commissioner Miller and they were being run through Commission on Thursday for a final.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

17. Delegate Change Order Authority up to \$452.00 for siding on the Warehouse project (first reading)

Commissioner Pearson stated this is similar to the above but for the \$486. Correct?

Commissioner Miller agreed.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

18. Contract between the City of Columbia Convention and Visitor's Bureau and Boone County (first reading)

Commissioner Miller stated this is the money that the Convention and Visitor's Bureau has agreed to give to the Fairgrounds. Commissioner Miller stated the amount agreed upon was \$49,416.00.

Commissioner Pearson stated \$49,416.00 this is coming from the Convention and Visitor's Bureau to the Fairgrounds?

Commissioner Miller stated that is correct. Commissioner Miller stated they have a value for what the County is doing out there because they market this facility all the time. This is a benefit to the community to have this available and so the Convention and Visitor's Bureau saw fit to help with some of the construction of the arena.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

19. Budget Amendment for Fairgrounds Maintenance (first reading)

Commissioner Pearson stated there is \$1,902.00 for building and improvement, and \$183.00 for printing.

Commissioner Miller stated this is probably just clean up to finish the project.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the required 10-day hold for budget amendments with an appropriate order for approval.

20. Release of lien on 1992 Ford Aerostar (first and second reading)

Commissioner Miller stated this is a van that has been used by the Bluffs that came with all of the equipment that the County purchased from Boone Retirement and contracted with the Bluffs and they are paying us back. The County Auditor and County Attorney reviewed this to ensure it was okay to release this. The Bluffs are buying a new van and so this is the trade in. This is such a small part of the whole picture that it was believed to be unreasonable not to sign it.

Commissioner Pearson inquired what the value of a 1992 Ford Aerostar is?

Commissioner Miller stated we do not know. There is not even a full listing of all the beds. This was just part of a lump sum amount of assets was transferred.

Commissioner Pearson stated alright.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby release the lien and its interest in the 1992 Ford Aerostar with vehicle identification number 1FMDA11U4NZB68678.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 600-2009**

21. Extension of the MOU (first and second reading)

Commissioner Pearson state this is with the Laborer's Local Union 773. This MOU is due to expire at the end of the month and the County is currently in the process of working with the Union on a new contractual MOU. This extends the MOU through the first of February 2010.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the agreement between Boone County, Missouri and the Laborer's Local Union to extend the MOU through February 1, 2010. The terms of this contract are stipulated in the attached agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said agreement.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 601-2009**

Miscellaneous

22. Appointment of Shann Sievers to the Industrial Development Authority (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the appointment of Shann Sievers to the Industrial Development Authority effective 12/29/2009 and expiring on 8/31/2011.

Commissioner Pearson seconded the motion.

There was no discussion or public comment.

The motion carried 2 to 0. **Order 602-2009**

23. Public Comment

24. Commissioner Reports

The meeting adjourned at 10:20 a.m.

Attest:

Wendy S. Noren
Clerk of the County Commission

Kenneth M. Pearson
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner