

TERM OF COMMISSION: July Session of the May Adjourned Term

PLACE OF MEETING: Boone County Fairgrounds Multi-Purpose Building

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

The meeting was called to order at 1:30 p.m. by Acting Presiding Commissioner Karen M. Miller.

Subject: Presentation of Boone County Fairgrounds Master Plan – David Vaught

Professor David Vaught, University of Missouri-Columbia Department of Parks, Recreation, and Tourism, was present on behalf of this item.

Commissioner Elkin stated this process has lasted almost four years. He believes this project is close to the end of the planning stage.

Professor Vaught thanked the Commission for the opportunity to present the Master Plan. He and the graduate students have put a lot of time and effort into this Master Plan. In 1999, a needs assessment began for the Fairgrounds. Also, with the addition of the Atkins tract, this created an opportunity to have three options. Three options were developed with each being different.

Option I would have the Atkins tract as an outdoor recreational area or a passive open recreation area. This would include items such as a lake for fishing, a dog park, bird watching area, walking trail, and equestrian access.

Option III would have the Atkins tract be an athletic complex. This option would have nine ball fields in two different complexes, three soccer/rugby fields, and the potential for expansion of two to three additional baseball fields or a lake to irrigate the baseball fields.

Option II is a blend of Option I and Option III. This would have areas for passive recreation and active recreation.

Professor Vaught stated throughout this process they kept in mind that the Fairgrounds core remained as it is today. Within the Fairgrounds core, consistent in all options, is having covered arenas.

He noted the City of Columbia and Boone County both own the Atkins tract, 50% jointly. This is a cooperative agreement between the two entities. In that regard, they looked at Option I as being a plan that could be developed where the County could develop it and would not require a lot of City input into the maintenance of that facility. The

maintenance would involve some mowing, security issues, and the development of some policies that would make Option I usable.

Option III requires the City's input for maintenance. He noted a ball field complex, similar to the one presented in the option with nine ball fields, in a six month period could cost around \$300,000 for daily maintenance.

Option I could cost around \$4.4 million. Option II could cost around \$3.9 million. Option III could cost \$4.5 million with an additional \$1 million in excavation work, for a total of \$5.5 million.

All three options would have a primitive camping area and youth camping area. Those would be developed on the current Fairgrounds property in areas that are not being used. There is a need for a camping area in the community. This would be done on a permit or fee basis. This could be used by anyone. This area would also include a Fire Council house.

There would also be a multipurpose building, which would include four indoor basketball courts, office space, restrooms, and showers. This building could have a concrete floor.

Walking trails are consistent in all three plans. In Option I, the walking trails encompass the Atkins tract and the Fairgrounds property. In Option III, the walking trails only would encompass the Fairgrounds property.

The final item consistent to all options is an ice rink. They did not look at this as an ice rink that would be commercially available. They looked at having an asphalt or concrete pad. This pad would be usable in the summer time to play basketball, staging area, or theatre with a small stage, for example. This pad would have a curb built around it so in the winter time it could be flooded with water and frozen.

Professor Vaught stated they believe that all plans address the needs of earlier needs assessments that were done, addressed trends within the current market place, addressed statewide outdoor recreation plans, and addressed the needs brought forward by the public earlier this year.

Professor Vaught noted each option has three phases of construction. Phase I would be between 2004 to 2006, Phase II would be between 2006 to 2009, and Phase III would be between 2009 and 2014.

He stated currently there is no access to the Atkins tract because it is landlocked and a road would have to be the first thing built.

All ball fields would have lighting. There are some ways of lighting that are cheaper than others, such as sharing light poles in a quadplex.

Options I and II have a six acre lake in the southwest corner of the Atkins tract. This lake would be used for fishing and have shelters around the lake. This lake would typically not be used for swimming.

They tried to identify the items identified in the public meetings that began in February 2003. There were some items that probably will not work for this property. For example, the radio controlled flying field. It takes a lot of space to fly radio controlled airplanes.

The next step is the need for policies and rules and regulations that would accompany this type of development. He noted the County does not have a Parks and Recreation Department and the question is whether the County will enter into a Parks and Recreation agency profile or not. On the other hand, the City has a Parks and Recreation department. Security and the cost of the use of a facility are important aspects.

One theme that was kept in mind during this process was to make sure that most of the things would generate some type of an income. For example, there would be an annual fee for the dog park. The concession stands at the ball parks would generate money.

Professor Vaught stated during the development of these plans, they originally presented Options I and II. They held meetings with the City of Columbia and then developed Option III. The City felt that one more option needed to be created to complete the range between passive and active recreation. The City has been involved in this process.

One of the goals of the City is to develop Option III completely at one time.

The next step in this process is to begin to identify what option will work. There will be a public meeting on August 4 at the Fairgrounds to discuss these options. Public comment will be taken through August 5.

After a decision has been made about what people think is important, then the process begins as to where to get the funds. Funding could come from a ½ cent sales tax, revenue bond, general obligation bond, or a grant program. They are working on developing a grant to fund a portion of the plan, for approximately \$300,000.

He believes this will enhance the Fairgrounds and the Atkins tract.

Commissioner Elkin stated a copy of this report has been submitted to the Park Board. They will make a formal recommendation to the Commission.

Commissioner Elkin noted that there are still youth sports organizations and civic organizations that are willing to step forward to help with financing after a plan is in place.

Commissioner Miller stated there are openings on the Park Board and if any one is

interested they can contact the Commission Office.

Commissioner Elkin stated with the addition of the Atkins tract the dynamics changed these plans. Before this addition, all plans had to be done within the Fairgrounds proper. With the City of Columbia being part owner of the Atkins tract, this helps because of their Parks and Recreation department.

Commissioner Miller asked if the City Council had been given a document for review of the three options. Commissioner Elkin stated Mike Hood, with Columbia Parks and Recreation, and his staff have reviewed this document and responded with comments. Professor Vaught has also met with Parks and Rec staff to address their comments and concerns. The Parks and Rec department has basically given their ok to move forward. He believes once the short public comment phase is over, there will be a formal document in place to be sent to the City Council for their approval.

The Boone County Fairgrounds Master Plan document will be posted on the County's web site. Also there will be copies available in the Boone County Commission Office, the Boone County Clerk's Office, the Boone County Park Board, and the Columbia Public Library.

There will be a public forum on August 4 at the Fairgrounds.

The Commission thanked Professor Vaught and his staff for their work on the Boone County Fairgrounds Master Plan document.

There was no further discussion on this item.

Subject: Sheriff's Department

Captain Beverly Braun was present on behalf of these items.

A. First Reading for Approval of Disparate Agreement with the City of Columbia

Captain Braun stated the Department has been participating in the Local Law Enforcement Block Grant through the Department of Justice since 1996. Because the Boone County Jail houses the City inmates, this is the reason why they can claim a disparate agency. The Boone County Sheriff's Department has been certified by the Department of Justice. They have also met with the Columbia Police Department and they are willing to share a portion of their award with the County. This is an agreement with the City, which has been done every year since 1996, and the City will share \$25,000 with Boone County.

Commissioner Miller stated the National Association of Counties (NACo) worked on legislation because counties were left out of the funding cycle even though it is the counties that have prosecutors, courts and jails. Counties have a larger share of the law

enforcement costs once someone is arrested than the cities but the cities were getting all the funds.

Captain Braun stated the Columbia Police Department and the Boone County Sheriff's Department have a very good working relationship.

There was no further discussion on this item.

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

B. First Reading of Budget Amendments

Captain Braun stated the first budget amendment is to establish a budget to cover the maintenance contract for the dictation equipment purchased from BusComm Inc with Block Grant funds. This contract is from June 7, 2003 to June 6, 2004. The amount of this budget amendment is \$6,070.00.

The second budget amendment is to establish a budget to transfer funds from Forfeiture Funds to General Fund for COPS in Schools Grant years 1 and 2 match. Year one runs between September 1, 2003 through August 31, 2004. Year two runs between September 1, 2004 to August 31, 2005. Originally there was one officer in this program but now there are two officers that are funded by this grant.

Captain Braun stated the School Resource Officer Program worked very well for the last school year. She met with the principals at the participating schools which are Midway Elementary, Two Mile Prairie Elementary, Cedar Ridge Elementary, Rock Bridge Elementary, and Harrisburg Schools.

Commissioner Elkin stated there is one officer that floats between the Columbia schools and there is one officer in Harrisburg.

There was no further discussion on these items.

Commissioner Miller stated this is a first reading and requested the Deputy County Clerk to schedule these items for a second reading at the next available meeting with an appropriate order for approval after the required 10 day waiting period.

Subject: Child Support – Second Reading and Approval of Child Support Enforcement Cooperative Agreement

Commissioner Elkin stated he has had a discussion with Michael Mallicoat, Information Technology Department Director, and Mr. Mallicoat has some issues with being able to

determine which software or hardware programs have problems on machines that have both County and State programs. They have set up a work session between the IT Department, Commissioner Elkin and someone from the Courts to discuss possible policies.

Also, there could be some security issues in how the access is generated on computers which have both County and State systems.

Commissioner Elkin stated he believes this is effective January 1, 2004.

Commissioner Miller requested this item to be held until all issues can be discussed with the appropriate parties. There was no objection to this request.

Subject: Purchasing Department

Marlene Ridgway, Purchasing Department Buyer, was present on behalf of these items.

A. Second Reading and Award of Bid 23-29APR03 (9-1-1 Geographic Information System)

Marlene Ridgway stated this is a recommendation to award to GeoCOMM for a contract total of \$101,270. The original budget for this project was \$175,000. Jim McNabb, Director of Public Safety Joint Communications, has indicated that there will be other purchases to complete this upgrade.

Commissioner Elkin moved to award bid 23-29APR03 for 9-1-1 Geographic Information System to GeoCOMM.

Commissioner Miller seconded the motion.

Commissioner Miller stated this is to meet the requirements of a federal mandate for cell phone companies to place GPS in their phone to allow for Point of Service Answering Place (PSAP) to be able to answer a 911 call and have the latitude and longitude of the caller's location.

She noted she spoke with Chief Steve Paulsell of the Boone County Fire Protection District about having the private roads identified. This would require a change in the Public Works Policy about placing street signs as soon as a road is built.

There was no further discussion and no public comment.

The motion passed 2-0. **Order 358-2003**

B. Second Reading and Award of Bid MM38 (Rock Salt and Sodium Chloride Term and Supply)

Marlene Ridgway stated this is a cooperative agreement between the City of Columbia, the City of Centralia, and the County of Boone. This is a recommendation for a line item award.

Commissioner Elkin moved to award bid MM38 for Rock Salt and Sodium Chloride Term and Supply) as follows:

- Bagged Rock Salt – Award to Independent Salt Company
- Bulk Sodium Chloride – Award to North American Salt Company – Highway Division
- Bagged Potassium Chloride – Award to North American Salt Company – Bagged Division

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 359-2003**

C. First Reading of Bid 48-08JUL03 (2003 4wd Pickup)

Marlene Ridgway stated this bid was serviced through a reverse auctioning company called RFQhosting. The idea of using this format is to accept bids online and, at the same time, allow vendors to have access in viewing bids as they are entered. Vendors are given the opportunity to underbid if they are able. In this particular case, the Sheriff's department had a 4wd pickup budgeted for purchase. We invited all of our vendors to participate with 10 of them accepting that invitation. When the bid closed on July 8, 2003 at 10:00 a.m. we received one bid from Roberts Auto Plaza for \$22,981. We are recommending award to Roberts Auto Plaza and for this to be paid from organization 2500 account 92400. The amount budgeted was \$20,000 so this request is pending approval of the submitted budget amendment.

The Purchasing Department's has evaluated our experience with this bidding process and want to share our observations. Setting up the bid online seems very easy. The format is very self-explanatory and would be simple to train users. Sending out communication to vendors or addendums to bids is very simple since once the vendors have been invited to bid everyone is easily accessible via email. Ideally, this is a very competitive way of getting the best price for purchases for Boone County. However, we have concerns regarding the system as well. Once information is entered and vendors are invited to a bid, there is no capability to change any information such as starting bid price or entry errors when setting up the bid. Also, once vendors have been invited to the bid, there is no way

other vendors can gain access to the online process. We still will give an advertising notice in the Columbia Missourian but with this new process we will need to advertise at least a week earlier from the time the bid is sent out.

There is also concern for the fact that vendors are not able to submit a “no bid”. If they enter a \$0 amount on the online form, this precludes any other vendor from bidding during the process. Also, if the low bidder responds with some deviations to the bid specifications, the system will not allow other vendors to post their bids if they are higher than the low bid even if they do not have any deviations. Once the system accepts a low bid, no one can respond with anything higher than the low bid. There are potential problems with this especially if the low bid is not compliant with our request.

There are a few items that we see that could be enhanced to make it work in the way intended. We are interested in the program, but with a few hesitations as noted above. We are in a 90 day trial period and would like to try the bidding system again. We are looking for items that would work well with this system.

The company has been contacted and they have taken some of the Purchasing Department’s thought into consideration and RFQhosting will be working with their IT staff in implementing some of the changes.

Commissioner Miller asked if the reason for some of the vendors not submitting a bid was because of this being online. Mrs. Ridgway stated that is not the reason.

Commissioner Miller stated the vendors did not bid because they did not have the product. Mrs. Ridgway stated that is correct or the vendor did not bid because they could not submit a lower price.

Commissioner Elkin asked if there are other items that could be bid on this same format. Mrs. Ridgway stated the department is reviewing this at this time.

There was no further discussion on this item.

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

D. First Reading of Bid 47-08JUL03 (Pavement Repair/Drainage Improvements)

Marlene Ridgway stated the Public Works department and the Purchasing Department have reviewed the bids received and recommend award of the base bid and alternates 1 and 2 to Frech Paving Company for having the lowest and best bid meeting our minimum specifications. Total contract is \$20,053.35 to be paid from organization 6100 account 60400. The amount budgeted for this project was \$20,100.00.

Commissioner Elkin asked if this should have been bid earlier in the year. David Mink, Public Works Director stated last year the department was a few weeks behind but this bid is actually a Facilities Maintenance department contract for parking lot sealing.

There was no further discussion on this item.

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

Subject: Safety Committee – First Reading of Budget Revisions

Carol Wilson, Deputy County Clerk, was present on behalf of these items.

Carol Wilson stated last year the County received a refund from the insurance company with the stipulation that the money would be spent on safety items. When the refund was received last year, there was a limited amount of time to budget for items so the Safety Committee met and made their wish list. One of the items the Committee wanted to get is an Automated External Defibrillator (AED). When the Committee began to research this, they found out the City of Columbia was also bidding this out. The County will piggy back with the City's bid.

The budget revision is moving \$9,600 between accounts because the Committee will not be purchasing a piece of equipment they originally planned to buy.

Mrs. Wilson asked if the Commission wanted to purchase six AEDs, one for each building, for the Government Center, Courthouse, Johnson Building, Public Works, Sheriff's Department, and Juvenile Justice Center.

Commissioner Elkin stated it is the preference of the Courthouse not to have one. Mr. Perry has concerns with training, liability, and the close proximity to the Fire Station. Mr. Perry did say that he would be happy to sit down with the Safety Committee to discuss this issue.

He asked if this would help the County to receive another refund. Mrs. Wilson stated this is correct.

Mrs. Wilson noted this will not be a quick process once the AEDs are purchased because there will also be training involved. She envisioned putting one in a building, doing the training for staff in that building and moving to another building. She does not have an exact time frame. The training consists of CPR training.

Commissioner Elkin stated he believes there should be one in the Courthouse.

Commissioner Miller stated she believes the Committee should buy six AEDs but have a meeting with Mr. Perry about this issue.

Marlene Ridgway noted these units come in a cabinet that have alarms.

Mrs. Wilson noted the only cost would be battery replacement every four years for \$100.

Commissioner Elkin asked how much training would cost. Mrs. Wilson stated the cost would be only \$1.50 for the CPR card otherwise the training is free.

Commissioner Elkin stated there will be a communication alarm connected to these cabinets. Mrs. Wilson stated she would discuss with Facilities Maintenance as to where these should be placed in the buildings.

Marlene Ridgway stated this is a cooperative contract with the City of Columbia and will be ready for a first reading at the next meeting.

The second budget revision is for a transfer of \$1,700 between accounts to purchase training videos for Human Resources and the Sheriff's Department.

There was no further discussion on these items.

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

Subject: Public Works

David Mink, Public Works Director, was present on behalf of these items.

A. Second Reading and Approval of Change Order #2 for Georgetown Subdivision Storm Drainage Improvements

Commissioner Miller moved to approve Change Order #2 for Georgetown Subdivision Storm Drainage Improvements project in the amount of \$6,572.50.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 360-2003**

B. First Reading of Budget Revision

David Mink stated this budget revision is for the transfer of \$3,600 between accounts because the older model IPAC computers are not powerful enough to run the new software system used to track work orders and establish inventory records necessary for GASB 34 reporting requirements. Funds were saved in account 92300 when the Department was able to make equipment purchases below estimated costs. Due to funding availability within the 2040 class 9 budget, no impact for the remainder of this year or subsequent years is anticipated.

This has been discussed with the Information Technology Department.

There was no further discussion on this item.

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

Commissioner Reports

Commissioner Miller

Tourism Council

Commissioner Miller stated the Tourism Council had their meeting earlier this week. They elected new officers. Norm Benedict is President, Cindy Neff is President-Elect, and Laura Steiner is Secretary/Treasurer. They put together a Program of Work which is a promotions and programs work plan. They are also supporting the efforts in promoting the airport.

Southern Boone County Fire Protection District

Commissioner Miller stated she attended the Southern Boone County Fire Protection District meeting earlier this week. They are in the process of designing their new fire stations.

The Sheriff had requested placing a satellite office at the south facility. The Sheriff met with them at the last meeting and offered to pre-pay a lease to help with funds to add the additional space. The Sheriff and John Patton, County Counselor, are working on a lease with the Fire District. This is to be brought forward to the Commission for approval. The clerical staff assigned to this satellite station would not be a new employee but would be someone who will be reassigned.

The Fire District is hoping to go out for bid over the next month.

There have been some issues with the right-of-way that the County acquired from the State and dedicated to the Fire District. Commissioner Miller requested David Piest, County Surveyor, to work with their architect to figure out the flaw.

She noted the University Hospital is housing an ambulance in Ashland. This has been a benefit to the citizens in Southern Boone County. This is on a trial basis while the University is diverting trauma cases to St. Louis and Kansas City.

Opening of Durk Bridge

Commissioner Miller stated Boone County and Callaway County had a cooperative agreement for Durk Road Bridge. Callaway County has a bridge crew and they built the bridge. The ribbon cutting ceremony was the other day. This bridge is now in Callaway County's State inventory of bridges.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 2:30 p.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner