

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09


In the County Commission of said county, on the 16th day of April 20 09


the following, among other proceedings, were had, viz:


Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the VOCA Grant Application.


Done this 16th day of April, 2009.

ATTEST:

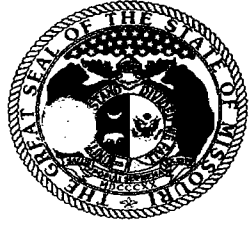

Wendy S. Noren
Clerk of the County Commission


Kenneth M. Pearson
Presiding Commissioner


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

171-2009



Boone County Prosecuting Attorney

Victims of Crime Act
2009/2010

Application for Funding

BOONE COUNTY PROSECUTING ATTORNEY
2009/2010 Victims of Crime Act
TABLE OF CONTENTS

Application Summary Report _____	2
Application for Funding _____	3
Personnel Budget Page _____	4
Personnel Information _____	5
Job Descriptions _____	6
Narrative Work Program _____	9
Agency's Current Budget _____	17
Other Sources of Funding _____	29
Organizational Chart _____	30
Agency Procurement Policy _____	31
Certified Assurances _____	48
Audit Requirements _____	51
Report of Expenditures/Check Payee Information _____	52
Certification Regarding Debarment _____	53
Letters of Collaboration _____	54
Victim Services On-Line Survey _____	56
Performance Evaluations – Victim Response Team Staff _____	58

VOCA APPLICATION SUMMARY REPORT

Agency Name Boone County Prosecuting Attorney

Program Title Victim Response Team

Authorized Official Name and Address	Project Director Name and Address	Contact Person Name and Address
Name: <u>Kenneth Pearson</u>	Name: <u>Bonnie J. Adkins</u>	Name: <u>Bonnie J. Adkins</u>
Address: <u>801 E. Walnut Street</u>	Address: <u>705 E. Walnut Street</u>	Address: <u>705 E. Walnut Street</u>
City: <u>Columbia</u>	City: <u>Columbia</u>	City: <u>Columbia</u>
State/Zip: <u>MO 65201</u>	State/Zip: <u>MO 65201-4485</u>	State/Zip: <u>MO 65201-4485</u>
E-Mail: <u>kpearson@boonecountymo.org</u>	E-Mail: <u>badkins@boonecountymo.org</u>	E-Mail: <u>badkins@boonecountymo.org</u>
Phone Number: (<u>573</u>) <u>886</u> - <u>4305</u>	Phone Number: (<u>573</u>) <u>886</u> - <u>4112</u>	Phone Number: (<u>573</u>) <u>886</u> - <u>4112</u>
Fax Number: (<u>573</u>) <u>886</u> - <u>3311</u>	Fax Number: (<u>573</u>) <u>886</u> - <u>4148</u>	Fax Number: (<u>573</u>) <u>886</u> - <u>4148</u>

Total Amount of VOCA Funds Requested \$ 42,089.71

Prorate the VOCA Funds Requested (give dollar amount and percentage) by types of victims to be served: (Please give your best estimates.)

\$ 14,731.40 35 % Domestic Violence \$ 1,683.58 4 % Child Abuse \$ 1,262.70 3 % Sexual Assault
 \$ 24,412.03 58 % Total Underserved and Other (Break out total of Underserved/Other and prorate Total below)

Prorated Amounts and % of Underserved (\$ and % must equal \$ and % Total Underserved and Other above):

Description of Underserved/Other	Prorated \$ Amount	% Of Total Underserved and Other
Burglary/Stealing/Forgery/Tampering <input type="checkbox"/>	\$ 9,276.58	38 %
Assault (Non-domestic) Peace Disturbance <input type="checkbox"/>	\$ 6,347.12	26 %
Property Damage/Trespass/Other Property Crimes <input type="checkbox"/>	\$ 7,567.72	31 %
ACA/UUW (Weapons Offenses) <input type="checkbox"/>	\$ 488.25	2 %
Underserved Victims <input type="checkbox"/>	\$ 732.36	3 %

Indicate the anticipated number of victims to be served by this VOCA funded project: 3,100 Total Victims of Crime _____ Hotline Calls
 (Not including hotline calls)

If a domestic violence shelter, indicate the anticipated number of women and children to be served in shelter or outreach services, the number of anticipated hotline calls and the anticipated number of bednights.
 _____ Women _____ Children _____ Hotline Calls
 _____ Bednights

Geographic Area(s) to be served by this VOCA project:

The requested VOCA funds will be used to: Fund a New Project Expand/Enhance an Existing Project Continue a Previously Funded VOCA Project

Give a brief summary of the VOCA project. (Please type the description on this form.)

The Victim Response Team is dedicated to addressing the needs of crime victims in Boone County. The Victim Specialist and Victim Assistant provide basic and comprehensive services to victims of crime. These services are designed to minimize harm to victims through the provision of information, advocacy, and support during the investigation, prosecution and disposition of criminal cases.



APPLICATION FOR FUNDING

Missouri Department of Public Safety
Office of the Director
P.O. Box 749
Jefferson City, MO 65102

1-573-751-4905
website: www.dps.mo.gov



SECTION 1 - INSTRUCTIONS This application must be typewritten. Please refer to the enclosed instructions to complete this form.

SECTION 2 - Crime Victim Services Unit (CVSU) Grant Programs
VOCA - Victims of Crime Act
SSVF - State Services to Victims Fund
STOP - Stop Violence Against Women Grant Program
SASP - Sexual Assault Services Program
Recovery VOCA - Victims of Crime Act
Recovery Stop Violence Against Women Grant Program
DUNS Number 073755977
CCR CAGE/NCAGE # 4SWR3

SECTION 3 - APPLICANT AGENCY
AGENCY: Boone County
FAX: 573-886-4148
PHONE: 573-886-4100
ADDRESS: 705 E. Walnut Street
CITY: Columbia
STATE: MO
ZIP: 65201
Faith-Based (Religiously Affiliated) Organization? Yes [] No [x]

SECTION 8 - PROJECT TITLE
Victim Response Team

SECTION 9 - TYPE OF APPLICATION
New [] Revised [] Renewal [] Continuation [x]

SECTION 10 - CURRENT CONTRACT NUMBER(S)
2006-VOCA-0091

SECTION 4 - APPLICANT AUTHORIZED OFFICIAL
NAME: Kenneth Pearson
FAX: 573-886-3311
PHONE: 573-886-4305

SECTION 11 - APPLICANT AGENCY'S FEDERAL TAX I.D. #
43-6000349

TITLE: Presiding Commissioner
AGENCY: Boone County Commission
ADDRESS: 801 E. Walnut Street
CITY: Columbia
STATE: MO
ZIP: 65201

SECTION 12 - PROGRAM CATEGORY

SECTION 13 - CONTRACT PERIOD
BEGINNING DATE 10 1 2009 ENDING DATE 9 30 2010

SECTION 5 - APPLICANT PROJECT DIRECTOR
NAME: Bonnie J. Adkins
FAX: 573-886-4148
PHONE: 573-886-4112

SECTION 14 - TYPE OF PROJECT
Statewide [] Regional [] Local [x]

TITLE: Office Administrator
E-Mail Address: badkins@boonecountymmo.org
AGENCY: Boone County Prosecuting Attorney
ADDRESS: 705 E. Walnut Street
CITY: Columbia
STATE: MO
ZIP: 65201

SECTION 15 - PROGRAM INCOME
Will Program Income be generated? Yes [] No [x]

SECTION 6 - APPLICANT FISCAL OFFICER
NAME: Kay Murray
FAX: 573-886-4369
PHONE: 573-886-4365
TITLE: Boone County Treasurer
AGENCY: Boone County Treasurer's Office
ADDRESS: 801 E. Walnut Street
CITY: Columbia
STATE: MO
ZIP: 65201

SECTION 16 - BUDGET TOTAL COST
PERSONNEL 52,612.14
VOLUNTEER MATCH
TRAVEL
EQUIPMENT
SUPPLIES/OPERATIONS
CONTRACTUAL
RENOVATION/CONSTRUCTION
TOTAL PROJECT COSTS 52,612.14

SECTION 7 - NON-PROFIT BOARD CHAIRPERSON (IF APPLICABLE)
NAME: n/a
FAX:
PHONE:

FEDERAL/STATE SHARE 80 % 42,089.71
LOCAL MATCH SHARE 20 % 10,522.43

AGENCY
ADDRESS
CITY STATE ZIP

SECTION 17 - AUTHORIZED OFFICIAL'S SIGNATURE
Signature: [Handwritten Signature] Date: 5/28/09

PERSONNEL

PROJECT TITLE: Victim Response Team

APPLICANT AGENCY: Boone County Prosecutor

INSTRUCTIONS

1. Include all personnel to be employed on the proposed project.
2. Under **Title or Position**, list each proposed position.
3. Under **Name of the Individual**, list the name of the person who will fill each proposed position (if known).
4. Show **Gross Monthly Salary** for each individual and show the **Percent Of Time** to be devoted to this grant-funded project. **The minimum percentage of time that may be budgeted on the grant is 10%. We will not fund any position that is less than 10% on the grant.**
5. The **Total Costs** should be calculated as follows: **(Salary/Month) x (% of Time on Grant) x (Months to be employed).**
6. Under the **Fringe Benefits** section, identify the particular benefits such as social security, workers' compensation, medical insurance, etc. If dental and vision insurance are not included in the health insurance premium they should be listed separately. All fringe benefits provided must be itemized.
7. Under the column entitled **Basis for Cost Estimate**, enter the formula for computing the cost for each fringe benefit.
8. Enter the total in the **Total Cost** column.
9. A **Retained Position** is a position that would have been lost if not for these funds.

TITLE OR POSITION	NAME OF INDIVIDUAL	NEW OR RETAINED POSITION	SALARY PER MONTH	FT OR PT	% OF TIME ON GRANT	MONTHS TO BE EMPLOYED	TOTAL COST
Victim Specialist	Mark Koch	Retained	3719.73	FT	94	12	42089.71
Victim Assistant	Joyce Thomassen	Retained	2541.06	FT	35	12	10522.43
SUBTOTAL							\$ 52612.14
FRINGE BENEFITS	BASIS FOR COST ESTIMATE						
F.I.C.A. & Medicare (0765)							
PENSION/RETIREMENT							
LIFE INSURANCE							
MEDICAL INSURANCE							
UNEMPLOYMENT COMPENSATION							
WORKERS' COMPENSATION LIAB.							
OTHER (PLEASE IDENTIFY)							
SUBTOTAL							\$
State/Federal Share	\$ 42,089.71						52612.14
Local Match Share	\$ 10,522.43	TOTAL PERSONNEL COST					\$

PERSONNEL INFORMATION

Grant Project Staff Only

Staff Member	Brief List of Experience and Current Job Responsibilities
1. <u>Mark Koch</u> (Name) <u>Victim Specialist</u> (Title)	Licensed Occupational Therapist. Over ten years experience in victim services, with emphasis in domestic and sexual violence advocacy. Provides comprehensive victim services including crisis intervention, case management, individual goal/action planning with crime victims and their families. Offers orientation to the criminal justice system and referrals to community services and statewide resources.
2. <u>Joyce Thomassen</u> (Name) <u>Victim Assistant</u> (Title)	Bachelor of Arts in Psychology. Over five years experience in victim service provision with expertise in the areas of domestic and sexual violence advocacy. Substance abuse counselor. Provides comprehensive victim services, including crisis intervention, individual goal/action planning, restitution management and orientation to the criminal justice system. Offers referrals to ancillary service providers.
3. _____ (Name) _____ (Title)	
4. _____ (Name) _____ (Title)	
5. _____ (Name) _____ (Title)	
6. _____ (Name) _____ (Title)	

JOB DESCRIPTION

BOONE COUNTY PROSECUTING ATTORNEY'S OFFICE

VICTIM SPECIALIST
VICTIM RESPONSE TEAM
STATUS: FULL-TIME

RESPONSIBILITIES:

The responsibilities of the Crime Victim Specialist in the Boone County Prosecuting Attorney's Office include, but are not limited to the following:

- Contact and assist victims of crime and their families with problems related to the crime.
- Provide crisis counseling to victims in situational crisis, i.e. victims of rape, victims of domestic violence and families of homicide victims.
- Provide brief counseling for parents of children who have been sexually abused.
- Assess needs of victims of crime, provide support and recommend and locate community resources for services.
- Maintain a high degree of cooperation and communication with community agencies and individuals who work with sexually abused children and adults as well as domestic violence services.
- Review all new case files to identify victims, with special emphasis on child victims of crime, sexual assault, domestic violence and victims of DWI accidents.
- Interview and provide emotional support for victims of crime.
- Consult and collaborate with attorneys, investigators and other staff members regarding care, problems and solutions for victims of crime.
- Orient victims to the judicial process.
- Provide information to victims with regard to all court appearances and case status.
- Orient child victims to courtroom practices, procedures and personnel.
- Assist victims with all forms and applications for Crime Victim's Compensation Fund.
- Escort victims to court.
- Supervise social work student interns, including training, consultation and performance evaluation.
- Advise victims of their right to appear personally or by counsel at the final sentencing.
- Advise victims of final disposition of their case.
- Provide information of post-conviction activity by Board of Probation & Parole.
- Provide victims with program evaluation forms and respond to internal and state evaluations.
- Document services provided to victims of crime.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Masters degree in social work, counseling or psychology or equivalent combination of education and experience.

Minimum of 2 years experience in related field

Excellent oral and written communication skills

Ability to communicate and provide brief counseling for children & adults

Educated in cultural awareness and possess the ability to communicate and be non-biased to others who may have a different ethnic, socio-economic background, race or religion.

Thorough knowledge of the judicial process

Thorough knowledge of the issues of domestic violence.

Thorough knowledge of the issues of sexual assault for both adults and children.

Knowledge of local area referral services.

Ability to work independently as well as part of a team to meet the needs of victims of crime.

JOB DESCRIPTION

BOONE COUNTY PROSECUTING ATTORNEY'S OFFICE

**VICTIM ASSISTANT
VICTIM RESPONSE TEAM
STATUS: FULL-TIME**

RESPONSIBILITIES:

The responsibilities of the Victim Assistant in the Boone County Prosecuting Attorney's Office include, but are not limited to the following:

- Review new case files to identify victims of crimes
- Provide crisis intervention and case management assistance for victims of crime and their families
- Facilitate communication between the crime victim and the designated Assistant Prosecuting Attorney
- Orient victims to the judicial process, advise them of their rights, and accompany them to court proceedings
- Provide victims with assistance in filing applications for Crime Victims' Compensation
- Notify crime victims of court events and assist them with completing Victim Impact Statements
- Supervise program volunteers as needed
- Organize restitution documentation
- Notify and provide explanation of case disposition
- Provide crime victims and their families with information regarding post-conviction victim services

- ***Any other duties as designated by the Chief Investigator, Office Administrator or Prosecuting Attorneys.***

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Minimum of 4 years related experience, or combination of education & experience

Supervisory and victim related experience preferred

High School Diploma or equivalent

Excellent oral and written communication skills

Educated in cultural awareness and possess the ability to communicate and be non-biased to others who may have a different ethnic, socio-economic background, race or religion.

Thorough knowledge of the judicial process

Ability to work independently as well as part of a team to meet the needs of victims of crime.

Narrative Work Program Victim Response Team

A. History of the Applicant Agency

The Boone County Prosecuting Attorney's Office is responsible for the prosecution of criminal violations that occur within this jurisdiction and for Family Support Enforcement. The office is comprised of 42 staff members, including the elected Prosecutor, 12 Assistant Prosecuting Attorneys (2 VAWA funded Domestic Violence Prosecutors), 3 investigators, the Victim Specialist (VOCA funded), the Victim Assistant, and support staff. Since 1993, we have provided services to crime victims and their families in Boone County with the support of VOCA funds. At that time, the Office of the Prosecuting Attorney was comprised of seven Prosecutors and two victim service staff. STOP Violence Against Women grant funds have been used to enhance services to victims of domestic violence since 1998. Our Victim Response Team is dedicated to addressing the needs of crime victims in Boone County. The Victim Specialist and Victim Assistant provide crisis intervention for victims of violent crimes including sexual assault, domestic violence, parents of victims of child abuse and family members of homicide victims. Also, the Victim Specialist and Victim Assistant offer information about victims' rights and crime victims' compensation, orientation to the criminal justice system, and support during the investigation, prosecution and disposition of criminal cases. When necessary, referrals are made to appropriate counselors and/or agencies to work with victims and their families for long term follow-up. The Victim Response Team also provides a secure victim waiting room, court accompaniment, and restitution management. Furthermore, we have an excellent volunteer program which utilizes students from the University of Missouri and other educational institutions. We use a wide range of volunteers including social work and occupational therapy students, criminal justice majors, and pre-law and law school students. Volunteers assist with a variety of direct victim service-related work. Social work student volunteers have been especially helpful to victims of domestic and sexual violence by assessing victim safety, educating victims and families about the dynamics of victimization, and partnering with advocates in the community to coordinate care. Our volunteer program enables us to provide comprehensive services to crime victims while assisting volunteers in developing specialized, professional skills for future employment.

This grant renewal enables the Office of the Prosecuting Attorney to continue to provide quality services to victims and their families in Boone County. With the ongoing support of VOCA funds, we can minimize trauma to victims by asking each survivor what they need to repair the harm. We can continue to educate victims about their rights, make services available to meet their needs, and help them plan for the future.

B. Statement of the Problem

Boone County is a growing, progressive county located in the center of the state at the crossroads of major east-west and north-south highways. Columbia is the County Seat and the City of Columbia covers 53.5 square miles. According to the 2006 census, the City of Columbia has a population of 94,428, and the County of Boone has a population of 146,048. There are 80,078 registered voters. Nearly thirty percent of Boone County's population is between the ages of 25 and 44 and the average Columbia household income is \$56,368. The population of the City of Columbia has increased by 5062 over the past 5 years. The population of Boone County has increased by 28,988 since 1990.

Demographics are of an urban, semi-urban and rural composition with a diverse ethnic population. According to the most recent statistics available, the following demonstrates the population by race and age in Boone County.

White Non-Hispanic	83.18%	19 & Under	28.3%
African America/Black	8.64%	20-24	12.5%
American Indian	0.37%	25-44	27.8%
Asian/Pacific Islander	.03%	45-64	22.1%
Hispanic (all)	2.34%	65 and over	9.3%

The following is a summary of felonies and misdemeanors filed in Boone County in the past five years (These figures do not take into account cases where, upon review, criminal charges were not filed.)

Felonies

2004	2005	2006	2007	2008
1553	1776	1664	1496	1450

Misdemeanors

2004	2005	2006	2007	2008
4430	4396	4454	4379	4126

With the prosperity and growth of this community in the last decade has come a more volatile crime rate in all areas, particularly the area of domestic violence. The Victim Specialist, Victim Assistant and volunteers work closely with victims of domestic and sexual violence. Domestic violence numbers are included in the above, but are broken out as follows:

Domestic violence cases filed in the past five years:

2004	1135
2005	1205
2006	1319
2007	1164
2008	1244

The Boone County Prosecutor's Office is faced with the dual challenge of attending to the needs of crime victims while expediting the appropriate disposition of criminal actions. Lack of knowledge of the justice system is one of the greatest challenges faced by crime victims and their families. Recognizing that the justice system is designed to protect the rights of the accused and not the accuser can be particularly troubling for victims. Furthermore, there are numerous individual challenges faced by crime victims. For those harmed by someone they know, victims often feel a sense of guilt or shame associated with the crime. Thus, they may be reluctant to participate in the prosecution of their offender. Victims are tied to their partners economically and may be hesitant to assist because of the financial impact on the family. The issue of self-blame is also especially prevalent in cases of domestic violence, sexual assault, and child abuse. Unfortunately, fear of going forward, testifying, and holding the perpetrator accountable is also a challenge. Danger to the victim may escalate during a criminal prosecution. Finally, victims simply are not aware of the resources

available to them. The Victim Specialist and the Victim Assistant provide information, education, and emotional support to aid each victim in making an informed decision about participation in the criminal justice system. The Victim Specialist and the Victim Assistant work with victims throughout the investigation, prosecution, and even after the disposition of the criminal case.

The continuation of this VOCA funding will ensure that crime victims receive the information and support that they deserve from this office. Adequate staff is vital to quality victim service provision. We strive to anticipate the needs of victims in order to minimize the frustration and harm they may experience during the investigation, prosecution, and disposition of a criminal case.

C. Goal & Objectives

Goal: To make advocacy services available to all victims and their families participating in the criminal justice system in Boone County

1. Maintain the number of victims receiving basic victim services from the Victim Response Team at 3100 during the grant period
2. Maintain the number of victims receiving comprehensive victim services from the Victim Response Team at 750 during the grant period.

Definitions for basic and comprehensive victim services are outlined in the Methodology portion of this grant application.

D. Evaluation Procedure

Daily statistics are compiled as to victim and defendant demographics, type of crime and disposition of cases. These figures include underserved victims (ie. adult survivors of incest, burglary victims, survivors of homicide, and seriously or fatally injured victims of drunk drivers). The Victim Response Team utilizes a Victim Services Survey which measures overall satisfaction with the support and information provided by the designated Victim Response Team member and the Assistant Prosecuting Attorney assigned to the criminal case. Accessibility to program services is also measured. At the conclusion of the case, the survey is sent along with a closing letter informing the victim of the case disposition. A self-addressed envelope is included to facilitate prompt return of the survey. The Victim Services Survey is also available online. A sample survey is included in the appendix of this grant application. Finally, the Chief Investigator conducts an annual evaluation of the Victim Response Team staff. This evaluation takes into consideration feedback from coworkers and community partners (i.e. law enforcement, social services, etc.) as well as knowledge and skills demonstrated by program staff. A copy of the most recent performance evaluation for the Victim Specialist and the Victim Assistant is included in the appendix of this application.

E. Methodology

1. Type of Program

The Victim Response Team is dedicated to serving the varied needs of crime victims in Boone County. Service delivery is divided into two categories: Basic and Comprehensive. All victims of crime receive

or have access to basic victim services. Comprehensive victim services are provided in cases where the level of trauma or severity of injury dictates a more sensitive, proactive, and hands-on approach to victim assistance. These services are also provided to those individuals who may have to testify at court proceedings, depositions, or at trial. Below is an outline and narrative description defining the two categories of service provision.

BASIC VICTIM SERVICES

- Notification of case filing
- Notification of Crime Victims' Compensation and assistance filing claim
- Assistance with restitution management
- Orientation to the judicial process
- Notification of case status
- Notification of case disposition

Each new case file is reviewed by a designated member of the Victim Response Team. Initial notification is made via written correspondence. Victims receive a packet with basic information (ie. criminal charge, case number, Assistant Prosecuting Attorney, and Advocate) corresponding to the criminal case. Victims are also provided with written notification of their rights and the county and statewide resources available to them. A blank Victim Impact Statement provides victims with a framework for documenting their losses. Upon receipt of the completed Victim Impact Statement, the Advocate provides a follow-up phone call to offer emotional support, clarify expectations and orient the victim to the criminal process. During the course of a prosecution, victims are given additional information about case status when requested. At the conclusion of a case, all victims receive written notification regarding the disposition.

Examples of cases only requiring basic victim services are misdemeanor property damage, stealing or assault, peace disturbance, trespassing, forgery, and some traffic violations involving motor vehicle accidents. Typically, these cases are assigned to the Victim Assistant.

COMPREHENSIVE VICTIM SERVICES

- Provision of emotional support, individualized goal/action planning
- Collaboration with community resources and support
- Assistance accessing statewide, ancillary victim services
- Preparation for court appearance
- Support during court process or trial
- Follow-up advocacy services post-conviction

Most felony cases involve the provision of basic and comprehensive victim services. Initial victim contact is made via telephone. The designated Advocate will facilitate a meeting with the victim and Assistant Prosecuting Attorney assigned to the case. The purpose of the initial meeting is to gain insight into the victim's needs and expectations about the justice system and to help the victim make an informed decision about participating or not participating in a criminal prosecution. In some cases, victims may require crisis counseling and safety planning. The Advocate provides information about community resources to increase their level of support and actively assists the victim in accessing these resources. The Advocate may also organize an action plan or goals to aid in the victim's healing and recovery. During the course of a prosecution, the Advocate may meet several

times with the victim to assess their needs, provide ongoing support and information, and prepare the victim for court appearances or trial. During a trial, the Advocate is available to counsel and support the victim and their family. Even after the disposition of the criminal case, victims will continue to receive services from the Victim Response Team when requested. Post-conviction assistance involves providing victims with referrals to resources available through the Department of Corrections, Probation & Parole, and the Office of the Attorney General. In addition, the Victim Specialist or Victim Assistant can help the victim prepare impact information for the Parole Board or designated Probation Officer or accompany them to parole hearings.

Examples of cases requiring comprehensive victim services are domestic and sexual assault, child abuse, vehicular assault and manslaughter, burglary, robbery, homicide and other felony offenses. Typically these cases are assigned to the Victim Specialist. Due to the high volume and sensitive nature of domestic violence charges, the Victim Specialist and Victim Assistant share this caseload.

The Victim Response Team offers victim services in compliance with MCADSV Services Standards and Guidelines for Domestic Violence Programs. Regarding organizational administration, the Boone County Personnel Policy Manual contains policies that comply with employment law and prohibit discrimination. Confidential personnel files for paid staff and volunteers include criminal background checks, written job descriptions, completed job applications, resumes, references and a signed confidentiality statement/volunteer agreement. Furthermore, the Administrative Manual for the Prosecuting Attorney's Office contains information about the daily operations of the office, safety/security procedures, and the provision of services by the Victim Response Team. In addition, confidentiality guidelines outlined by MCADSV are adhered to by staff and volunteers working with the Victim Response Team. All volunteers sign a confidentiality agreement.

Documentation of service provision is maintained in a secure area only accessible to paid staff or authorized volunteers. The Office of the Prosecuting Attorney maintains a data collection and record-keeping system that allows for the efficacy and progress toward program goals and objectives.

Regarding guidelines for training, all members of the Victim Response Team are expected to be familiar with MCADSV training curricula that address the historical context of domestic and sexual violence, the dynamics of abusive relationships, safety planning, advocacy and empowerment, and coordinated community response. Also, volunteers are encouraged to maintain a membership in MCADSV and attend statewide training programs. Training is required for all personnel of the Victim Response Team that provide direct services (i.e. crisis intervention, case management and court advocacy) to victims of domestic violence and their children.

Service standards and guidelines for direct service provision are consistent with MCADSV recommendations. Crisis intervention services are only offered by trained staff or volunteers and involve interactions designed to stabilize the victim's emotions, clarify issues and expectations and provide ongoing support and assistance. Minimizing further harm while helping the victim plan for her future is a critical aspect of case management and court advocacy service provision. Members of the Victim Response Team must be familiar with community resources and maintain relationships with ancillary service providers in order to provide effective case management services. Coordinating services in a collaborative manner is a cornerstone of the Victim Response Team's service provision.

Finally, the Office of the Prosecuting Attorney meets and exceeds MCADSV service standards and guidelines for court advocacy. Civil and criminal justice information and support is provided to all

identified crime victims. Volunteers providing court advocacy services must demonstrate proficiency in articulating justice system terminology and Missouri law as it pertains to domestic and sexual violence. Court advocacy services include the provision of written and verbal information about victims' rights as well as state and local resources that advocate on behalf of victims of crime. Victim services surveys are conducted to ensure quality of services.

2. Proposed Service Area

The Office of the Prosecuting Attorney handles crimes committed in Boone County. Victims served include residents of this county as well as non-residents. Victims of crime in neighboring counties where services do not exist will be given information about Crime Victims' Compensation, statewide victims' services resources, and counseling referrals when requested.

3. Coordination of Services

Coordination and communication with other service providers is active and ongoing. The communication between first responders and members of the Victim Response Team is critical in ensuring victims' safety and anticipating victims' concerns and expectations. Because a prosecution can take months, coordination with community-based advocates and counseling providers is essential for meeting the changing needs of victims and their families. Also, members of the Victim Response Team play a vital role in the continued coordination of victim services in Boone County. Members of the Victim Response Team participate in volunteer training for the Shelter as well as training for the Sexual Assault Nurse Examiner (SANE) programs at local hospitals. Participants of these trainings include representatives from the three local hospitals, law enforcement agencies, psychiatric facilities, the Shelter, the University of Missouri, and other counseling and social service organizations. Local law enforcement officers, healthcare professionals, and advocates continue to use the Prosecuting Attorney's Sexual Assault Survivor Handbook which outlines options and available services. This resource was developed and printed by funds received from the STOP Violence Against Women grant program and is currently being distributed throughout Boone County. The Domestic Violence Survivor Handbook and the Boone County Crime Victim Survivor Handbook are also utilized on a regular basis with crime victims and their families.

The Victim Specialist and Victim Assistant attend regularly scheduled DOVE (Domestic Violence Enforcement) Unit meetings with members from the Columbia Police Department, the Boone County Sheriff's Department, Probation & Parole, Family Counseling Center, and the Shelter to review service provision protocols for battered women and to coordinate services for victims in active criminal investigations and prosecutions. In addition, the Victim Specialist attends monthly case review meetings at Rainbow House Regional Child Advocacy Center with a team of community-based advocates, law enforcement investigators, juvenile officers, and the Children's Division.

4. Budget Justification

Justification of Salaries: The Boone County Prosecuting Attorney's Office is requesting a continuation of VOCA funding for the salary of our Victim Specialist in the amount of \$42,089.71. The Victim Specialist provides services to crime victims and their families by offering basic and comprehensive services to victims that aid in the healing and restoration of those affected by crime in Boone County. Currently, the Victim Response Team receives 40 to 50 calls from victims requesting

information and support on a daily basis. In addition, the Victim Response Team and its volunteers respond to 3 to 5 walk-ins daily. It is critical for victim services staff to have sufficient time to review new reports, assess victim safety, and assist victims in active criminal cases.

5. Supplanting

The Boone County Prosecuting Attorney's Office is not requesting funds for existing costs. The sole function of this application is to continue funding for our Victim Specialist's salary.

6. Victim Compensation Assistance

Victim's Compensation information is offered to every victim of crime. Once a charge is filed, victims receive a letter outlining their rights and the services available to them. Included with this letter is information about the Crime Victims' Compensation Program. The Victim Response Team plays an active role in aiding crime victims with their applications. Victim Response Team staff members assist the victim/claimant by securing documentation of expenses related to the crime, notarizing the application, and communicating with the Victims' Compensation Fund caseworker regarding the status of the claimant's application. Once a claim has been awarded, the Crime Victims' Compensation Fund is listed in the Prosecuting Attorney's case file as a secondary victim. Defendant's who receive probation are held accountable for the amount paid on the claim.

For the 2008 fiscal year, the Crime Victims' Compensation Fund awarded \$201,715.82 to victims of crime in Boone County. During that time, the Victim Response Team assisted 53 applicants with 52 of those granted awards through the fund. In 2008, Boone County collected \$35,782.15 in restitution for the Crime Victims' Compensation Fund. According to Jeanette Wiggins, Restitution Coordinator for the Crime Victims' Compensation Fund Program, Boone County collected more restitution from offenders than any other county in the State of Missouri for fiscal year 2008.

7. Volunteers

The Office of the Prosecuting Attorney's Victim Response Team continues to utilize volunteers in the provision of direct services to victims. These volunteers possess a wide range of educational backgrounds, such as criminal justice, social work, occupational therapy, political science, sociology, pre-law and law. The volunteer program is critical given the large number of crime victims and their families served by the Victim Response Team.

The University of Missouri – School of Social Work regularly refers bachelor and masters level students for volunteer placement. Each semester, the Victim Specialist and Victim Assistant share supervision of a student completing either a 400 or 800 hour fieldwork rotation with the Prosecuting Attorney's Office Victim Response Team. Candidates are treated as job applicants and make a formal application, complete an interview, provide references and consent to a criminal background check. In addition, volunteers must sign a confidentiality agreement. Selected applicants are given a Volunteer Handbook for review. The Volunteer Training Manual includes basic orientation information about the Office of the Prosecuting Attorney and its staff, policies and procedures used in direct victim service provision, and samples of documentation related to criminal case files. Students spend the first several weeks shadowing a member of the Victim Response Team. Social work students complete a learning plan with their supervisor that includes goals related to the provision of direct

victim services. Social work volunteers are also encouraged to complete the Shelter's volunteer training program and receive approximately 12 hours of domestic and sexual violence training. During the final weeks of placement, students demonstrate proficiency in basic social work skills and most areas of direct victim service provision. Two bachelor of social work candidates are scheduled to begin their placements in the Fall 2009.

Each year a maximum of ten students are enrolled in the University of Missouri - School of Law Criminal Clinic. University of Missouri Law students perform an average of 1800 hours of service on behalf of the Boone County Prosecuting Attorney's Office. Law Clinic participants review arrest reports, make personal contact with victims and witnesses, assess their needs, and help them prepare for criminal proceedings. They are mentored by law school faculty and a designated Assistant Prosecutor. This experience enhances the students' legal education and allows them to receive valuable hands on training in the criminal justice process. Currently, a rule 13 certified law student is volunteering for the summer.

8. Number of Victims to Be Served

The Boone County Prosecuting Attorney's Victim Response Team anticipates serving 3100 victims of crime utilizing VOCA funds.

F. Cost Assumption

In the event that VOCA funding is no longer available, the Office of the Prosecuting Attorney will make application to the Boone County Commission for continuation of this victim services program. Boone County has a commitment to serving crime victims and fully funds the Victim Assistant's salary as well as supplies, operations, and training which support the Victim Response Team's work.

G. Report of Success

Goal: To make advocacy services available to all victims and their families participating in the criminal justice system in Boone County

1. Maintain the number of victims receiving basic victim services from the Victim Response Team at 3100 during the grant period
2. Maintain the number of victims receiving comprehensive victim services from the Victim Response Team at 750 during the grant period.

OBJECTIVE 1 MET: During this grant cycle, 3171 victims received basic victim services from the Victim Response Team.

OBJECTIVE 2 MET: During this grant cycle, 765 victims received comprehensive victim services from the Victim Response Team.

**Prosecuting Attorney Dept. Nos. 1261, 1262, 1263,
Summary 1264, 2600, 2610, 2620
2630, 2640, 2903**

Budget Summary

Fund	Dept	Department Name	2007	2008	2009	2009	2009	2009
			Actual	Projected	Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total
100	1261	Prosecuting Attorney	\$ 1,561,946	\$ 1,578,125	\$ 1,376,022	\$ 226,744	\$ -	\$ 1,602,766
100	1262	Victim Witness	155,669	158,733	118,488	20,690	-	139,178
100	1263	IV-D Child Support	484,570	511,674	404,667	73,291	174	478,132
100	1264	PA Retirement	7,752	7,752	-	7,752	-	7,752
260	2600	PA Training	5,179	5,050	-	4,692	-	4,692
261	2610	PA Tax Collection	28,219	28,931	47,966	1,865	-	49,831
262	2620	PA Contingency	19,006	20,000	-	20,000	-	20,000
263	2630	PA Bad Check Collections	121,819	132,164	106,522	9,878	-	116,400
264	2640	PA Forfeiture Money	-	2,279	-	13,500	-	13,500
290	2903	PA-Law Enf Sales Tax	274,656	281,478	280,151	5,536	-	285,687
Total			<u>\$ 2,658,816</u>	<u>\$ 2,726,186</u>	<u>\$ 2,333,816</u>	<u>\$ 383,948</u>	<u>\$ 174</u>	<u>\$ 2,717,938</u>

Personnel Summary

Fund	Dept	Department Name	2007	2008	2009
			Full-time Equivalent	Full-time Equivalent	Full-time Equivalent
100	1261	Prosecuting Attorney	22.32	22.32	22.32
100	1262	Victim Witness	3.00	3.00	2.75
100	1263	IV-D Child Support	9.00	9.00	9.00
100	1264	PA Retirement	-	-	-
260	2600	PA Training	-	-	-
261	2610	PA Tax Collection	0.62	0.62	1.25
262	2620	PA Contingency	-	-	-
263	2630	PA Bad Check Collections	2.18	2.18	1.68
264	2640	PA Forfeiture Money	-	-	-
290	2903	PA-Law Enf Sales Tax	5.00	5.00	5.00
Total FTEs			<u>42.12</u>	<u>42.12</u>	<u>42.00</u>

Prosecuting Attorney

Dept. No. 1261

Annual Budget

1261 PROSECUTING ATTORNEY 100 GENERAL FUND		2007	2008	2008	2009	2009	2009	%CHG
ACCT	DESCRIPTION	ACTUAL	BUDGET + REVISIONS	PROJECTED	CORE REQUEST	SUPPLMENTAL REQUEST	ADOPTED BUDGET	FROM PY BUD
3411	FEDERAL GRANT REIMBURSE	67,724	64,252	64,252	64,252	0	58,855	8-
	SUBTOTAL *****	67,724	64,252	64,252	64,252	0	58,855	8-
	CHARGES FOR SERVICES							
3528	REIMB PERSONNEL/PROJECTS	30,177	30,202	30,484	30,484	0	30,484	0
3560	COLLECTION FEES	33,358	30,000	50,000	50,000	0	50,000	66
3574	P.A. FEES	142,511	130,000	118,000	118,000	0	118,000	9-
	SUBTOTAL *****	206,046	190,202	198,484	198,484	0	198,484	4
	MISCELLANEOUS							
3826	PRIOR YEAR COST REPAYMENT	10,032	0	0	0	0	0	0
	SUBTOTAL *****	10,032	0	0	0	0	0	0
	TOTAL REVENUES *****	283,804	254,454	262,736	262,736	0	257,339	1
	PERSONAL SERVICES							
10100	SALARIES & WAGES	1,090,305	1,118,402	1,104,674	1,115,540	0	1,115,540	0
10110	OVERTIME	28,739	29,500	29,500	29,500	0	29,500	0
10120	HOLIDAY WORKED	809	750	750	750	0	750	0
10200	FICA	81,187	87,871	84,681	87,653	0	87,653	0
10300	HEALTH INSURANCE	106,020	106,020	106,020	106,020	0	106,020	0
10325	DISABILITY INSURANCE	4,124	4,224	4,224	4,239	0	4,239	0
10350	LIFE INSURANCE	1,168	1,182	1,182	1,182	0	1,182	0
10375	DENTAL INSURANCE	7,945	7,945	7,945	7,945	0	7,945	0
10400	WORKERS COMP	7,598	7,946	7,946	6,936	0	6,936	12-
10500	401(A) MATCH PLAN	8,807	13,057	9,443	13,057	0	13,057	0
10510	CERF-EMPLOYER PD CONTRIBUTION	2,885	3,000	2,809	0	0	3,200	6
10600	UNEMPLOYMENT BENEFITS	3,971	0	0	0	0	0	0
	SUBTOTAL *****	1,343,559	1,379,897	1,359,174	1,372,822	0	1,376,022	0
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	16,459	18,106	22,000	21,371	0	21,371	18
23000	OFFICE SUPPLIES	14,595	13,860	13,860	14,858	0	14,858	7
23001	PRINTING	3,308	1,125	850	1,378	0	1,378	22
23050	OTHER SUPPLIES	115	250	100	250	0	250	0
23300	UNIFORMS	75	75	100	100	0	100	33
23850	MINOR EQUIP & TOOLS (<\$1000)	451	250	275	275	0	275	10
	SUBTOTAL *****	35,004	33,666	37,185	38,232	0	38,232	13
	DUES TRAVEL & TRAINING							
37000	DUES	3,780	3,835	4,355	4,455	0	4,455	16
37200	SEMINARS/CONFEREN/MEETING	1,155	2,770	2,500	1,290	0	1,290	53-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	882	1,197	1,300	935	0	935	21-
37230	MEALS & LODGING-TRAINING	2,670	3,285	3,825	2,966	0	2,966	9-
	SUBTOTAL *****	8,488	11,087	11,980	9,646	0	9,646	12-
	UTILITIES							
48000	TELEPHONES	9,865	13,172	13,172	13,172	0	13,172	0
48050	CELLULAR TELEPHONES	852	1,068	960	960	0	960	10-
	SUBTOTAL *****	10,718	14,240	14,132	14,132	0	14,132	0
	VEHICLE EXPENSE							
59000	MOTORFUEL/GASOLINE	6,132	7,840	8,367	9,600	0	9,600	22
59030	MOTOR VEHICLE LICENSE FEE	114	74	50	111	0	111	50
59100	VEHICLE REPAIRS	660	1,340	1,900	1,500	0	1,500	11
59105	TIRES	467	150	230	690	0	690	360
59200	LOCAL MILEAGE	1,446	1,250	1,000	1,100	0	1,100	12-
59201	SPECIAL MILEAGE	0	100	0	0	0	0	0
	SUBTOTAL *****	8,821	10,754	11,547	13,001	0	13,001	20
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	2,445	3,453	3,517	3,707	0	3,707	7
60200	EQUIP REPAIRS/MAINTENANCE	130	200	200	200	0	200	0
	SUBTOTAL *****	2,575	3,653	3,717	3,907	0	3,907	6
	CONTRACTUAL SERVICES							
71000	INSURANCE AND BONDS	330	165	165	0	0	0	0
71100	OUTSIDE SERVICES	0	1,000	1,000	1,000	0	1,000	0
71500	BUILDING USE/RENT CHARGE	139,020	139,020	139,020	146,621	0	146,621	5
71600	EQUIP LEASES & METER CHR	212	205	205	205	0	205	0
	SUBTOTAL *****	139,562	140,390	140,390	147,826	0	147,826	5

Prosecuting Attorney

Dept. No. 1261

1261 PROSECUTING ATTORNEY
100 GENERAL FUND

ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLMENTAL REQUEST	2009 ADOPTED BUDGET	%CHG FROM PY BUD
	FIXED ASSET ADDITIONS							
91300	MACHINERY & EQUIPMENT	248	0	0	0	0	0	0
92400	REPLCMENT AUTO/TRUCKS	12,968	0	0	0	0	0	0
	SUBTOTAL *****	<u>13,216</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL EXPENDITURES *****	1,561,946	1,593,687	1,578,125	1,599,566	0	1,602,766	0

Decimal values have been truncated.

Victim Witness

Dept. No. 1262

Annual Budget

1262 VICTIM WITNESS								%CHG
100 GENERAL FUND								FROM
ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLIMENTAL REQUEST	2009 ADOPTED BUDGET	PY BUD
INTERGOVERNMENTAL REVENUE								
3411	FEDERAL GRANT REIMBURSE	51,986	44,834	44,834	31,567	0	31,567	29-
SUBTOTAL *****		51,986	44,834	44,834	31,567	0	31,567	29-
MISCELLANEOUS								
3826	PRIOR YEAR COST REPAYMENT	0	0	4,163	0	0	0	0
SUBTOTAL *****		0	0	4,163	0	0	0	0
TOTAL REVENUES *****		51,986	44,834	48,997	31,567	0	31,567	29-
PERSONAL SERVICES								
10100	SALARIES & WAGES	108,151	111,206	112,547	111,737	0	100,577	9-
10110	OVERTIME	734	900	750	750	0	750	16-
10200	FICA	7,101	5,153	5,146	8,605	0	5,190	0
10300	HEALTH INSURANCE	13,062	9,500	9,500	14,250	0	9,500	0
10325	DISABILITY INSURANCE	340	244	244	416	0	251	2
10350	LIFE INSURANCE	142	106	106	159	0	106	0
10375	DENTAL INSURANCE	978	712	712	1,068	0	712	0
10400	WORKERS COMP	511	350	350	494	0	297	15-
10500	401(A) MATCH PLAN	1,125	1,105	600	1,755	0	1,105	0
10510	CERF-EMPLOYER PD CONTRIBUTION	41	0	0	0	0	0	0
10600	UNEMPLOYMENT BENEFITS	5,356	0	0	0	0	0	0
SUBTOTAL *****		137,543	129,276	129,955	139,234	0	118,488	8-
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	334	437	437	448	0	448	2
23000	OFFICE SUPPLIES	2,339	1,917	1,917	1,917	0	1,917	0
23001	PRINTING	121	350	300	300	0	300	14-
23050	OTHER SUPPLIES	0	250	250	250	0	250	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	750	750	750	0	750	0
SUBTOTAL *****		2,794	3,704	3,654	3,665	0	3,665	1-
DUES TRAVEL & TRAINING								
37000	DUES	185	275	325	325	0	325	18
37200	SEMINARS/CONFEREN/MEETING	695	390	260	180	0	180	53-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	584	595	235	330	0	330	44-
37230	MEALS & LODGING-TRAINING	998	277	604	340	0	340	22
SUBTOTAL *****		2,463	1,537	1,424	1,175	0	1,175	23-
UTILITIES								
48000	TELEPHONES	1,857	1,875	1,850	1,850	0	1,850	1-
SUBTOTAL *****		1,857	1,875	1,850	1,850	0	1,850	1-
EQUIP & BLDG MAINTENANCE								
SUBTOTAL *****		0	0	0	0	0	0	0
CONTRACTUAL SERVICES								
71600	EQUIP LEASES & METER CHRG	80	0	0	0	0	0	0
SUBTOTAL *****		80	0	0	0	0	0	0
OTHER								
84010	RECEPTION/MEETINGS	110	150	0	150	0	150	0
84600	COURT COSTS	3,834	6,400	6,500	3,500	0	3,500	45-
84700	WITNESS EXPENSES	3,861	12,500	10,500	5,500	0	5,500	56-
84800	TRANSCRIPTS-CRIMINAL	3,124	9,850	4,850	4,850	0	4,850	50-
SUBTOTAL *****		10,929	28,900	21,850	14,000	0	14,000	51-
TOTAL EXPENDITURES *****		155,669	165,292	158,733	159,924	0	139,178	15-

Decimal values have been truncated.

Child Support Enforcement

Dept. No. 1263

Annual Budget

1263 IV-D 100 GENERAL FUND		2007	2008	2008	2009	2009	2009	%CHG
ACCT	DESCRIPTION	ACTUAL	BUDGET + REVISIONS	PROJECTED	CORE REQUEST	SUPPLMENTAL REQUEST	ADOPTED BUDGET	FROM PY BUD
3465	INTERGOVERNMENTAL REVENUE FEDERAL REIMBURSE EXPENSES	558,360	618,450	556,665	524,560	0	507,793	17-
	SUBTOTAL *****	558,360	618,450	556,665	524,560	0	507,793	17-
	TOTAL REVENUES *****	558,360	618,450	556,665	524,560	0	507,793	17-
	PERSONAL SERVICES							
10100	SALARIES & WAGES	309,243	323,837	321,178	322,940	0	322,940	0
10110	OVERTIME	5,250	5,500	2,000	2,500	0	2,500	54-
10120	HOLIDAY WORKED	153	0	0	0	0	0	0
10200	FICA	21,652	25,194	22,514	24,896	0	24,896	1-
10300	HEALTH INSURANCE	42,750	42,750	42,750	42,750	0	42,750	0
10325	DISABILITY INSURANCE	1,121	1,207	1,207	1,204	0	1,204	0
10350	LIFE INSURANCE	466	477	477	477	0	477	0
10375	DENTAL INSURANCE	3,204	3,204	3,204	3,204	0	3,204	0
10400	WORKERS COMP	1,688	1,730	1,730	1,431	0	1,431	17-
10500	401 (A) MATCH PLAN	2,150	5,265	3,800	5,265	0	5,265	0
10600	UNEMPLOYMENT BENEFITS	3,780	0	0	0	0	0	0
	SUBTOTAL *****	391,458	409,164	398,860	404,667	0	404,667	1-
	MATERIALS & SUPPLIES							
22000	POSTAGE	0	0	0	2,400	0	2,400	0
22500	SUBSCRIPTIONS/PUBLICATIONS	566	839	839	1,780	0	1,780	112
23000	OFFICE SUPPLIES	1,768	3,150	3,150	2,150	0	2,150	31-
23001	PRINTING	1,088	1,250	1,250	250	0	250	80-
23850	MINOR EQUIP & TOOLS (<\$1000)	0	630	630	630	0	630	0
	SUBTOTAL *****	3,422	5,869	5,869	7,210	0	7,210	22
	DUES TRAVEL & TRAINING							
37000	DUES	510	700	700	700	0	700	0
37200	SEMINARS/CONFEREN/MEETING	2,335	3,444	2,870	995	0	390	88-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	3,224	3,413	1,913	479	0	250	92-
37230	MEALS & LODGING-TRAINING	5,206	4,412	2,412	1,480	0	500	88-
	SUBTOTAL *****	11,276	11,969	7,895	3,654	0	1,840	84-
	UTILITIES							
48000	TELEPHONES	3,841	5,533	4,033	5,533	0	5,424	1-
48002	DATA COMMUNICATIONS	7,200	7,200	7,200	9,250	0	8,650	20
48100	NATURAL GAS	1,978	3,000	3,000	3,750	0	3,750	25
48200	ELECTRICITY	4,527	4,264	4,264	5,500	0	5,500	28
48300	WATER	192	206	206	240	0	240	16
48400	SOLID WASTE	168	168	168	200	0	200	19
48600	SEWER USE	191	202	202	250	0	250	23
	SUBTOTAL *****	18,098	20,573	19,073	24,723	0	24,014	16
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	32	1,101	1,053	1,830	0	1,830	66
	SUBTOTAL *****	32	1,101	1,053	1,830	0	1,830	66
	CONTRACTUAL SERVICES							
70050	SOFTWARE SERVICE CONTRACT	156	1,226	1,302	1,873	0	1,873	52
71000	INSURANCE AND BONDS	135	170	170	170	0	170	0
71100	OUTSIDE SERVICES	5,873	11,976	12,024	8,200	0	8,200	31-
71500	BUILDING USE/RENT CHARGE	50,781	53,000	53,000	27,972	0	27,972	47-
71600	EQUIP LEASES & METER CHRG	3,334	1,861	861	182	0	182	90-
	SUBTOTAL *****	60,281	68,233	67,357	38,397	0	38,397	43-
	FIXED ASSET ADDITIONS							
91000	OFFICE EQUIPMENT	0	9,868	7,657	0	0	0	0
91300	MACHINERY & EQUIPMENT	0	500	0	0	0	0	0
91301	COMPUTER HARDWARE	0	3,910	3,910	174	0	174	95-
91302	COMPUTER SOFTWARE	0	332	0	0	0	0	0
92301	REPLC COMPUTER HDWR	0	950	0	0	0	0	0
	SUBTOTAL *****	0	15,560	11,567	174	0	174	98-
	TOTAL EXPENDITURES *****	484,570	532,469	511,674	480,655	0	478,132	10-

Decimal values have been truncated.

Prosecuting Attorney Retirement

Dept. No. 1264

Mission

The Prosecuting Attorney's Retirement Fund is a statutory retirement fund provided for prosecuting attorneys in the State of Missouri. Boone County is required by law to make a specified annual contribution to the fund; however, the fund is controlled and managed by the State of Missouri.

Budget Highlights

Legislation passed and signed into law during 2003 reduced the county's annual contribution by one-half and added a \$4 surcharge to the court costs on all criminal and traffic cases handled by the Prosecuting Attorney. The surcharge is remitted to the State.

Annual Budget

1264 PA RETIREMENT 100 GENERAL FUND		2007	2008	2008	2009	2009	2009	%CHG
ACCT	DESCRIPTION	ACTUAL	BUDGET + REVISIONS	PROJECTED	CORE REQUEST	SUPPLEMENTAL REQUEST	ADOPTED BUDGET	FROM PY BUD
86790	MO PROSECUTOR'S RETIREMEN OTHER	7,752	7,752	7,752	7,752	0	7,752	0
	SUBTOTAL *****	7,752	7,752	7,752	7,752	0	7,752	0
	TOTAL EXPENDITURES *****	7,752	7,752	7,752	7,752	0	7,752	0

Decimal values have been truncated.

Prosecuting Attorney Training

Department Number 2600

Mission

The PA Tax Training fund was established to account for the monies received pursuant to RSMo 56.765. The funding for this budget is intended to provide training for prosecuting attorneys and their staff. The Prosecuting Attorney administers this fund.

Budget Highlights

There are no significant changes to this budget.

Annual Budget

ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLMENTAL REQUEST	2009 ADOPTED BUDGET	%CHG FROM PY BUD
2600	PA TRAINING							
260	PA TRAINING FUND							
3540	CHARGES FOR SERVICES DEFENDANT CRT COSTS&RECOUPMENT	4,780	4,800	4,950	4,950	0	4,950	3
	SUBTOTAL *****	4,780	4,800	4,950	4,950	0	4,950	3
	INTEREST							
3711	INT-OVERNIGHT	12	14	5	5	0	5	64-
3712	INT-LONG TERM INVEST	58	45	67	67	0	67	48
3798	INC/DEC IN FV OF INVESTMENTS	169	191	73	75	0	75	60-
	SUBTOTAL *****	241	250	145	147	0	147	41-
	TOTAL REVENUES *****	5,021	5,050	5,095	5,097	0	5,097	0
	DUES TRAVEL & TRAINING							
37200	SEMINARS/CONFEREN/MEETING	720	960	960	1,300	0	1,300	35
37210	TRAINING/SCHOOLS	880	1,150	960	0	0	0	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	702	1,420	850	935	0	935	34-
37230	MEALS & LODGING-TRAINING	2,876	3,770	2,280	2,457	0	2,457	34-
	SUBTOTAL *****	5,179	7,300	5,050	4,692	0	4,692	35-
	TOTAL EXPENDITURES *****	5,179	7,300	5,050	4,692	0	4,692	35-

Decimal values have been truncated.

**Prosecuting Attorney
Tax Collection**

Dept. No. 2610

Annual Budget

2610 PA TAX COLLECTION
261 PA TAX COLLECTION FUND

ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLMENTAL REQUEST	2009 ADOPTED BUDGET	%CHG FROM PY BUD
3560	CHARGES FOR SERVICES COLLECTION FEES	33,358	30,000	50,000	50,000	0	50,000	66
	SUBTOTAL *****	33,358	30,000	50,000	50,000	0	50,000	66
	INTEREST							
3711	INT-OVERNIGHT	47	48	20	20	0	20	58-
3712	INT-LONG TERM INVEST	239	150	290	250	0	250	66
3798	INC/DEC IN FV OF INVESTMENTS	638	650	380	380	0	380	41-
	SUBTOTAL *****	925	848	690	650	0	650	23-
	TOTAL REVENUES *****	34,283	30,848	50,690	50,650	0	50,650	64
	PERSONAL SERVICES							
10100	SALARIES & WAGES	24,636	25,312	23,693	44,127	0	44,127	74
10110	OVERTIME	323	550	250	250	0	250	54-
10200	FICA	1,909	1,978	1,832	3,394	0	3,394	71
10400	WORKERS COMP	130	136	136	195	0	195	43
	SUBTOTAL *****	27,000	27,976	25,911	47,966	0	47,966	71
	MATERIALS & SUPPLIES							
22000	POSTAGE	0	0	0	210	0	210	0
22500	SUBSCRIPTIONS/PUBLICATIONS	278	278	310	310	0	310	11
23000	OFFICE SUPPLIES	941	1,000	1,000	1,000	0	1,000	0
23001	PRINTING	0	75	50	95	0	95	26
23050	OTHER SUPPLIES	0	50	50	50	0	50	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	100	100	100	0	100	0
	SUBTOTAL *****	1,219	1,503	1,510	1,765	0	1,765	17
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	0	60	100	100	0	100	66
	SUBTOTAL *****	0	60	100	100	0	100	66
	FIXED ASSET ADDITIONS							
91100	FURNITURE AND FIXTURES	0	1,450	1,410	0	0	0	0
	SUBTOTAL *****	0	1,450	1,410	0	0	0	0
	TOTAL EXPENDITURES *****	28,219	30,989	28,931	49,831	0	49,831	60

Decimal values have been truncated.

Prosecuting Attorney Contingency

Department Number 2620

Mission

The PA Contingency Department accounts for fees collected under RSMo 56.330 for the Prosecuting Attorney of a first class county to be used to pay for incidental costs. The maximum amount of expenditures allowed from this fund each year is \$20,000. Unexpended amounts do not accumulate in the fund. Prior to 1991, these revenues were accounted for in the General Fund. The Prosecuting Attorney, with the approval of a circuit judge, administers this fund.

Budget Highlights

There are no significant changes in this budget.

Annual Budget

2620 PA CONTINGENCY								
262 PA CONTINGENCY FUND								
ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLEMENTAL REQUEST	2009 ADOPTED BUDGET	%CHG FROM FY BUD
3569	OTHER FEES	19,551	20,000	18,028	20,000	0	20,000	0
	SUBTOTAL *****	19,551	20,000	18,028	20,000	0	20,000	0
	INTEREST							
3711	INT-OVERNIGHT	31	41	12	12	0	12	70-
3712	INT-LONG TERM INVEST	128	128	180	180	0	180	40
3798	INC/DEC IN FV OF INVESTMENTS	409	540	314	314	0	314	41-
	SUBTOTAL *****	569	709	506	506	0	506	28-
	TOTAL REVENUES *****	20,120	20,709	18,534	20,506	0	20,506	0
	CONTRACTUAL SERVICES							
71105	LEGAL SERVICES	0	0	0	500	0	500	0
	SUBTOTAL *****	0	0	0	500	0	500	0
	OTHER							
84600	COURT COSTS	1,249	2,500	3,000	2,500	0	2,500	0
84700	WITNESS EXPENSES	2,334	6,500	6,500	6,000	0	6,000	7-
84800	TRANSCRIPTS-CRIMINAL	15,422	10,500	10,500	10,500	0	10,500	0
85400	CRIMINAL INVESTIGATION	0	500	0	500	0	500	0
	SUBTOTAL *****	19,006	20,000	20,000	19,500	0	19,500	2-
	TOTAL EXPENDITURES *****	19,006	20,000	20,000	20,000	0	20,000	0

Decimal values have been truncated.

Prosecuting Attorney Bad Check Collections

Dept. No. 2630

Annual Budget

2630 PA BAD CHECK COLLECTIONS
263 PA BAD CHECK FUND

ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLEMENTAL REQUEST	2009 ADOPTED BUDGET	%CHG FROM FY BUD
3560	CHARGES FOR SERVICES COLLECTION FEES	130,803	120,000	100,000	100,000	0	100,000	16-
	SUBTOTAL *****	130,803	120,000	100,000	100,000	0	100,000	16-
	INTEREST							
3711	INT-OVERNIGHT	251	252	85	85	0	85	66-
3712	INT-LONG TERM INVEST	1,249	772	1,215	1,100	0	1,100	42
3798	INC/DEC IN FV OF INVESTMENTS	3,349	3,380	1,515	1,500	0	1,500	55-
	SUBTOTAL *****	4,850	4,404	2,815	2,685	0	2,685	39-
	MISCELLANEOUS							
3835	SALE OF COUNTY FIXED ASSET	9	0	0	0	0	0	0
3892	DEPOSIT OVERAGE	100	115	75	75	0	75	34-
	SUBTOTAL *****	109	115	75	75	0	75	34-
	TOTAL REVENUES *****	135,763	124,519	102,890	102,760	0	102,760	17-
	PERSONAL SERVICES							
10100	SALARIES & WAGES	89,527	95,432	92,325	76,642	0	76,642	19-
10110	OVERTIME	971	1,500	750	750	0	750	50-
10200	FICA	7,775	10,030	9,058	5,920	0	8,482	15-
10300	HEALTH INSURANCE	13,918	17,480	17,480	12,730	0	16,292	6-
10325	DISABILITY INSURANCE	372	524	524	286	0	410	21-
10350	LIFE INSURANCE	150	195	195	142	0	182	6-
10375	DENTAL INSURANCE	1,044	1,310	1,310	954	0	1,221	6-
10400	WORKERS COMP	555	750	750	340	0	488	34-
10500	401(A) MATCH PLAN	918	2,217	1,742	1,567	0	2,055	7-
	SUBTOTAL *****	115,232	129,438	124,134	99,331	0	106,522	17-
	MATERIALS & SUPPLIES							
22000	POSTAGE	0	5	0	2,405	0	2,405	0
22500	SUBSCRIPTIONS/PUBLICATIONS	34	102	200	200	0	200	96
23000	OFFICE SUPPLIES	3,210	3,250	3,250	3,250	0	3,250	0
23001	PRINTING	1,972	2,424	2,100	2,228	0	2,228	8-
23050	OTHER SUPPLIES	533	250	250	250	0	250	0
23850	MINOR EQUIP & TOOLS (<\$1000)	246	300	300	300	0	300	0
	SUBTOTAL *****	5,996	6,331	6,100	8,633	0	8,633	36
	DUES TRAVEL & TRAINING							
37000	DUES	100	325	405	405	0	405	24
37200	SEMINARS/CONFEREN/MEETING	0	160	160	0	0	0	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	0	146	165	0	0	0	0
37235	MEALS & LODGING - OTHER	0	496	450	0	0	0	0
	SUBTOTAL *****	100	1,127	1,180	405	0	405	64-
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	490	550	490	490	0	490	10-
60200	EQUIP REPAIRS/MAINTENANCE	0	50	0	50	0	50	0
	SUBTOTAL *****	490	600	490	540	0	540	10-
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	0	250	250	250	0	250	0
	SUBTOTAL *****	0	250	250	250	0	250	0
	OTHER							
86896	DEPOSIT SHORTAGE	1	50	10	50	0	50	0
	SUBTOTAL *****	1	50	10	50	0	50	0
	TOTAL EXPENDITURES *****	121,819	137,796	132,164	109,209	0	116,400	15-

Decimal values have been truncated.

Prosecuting Attorney Forfeiture Fund

Department Number 2640

Mission

The PA Forfeiture Fund accounts for the monies distributed to the Prosecuting Attorney as part of a federal drug forfeiture program. The Prosecuting Attorney has received no distributions for several years and future distributions are not expected. The fund will be closed at such time that the existing resources in the fund are fully expended.

Expenditures must comply with strict federal program guidelines and are restricted to drug enforcement or drug prosecution activities.

Budget Highlights

This budget includes a small amount for training and a lump-sum amount for outside services. No specific spending plans are identified at this time for the lump-sum amount; it may be spent throughout the year on allowable activities as directed by the Prosecuting Attorney.

Annual Budget

2640 PA FORFEITURE MONEY								
264 PA FORFEITURE FUND								
ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLEMENTAL REQUEST	2009 ADOPTED BUDGET	%CHG FROM PY BUD
	INTEREST							
3711	INT-OVERNIGHT	41	43	20	20	0	20	53-
3712	INT-LONG TERM INVEST	197	130	150	125	0	125	3-
3798	INC/DEC IN FV OF INVESTMENTS	548	550	250	250	0	250	54-
	SUBTOTAL *****	786	723	420	395	0	395	45-
	TOTAL REVENUES *****	786	723	420	395	0	395	45-
	DUES TRAVEL & TRAINING							
37200	SEMINARS/CONFEREN/MEETING	0	500	575	575	0	575	15
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	0	700	597	750	0	750	7
37230	MEALS & LODGING-TRAINING	0	1,100	1,107	1,125	0	1,125	2
	SUBTOTAL *****	0	2,300	2,279	2,450	0	2,450	6
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	0	11,750	0	11,050	0	11,050	5-
	SUBTOTAL *****	0	11,750	0	11,050	0	11,050	5-
	TOTAL EXPENDITURES *****	0	14,050	2,279	13,500	0	13,500	3-

Decimal values have been truncated.

Prosecuting Attorney Law Enforcement Sales Tax

Dept. No. 2903

Annual Budget

2903 PROSECUTING ATTRNY-LE SALES TX								%CHG
290 LAW ENFORCEMENT SERVICES FUND								FROM
ACCT	DESCRIPTION	2007 ACTUAL	2008 BUDGET + REVISIONS	2008 PROJECTED	2009 CORE REQUEST	2009 SUPPLMENTAL REQUEST	2009 ADOPTED BUDGET	PY BUD
PERSONAL SERVICES								
10100	SALARIES & WAGES	221,083	226,746	225,980	226,782	0	226,782	0
10110	OVERTIME	2,297	2,150	2,500	3,500	0	3,500	62
10120	HOLIDAY WORKED	0	100	100	100	0	100	0
10200	FICA	16,886	17,518	17,020	17,624	0	17,624	0
10300	HEALTH INSURANCE	23,750	23,750	23,750	23,750	0	23,750	0
10325	DISABILITY INSURANCE	824	842	842	852	0	852	1
10350	LIFE INSURANCE	259	265	265	265	0	265	0
10375	DENTAL INSURANCE	1,780	1,780	1,780	1,780	0	1,780	0
10400	WORKERS COMP	1,181	1,206	1,206	1,013	0	1,013	16-
10500	401(A) MATCH PLAN	1,775	2,925	1,300	2,925	0	2,925	0
10510	CERF-EMPLOYER PD CONTRIBUTION	1,381	1,450	1,440	0	0	1,560	7
	SUBTOTAL *****	271,219	278,732	276,183	278,591	0	280,151	0
MATERIALS & SUPPLIES								
23000	OFFICE SUPPLIES	0	1,000	1,000	1,000	0	1,000	0
	SUBTOTAL *****	0	1,000	1,000	1,000	0	1,000	0
DUES TRAVEL & TRAINING								
37000	DUES	650	650	755	910	0	910	40
37200	SEMINARS/CONFEREN/MEETING	240	480	480	480	0	480	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	0	438	332	332	0	332	24-
37230	MEALS & LODGING-TRAINING	427	1,038	795	918	0	918	11-
	SUBTOTAL *****	1,317	2,606	2,362	2,640	0	2,640	1
UTILITIES								
48000	TELEPHONES	1,842	1,920	1,900	1,896	0	1,896	1-
	SUBTOTAL *****	1,842	1,920	1,900	1,896	0	1,896	1-
EQUIP & BLDG MAINTENANCE								
	SUBTOTAL *****	0	0	0	0	0	0	0
FIXED ASSET ADDITIONS								
91302	COMPUTER SOFTWARE	278	0	0	0	0	0	0
	SUBTOTAL *****	278	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	274,656	284,258	281,445	284,127	0	285,687	0

Decimal values have been truncated.

OTHER FUNDING SOURCES

List the agency's other funding sources for this project. Include any other sources of federal, state, local, or private funding. *(Make copies of this form if necessary.)*

Source of Funding	Amount	Description of the Funding	Funding Period	Expenditures Covered by Funding
Boone County Prosecutor's Office Victim Witness Fund (General Fund)	\$ 10,522.43	Matching funds provided by Boone County's General Fund	10/1/09-9/30/10	20% Matching funds, taken from the salary of the Victim Assistant.
	\$			
	\$			
	\$			
	\$			
	\$			

BOONE COUNTY PROCUREMENT POLICY

Part A--Methods of Source Selection

§3-101 Competitive Sealed Bidding.

(1) *Conditions for Use.* All contracts of the County shall be awarded by competitive sealed bidding except as otherwise provided in Sections 3-102 (Competitive Sealed Proposals), 3-103 (Contracting for Designated Professional Service), 3-104 (Small Purchases), 3-105 (Sole Source Procurement), 3-106 (Emergency Procurements), or 5-401 (Public Announcement and Selection Process) of this Policy.

(2) *Invitation for Bids and Request for Bids.* An Invitation for Bids and Request for Bids shall be issued and shall include specifications, and all contractual terms and conditions applicable to the procurement.

(3) *Public Notice.* All public notices of the Invitation for Bids and Request for Bids shall be given a reasonable time, not less than fifteen (15) calendar days prior to the date set forth therein for the opening of bids. When time is of the essence, the Purchasing Director has the discretion to shorten the minimum time the bid is left open, with an opening date of 3 days from time of issue to allow for an emergency faxed bid. Such notice may include publication in a newspaper of general circulation of at least five hundred copies per issue a reasonable time prior to bid opening. (50.660 RSMo). The public notice shall state the place, date, and time of bid opening.

(4) *Bid Opening.* Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the Invitation for Bids or Request for Bids. The amount of each bid, and such other relevant information as the purchasing agent deems appropriate, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection in accordance with Section 1-301 (Public Access to Procurement Information). Bids are generally opened in the Purchasing department except for bids greater than \$250,000 and Road Project bids generated by the Public Works department. The County Commission prefers these be opened in a scheduled Commission meeting.

(5) *Bid Award Recommendations.* The Purchasing Department shall present bid award recommendations in two scheduled commission meetings for all contract awards except for bid award recommendations for bids opened in scheduled Commission meetings which may be approved by County Commission during the first reading following the public bid opening.

Policy Revision: July 31, 2007, commission order # 321 -2007

(6) *Bid Acceptance and Bid Evaluation.* Bids shall be unconditionally accepted without alteration or correction, except as authorized in this Policy. Bids shall be evaluated based on the requirements set forth in the Invitation for Bids or Request for Bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs,

and total or life cycle costs. The Invitation for Bids or Request for Bids will set forth the evaluation criteria to be used.

(7) *Correction or Withdrawal of Bids; Cancellation of Awards.* Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or in such circumstances, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the office designated in the Invitation for Bids or Request for Bids prior to the time set for bid opening. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the County or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if:

(a) the mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or

(b) the bidder submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the purchasing agent.

(8) *Award.* The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the Invitation for Bids or Request for Bids. In the event the low responsive and responsible bid for a construction project exceeds available funds as certified by the Boone County Auditor, and such bid does not exceed such funds by more than [five] percent, the purchasing agent is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminating independent deductive items specified in the Invitation for Bids or Request for Bids.

(9) *Multi-Step Sealed Bidding.* When it is considered impractical to prepare initially a purchase description to support an award based on price, an Invitation for Bids or Request for Bids may be issued requesting the submission of un-priced offers to be followed by an Invitation for Bids or Request for Bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

§3-102 Competitive Sealed Proposals.

(1) *Conditions for Use.* When the purchasing agent determines in writing that the use of competitive sealed bidding is either not practicable or not advantageous to the County, a contract may be entered into by use of the competitive sealed proposals method.

(2) *Request for Proposals.* Proposals shall be solicited through a Request for Proposals.

(3) *Public Notice.* Adequate public notice of the Request for Proposals shall be given in the same manner as provided in Section 3-101(3) (Competitive Sealed Bidding, Public Notice); provided, the minimum time shall be thirty (30) calendar days. When time is of the essence, the Purchasing Director has the discretion to shorten the minimum time the proposal is left open, with an opening date of 21 days from time of issue.

(4) *Receipt of Proposals.* No proposals shall be handled so as to permit disclosure of the contents of any proposal to competing offeror's during the process of negotiation. A register of proposals shall be prepared containing the name of each offeror, the number of modifications

received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award (610.021 RSMo).

(5) *Evaluation Factors.* The Request for Proposals shall state the relative importance of price and other evaluation factors.

(6) *Discussion with Responsible Offerors and Revisions to Proposals.* As provided in the Request for Proposals, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.

(7) *Award.* Award shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the County, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

§3-103 Contracting for Designated Professional Services.

(1) *Authority.* For the purpose of procuring professional services as defined by the laws of the State of Missouri, any Administrative Authority requiring such services may procure them on its own behalf. No contractor for the services of County Counselor may be awarded without the approval of the Boone County Commission. The Boone County Purchasing department recommends that the following selection procedures be followed in these instances.

(2) *Selection Procedure.*

(a) *Obtain Statement of Qualifications.* Persons engaged in providing the designated types of professional services may submit statements of qualification and expressions of interest in providing such professional services. An Administrative Authority using such professional services may specify a uniform format for statements of qualifications. Persons may amend these statements at any time by filing a new statement. (See sample Exhibit A)

(b) *Provide adequate Public Announcement and Form of Request for Proposals.* Adequate public notice of the Request for Proposals shall be given in the same manner as provided in Section 3-102(3) (Competitive Sealed Proposals, Public Notice); provided the minimum time shall be thirty (30) calendar days. The Request for Proposals shall describe the services required, list the types of information and data required of each offeror, and state the relative importance of particular qualifications. Refer to paragraph 3-102 for competitive sealed proposals' procedures.

(c) *Conduct Discussions.* The Administrative Authority procuring the required professional services may conduct discussions with any offeror who has submitted a proposal to determine such offeror's qualifications for further consideration. Discussions shall not disclose any information derived from proposals submitted by other offerors.

(d) *Award.* A written award shall be made to the offeror selected by the Administrative Authority procuring the required professional services. The award will be based on the evaluation factors set forth in the request for proposals. If compensations cannot be agreed upon with the best qualified offeror, then negotiations will be formally terminated

with the selected offeror. If proposals were submitted by one or more other offerors determined to be qualified, negotiations may be conducted with such other offeror or offerors, in the order of their respective qualification ranking, and the contract may be awarded to the offeror then ranked best qualified if the amount of compensations is determined to be fair and reasonable.

§3-104 Small Purchases.

(1) *General.* Any contract not exceeding \$4,500.00 in a ninety day period may be made in accordance with the small purchase procedures authorized in 50.660 RSMo. Contract requirements shall not be artificially divided (i.e. stringing purchases) so as to constitute a small purchase under this Section.

(2) *Small Purchases Over \$2,500:* The Purchasing department recommends that insofar as it is practical for small purchases in excess of \$2,500, no less than three businesses shall be solicited to submit written quotations. Award shall be made to the business offering the lowest acceptable quotation. Quotations should be on company letterhead and may be transmitted by facsimile machine or e-mail. A "no bid" response submitted by a vendor is acceptable as a quote. The names of the businesses submitting quotations, and the date and amount of each quotation, shall be recorded and maintained as a public record.

(3) *Exception to Small Purchases Over \$2,500:* The Boone County Sheriff Department may waive obtaining three quotes when purchasing used vehicles for the Narcotics Unit for vehicles less than \$4,500.

Policy Revision: March 8, 2007, commission order #: 95-2007

§3-105 Sole Source Procurement.

A contract of a value in excess of \$5000 may be awarded without competition when the Commission finds that there is only one feasible source for the required supply, or service item. A contract of a value under \$5000 may be awarded without competition when a Commissioner approves of the contract based upon a finding that there is only one feasible source for the required supply, or service item. The requesting department must complete a Sole Source Request Form and submit it to the Purchasing department. (See attached Exhibit C). The Purchasing department shall keep and maintain, and provide upon request of the Commission documentation, after conducting a good faith review of available sources, that there is only one feasible source for the required supply or service. The purchasing agent shall conduct negotiations as to price, delivery, and terms as appropriate under the circumstances. The Purchasing department shall post notices of proposed sole source purchases of a value in excess of \$3000 at its offices or on its website. The Purchasing department shall also advertise the requesting department's intent to make a sole source purchase of a value in excess of \$5000 in at least one daily and one weekly newspaper of general circulation in such places as are most likely to reach prospective bidders or offerors. Except for regulated utility services, a record of sole source procurements shall be maintained as a public record in the Purchasing department and shall list each contractor's name, the amount and type of each contract, a listing of the item(s) procured under each contract, and the identification number of each contract file. The

Purchasing Agent will review the record of sole source providers yearly in December, and submit the list of renewals for approval for the next fiscal year to the commissioners in regular session.

Policy Revision: May 22, 2007, commission order #: 212-2007

§3-106 Emergency Procurements.

Notwithstanding any other provisions of this Policy, and by direction of the liaison Commissioner to any Department, and in the absence of an assigned liaison Commissioner, it shall be the Presiding Commissioner, the purchasing agent may make or authorize others to make emergency procurements of supplies, services, or construction items when there exists a threat to public health, welfare, or safety; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. In the case of a major disaster affecting County operations caused by weather, terrorism, war, accidents, explosions, Acts of God, etc. the Presiding Commissioner or liaison Commissioner could enact the emergency purchasing policy to cover whatever goods or services may be necessary to stabilize the County's operations. A written determination of the basis for the emergency and for the selection of the particular contractor shall be documented on the *Emergency Procurement Form* and submitted to the Purchasing Department by the requesting department. (See attached Exhibit D) As soon as practicable, a record of each emergency procurement shall be made and maintained in the Purchasing department contract file and shall set forth the contractor's name, the amount and type of the contract, a listing of the item(s) procured under the contract, and the identification number of the contract file.

§3-107 Cancellation of Request for Bid or Request for Proposal.

A request for bid, a request for proposal, or other solicitation may be canceled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation, when it is for good cause and in the best interests of the County. The reasons therefor shall be made part of the bid file. Each solicitation issued by the County shall state that the solicitation may be canceled and that any bid or proposal may be rejected in whole or in part for good cause when in the best interests of the County. Notice of cancellation shall be sent to all businesses solicited. The notice shall identify the solicitation, explain the reason for cancellation and, where appropriate, explain that an opportunity will be given to compete on any re-solicitation or any future procurement of similar items. Reasons for rejection shall be provided upon request by unsuccessful bidders or offerors.

§3-108 Non-Competitive Negotiations.

A contract may be awarded without competition when the liaison Commissioner to any Department, and in the absence of an assigned liaison Commissioner, it shall be the Presiding Commissioner, agree that the required supply, or service item falls under a non-competitive negotiation. Used in those specific instances where competition is nonexistent; or to satisfy certain proprietary conditions caused by the existence of patents, copyrights, secret processes; or the purchase of captive replacement parts, OEM parts or components for equipment, as well as the technical services related to such equipment; as long as governmental policy, rules and regulations do not prohibit them.

Part B--Qualifications and Duties of Bidders and Offerors

§3-201 Responsibility of Bidders and Offerors.

(1) *Determination of Non-responsibility.* Following the bid award, if a bidder or offeror who otherwise would be awarded a contract is found non-responsible, a written determination of non-responsibility, setting forth the basis of the finding, shall be prepared by the purchasing agent and retained in the bid file. The unreasonable failure of a bidder or offeror to promptly supply information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or Offeror. The final determination shall be made part of the bid file and be made a public record.

(2) *Right of Non-disclosure.* Information furnished by a bidder or offeror pursuant to this Section shall not be disclosed by the County outside of the office of the purchasing agent, or Administrative Authority, without prior written consent by the bidder or offeror.

§3-202 Cost or Pricing Data in Capital Projects.

(1) *Required Submissions Relating to the Award of Contracts.* A prospective contractor shall submit cost or pricing data when the contract is expected to exceed \$100,000 and is to be awarded by competitive sealed proposals (Section 3-102; Competitive Sealed Proposals), or by sole source procurement authority (Section 3-105; Sole Source Procurement).

(2) *Exceptions.* The submission of cost or pricing data relating to the award of a contract is not required when:

- (a) the contract price is based on adequate price competition;
- (b) the contract price is based on established catalogue prices or market prices;
- (c) the contract price is set by law or regulation; or
- (d) it is determined in writing by the purchasing agent, and at the direction of the Boone County Commission, that the requirements of Section 3-202(1) (Cost or Pricing Data; Required Submissions Relating to the Award of Contracts) may be waived, and the determination states the reasons for such waiver (i.e. Emergency 3-106).

(3) *Required Submissions Relating to Change Orders or Contract Modifications.* A contractor shall submit cost or pricing data prior to the pricing of any change order or contract modification, including adjustments to contracts awarded by competitive sealed bidding, whether or not cost or modification involves aggregate increases or aggregate decreases in costs plus applicable profits that are expected to exceed \$100,000.

(4) *Exceptions.* The submission of cost or pricing data relating to the pricing of a change order or contract modification is not required when:

- (a) unrelated and separately priced adjustments for which cost or pricing data would not be required are consolidated for administrative convenience; or
- (b) it is determined in writing by the purchasing agent, and as approved by the Boone County Commission, that the requirements of Section 3-202(3) (Cost or Pricing Data; Required Submissions Relating to Change Orders or Contract Modifications) may be waived, and the determination states the reasons for such waiver.

(5) *Certification Required.* A contractor, actual or prospective, required to submit cost or pricing data in accordance with this Section, shall certify that, to the best of its knowledge and belief, the cost or pricing data submitted was accurate, complete, and current as of a mutually specified date prior to the award of the contract or the pricing of the change order or contract modification.

(6) *Price Adjustment Provision Required.* Any contract award, change order, or contract modification under which the submission and certification of cost or pricing data are required shall contain a provision stating that the price to the County, including profit or fee, shall be adjusted to exclude any significant sums by which the County finds that such price was increased because the contractor-furnished cost or pricing data was inaccurate, incomplete, or not current as of the date agreed upon between the County and the contractor.

§3-203 Cost or Price Analysis.

A cost analysis or price analysis, as appropriate, shall be conducted prior to award of the contract other than one awarded under Section 3-101 (Competitive Sealed Bidding). A written record of such cost analysis or price analysis shall be made a part of the contract file.

§3-204 Bid and Performance Bonds on Supply or Service Contracts.

Bid and performance bonds or other security may be requested for supply contracts or service contracts as the Purchasing Agent or Administrative Authority deems advisable to protect the County's interests. The Purchasing department generally requests bonds and securities for contracts greater than \$25,000, however the Purchasing Agent or Administrative Authority has the discretion to request bonds or other security for contracts less than \$25,000. Any such bonding requirements shall be set forth in the solicitation. Bid or performance bonds shall not be used as a substitute for a determination of a bidder or offeror's responsibility. (Bidders submit Bid Bond – in the amount of 5% of bid. Then Contractor submits a Performance Bond and a Labor & Material Bond for full amount of contract amount)).

Part C--Types of Contracts and Contract Administration

§3-301 Types of Contracts.

(1) *General Authority.* Subject to the limitations of this Section, any type of contract which is appropriate to the procurement and which will promote the best interests of the County may be used. A cost-plus-a-percentage-of-cost contract is prohibited. A cost reimbursement contract may be used only when a determination is made in writing that such contract is likely to be less costly to the County than any other type of contract, or that it is impracticable to obtain the supply, service, or construction item required except under such a contract.

(2) *Multi-Term Contracts.*

(a) *Specified Period.* Unless otherwise provided by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interests of the County, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and funds are available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds.

(b) *Determination Prior to Use.* Prior to the utilization of a multi-term contract, it shall be determined in writing by the requesting administrative authority:

- (i.) that estimated requirements cover the period of the contract and are reasonably firm and continuing; and

(ii) that such a contract will serve the best interests of the County by encouraging effective competition or otherwise promoting economies in Boone County procurement.

(c) *Cancellation Due to Unavailability of Funds in Succeeding Fiscal Periods.* When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled and the contractor shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract. The cost of cancellation may be paid from any appropriations available for such purposes.

(3) *Multiple Source Contracting.*

(a) *General.* A multiple source award is an award of an indefinite quantity contract for one or more similar supplies or services to more than one bidder or offeror. The obligation to order the County's actual requirements is limited by the provisions of Uniform Commercial Code Section 2-306(1).

(b) *Limitations on Use.* A multiple source award may be made when award to two or more bidders or offerors for similar products is necessary for adequate delivery, service, or product compatibility. Any multiple source award shall be made in accordance with the provisions of Section 3-101 (Competitive Sealed Bidding), Section 3-201 (Competitive Sealed Proposals), Section 3-104 (Small Purchases), and Section 3-106 (Emergency Procurements), as applicable. Multiple source awards shall not be made when a single award will meet the County's needs without sacrifice of economy or service. Awards shall not be made for the purpose of dividing the business, making available product or supplier selection to allow for user preference unrelated to utility or economy, or avoiding the resolution of tie bids. Any such awards shall be limited to the least number of suppliers necessary to meet the valid requirements.

(c) *Contract and Solicitation Provisions.* All eligible users of the contract shall be named in the solicitation, and it shall be mandatory that the actual requirements of such users that can be met under the contract be obtained in accordance with the contract, provided that:

(i) the County shall reserve the right to take bids separately if a particular quantity requirement arises which exceeds its normal requirement or an amount specified in the contract; and

(ii) the County shall reserve the right to take bids separately if the purchasing agent approves a finding that the supply or service available under the contract will not meet a non-recurring special need of the County.

(d) *Intent to Use.* If a multiple source award is anticipated prior to issuing a solicitation, the County shall reserve the right to make such an award and the criteria for award shall be stated in the solicitation.

(e) *Determination Required.* The purchasing agent shall make a written determination setting forth the reasons for a multiple source award, which shall be made a part of the official record.

§3-302 Contract Clauses and Their Administration.

(1) *Contract Clauses.* All County contracts for supplies, services, and construction shall include provisions necessary to define the responsibilities and rights of the parties to the contract. The purchasing agent, after consultation with the Boone County County Counselor, may issue clauses appropriate for supply, service, or construction contracts, addressing among others the following subjects:

- (a) the unilateral right of the County to order in writing changes in the work within the scope of the contract;
- (b) the unilateral right of the County to order in writing temporary stopping of the work or delaying performance that does not alter the scope of the contract;
- (c) variations occurring between estimated quantities of work in contract and actual quantities;
- (d) defective pricing;
- (e) liquidated damages;
- (f) specified excuses for delay of nonperformance;
- (g) termination of the contract for default;
- (h) termination of the contract in whole or in part for the convenience of the County of Boone; (i) suspension of work on a construction project ordered by the County; and
- (j) site conditions differing from those indicated in the contract, or ordinarily encountered, except that a differing site conditions clause need not be included in a contract:
 - (i) when the contract is negotiated
 - (ii) when the contractor provides the site or design; or
 - (iii) when the parties have otherwise agreed with respect to the risk of differing site conditions.

(2) *Price Adjustments.*

(a) Adjustments in price resulting from the use of contract clauses required by Subsection (1) of this Section shall be computed in one or more of the following ways:

- (i) by agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;
- (ii) by unit prices specified in the contract or subsequently agreed upon;
- (iii) by the costs attributable to the events or situations under such clauses with adjustment of profit or fee, all as specified in the contract or subsequently agreed upon;
- (iv) in such other manner as the contracting parties may mutually agree; or
- (v) in the absence of agreement by the parties, by a unilateral determination by the County of the costs attributable to the events or situations under such clauses with adjustment of profit or fee as computed by the County, as accounted for in accordance with generally accepted accounting practices and subject to the provisions of Article 9 (Appeals and Remedies).

(b) A contractor shall be required to submit cost or pricing data if any adjustment in contracting price is subject to the provisions of Section 3-202 (Cost or Pricing Data).

(3) *Standard Clauses and Their Modification.* The purchasing agent, after consultation with the Boone County County Counselor, may establish standard contract clauses for use in Boone County contracts. If the purchasing agent establishes any standard clauses addressing the

subjects set forth in Subsection (1) of this Section, such clauses may be varied provided that any variations are supported by a written determination that states the circumstances justifying such variations, and provided that notice of any such material variation be stated in the invitation for bids or request for proposals.

§3-303 Contract Administration.

A contract administration system designed to insure that a contractor is performing in accordance with the solicitation under which the contract was awarded, and the terms and conditions of the contract, shall be maintained by the administrative authority.

§3-304 Right to Inspect Plant.

The County may, at reasonable times, inspect the part of the plant, place of business, or work site of a contractor or subcontractor at any tier which is pertinent to the performance of any contract awarded or to be awarded by the County.

§3-305 Right to Audit Records.

(1) *Audit of Cost or Pricing Data.* The County may at reasonable times and places audit the books and records of any contractor who has submitted cost or pricing data pursuant to Section 3-202 (Cost or Pricing Data) to the extent that such books, documents, papers, and records are pertinent to such cost or pricing data. Such books and records shall be maintained by the contractor for a period of five (5) years from the date of final payment under the subcontract or as otherwise provided by laws of the State of Missouri.

(2) *Contract Audit.* The County shall be entitled to audit the books and records of a contractor or a subcontractor at any tier under any negotiated contract or subcontract other than a firm fixed-price contract to the extent that such books, documents, papers, and records are pertinent to the performance of such contract or subcontract. Such books and records shall be maintained by the contractor for a period of five (5) years from the date of final payment under the subcontract or as otherwise provided by laws of the State of Missouri.

§3-306 Reporting of Anti-competitive Practices.

When for any reason collusion or other anti-competitive practices are suspected among any bidders or offerors, a notice of the relevant facts shall be transmitted to the state Attorney General and Boone County County Counselor.

§3-307 County Procurement Records.

(1) *Retention of Procurement Records.* All procurement records shall be retained and disposed of by the Boone County Clerk for the County in accordance with records retention guidelines and schedules approved by the Missouri Secretary of State.

ARTICLE 4--SPECIFICATIONS

§4-101 Maximum Practicable Competition.

All specifications shall be drafted so as to promote overall economy for the purposes intended and encourage competition in satisfying the County's needs, and shall not be unduly restrictive. The policy enunciated in this Section applies to all specifications including but not limited to, those prepared for the County by architects, engineers, designers, and draftsmen.

§4-102 Brand Name or Equal Specification.

(1) *Use.* Brand name or equal specifications may be used when the purchasing agent determines in writing that:

- (a) no other design or performance specification or qualified products list is available;
- (b) time does not permit the preparation of another form of purchase description, not including a brand name specification;
- (c) the nature of the product or the nature of the County's requirements makes use of a brand name or equal specification suitable for the procurement; or
- (d) use of a brand name or equal specification is in the County's best interests.

(2) *Designation of Several Brand Names.* Brand name or equal specifications shall seek to designate three, or as many different brands as are practicable, as "or equal" references and shall further state that substantially equivalent products to those designated will be considered for award.

(3) *Required Characteristics.* Unless the purchasing agent determines in writing that the essential characteristics of the brand names included in the specifications are commonly known in the industry or trade, brand name or equal specifications shall include a description of the particular design, functional, or performance characteristics which are required.

(4) *Nonrestrictive Use of Brand Name or Equal Specifications.* Where a brand name or equal specification is used in a solicitation, the solicitation shall contain explanatory language that the use of a brand name is for the purpose of describing the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition.

§4-103 Brand Name Specification

(1) *Use.* Since use of a brand name specification is restrictive of product competition, it may be used only when the purchasing agent makes a written determination that only the identified brand name item or items satisfy the County's needs.

(2) *Competition.* The purchasing agent shall seek to identify sources from which the designated brand name item or items can be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under Section 3-105 (Sole Source Procurement).

ARTICLE 5
POLICY FOR CONTRACTING FOR ARCHITECTURAL, ENGINEERING, AND LAND
SURVEYING SERVICES
(Revised 1/04 by Public Works)

It shall be the policy of Boone County, Missouri (the "County") to negotiate contracts for architectural, engineering and land surveying on the basis of demonstrated competence and qualifications at fair and reasonable prices. In order to implement this general policy, the following policies and procedures shall be applied:

1. **GENERAL QUALIFICATIONS** – Only persons, firms, partnerships, corporations or other legal entities providing architectural, engineering and land surveying services (referred to in this policy as "Consultants") that are licensed or registered with their respective governmental agencies and are in good standing shall be permitted to contract with the County. In addition, all Consultants that contract with the County for professional services shall be required to maintain professional liability insurance and other standard business insurance coverages customarily maintained by businesses offering these professional services in such amounts and with such coverage as the County may from time-to-time determine necessary to assure the responsible performance of work and to protect the County and Consultants. The Consultants meeting these qualifications and who have shown an interest in performing services for the County, will be sent an annual General Consultant Services Agreement. (See Attachment A).
2. **COUNTY REGISTRY OF CONSULTANTS** – The Boone County Public Works Department (the "Department") shall maintain a registry classified by category of Consultants interested in performing architectural, engineering and land surveying services for the County. Consultants may be listed in the County registry upon filing a statement of qualifications as prescribed in this policy.
3. **STATEMENT OF QUALIFICATION** – Each Consultant desiring to be registered with the County for consideration in contracting with the County for architectural, engineering and land surveying services shall file a new or updated statement of qualifications before the close of each calendar year in accordance with this policy:
 - 3.1. **Content of Statement of Qualifications** – Each statement of qualifications shall contain the following:
 - 3.1.1. **Business Information** – Contain basic biographical information about the firm, including firm name and former firm names, address, date established, statement of business organization, names of all owners, principles, partners and professional employees.
 - Staff Information** – Contain resumes of each professional in the firm, including a description of experience, technical competence, and areas of expertise. The description should also include the number of ancillary

staff with job descriptions or titles and relevant experience available for assignment.

Registration and Licensing – Contain evidence of professional registration or licensing with the state of Missouri and, in the case of business entities which must be registered with the Secretary of State, current copies of registration and statements of good standing.

Work History – Contain a listing of all government agencies for which work was performed within the preceding two years and nature of services. In the event the Consultant seeking registry has not performed professional services for governmental entities, then the Consultant shall provide a listing of institutional or business clients for whom work has been performed in the preceding two years. If references are unavailable, then the Consultant seeking registration shall provide a detailed explanation of why references are not available.

- 3.1.2 Subcontractors – Contain a listing of subconsultants or subcontractors normally retained by Consultant to perform work not customarily performed by the Consultant. Relevant descriptions of expertise of subcontractors should be included when appropriate.

Project Listing – Contain a listing of completed and pending projects in which the consultant was or is the primary provider of professional services or manager of the project.

Insurance – Contain evidence of insurance coverages and amounts carried by the Consultant as required by the general qualifications for County Consultants.

- 3.1.3 Quality Controls – Contain a description of internal quality control and assurance procedures used to verify accuracy and reliability of work product.

- 3.2 Registry Information – The Registry of Consultants shall be open to the public for inspection. Consultants which do not annually update statements of qualifications may remain on the registry at the discretion of the Department but need not be considered nor have the right to make claim of entitlement to be considered for performing contract work with the County. It shall be the responsibility of each Consultant to maintain a current statement of qualifications.

4. SELECTION OF CONSULTANTS – Consultants shall be selected for ongoing general consulting services on an “as needed” basis, for planning, feasibility studies, surveys, cost estimating, and other related work not currently designated or funded for capital improvement expenditures and for professional services on specific projects which are

designated or funded for current or future capital improvements. Consultants shall be selected for each category in the following manner:

4.1 General Consulting Services – The Department shall select, contact and written work requests or proposals from one or more Consultants listed on the County Registry of Consultants that have executed a county general consultant services agreement for the current fiscal year. Written proposals from such consultants shall contain information necessary to evaluate the Consultant’s current ability to efficiently deliver required services in a timely manner. Proposals shall include the following information consistent with the general consultant services agreement: a written proposal responsive to the Department’s request for services or proposal with the same or greater level of specificity required by the request for services or proposal. The Consultant shall specifically identify services which are included as basic services and those services which are excluded from basic services, time or schedule for completion, the cost of services, and the basis of billing. After evaluation on the basis of the foregoing criteria and any other information which the Department has gathered, the Department shall negotiate a contract for services and forward to the County Commission its recommendation for selection of a Consultant for general service and the applicable contract for the specific work. The County Commission may also procure general consulting services in the manner prescribed by this policy.

4.2 Capital Improvement Project Consultant Services – For professional services on specific projects for which the fees are estimated to exceed \$60,000, the Consultant shall be selected in the following manner: the Department shall contact a sufficient number of Consultants from the County Registry of Consultants in order to identify Consultants both qualified and available to perform needed work and to insure that two (2) or more written proposals will be received for the proposed project. The Department shall send written requests for proposals to all of those Consultants who, in the opinion of the Department, possess the necessary qualifications, capacity and ability to perform the professional services required by the County in an efficient and timely manner and who are available to perform such services. Consultant proposals to the County shall be returned to the County no later than 3 weeks from receipt and shall include, at a minimum, the following information to the extent not included in the Consultant’s current statement of qualifications on file with the County:

4.2.1 Experience – The professional experience and technical competence with respect to the type of services required.

Performance Ability – The ability and capacity to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.

Past Performance Record – The Consultant’s past record of performance with respect to such factors of cost, quality of work, and ability to meet schedules.

Proposal – The Consultant’s proposal for doing the work, including description of included and excluded services, in accordance with the criteria established in the request for proposal.

Fees and Expenses – A fee proposal including estimates of professional fees, the basis for the proposed fees, proposed schedule for payment, and identification and estimate of reimbursable expenses and other costs associated with proposed services.

Insurance Coverage – Evidence of current professional liability insurance coverages and amounts of coverage unless specific insurance requirements are specified in the request for proposal, in which case evidence that these requirements are satisfied.

5. PROPOSAL EVALUATIONS – A selection committee consisting of the Director of Public Works, Manager of Design and Construction, and the Department’s Project Engineer will review the proposals that exceed \$60,000 for the Capital Improvement Projects. The Committee shall investigate and evaluate the proposals received and may conduct screening interviews or conferences in person or by telephone to make a short list of Consultants with whom contract negotiations may be conducted. Preference may be given to Consultants who have previously performed work in connection with the proposed project. On the basis of the Committee’s investigation and evaluation of the proposals, the Department will list the Consultants in order of qualifications and ability to perform the desired work at a fair and reasonable price in order to negotiate a mutually satisfactory contract for professional services.
6. CONTRACT NEGOTIATIONS – Regardless of the nature of services sought, the first selected Consultant shall be requested to interview with the Committee to define the scope of services to be provided and to establish the compensation as well as other elements or requirements for the work. The Consultant’s fees and expenses for the work shall also be negotiated on the basis of what amounts are mutually agreed upon to be fair and reasonable. The committee will make its recommendation to the Department director. A contract shall be prepared on the basis of these discussions and negotiations by either the Department or County Counselor which, once finalized, shall be submitted to the County Commission for award and final approval. If after reasonable effort as determined by the Department a contract cannot be negotiated, the negotiations with the first designated Consultant shall be terminated and negotiations shall be started with the next selected Consultant meeting the County’s requirement.

7. CONTRACT AWARDS – If the Department is able to successfully negotiate the terms and conditions of a contract with the Consultant it shall recommend award of the contract to the Consultant by the County Commission which shall be the contracting party. In the event the County Commission declines award to the recommended Consultant, the Department shall negotiate a contract and recommend award to the next succeeding qualified Consultant until contract is awarded.
8. WAIVER OF POLICY REQUIREMENTS – The Department may in its sole discretion waive any of the procedural requirements set forth in this policy in cases of emergency, exigent circumstances or other circumstances warranting waiver as long as the reasons for waiver are documented in writing; upon timely request of any party objecting to the waiver, the waiver shall be reviewed and approved by the County Commission.
9. CONSULTANT DISQUALIFICATION – Any Consultant which in the opinion of the Department is not qualified to perform work for the County, or is not financially solvent or responsible, or which violates any term or condition of this policy or substantially or repeatedly fails to perform any term or condition of a contract with the County deemed material by the Department may be disqualified from contracting with the County and will be notified of such disqualification in writing. Any Consultant aggrieved by any decision of the Department disqualifying the Consultant from contracting with the County may appeal such decision to the County Commission within ten (10) days of the rendition of such decision.

Professional Service Agreements up to \$4,500

Per Commission Order #179-2001

The Director of Public Works has been granted the authority to enter into professional service agreements for roadway and building improvement in an amount up to \$4,500, and authorize additional services up to 10% or \$4,500 whichever is less per contract. Professional service agreements in excess of \$4,500 will be allowed relating to traffic analysis only. Done this 17th day of April, 2001.

1. A Request for Proposal is issued by the Department of Public Works to a qualified vendor holding a general contract with the County via the Qualifications Based Selection Process.
2. The Vendor returns a proposal defining the scope of work to the Department of Public Works.
3. The Department will forward the proposals to the County attorney who will prepare TWO original contracts.
4. The original contracts are returned to the Department for the Director's signature. The Department will prepare a Purchase Requisition to be attached to the contract.

5. The two original contracts with the Director's signature and the Purchase Requisition are then forwarded to the Auditor's office. The Auditor will certify funds and issue a Purchase order.
6. All documents will then be forwarded back to the Department of Public Works.
7. A temporary copy will be made of the contract and retained at Public Works, while the two originals and the vendor copy of the Purchase Order are sent back to the Vendor for signature. The Vendor may use the P.O. as a Notice to Proceed.
8. One signed original to replace the temporary copy is to be returned to the Department of Public Works for retention in the Road file.
9. A copy of the contract and P.O. is sent to the liaison commissioner to report at the regular commission meeting.

VOCA CERTIFIED ASSURANCES

AGENCY NAME: Boone County Prosecuting Attorney

PROJECT TITLE: Victim Response Team

The Subgrantee is subject to compliance with the following assurances:

1. **Laws, Orders, Circulars and Regulations:** The Subgrantee agrees to comply, and assure that all its subcontractors will comply, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; the Victims of Crime Act (VOCA) of 1984, 42 U.S.C. 10603 (a)(2) and (b)(1) and (2) and the applicable Program Guidelines and Regulations; the Missouri Department of Public Safety VOCA Request for Proposal and Application Packet for the specified contract period; the financial and administrative requirements set forth in the current edition of the Office of Justice Programs Financial Guide; and all other applicable federal and State laws, orders, circulars or regulations as they pertain to the use of VOCA and match funds.
2. **Services to Battered Women and their Children:** The Subgrantee, if providing services to battered women and their children through this contract, shall comply with the service standards and guidelines set forth by the Missouri Coalition Against Domestic and Sexual Violence Service Standards and Guidelines for Domestic Violence Programs, as they relate to the provision of services required herein.
3. **Civil Rights information:** The Subgrantee agrees to collect and maintain information on race, sex, national origin, age, and disability of recipients of assistance, where such information is voluntarily furnished by those receiving assistance.
4. **Coordination of activities:** The Subgrantee shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
5. **Non-Supplantation:** The Subgrantee assures that federal VOCA funds made available will not be used to supplant state and local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for the activities of this project (Supplanting does not apply to non-profit organizations).
6. **Data Collection:** The Subgrantee assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Missouri Department of Public Safety, Office of the Director, may require. This includes any additional information that may be necessary in follow-up to monitoring and/or audit issues, and in response to requests from the Department of Justice, Office of Justice Programs.
7. **Access to Records:** The Subgrantee authorizes the Missouri Department of Public Safety and/or the Office for Victims of Crime and/or the Office of the Comptroller, and its representatives, access to and the right to examine all records, books, paper or documents related to the VOCA grant.
8. **Equal Employment Opportunity Program:** The Subgrantee assures that, if required to formulate an Equal Employment Opportunity Program (EEO) in accordance with 28 CFR 42.301 et.seq., it will submit a certification to the Missouri Department of Public Safety that it has a current EEO on file that meets the requirements therein.
9. **Discrimination Prohibited:** The Subgrantee assures that it will comply, and all its subcontractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789 (d), or the Victims of Crime Act (as applicable) which prohibits discrimination in federally funded programs on the basis of race, color, national origin, religion or sex; Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, or nation origin (includes limited English proficiency – LEP) in federally funded programs; Section 504 of the Rehabilitation Act of 1973, as amended which prohibits discrimination in federally funded programs on the basis of disability; Subtitle A, Title II of the Americans with Disability Act (ADA) (1990) which prohibits discrimination on the basis of disability; Title IX of the Education Amendments of 1972 which prohibits discrimination in federally funded programs on the basis of sex; the Age Discrimination Act of 1975 which prohibits discrimination in federally funded programs on the basis of age; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination 28 CFR Part 35 and Part 39.

The Subgrantee assures that, in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin (including limited English proficiency), age, disability or sex against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights (OCR) of the Office of Justice Programs, U.S. Department of Justice.

10. **Limited English proficiency (LEP):** The Subgrantee assures that, in accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). “Meaningful access” will generally involve some combination of oral interpretation services and written translation of vital documents.

11. **Faith-based Organizations:** Such organizations applying for and receiving federal funds must ensure that services are offered to all crime victims without regard to religious affiliation, that federal funds are not used for inherently religious activities – that these activities must be held separately from the federally funded activities and that the receipt of services is not contingent upon participation in a religious activity or event.
12. **Historic Preservation Act:** Subgrantees must be in compliance with the National Historic Preservation Act (16 USC 470) stating that you must consult the State Historic Preservation Officer to identify protected properties and agree to avoid or mitigate adverse effects to such properties.
13. **Fair Labor Standards Act:** All recipients of federal funds will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act.
14. **Client-Counselor Confidentiality:** The Subgrantee assures that they will maintain confidentiality of client-counselor information as required by state and federal law
15. **Confidentiality of Research Information:** The Subgrantee assures that except as otherwise provided by federal law, they shall not use or reveal any research or statistical information furnished under this program by any person identifiable to any specific private person for any purpose other than the purpose for which such information was obtained in accordance with VOCA. Such information, and any copy of such information shall be immune from legal process and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial, legislative, or administrative proceeding. See Section 1407(d) of VOCA codified at 42 U.S.C. 10604.
16. **Injury or Damage:** The Subgrantee agrees that they will be responsible for any and all injury or damage as a result of any service rendered under the terms and conditions of the contract. In addition to the liability imposed upon the Subgrantee on the account of personal injury, bodily injury (including death) or property damage suffered as a result of the Subgrantee's performance under the contract, the Subgrantee assumes the obligation to save the Department of Public Safety (DPS) and the Office of the Director, including its officers, employees and representatives, harmless and to indemnify DPS and the Office of the Director, including its officers, employees and representatives, from every expense, liability or payment arising out of such negligent act. The Subgrantee also agrees to hold DPS and the Office of the Director, including its officers, employees and representatives, harmless for any negligent act or omission committed by any subcontractor or other person employed by or under the supervision of the Subgrantee under the terms of the contract.
17. **Relationship:** The Subgrantee agrees that they will represent themselves to be an independent Subgrantee offering such services to the general public and shall not represent themselves or their employees to be employees of the Office of the Director or the Department of Public Safety. Therefore, the Subgrantee shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc., and agree to indemnify, save, and hold the Office of the Director and the Department of Public Safety, its officers, agents, and employees, harmless from and against, any and all loss; cost (including attorney fees); and damage of any kind related to such matters.
18. **Law Enforcement Certification:** If the Subgrantee is a law enforcement agency, the Subgrantee assures that the agency is in compliance with sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2 states that "any law enforcement agency which employs a peace officer who is not certified as required by sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety or criminal justice purposes."
19. **Uniform Crime Reporting and Racial Profiling:** If the Subgrantee is a law enforcement agency, the Subgrantee assures that the agency is in compliance with the provisions of Section 43.505, RSMo relating to uniform crime reporting, and Section 590.650, RSMo relating to racial profiling.
20. **Victims' Rights Compliance:** The Subgrantee assures that it will provide the eligible direct victim services, as may be required, set forth in Missouri's Constitutional Amendment for **Victims' Rights and Section 595.209, RSMo**. (These eligible direct victim services do not include general witness assistance).
21. **Criminal Activity:** The Subgrantee assures that they will formally report to the Missouri Department of Public Safety within 48 hours of notification that a Department of Public Safety grant-funded individual is arrested for or formally charged with a misdemeanor or felony regardless if the criminal offense is related to the individual's employment. The Department of Public Safety reserves the right to suspend or terminate grant funding pending the adjudication of the criminal offense.
22. **Renewal:** An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety shall have the right, at its sole discretion, to renew any such award of contract on a year-to-year basis. Should the Department of Public Safety exercise its right to renew the contract, the renewal shall be subject to the terms set forth by

the Department of Public Safety in the documents developed for such renewal. Failure to comply with such terms set forth by the Department of Public Safety will result in the forfeiture of such a renewal option.

23. **Fund Availability:** It is understood and agreed upon that, in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
24. **Termination of Award:** The Missouri Department of Public Safety, Office of the Director reserves the right to terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the Subgrantee. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the Subgrantee under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri. The Subgrantee shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.
25. **Annual Performance Report:** The Subgrantee agrees to provide information on the activities supported and an assessment of the effects that the VOCA victim assistance funds have had on services to crime victims for a one year period October 1 through September 30. This information will be submitted annually on the DPS "VOCA Annual Performance Report" no later than October 15 of each year.

The Subgrantee hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the contract application.



Authorized Official 5/28/09
DATE



Project Director 5-18-09
DATE

AUDIT REQUIREMENTS

As a recipient of funds through the Missouri Department of Public Safety, you **ARE** required to submit a copy of your agency's audit for the period covered by this contract.

- ⇒ An audit is required for the agency fiscal year, when **State** financial assistance, (which consists of funds received directly from the State of Missouri, but does not include federal pass-through funds), of **\$100,000** or more is expended by the applicant agency.
- ⇒ An audit is required for the agency fiscal year, when **Federal** financial assistance, (which consists of funds received from the Federal Government or federal funds passed through state agencies), of **\$500,000** or more is expended by the applicant agency.
- ⇒ No audit of any type is required when **STATE** financial assistance of less than \$100,000 or **FEDERAL** financial assistance of less than \$500,000 is expended. However, the recipient must maintain detailed records on grant activity required for such grants.



This section must be completed **even if your agency is not required** to submit an audit to the Missouri Department of Public Safety

1. Date of last audit: 1/1/08 2. Date(s) covered by last audit: 1/1/07-12/31/07
3. Last audit performed by: KPMG Limited Liability Partnership
Phone number of auditor: (314) 244-4024
4. Date of next audit: 1/1/09 5. Date(s) to be covered by next audit: 1/1/08-12/31/08
6. Next audit will be performed by: RubinBrown LLP. St. Louis, Missouri
Phone number of auditor: (314) 290-3300
7. Total amount of funds received from ALL entities INCLUDING the Department of Public Safety
Federal Amount: \$ 1,798,406.00 State Amount: \$ 2,901,691.00

NOTE: State Auditor of Missouri audits all state agencies, third class counties, and all judicial circuits. First, second, and fourth class counties and other local political subdivisions and not-for-profit agencies must make arrangements with a private CPA firm to perform an audit.

Signed: 
(Authorized Official)

Date: 5/28/09

Agency: Boone County Commission

Phone: (573) 886-4305

REPORT OF EXPENDITURES AND CHECK PAYEE INFORMATION

The following information is necessary if your agency receives a contract from the Missouri Department of Public Safety

Name and address of the individual who will be responsible for completing the Monthly Report of Expenditures and Request for Reimbursement. *(The Monthly Report of Expenditures and Request for Reimbursement will be mailed to this individual each month.)*

NAME: Bonnie J. Adkins
AGENCY: Boone County Prosecuting Attorney
ADDRESS: 705 E. Walnut Street
Columbia, MO 65201-4485
(Include city, state, and zip)
TELEPHONE: (573) 886-4112 FAX NUMBER: (573) 886-4148
E-MAIL ADDRESS: badkins@boonecountymo.org

Check Payee Information - List the name and address of the check payee. Do not include an individual's name, *only the name and address of the agency to which the check must be made payable.* (Example: City of Jefferson City, NOT Jefferson City Police Department)

AGENCY: Boone County Prosecuting Attorney
ADDRESS: 705 E. Walnut Street
Columbia, MO 65201-4485
(Include city, state, and zip)

Name and address of the individual to whom the check needs to be mailed. *(The check will be mailed directly to this individual each month.)*

NAME: Kay Murray
AGENCY: Boone County Treasurer
ADDRESS: 801 E. Walnut Street Room 112
Columbia, MO 65201
(Include city, state, and zip)
TELEPHONE: (573) 8864365 FAX NUMBER: (573) 886-4369
E-MAIL ADDRESS: kmurray@boonecountymo.org



**Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions
(Sub-Recipient)**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67, Section 67.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Daniel K. Knight

Name and Title of Authorized Representative

Daniel K. Knight

Signature

5-28-09

Date

Boone County Prosecuting Attorney

Name of Organization

705 E. Walnut Street, Columbia, Missouri 65201

Address of Organization



The Shelter

For Victims of Domestic Violence and Sexual Assault

P.O. Box 1367 Columbia, MO 65205-1367

Main Office Phone: (573) 875-0503 Main Office Fax: (573) 875-0518

Shelter Office Phone: (573) 875-1369 Shelter Office Fax: (573) 817-1280

Shelter Hotline: (573) 875-1370 or (800) 548-2480

www.boonecountysafeshelter.com

May 13, 2009

Missouri Department of Public Safety
Office of the Director
P.O. Box 749
Jefferson City, MO 65102-0749

VOCA Review Panel:

Comprehensive Human Services Inc., The Shelter strongly supports The Boone County Prosecuting Attorney's Office VOCA funding application for the 2009-10 funding period. As part of the DOVE Unit, both The Shelter and the Prosecuting Attorney's Office work together on a frequent basis. Their level of professionalism and the willingness to work for the greater good of the victim are evident.

Mark Koch, the Prosecuting Attorney's Office Victim Specialist, has provided excellent service to victims of domestic violence in the Boone County area. He is proactive in securing crime victim's compensation for victims referred through The Shelter. In addition, he has worked and continues to work with The Shelter on specific cases involving shared clientele; participated in and provided cross training to staff and volunteers; worked to enhance and improve the DOVE Unit's collaborative effect; and brainstormed ways to increase community awareness of the issues involved in domestic violence.

The Shelter strongly believes that the established working relationship between our two organizations is important to reducing the incidence of domestic violence through the coordinated community response approach. If you have any questions or need additional information, please contact me at (573) 875-0503. Thank you for your consideration of the Boone County Prosecuting Attorney's Office' request for VOCA funding.

Sincerely,

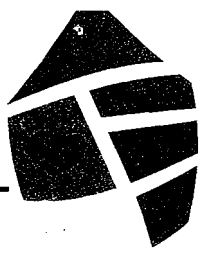
E. Leigh Voltmer
Executive Director

ELV/jlg



Comprehensive Human Services, Inc.
A United Way Agency





Rainbow House

CHILDREN'S EMERGENCY SHELTER
REGIONAL CHILD ADVOCACY CENTER
TRANSITIONAL LIVING PROGRAM

1611 Towne Drive Columbia, MO 65202 (p) 573 474 6600 (f) 573 474 5992 www.rainbowhousecolumbia.org

May 20, 2009

Missouri Department of Public Safety
Office of the Director
Post Office Box 749
Jefferson City, MO 65102

RE: Letter of Collaboration – Crime Victim Specialist
Boone County Prosecutor's Office

Dear VOCA Grant Review Committee:

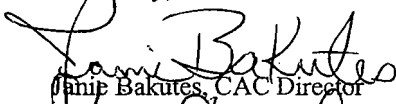
This letter of collaboration is being sent on behalf of the Boone County Prosecuting Attorney's Office and their request for VOCA funding for the Crime Victim Specialist.

Rainbow House works closely and collaboratively with the Victim Specialist, Mark Koch. The Family Advocate at our agency has requested guidance from Mark when working with families in crisis. It is Mark who has educated our Family and Child Advocates throughout the past years regarding compensation for crime victims and their families and how to access the funds. Mark is a respected member of our Boone County Investigative team as well as the Interagency Council on Child Abuse and Neglect (ICAN). Mark can be relied on to assist our staff, and we would not hesitate to contact him.

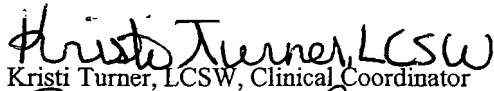
Those who choose to serve crime victims are challenged daily to provide emotional support, effectively communicate with all socio-economic groups, remain current with legal and judicial information, and assist with resources for families while maintaining an approachable and professional manner. Mark successfully fulfills the role as Crime Victim Specialist and provides an effective voice for crime victims in our community.

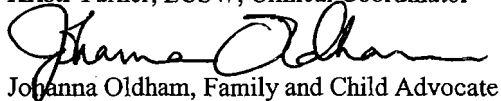
We fully support the efforts of the Boone County Prosecutor's Office, Crime Victim Specialist, and encourage you to favorably consider their request for VOCA funding.

Sincerely,


Janie Bakutes, CAC Director


Kim Stewart, Forensic Interviewer


Kristi Turner, LCSW, Clinical Coordinator


Joanna Oldham, Family and Child Advocate



THE DOMESTIC VIOLENCE ENFORCEMENT (D.O.V.E.) UNIT

May 13, 2009

Missouri Department of Public Safety
Office of the Director
P.O. Box 749
Jefferson City, MO 65102-0749

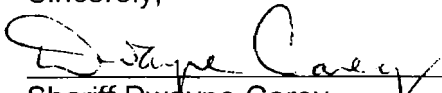
Dear VOCA Review Panel:

We are writing to support The Shelter's request for Victims of Crime Act (VOCA) funding for their Early Assessment/intervention services provided to victims of domestic violence and sexual assault. The Shelter assists victims in identifying and working on issues that make leaving a violent relationship difficult including poverty, lack of job skills, lack of education, parenting needs, mental illness, substance abuse, and the inability to secure housing.

We know first hand the critical role The Shelter plays in providing early assessment and intervention services for victims of domestic violence. The Shelter is a part of the DOVE Unit, a collaborative effort comprised of prosecuting attorneys, victim advocates, and police investigators. Combining these entities has created a powerful force within our community and each organization provides a vital role in this unique and effective collaboration. The DOVE unit has and will continue to utilize The Shelter's resources outside the scope of the DOVE Victim Advocate. Shelter personnel who provide early assessment and intervention services are also vital to this community's fight against domestic violence. We strongly urge you to consider The Shelter for continued funding and hope you will approve their application.

If you have any questions or need additional information, please do not hesitate to call.

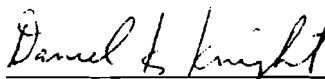
Sincerely,



Sheriff Dwayne Carey
Boone County Sheriff's Department



Chief Kenneth M. Burton
Columbia Police Department



Dan Knight, Prosecuting Attorney
Boone County Office



Daniel K. Knight
Boone County Prosecuting Attorney
Boone County Prosecuting Attorney
705 E. Walnut
Columbia, MO 65201-4485

Office (573) 886-4100
Fax (573) 886-4148

Victim Services Survey

We need your help in evaluating our services to victims of crime in Boone County. Please take a few minutes to answer the following questions about your contact with our office. All responses will be kept confidential. We appreciate your assistance as we try to improve the quality of our services to victims of crime in our community.

Instructions: Please rate your answers on a scale from 1 to 5. "1" is the least favorable response and "5" is the most favorable response. Choose "N/A" if the question does not apply to you or your experience.

Victim Services Survey

1	2	3	4	5
Least Favorable			Most Favorable	

Advocate

1. Enter the name of the advocate you worked with:

2. The advocate made every effort to work with me.

3. The information mailed to me (a letter & Victim Impact Statement) was helpful.

4. The advocate worked with me via: (select all that apply)

- letter
- phone conversation
- personal conversation

5. I felt that I could call the advocate if I needed anything or had any questions.

(Answer only if applicable.) I chose not to receive advocate services because:

6.

Limit of 500 characters:

Assistant Prosecutor

1. Enter the name of the prosecutor assigned to your case:

2. The prosecutor was considerate in his/her manner towards me.

3. The prosecutor was informative and helpful.

- 4. I felt that I could talk to the prosecutor at anytime. Choose ▾
- 5. (Answer only if applicable.) The prosecutor was helpful even though I decided not to participate in the prosecution of the defendant. Choose ▾

Additional Information

Please add comments or suggestions that you have to help us improve our service to victims of crime. Your feedback is very important to us!

1.

Limit of 500 characters:

- 2. Age:
- 3. Ethnic Origin: Choose ▾
- 4. Gender: male female

Final Step

Please type the letters shown below into the "Enter Code" input box before submitting your survey. The code is *not* case sensitive.



Audio:

Enter Code:

Submit

Boone County Prosecuting Attorney Performance Evaluation

EMPLOYEE: Mark Koch

DATE: 2008

JOB TITLE: Victim Specialist

SUPERVISOR: Ruby Marsden

THE EMPLOYEE IS EVALUATED ON A SCALE OF 1-5 WITH 1 BEING UNACCEPTABLE WITH 5 BEING EXCELLENT:

EFFICIENT USE OF TIME= 5

PROMPT COMPLETION OF WORK ASSIGNMENTS= 5

ORGANIZATIONAL SKILLS AND ATTENTION TO DETAIL= 5

JUDGMENT SKILLS WITH REGARD TO CASES AND/OR ASSIGNMENTS HANDLED= 5

WILLINGNESS TO IMPROVE= 5

WORK PRODUCT GENERALLY= 5

LACK OF ABSENTEEISM= 5

RELATIONS WITH VICTIMS AND WITNESSES= 5

RELATIONS WITH CO-WORKERS INCLUDING COURTESY TO CO-WORKERS AND TEAMWORK SKILLS= 5

RELATIONS WITH THE GENERAL PUBLIC INCLUDING POLICE, JUDGES, DEFENSE ATTORNEYS, ETC= 5

JUDGMENT SKILLS GENERALLY= 5


SUPERVISOR COMMENTS:

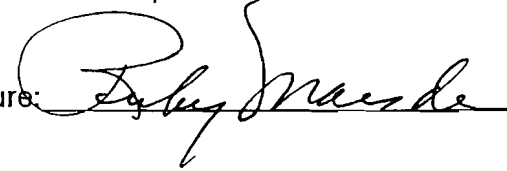
Mark is independent and knowledgeable about victim related law. He handles a large caseload efficiently and is always patient and understanding when dealing with victims. He gets along well with his co-workers and attorneys, and is cooperative with me at all times. He accepts criticism well and makes every effort to resolve any issue that may come up. He has very good problem solving skills and makes decisions appropriately.

Mark continues to be a valued member of this office.

EMPLOYEE COMMENTS:

The signing of this evaluation form does not necessarily indicate agreement with the ratings and comments, only that the contents have been read. The employee will be given an opportunity to discuss this evaluation with the supervisor if the employee wishes.

Employee's Signature  Date: 11/11/09

Supervisor's Signature:  Date: 1-6-09

Boone County Prosecuting Attorney Performance Evaluation

EMPLOYEE: Joyce Thomasson

DATE: 2008

JOB TITLE: Victim Assistant

SUPERVISOR: Ruby Marsden

THE EMPLOYEE IS EVALUATED ON A SCALE OF 1-5 WITH 1 BEING UNACCEPTABLE WITH 5 BEING EXCELLENT:

EFFICIENT USE OF TIME= 5

PROMPT COMPLETION OF WORK ASSIGNMENTS= 5

ORGANIZATIONAL SKILLS AND ATTENTION TO DETAIL= 5

JUDGMENT SKILLS WITH REGARD TO CASES AND/OR ASSIGNMENTS HANDLED= 5

WILLINGNESS TO IMPROVE= 5

WORK PRODUCT GENERALLY= 5

LACK OF ABSENTEEISM= 5

RELATIONS WITH VICTIMS AND WITNESSES= 5

RELATIONS WITH CO-WORKERS INCLUDING COURTESY TO CO-WORKERS AND TEAMWORK SKILLS= 5

RELATIONS WITH THE GENERAL PUBLIC INCLUDING POLICE, JUDGES, DEFENSE ATTORNEYS, ETC= 5

JUDGMENT SKILLS GENERALLY= 5

SUPERVISOR COMMENTS:

Joyce is an extremely hard worker and requires virtually no supervision. She is independent, knowledgeable, cooperative, and efficient. She is always patient and understanding when dealing with victims of crime. She comes in early everyday with a willing attitude and gets along well with her co-workers and attorneys.

Joyce continues to be an asset to this office.

EMPLOYEE COMMENTS:

The signing of this evaluation form does not necessarily indicate agreement with the ratings and comments, only that the contents have been read. The employee will be given an opportunity to discuss this evaluation with the supervisor if the employee wishes.

Employee's Signature: Joyce Thomasson Date: 1-6-2009

Supervisor's Signature: Ruby Marsden Date: 1-6-2009

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned


Term. 20 09


In the County Commission of said county, on the 16th day of April 20 09
the following, among other proceedings, were had, viz:

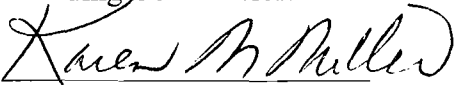
Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the Violence Against Women Act Grant Application.

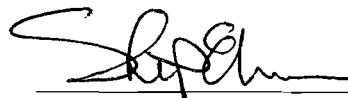
Done this 16th day of April, 2009.

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



MISSOURI DEPARTMENT OF PUBLIC SAFETY
OFFICE OF THE DIRECTOR
AWARD OF CONTRACT

172-2007
P.O. Box 749
Jefferson City, Missouri 65102
Phone: (573) 526-1464

Contractor Name

Boone, County of

Project Title

Violence Against Women Recovery Act Project

Contract Period

FROM< **07/01/09** TO< **04/30/11**

State/Federal Funds Awarded

\$224,714.00

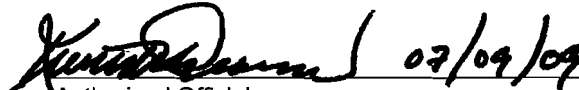
Contract Number

R2009-VAWA-0002

Award is hereby made in the amount and for the period shown above to the above-mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, any attached Special Conditions. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

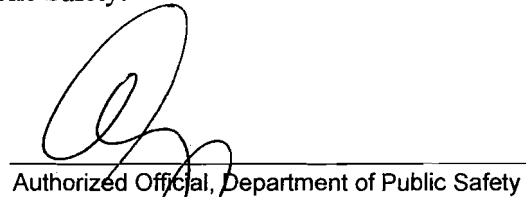
This award is subject to Special Conditions (if the box is checked, see attached).

The undersigned hereby certify acceptance of the above-described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application.

 07/09/09
Authorized Official Date

 7-9-09
Project Director Date

This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the authorized official of the Department of Public Safety.


Authorized Official, Department of Public Safety

July 1, 2009
Award Date

VAWA CERTIFIED ASSURANCES and SPECIAL CONDITIONS

AGENCY NAME: Boone, County of

PROJECT TITLE: Violence Against Women Recovery Act Project

The Subgrantee is subject to compliance with the following assurances and conditions:

Laws, Orders, Circulars and Regulations:

The Subgrantee agrees to comply, and assure that all its subcontractors will comply, with the applicable provisions of Sections 2001 through 2006 of the Omnibus Crime Control and Safe Streets Act of 1968, as amended by Title IV, section 40121 of the Violent Crime Control and Law Enforcement Act of 1994, Public Law 103-322; the Violence Against Women Act of 2000, P.L. 106-386, the Reauthorized Violence Against Women Act of 2005, P.L. 109-162; the applicable Program Guidelines and Regulations; the Missouri Department of Public Safety STOP VAWA Request for Proposal and Application Packet for the specified contract period; the financial and administrative requirements set forth in the current edition of the Office of Justice Programs Financial Guide; and all other applicable federal and State laws, orders, circulars or regulations as they pertain to the use of STOP VAWA and match funds.

Services to Victims of Domestic and/or Sexual Violence, their children and Batterer Intervention Programs:

The Subgrantee, if providing services to victims of domestic and/or sexual violence, their children and Batterer Intervention Programs through this contract, shall comply with the service standards and guidelines set forth by the Missouri Coalition Against Domestic and Sexual Violence Service Standards and Guidelines for Domestic Violence Programs, Sexual Violence Programs and/or Batterer Intervention Programs, as they relate to the provision of services required herein.

Civil Rights Information:

The Subgrantee agrees to collect and maintain information on race, sex, national origin, age, and disability of recipients of assistance, where such information is voluntarily furnished by those receiving assistance.

Coordination of Activities:

The Subgrantee shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.

Non-Supplantation:

The Subgrantee assures that federal funds made available will not be used to supplant state and local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for the activities of this project (Supplanting does not apply to non-profit organizations).

Data Collection:

The Subgrantee assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Missouri Department of Public Safety, Office of the Director, may require. This includes any additional information that may be necessary in follow-up to monitoring and/or audit issues, and in response to requests from the Department of Justice, Office of Justice Programs.

Audit Requirement:

An audit is required for the **Agency** fiscal year when **FEDERAL** financial assistance (which consists of **ALL** funds received the Federal Government or federal funds passed through state agencies), of \$500,000 or more is expended by the applicant agency. If an audit is required, applicant assures that such audit will be submitted to the MO Dept. of Public Safety, Office of the Director. If applicant receives multiple grants through the MO Dept. of Public Safety and a current audit has already been submitted, a letter from applicant with the corresponding audit dates can be submitted in lieu of a copy of the audit.

Generated Income:

The recipient agrees that all income generated as a direct result of this award shall be deemed program income. All program income must be accounted for and used for the purposes under the conditions applicable for the use of funds under this award, including the effective edition of the OJP Financial Guide and, as applicable, either (1) 28 C.F.R. Part 66 or (2) 28 C.F.R Part 70 and 2 C.F.R. Part 215 (OMB Circular A-110). Further, the use of program income must be shown on the monthly report.

Timesheets Requirement:

The applicant assures that, **all** project personnel funded through the STOP grant (federal or local funds) will maintain timesheets that detail 100% of their time along with the activities/services provided. These timesheets must be provided to DPS personnel upon request.

Access to Records:

The Subgrantee authorizes the Missouri Department of Public Safety and/or the Office on Violence Against Women and/or the Office of the Comptroller, and its representatives, access to and the right to examine all records, books, paper or documents related to this grant.

Equal Employment Opportunity Program:

The Subgrantee assures that, if required to formulate an Equal Employment Opportunity Program (EEOP) in accordance with 28 CFR 42.301-308 et.seq., it will submit a certification to the Missouri Department of Public Safety that it has a current EEOP on file that meets the requirements therein.

Drug-Free Workplace Act of 1988:

The Subgrantee assures that it will comply, and all its subcontractors will comply, with the Drug-Free Workplace Act of 1988. The Law further requires that all individual contractors and grant recipients, regardless of dollar amount/value of the contract or grant, comply with the Law.

Lobbying:

Subgrantee understands and agrees that it cannot use any federal or state funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government.

Applicants for DPS awards with total costs expected to exceed \$100,000 are required to certify that (1) they have not made, and will not make, such a prohibited payment, (2) they will be responsible for reporting the use of non-appropriated funds for such purposes, and (3) they will include these requirements in consortium agreements and contracts under grants that will exceed \$100,000 and obtain necessary certifications from those consortium participants and contractors.

DPS appropriated funds may not be used to pay the salary or expenses of an employee of a grantee, consortium participant, or contractor or those of an agent related to any activity designed to influence legislation or appropriations pending before Congress or any State legislature.

Discrimination Prohibited:

The Subgrantee assures that it will comply, and all its subcontractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789 (c), or the Victims of Crime Act (as applicable) which prohibits discrimination in federally funded programs on the basis of race, color, national origin, religion or sex not only in respect to employment practices but also in the delivery of services or benefits; Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, or nation origin (includes limited English proficiency – LEP) in federally funded programs; Section 504 of the Rehabilitation Act of 1973, as amended which prohibits discrimination in federally funded programs on the basis of disability; Subtitle A, Title II of the Americans with Disability Act (ADA) (1990) which prohibits discrimination on the basis of disability; Title IX of the Education Amendments of 1972 which prohibits discrimination in federally funded programs on the basis of sex; the Age Discrimination Act of 1975 which prohibits discrimination in federally funded programs on the basis of age; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination 28 CFR Part 35 and Part 39.

The Subgrantee assures that, in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin (including limited English proficiency), age, disability or sex against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights (OCR) of the Office of Justice Programs, U.S. Department of Justice for review.

Limited English proficiency (LEP):

The Subgrantee assures that, in accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). "Meaningful access" will generally involve some combination of oral interpretation services and written translation of vital documents.

Faith-based Organizations:

Such organizations applying for and receiving federal funds must ensure that services are offered to all crime victims without regard to religious affiliation, that federal funds are not used for inherently religious activities – that these activities must be held separately from the federally funded activities and that the receipt of services is not contingent upon participation in a religious activity or event.

Historic Preservation Act:

Subgrantees must be in compliance with the National Historic Preservation Act (16 USC 470) stating that you must consult the State Historic Preservation Officer to identify protected properties and agree to avoid or mitigate adverse effects to such properties.

Fair Labor Standards Act:

All recipients of federal funds will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act.

Injury or Damage:

The Subgrantee agrees that they will be responsible for any and all injury or damage as a result of any service rendered under the terms and conditions of the contract. In addition to the liability imposed upon the Subgrantee on the account of personal injury, bodily injury (including death) or property damage suffered as a result of the Subgrantee's performance under the contract, the Subgrantee assumes the obligation to save the Department of Public Safety (DPS) and the Office of the Director, including its officers, employees and representatives, harmless and to indemnify DPS and the Office of the Director, including its officers, employees and representatives, from every expense, liability or payment arising out of such negligent act. The Subgrantee also agrees to hold DPS and the Office of the Director, including its officers, employees and representatives, harmless for any negligent act or omission committed by any subcontractor or other person employed by or under the supervision of the Subgrantee under the terms of the contract.

Printed Materials:

All materials and publications (written, visual, or sound) resulting from award activities shall contain the following statements: "This project was supported by Grant No. _____ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.

Relationship:

The Subgrantee agrees that they will represent themselves to be an independent Subgrantee offering such services to the general public and shall not represent themselves or their employees to be employees of the Office of the Director or the Department of Public Safety. Therefore, the Subgrantee shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc., and agree to indemnify, save, and hold the Office of the Director and the Department of Public Safety, its officers, agents, and employees, harmless from and against, any and all loss; cost (including attorney fees); and damage of any kind related to such matters.

Law Enforcement Certification:

1. If the Subgrantee is a law enforcement agency, the Subgrantee assures that the agency is in compliance with sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2 states that "any law enforcement agency which employs a peace officer who is not certified as required by sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety or criminal justice purposes."

2. The applicant assures that, if this project is intended for law enforcement agency, such agency is in compliance with the provisions of Section 43.505, RSMo relating to uniform crime reporting. Section 43.505, subsection 3, states that "Every law enforcement agency in the state shall:

A) Submit crime incident reports to the Department of Public Safety on forms or in the format prescribed by the department; and

B) Submit any other crime incident information which may be required by the Department of Public Safety."

Section 43.505, subsection 4 states "Any law enforcement agency that violates this section may be ineligible to receive state or federal funds which would otherwise be paid to such agency for law enforcement, safety or criminal justice purposes."

3. The applicant assures that, if the project is intended for law enforcement agency, such agency is in compliance with the provisions of Section 590.650, RSMO relating to racial profiling. Failure to comply with these statutory provisions may result in the withholding of funds to the noncompliant law enforcement agency.

Criminal or Civil Filings:

The Subgrantee assures that its laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony domestic violence offense, or in connection with the filing, issuance, registration, or service of a

protection order or a petition for a protection order, to protect a victim of domestic violence, stalking or sexual assault, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, or service of a warrant, protection order, petition for a protection order or witness subpoena, whether issued inside or outside this state.

Forensic Medical Exams:

To the extent funds are not available from other sources, the state, must incur the full out-of-pocket cost of forensic medical exams for victims of sexual assault. No State, territory, Indian tribal government, unit of local government, or another governmental entity shall require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both.

Polygraph/Voice Stress Analysis:

No prosecuting or circuit attorney, peace officer, governmental official, or employee of a law enforcement agency shall request or require a victim of sexual assault under section 566.040 or forcible rape under section 566.030 to submit to any polygraph test or psychological stress evaluator exam as a condition for proceeding with a criminal investigation of such crime.

Court Records:

After August 28, 2007, any information contained in any court record, whether written or published on the Internet, that could be used to identify or locate any victim of sexual assault, domestic assault, stalking, or forcible rape shall be closed and redacted from such record prior to disclosure to the public. Identifying information shall include the name, home or temporary address, telephone number, social security number or physical characteristics.

Victims' Rights Compliance:

The Subgrantee assures that it will provide the eligible direct victim services, as may be required, set forth in Missouri's Constitutional Amendment for **Victims' Rights and Section 595.209, RSMo.** (These eligible direct victim services do not include general witness assistance).

Consultation with Victim Services:

Prosecution, law enforcement and court based applicants must consult with tribal, territorial, State, or local victim service programs during the course of developing their grant applications in order to ensure that the proposed services, activities and equipment acquisitions are designed to promote the safety, confidentiality and economic independence of victims of domestic violence, sexual assault, stalking and dating violence.

Nondisclosure of confidential or Private Information:

Subgrantees may not disclose personally identifying information about victims served with OVW STOP funds without a written release unless the disclosure of the information is required by a statute or court order. This applies whether the information is being requested for an OVW grant program or another Federal agency, state, tribal, or territorial grant program. This provision also limits disclosures by OVW Subgrantees to OVW grantees, including disclosures to statewide or regional databases.

Criminal Activity:

The Subgrantee assures that they will formally report to the Missouri Department of Public Safety within 48 hours of notification that a Department of Public Safety grant-funded individual is arrested for or formally charged with a misdemeanor or felony regardless if the criminal offense is related to the individual's employment. The Department of Public Safety reserves the right to suspend or terminate grant funding pending the adjudication of the criminal offense.

Renewal:

An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety shall have the right, at its sole discretion, to renew any such award of contract on a year-to-year basis. Should the Department of Public Safety exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety in the documents developed for such renewal. Failure to comply with such terms set forth by the Department of Public Safety will result in the forfeiture of such a renewal option.

Fund Availability:

It is understood and agreed upon that, in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.

Match:

State and local units of government are required to provide 25% of the total project cost as match. Match may be provided in the form of cash or in-kind match. All funds designated as match are restricted to the same uses as the STOP program funds and must be expended within the grant period. Match must be provided on a project-by-project basis. Matching funds are not required for any victim service provider; however, victim service providers may voluntarily provide match on the STOP grant.

RECOVERY ACT – Conflict with Other Standard Terms and Conditions:

The subgrantee understands and agrees that all other terms and conditions contained in this award, or in applicable DPS grant policy statements or guidance, apply unless they conflict or are superseded by the terms and conditions included here that specifically implement the American Recovery and Reinvestment Act of 2009, Public Law 111-5 (“ARRA” or “Recovery Act”) requirements. Recipients are responsible for contacting DPS for any needed clarifications.

RECOVERY ACT: One Time Funding

One-time funding the subgrantee understands and agrees that awards under the Recovery Act will be one-time awards and accordingly that its proposed project activities and deliverables are to be accomplished without additional DPS funding.

RECOVERY ACT: Tracking Information

The subgrantee agrees to track, account for, and report on all funds from this Recovery Act award (including specific outcomes and benefits attributable to Recovery Act funds) separately from all other funds, including DPS award funds from non-Recovery Act awards awarded for the same or similar purposes or programs. (Recovery Act funds may be used in conjunction with other funding as necessary to complete projects, but tracking and reporting of Recovery Act funds must be separate.)

Accordingly, the accounting systems of the subgrantee and all subrecipients must ensure that funds from this Recovery Act award are not commingled with funds from any other source.

The subgrantee further agrees that all personnel whose activities are to be charged to the award will maintain timesheets to document hours worked for activities related to this award and non-award-related activities.

RECOVERY ACT - Monthly Financial Reports :

The subgrantee agrees to submit monthly financial status reports to DPS. At present, these reports are to be submitted by mail using DPS approved expenditure form, not later than the 5th of each month. The subgrantee understands that after June 5, 2011, DPS will not accept any expenditure for this award.

RECOVERY ACT – Reporting and Registration Requirements under Section 1512 of the Recovery Act. :

This award requires the subgrantee to complete projects or activities which are funded under the Recovery Act and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.

The reports are due no later than five calendar days after each calendar month in which the subgrantee receives the assistance award funded in whole or in part by the Recovery Act.

Recipients must maintain current registrations in the Central Contractor Registration (www.ccr.gov) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number (www.dnb.com) is one of the requirements for registration in the Central Contractor Registration.

The subgrantee shall report the information described in section 1512(c) of the Recovery Act using the reporting instructions and data elements that will be provided by DPS and ensure that any information that is pre-filled is corrected or updated as needed.

RECOVERY ACT – Provisions of Section 1512(c) the recipient understands that section 1512(c) of the Recovery Act provides as follows:

Subgrantee Reports- Not later than 5 days after the end of each calendar quarter, each subgrantee that received recovery funds from a Federal agency shall submit a report to that DPS that contains-

- (1) The total amount of recovery funds received from that agency;
- (2) The amount of recovery funds received that were expended or obligated to projects or activities; and
- (3) A detailed list of all projects or activities for which recovery funds were expended or obligated, including-
 - (A) The name of the project or activity;
 - (B) A description of the project or activity;
 - (C) An evaluation of the completion status of the project or activity;
 - (D) An estimate of the number of jobs created and the number of jobs retained by the project or activity; and

(E) For infrastructure investments made by state and local governments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds made available under this Act, and name of the person to contact at the agency if there are concerns with the infrastructure investment.

(4) Detailed information on any subcontracts or subgrants awarded by the subgrantee to include the data elements required to comply with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), allowing aggregate reporting on awards below \$25,000 or to individuals, as prescribed by the Director of the Office of Management and Budget.

RECOVERY ACT – Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct:

The subgrantee must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for Recovery Act funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving Recovery Act funds. This condition also applies to any subrecipients.

Potential fraud, waste, abuse, or misconduct should be reported to the OIG by –

Mail:

Office of the Inspector General
U.S. Department of Justice
Investigations Division
950 Pennsylvania Avenue, N.W.
Room 4706
Washington, DC 20530

E-mail: oig.hotline@usdoj.gov

Hotline: (contact information in English and Spanish): (800) 869-4499

Or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

RECOVERY ACT – Limit on Funds (Recovery Act, section 1604):

The subgrantee agrees that none of the funds under this award may be used by any State or local government, or any private entity, for construction costs or any other support of any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

RECOVERY ACT – Buy American Notification (Recovery Act, section 1605):

The subgrantee understands that this award is subject to the provisions of section 1605 of the Recovery Act (“Buy American”). No award funds may be used for iron, steel, or manufactured goods for a project for the construction, alteration, maintenance, or repair of a public building or public work, unless the subgrantee provides advance written notification to the DPS and OJP, and a Grant Adjustment Notice is issued that modifies this special condition to add government-wide standard conditions (anticipated to be published in subpart B of 2 C.F.R. part 176) that further implement the specific requirements or exceptions of section 1605.

Section 1605 of the Recovery Act prohibits use of any Recovery Act funds for a project for the construction, alteration, maintenance, or repair of a public building or public work unless all of the iron, steel, and manufactured goods used in the project are produced in the United States, subject to certain exceptions, including United States obligations under international agreements.

For purposes of this special condition, the following definitions apply:

“Public building” and “public work” means a public building of, and a public work of, a governmental entity (the United States; the District of Columbia; commonwealths, territories, and minor outlying islands of the United States; State and local governments; and multi-State, regional, or interstate entities which have governmental functions). These buildings and works may include, without limitation, bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, and canals, and the construction, alteration, maintenance, or repair of such buildings and works.

“Manufactured good” means a good brought to the construction site for incorporation into the building or work that has been-

Processed into a specific form and shape; or

Combined with other raw material to create a material that has different properties than the properties of the individual raw materials.

“Steel” means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbons, and may include other elements.

For purposes of DPS grants, projects involving construction, alteration, maintenance, or repair of jails, detention facilities, prisons, public crime victims’ shelters, police facilities, or other similar projects will likely trigger this provision.

NOTE: The subgrantee is encouraged to contact the DPS program manager – in advance – with any questions concerning this condition, including its applicability to particular circumstances.

RECOVERY ACT - Whistleblower Protection:

In accordance with ARRA, §1553, the Subrecipient(s) assures shall fully comply with said section, including, but not limited to, assuring that its employees will not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing, including a disclosure made in the ordinary course of an employee’s duties, to the federal government or any representative thereof, the State of Missouri, a person with supervisory authority over the employee (or such other person working for the employer who has the authority to investigate, discover, or terminate misconduct), a court or grand jury any information that the employee reasonably believes is evidence of: 1) gross mismanagement of a contract or grant relating to ARRA; 2) a gross waste of ARRA funds; 3) a substantial and specific danger to public health or safety related to the implementation or use of ARRA funds; 4) an abuse of authority related to the implementation or use of ARRA funds; or 5) a violation of law, rule, or regulation related to this contract (including the competition for or negotiation of a contract) or grant, awarded or issued relating to ARRA funds. In accordance with ARRA, §1553(e), the subrecipient(s) assures that it shall post notice of the rights and remedies provided in ARRA, §1553.

RECOVERY ACT – Wage Rate Requirements under Section 1606 of the Recovery Act:

(a) Section 1606 of the Recovery Act requires that all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to the Recovery Act shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code.

Pursuant to Reorganization Plan No. 14 and the Copeland Act, 40 U.S.C. 3145, the Department of Labor has issued regulations at 29 CFR Parts 1, 3, and 5 to implement the Davis-Bacon and related Acts. Regulations in 29 CFR 5.5 instruct agencies concerning application of the standard Davis-Bacon contract clauses set forth in that section. The standard Davis-Bacon contract clauses found in 29 CFR 5.5(a) are to be incorporated in any covered contracts made under this award that are in excess of \$2,000 for construction, alteration or repair (including painting and decorating).

(b) For additional guidance on the wage rate requirements of section 1606, contact your awarding agency. Recipients of grants, cooperative agreements and loans should direct their initial inquiries concerning the application of Davis-Bacon requirements to a particular federally assisted project to the Federal agency funding the project. The Secretary of Labor retains final coverage authority under Reorganization Plan Number 14.

RECOVERY ACT – NEPA and Related Laws:

The subgrantee understands that all OVW awards are subject to the National Environmental Policy Act (NEPA, 42 U.S.C. section 4321 et seq.) and other related Federal laws (including the National Historic Preservation Act), if applicable. The subgrantee agrees to assist OVW in carrying out its responsibilities under NEPA and related laws, if the subgrantee plans to use Recovery Act funds (directly or through subaward or contract) to undertake any activity that triggers these requirements, such as renovation or construction. (See 28 C.F.R. Part 61, App. D.) The subgrantee also agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award.

RECOVERY ACT – Misuse of Award Funds:

The subgrantee understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

RECOVERY ACT -Employment of Unauthorized Aliens Prohibited:

Pursuant to §285.530.1, RSMo, the subrecipient(s) assures that it do not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, subrecipient(s) shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

In accordance with sections 285.525 to 285.550, RSMo a general contractor or subcontractor of any tier shall not be liable when such contractor or subcontractor contracts with its direct subcontractor who violates subsection 1 of section 285.530, RSMo if the contract binding the contractor and subcontractor affirmatively states that the direct subcontractor is not knowingly in violation of subsection 1 of section 285.530, RSMo and shall not henceforth be in such violation and the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.

RECOVERY ACT – Enforceability:

If a subrecipient(s) fails to comply with all applicable federal and state requirements governing these funds, the State of Missouri may withhold or suspend, in whole or in part, funds awarded under the program, or recover misspent funds following an audit. This provision is in addition to all other remedies provided to the State of Missouri for recovery of misspent funds available under all applicable state and federal laws.

RECOVERY ACT – Additional Requirements and Guidance:

In accordance with ARRA, §1602, the subrecipient(s) assures that it will give preference to activities, funded by ARRA for infrastructure investment, that can be started and completed expeditiously, including a goal of using at least 50 percent of the funds for activities that can be initiated not later than 120 days after the enactment of ARRA and in a manner that will maximize job creation and economic benefit.

In accordance with ARRA, §1554, subrecipient(s) assures to the maximum extent possible that it will award contracts funded in whole or in part with ARRA funds as fixed-price contracts through the use of competitive procedures. It will also provide a summary to the State of Missouri, Department of Public Safety of any said contract awarded by the Grantee or its subrecipient(s) that is not fixed-price and not awarded using competitive procedures for posting in a special section of the website established in ARRA, §1526.

In accordance with ARRA, §1609, the subrecipient(s) assures that it will comply with any applicable environmental impact requirements of the National Environmental Policy Act of 1970 (NEPA), as amended. (42 U.S.C. 4371, *et seq.*). The subrecipient(s) assures that it will submit information on the status and progress of those projects and activities using ARRA funds subject to NEPA pursuant to any requirements of the Council on Environmental Quality (CEQ) and OMB.

The subgrantee agrees to comply with any modifications or additional requirements that may be imposed by law and future OJP or DPS (including government-wide) guidance and clarifications of Recovery Act requirements.

Termination of Award:

The Missouri Department of Public Safety, Office of the Director reserves the right to terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the Subgrantee. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the Subgrantee under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri. The Subgrantee shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.

Annual Performance Report:

The Subgrantee agrees to provide information on the activities supported and an assessment of the effects that the STOP funds have had on violence against women for a one year period January 1 through December 31. This information will be submitted electronically through the use of the Annual Progress Report no later than January 31st of each year.

The Subgrantee hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the contract application.



Authorized Official 07/09/09
DATE



Project Director 7-9-09
DATE

07/09/09

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09


In the County Commission of said county, on the 16th day of April 20 09

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the STOP Grant Application.

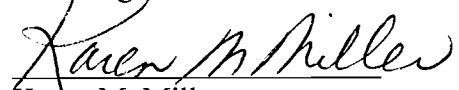
Done this 16th day of April, 2009.

ATTEST:

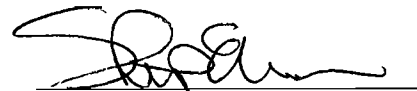

Wendy S. Noren
Clerk of the County Commission



Kenneth M. Pearson
Presiding Commissioner



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

In the County Commission of said county, on the

16th

day of April

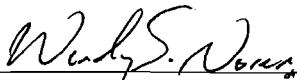
20 09

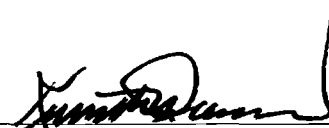
the following, among other proceedings, were had, viz:


Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the American Recovery and Reinvestment Act Grant Application for the Mid-Missouri Internet Crimes Task Force.

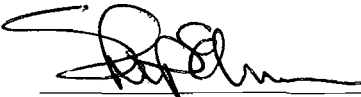
Done this 16th day of April, 2009.

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

MID-MISSOURI INTERNET CRIMES TASK FORCE



2009

American Recovery and
Reinvestment Act Grant Application

Boone County Sheriff's Department
County of Boone, Missouri

APPLICATION SUMMARY REPORT

Applicant Agency: County of Boone								
Project Title: Mid-Missouri Internet Crimes Task Force								
Applicant Authorized Official			Applicant Project Director			Officer in Charge/Supervisor of Project		
Name & Title Ken Pearson			Name & Title Sheriff Dwayne Carey			Name & Title Andy Anderson		
Agency Boone County Commission			Agency Boone County Sheriff's Dept.			Agency Boone County Sheriff'S Dept		
Address 801 East Walnut			Address 2121 County Drive			Address 5551 South Highway 63		
City Columbia	State MO	Zip 65201	City Columbia	State MO	Zip 65202	City Columbia	State MO	Zip 65201
Phone # 573-886-4305	Fax # 573-886-4311		Phone # 573-875-1111	Fax # 573-876-6113		Phone # 573-442-4313	Fax # 573-442-4966	
E-mail Address KPearson@boonecountymo.org			E-mail Address DCarey@boonecountymo.org			E-mail Address (Required) AAnderson@boonecountymo.org		
State/Federal Funds Requested			Local Match Share Required			State Provided Match (MJDTF Only)		
\$ 259,882.88			\$			\$		

Geographic Area(s) to be served by this project (Include all Counties and Cities that are part of this grant and will be served by the Project):
 Boone County, including the cities of Columbia, Centralia, Ashland, Sturgeon, Hartsburg, Rocheport, Hallsville, and Harrisburg. Other Counties include Audrain, Callaway, Cole County, Cooper, Howard, and Randolph. The largest cities in these counties are Mexico, Fulton, Jefferson City, Boonville, Fayette, and Moberly respectively.

The requested funds will be used to:

- Fund a New Project
 Expand/Enhance an Existing Project
 Continue a Previously Funded Project

Give a brief summary of the services to be offered by this project:
 The Mid-Missouri Internet Crimes Task Force is a joint cooperative effort formalizing relationships between and among the participating agencies in order to foster an efficient and cohesive unit capable of addressing the problem of crimes committed through the use of computers and Internet within the Mid-Missouri area. The major focus of this task force is the detection and investigation of Internet crimes committed against children. Investigations may include Internet enticement of children, promoting and possession of child pornography, trafficking of children, cyber bullying, trafficking of illegal narcotics to minors, terrorist threats such as plots of violence at schools, or other crimes perpetrated through the use of computers, the Internet, or other electronic media. This task force also provides forensic examinations of computers and other electronic media to law enforcement agencies and prosecuting attorneys in the Mid-Missouri area. To improve public safety, investigators assigned to this task force participate in a public awareness and education program to educate parents, grandparents, social workers, school officials, students, and others about the dangers of the Internet. These programs also serve to educate the public on methods to reduce the likelihood of becoming a victim of Internet crime. Primarily these programs are provided to public, private schools, parent organizations, civic groups, religious organizations, local media, and other group meetings.

APPLICATION FOR FUNDING FORM

DPS 3/09

SECTION 1 – GRANT PROGRAMS

- CLAP – Crime Lab Assistance Program
 ICCG – Internet Cyber Crime Grant
 JAG – Edward Byrne Justice Assistance Grant
 LLEBG – Local Law Enforcement Block Grant
 MCLUP – MO Crime Lab Upgrade Program
 PCNFS - Paul Coverdell National Forensic Science
 Recovery Act – JAG – Justice Assistance Grant
 RSAT – Residential Substance Abuse & Treatment

SECTION 2 - REGISTRATION

DUNS (Data Universal Numbering System) #: 182739177 CCR (Central Contractor Registration) CAGE/NCAGE #: 4KKC8

SECTION 3 – APPLICANT AGENCY

AGENCY: County of Boone
 PHONE: 573-886-4305
 FAX: 573-886-4311

ADDRESS: 801 East Walnut
 CITY: Columbia STATE: MO ZIP CODE: 65201

SECTION 4 – APPLICANT AUTHORIZED OFFICIAL

NAME: Ken Pearson
 PHONE: 573-886-4305
 FAX: 573-886-4305

TITLE: Presiding Commissioner
 AGENCY: Boone County Commission
 ADDRESS: 801 East Walnut
 CITY: Columbia STATE: MO ZIP CODE: 65201

SECTION 5 – APPLICANT PROJECT DIRECTOR

NAME: Wayne Carey
 PHONE: 573-875-1111
 FAX: 573-876-6113

TITLE: Sheriff
 E-MAIL ADDRESS: DCarey@boonecountymo.org
 AGENCY: Boone County Sheriff's Department
 ADDRESS: 2121 County Drive
 CITY: Columbia STATE: MO ZIP CODE: 65202

SECTION 6 – APPLICANT FISCAL OFFICER

NAME: Kay Murry
 PHONE: (573)886-4369
 FAX: (573)886-4365

TITLE: Treasurer
 AGENCY: Boone County Treasurer's Office
 ADDRESS: 801 East Walnut Street
 CITY: Columbia STATE: MO ZIP CODE: 65201

SECTION 7 – NON-PROFIT BOARD CHAIRPERSON

NAME: N/A
 PHONE:
 FAX:

AGENCY:
 ADDRESS:
 CITY: STATE: ZIP CODE:

SECTION 8 – PROJECT TITLE

Mid-Missouri Internet Crimes Task Force

SECTION 9 – TYPE OF APPLICATION

New Revised Renewal Continuation

SECTION 10 – CURRENT CONTRACT NUMBER

SECTION 11 – APPLICANT'S FEDERAL TAX I.D. #

436000349

SECTION 12 – PROGRAM CATEGORY

Law Enforcement

SECTION 13 – CONTRACT PERIOD

Start Date: July 1, 2009 End Date: June 30, 2010

SECTION 14 – TYPE OF PROJECT

Statewide Regional Local

SECTION 15 – PROGRAM INCOME

Will Program Income be generated? Yes No

SECTION 16 - BUDGET

TOTAL COST

PERSONNEL: \$175,382.27

VOLUNTEER MATCH:

TRAVEL: \$13,363.00

EQUIPMENT: \$29,353.00

SUPPLIES/OPERATIONS: \$41,784.61

CONTRACTUAL:


RENOVATION/CONSTRUCTION:

TOTAL PROJECT COSTS: \$ 259,882.88

FEDERAL/STATE SHARE: 100 % \$ 259,882.88

LOCAL MATCH SHARE: % \$

SECTION 17 – AUTHORIZED OFFICIAL SIGNATURE

Signature:  Date: 4/16/09

PERSONNEL	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

- 1. Include all personnel to be funded on the proposed project.
- 2. Under **Title**, list each proposed position.
- 3. Under **Name of Individual**, list the name of the person who will fill each proposed position (if known). Put "TBH" if position is not filled yet.
- 4. "C" represents a new, **created** position. "R" represents a **retained** position. Retained is defined as a position that currently exists but is subject to layoff/lose due to economic/budgetary circumstances.
- 5. Show **Gross Monthly Salary** for each individual and the **% of Time** to be devoted to this grant-funded project.
- 6. Indicate whether the position is full-time (FT) or part-time (PT). Part-time is classified as less than 40 hours a week.

- 7. The **Total Cost** should be calculated as follows: (Salary Per Month) x (% of Time on Grant) x (Months to be Employed).
- 8. Under the **Fringe Benefits** section, identify the particular benefits for which funds are requested. If dental and vision insurance are not included in the health insurance premium, they should be listed separately under Other. All fringe benefits provided must be itemized.
- 9. Under the column entitled **Basis for Cost Estimate**, enter the formula for computing the cost for each fringe benefit.
- 10. Enter the total in the **Total Cost** column.
- 11. Calculate the **Total Personnel Cost** and the **State/Federal Share** and **Local Match Share** according to grant guidelines.

TITLE	NAME OF INDIVIDUAL	C OR R	SALARY PER MONTH	FT OR PT	% OF TIME ON GRANT	MONTHS TO BE EMPLOYED	TOTAL COST
Detective	Not Yet Selected	C	\$2,948.40	FT	100	12	35,380.80

SUBTOTAL \$ 35,380.80

FRINGE BENEFITS	BASIS FOR COST ESTIMATE	TOTAL COST
FICA & MEDICARE (0.0765)		2,706.63
PENSION/RETIREMENT	.0795 x salary	2,812.77
LIFE INSURANCE	.0010 x salary	35.38
MEDICAL INSURANCE	.0968 x salary	3,424.86
UNEMPLOYMENT COMP.	.004 Only paid when employee is drawing unemployment	
WORKERS' COMPENSATION	.0068 x salary	240.59
	.0065 Education Benifit	229.98
	.0054 Dental Insurance	
OTHER (PLEASE IDENTIFY)	.0030 Long Term Disability Insurance	
	.0147 Retirees Fund	1,284.32
	.0132 OPEB	

SUBTOTAL \$ 10,734.53

STATE/FEDERAL SHARE	\$ 46,115.33	TOTAL PERSONNEL COST	\$ 46,115.33
LOCAL MATCH SHARE	\$		

PERSONNEL- OVERTIME

APPLICANT AGENCY:

County of Boone

PROJECT TITLE:

Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. This form should include any requested overtime for personnel. 2. Under Name of Individual, list the name of the person who the overtime is being requested for. 3. Under the column entitled Basis for Cost Estimate, enter the formula for computing overtime <u>for each individual</u>. (Ex: Hourly wage x number of hours per week x number of weeks) | <ol style="list-style-type: none"> 4. Enter the total in the Total Costs column. 5. Under the Fringe Benefits section, identify the particular benefits, if any, associated with the overtime costs. 6. If you are submitting this form with the <i>Personnel Budget page</i>, the Total Cost listed for PERSONNEL on the <i>Application for Funding form</i> should be the total from both of these pages. |
|---|--|

NAME OF INDIVIDUAL	BASIS FOR COST ESTIMATE	TOTAL COST
Andy Anderson	\$35.30 per hour @ average of 2 hours per week x 45 wks	\$3,177.00
Tracy Perkins	\$32.91 per hour @ average of 2 hours per week x 45 wks	\$2,961.90
Mark Sullivan	\$32.46 per hour @ average of 2 hours per week x 45 wks	\$2,921.40
Mike Lederle	\$35.30 per hour @ average of 2 hours per week x 45 wks	\$3,177.00
UMPD Officer not yet identified	\$25.51 per hour @ average of 2 hours per week x 45 wks	\$2,295.90
SUBTOTAL		\$ 14,533.20
FRINGE BENEFITS	BASIS FOR COST ESTIMATE	TOTAL COST
FICA & MEDICARE (0.0765)	.0765 x salary	\$1,111.79
PENSION/RETIREMENT	n/a	
LIFE INSURANCE	n/a	
MEDICAL INSURANCE	n/a	
UNEMPLOYMENT COMPENSATION	n/a	
WORKERS' COMPENSATION LIABILITY	n/a	
OTHER (PLEASE IDENTIFY)	Disability .00370 x salary	53.77
SUBTOTAL		\$ 1,165.56
STATE/FEDERAL SHARE	\$ 15,698.76	TOTAL PERSONNEL- OVERTIME COST
LOCAL MATCH SHARE	\$	

PERSONNEL INFORMATION SHEET

Grant Project Staff Only

Mid-Missouri Internet Crimes Task Force

Applicant Agency: County of Boone

Project Title: _____

Staff Member (Please Type or Print)		Brief List of Experience and Current Job Responsibilities
1	Name: Andy Anderson	Detective Andy Anderson is a certified law enforcement officer with twenty-four years of law enforcement experience. This detective is the coordinator of the Task Force and therefore is responsible for the day-to-day operations of the Task Force. Additionally this investigator conducts reactive and covert Internet crimes investigations, conduct surveillance details, testify in state and federal criminal proceedings, obtain and serve search warrants, prepare and participate in public awareness and education programs, participate in public awareness and education programs, and attend training. This detective also conducts forensic examinations on computers and associated electronic media.
	Title: Investigator	
2	Name: Tracy Perkins	Detective Perkins is a certified law enforcement officer with fifteen years of law enforcement experience. This detective's primary area of responsibility is to conduct reactive and covert Internet crimes investigations, conduct surveillance details, testify in state and federal criminal proceedings, obtain and serve search warrants, prepare and participate in public awareness and education programs, participate in public awareness and education programs, and attend training. This detective also conducts investigations into the possession and distribution of child pornography.
	Title: Detective	
3	Name: Mark Sullivan	Detective Sullivan is a certified law enforcement officer with fourteen years of law enforcement experience. This detective's primary area of responsibility is to conduct forensic examinations on computers and associated electronic media. Additionally this detective will investigate reactive and covert Internet crimes, conduct surveillance details, testify in state and federal criminal proceedings, obtain and serve search warrants, prepare and participate in public awareness and education programs, participate in public awareness and education programs, and attend training.
	Title: Investigator/Forensic Examiner	

PERSONNEL INFORMATION SHEET

Grant Project Staff Only

Mid-Missouri Internet Crimes Task Force

Applicant Agency: County of Boone

Project Title: _____

Staff Member (Please Type or Print)		Brief List of Experience and Current Job Responsibilities
4	Name: Mike Lederle	Detective Lederle is a certified law enforcement officer with 15 years of law enforcement experience. This detective's primary area of responsibility is to conduct forensic examinations on computers and associated electronic media. Additionally this detective will investigate reactive and covert Internet crimes, conduct surveillance details, testify in state and federal criminal proceedings, obtain and serve search warrants, prepare and participate in public awareness and education programs, participate in public awareness and education programs, and attend training.
	Title: Investigator/Forensic Examiner	
5	Name: K. Scott Richardson	Captain Scott Richardson is a certified law enforcement officer with 15 years of law enforcement experience. This detective is assigned to the Task Force on a part time basis with his primary area of responsibility is to conduct forensic examinations on computers and associated electronic media. This officer will occasionally, however, investigate reactive and covert Internet crimes, conduct surveillance details, testify in state and federal criminal proceedings, and obtain and serve search warrants.
	Title: Investigator/Forensic Examiner	
6	Name: Not Yet Selected	This detective will be a certified law enforcement officer. This detective's primary area of responsibility is to conduct reactive and covert Internet crimes investigations, conduct surveillance details, testify in state and federal criminal proceedings, obtain and serve search warrants, prepare and participate in public awareness and education programs, participate in public awareness and education programs, and attend training. This detective also conducts investigations into the possession and distribution of child pornography.
	Title: Investigator	

TRAVEL	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

- | | |
|---|---|
| <ol style="list-style-type: none"> Itemize travel expenses by event. Under the Item, list the type of travel. If the item is a conference/training, identify the conference/training name, location, and date. Under Basis for Cost Estimate, supply applicable information regarding total distance to be traveled, rate per mile, total days of travel, number of people traveling, airfare, lodging, and daily meal allowance (i.e. Fuel = \$300/month x 12 months x 2 vehicles = \$7,200 or Lodging = \$79/night x 3 nights x 2 people = \$474). Costs such as shuttles, taxis, parking, toll bridges, etc. may be lumped as "Miscellaneous." Enter the cost of the Item in the Total Cost column. Justify in the narrative (under Budget Justification) why the travel is necessary for project execution and who will be traveling. | <ol style="list-style-type: none"> Tuition and Registration Fees for eligible training must be listed on the Supplies/Operations Budget page. The amount of mileage allowance shall not exceed 52¢ per mile for travel occurring between July 1, 2009 and June 30, 2010 and shall not exceed actual transportation fare where public common-carrier transportation is used Travel must be by the most direct practical route. Actual transportation, lodging, and meal expenses must be supported by itemized receipts and must be reasonable. Meals (including tips) shall not exceed the federal per diem rate for that location per meal. Lodging expenses must be reasonable and closely adhere to federal per diem rates as well. Rates can be found at www.gsa.gov. Local rules and regulations will apply if they are more restrictive than those mentioned here. Travel expenses will not be reimbursed until the travel has occurred. |
|---|---|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Encase Computer Forensics I Training-Woodlands Texas, 10-6/10-9, 2009	Airfare-\$450, \$44 daily expenses per day x 5 days, lodging at \$129 per night x 4 nights, \$25 ground transportation, \$8 per day airport parking x 5 days Above training x 2 forensic examiners Dates and estimated costs may vary	2,502.00
Encase Computer Forensics II Training-Woodlands Texas, 10-27/10-30, 2009	Airfare-\$450, \$44 daily expenses per day x 5 days, lodging at \$129 per night x 4 nights, \$25 ground transportation, \$8 per day airport parking x 5 days Above training x 2 forensic examiners Dates, locations, and estimated costs may vary	2,502.00
Protect Our Children Conference Kansas City Sept 15-18, 2009	Hotel at \$118 per night x 3 nights daily expenses at \$49 per day x 4 days 6 investigators and one prosecuting attorney.	3,850.00
ICAC Investigative Techniques Training-August 3-7 th , 2009 Denver, Colorado	Airfare \$380 Daily Expenses \$49 per day x 6 days Airport Parking \$8 per day x 5 Ground Transportation \$30 One investigator	744.00
ICAC Undercover Investigations Training Oct 19-23 rd , 2009 Lexington, KY	Airfare \$ 425 (One investigator) Daily Expenses \$49 per day x 6 days Airport Parking \$8 per day x 5 days Ground Transportation \$ 30	789.00
Peer to Peer Training Not yet scheduled Missouri or surrounding states close enough to drive	Hotel expense \$129 per night x 3 nights Daily expenses \$49 per day x 3 days per investigator x 4 investigators	2,136.00
STATE/FEDERAL SHARE	\$ 13,363.00	TOTAL TRAVEL COST \$ 13,363.00
LOCAL MATCH SHARE	\$	

EQUIPMENT	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

<p>1. Equipment is defined as tangible property having a useful life of more than one year.</p> <p>2. Under the Item column, list the item and describe each type of equipment in terms of size, capability, model number, etc.</p>	<p>3. Under the Basis for Cost Estimate, list the number of units of each item and provide a unit cost and a source of bid for each item.</p> <p>4. Under the Total Cost column, record the cost of each item to be calculated as follows: (number of units) x (unit cost). Record the share amounts to the left also.</p>
--	--

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
LCD Projector for public presentations	Internet search as well as office supply search	1,300.00
Speakers for public presentations	Two speakers, estimated expense by Internet search as well as office supply search	100.00
Router	To hook up Internet access to additional computers. Estimate through Staples	90.00
Hard drives for forensic examinations	SATA drives sizes 300 GB, 500 GB, and Teribytes. Exact cost per item will depend on time of purchase.	2,500.00
FTK Mobile Phone Examiner Kit	Complete kit for examining cellular telephones. Marketed by Access Data and priced through them.	1,750.00
CelleBrite UFED System	Forensic extraction Device for cellular telephones, Smartphones, and PDA's. Priced through CelleBrite	4,000.00
Portable Printer	This portable printer will be used with laptop computers when generating paper work such as search. Priced through Internet.	250.00
19" Flat Screen Monitors	4 estimated at \$100 each. Estimated through Staples	400
State/Federal Share	\$ 29,353.00	TOTAL EQUIPMENT COST
Local Match Share	\$	

EQUIPMENT	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes

INSTRUCTIONS:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Equipment is defined as tangible property having a useful life of more than one year. 2. Under the Item column, list the item and describe each type of equipment in terms of size, capability, model number, etc. | <ol style="list-style-type: none"> 3. Under the Basis for Cost Estimate, list the number of units of each item and provide a unit cost and a source of bid for each item. 4. Under the Total Cost column, record the cost of each item to be calculated as follows: (number of units) x (unit cost). Record the share amounts to the left also. |
|---|---|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Laptop Stand	Portable laptop stand for use during service of search warrants Priced through office supply	100.00
XR Pro Image Backup System	Backs up data to DVD from imaged hard drives or other media. Priced through Digital Intelligence	10,995.00
Shadow 2	Hardware write blocking device that allows for the user to see a computer as the user sees it. Priced through Digital Intelligence	1,869.00
Forensic Computer	Fred Forensic Computer priced through Digital Intelligence	5,999.00
State/Federal Share	\$	TOTAL EQUIPMENT COST
Local Match Share	\$	

SUPPLIES/ OPERATIONS	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

- | | |
|--|---|
| <ol style="list-style-type: none"> Under the Item column, list by type of supply or operational expense (i.e. office supplies, field supplies, training materials, telephone, cell phone, pager, postage, etc.) Be as specific as possible. Under the Basis for Cost Estimate column, list the cost per unit and the number of units being requested. Under the Total Cost column, record the cost to be calculated as follows: (number of units) x (unit cost). | <ol style="list-style-type: none"> Tuition and registration fees for eligible training must be listed on this page. These fees will not be reimbursed until the training has occurred. Please refer to the Certified Assurances form pertaining to supplies and operating expenses for further information. |
|--|---|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Cellular Telephone Minutes for Undercover Cell Phone	Obtained a one year quote although the price and offer may vary.	100.00
Digital Voice Recorders for Recording Suspect Interviews	5 recorders estimated at \$80 each through Radio Shack. Price may vary with time.	400.00
Digital Audio Recording Telephone Adapter for Recording Suspect Calls	5 devices estimated at \$30 each through Radio Shack.	150.00
Lexis-Nexis Program	This is a one year subscription to a public records program that allows investigators to locate suspects and witnesses. \$192.50 per month.	2,310.00
Encase Forensic Software	Based on estimated provided by Guidance Software at \$4,227.50 each x 2 forensic examiners	8,455.00
Undercover Internet Access	Cost based on 2009 one year subscription	660.00
Internet Wireless Air Card	Cost estimated from 2009 one year subscription through AT&T.	720.00
America On Line Subscription	Two subscriptions for undercover investigations estimated at \$11.99 per month each based on April 09 price	287.76
Forensic Tool Kit One Year License	One year licensing subscription for 4 licenses estimated at \$720 2010 price	2,880.00
Encase One Year License	License for one forensic examiner estimate from Guidance Software	1,300.00
State/Federal Share	\$41,784.61	TOTAL SUPPLIES/ OPERATIONS COST
Local Match Share	\$	

SUPPLIES/ OPERATIONS	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

<p>1. Under the Item column, list by type of supply or operational expense (i.e. office supplies, field supplies, training materials, telephone, cell phone, pager, postage, etc.) Be as specific as possible.</p> <p>2. Under the Basis for Cost Estimate column, list the cost per unit and the number of units being requested.</p> <p>3. Under the Total Cost column, record the cost to be calculated as follows: (number of units) x (unit cost).</p>	<p>4. Tuition and registration fees for eligible training must be listed on this page. These fees will not be reimbursed until the training has occurred.</p> <p>5. Please refer to the Certified Assurances form pertaining to supplies and operating expenses for further information.</p>
--	--

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Antivirus Subscriptions	One year AVG antivirus subscription for 15 computers at \$34.99 each	524.85
FTK Forensic Training Package	All access pass for one year training for law enforcement at \$5,000 each x 3 examiners. Sessions to include Windows Forensics (3 days),	15,000.00
	Internet Forensics (3 days), Windows Registry Forensics (3 days). Classes individually are \$1,995 each per person.	
Encase Computer Forensics I Training	4 Day course for 2 examiners at \$1,995 each	3,990.00
Encase Computer Forensic II Training	4 Day course for 2 examiners at \$1,995 each	3,990.00
Protect Our Children Conference Kansas City Sept 15-18, 2009	Registration for 6 investigators and one prosecuting attorney at \$30 each.	210.00
Camtasia Studio/Snagit Bundle	\$269.00 each x 3 investigators	807.00
State/Federal Share	\$	TOTAL SUPPLIES/ OPERATIONS COST
Local Match Share	\$	

A. Brief History Of The Program Project Agency

The Boone County Sheriff's Department, established in 1821, is a full service law enforcement agency and detention facility located in Mid-Missouri along the major traveled corridors of Interstate 70 and U.S. Highway 63. Boone County has an enhanced 911 dispatch system administered through the Boone County/Columbia Joint Communications and Information Center (JCIC). JCIC will receive over 250,000 calls for service approximately 66,000 of which will be 911 emergency calls. The Boone County Sheriff's Department (B.C.S.D.) Enforcement Division consists of 90 paid sworn deputies and criminal investigators with an additional ten sworn reserve (volunteer) deputies. In addition to patrol and investigations, the Boone County Sheriff's Department provides a Drug Awareness Resistance Education Program, a Crime Prevention and Neighborhood Watch Program, the Community Oriented Policing Program, a Canine Unit, the Boone County Emergency Response Team, a School Resource Officer program, a Traffic Unit, and a teen-oriented Explorer Scouts program. Department personnel actively participate in the Missouri Deputy Sheriff's Association as well as other civic and professional organizations locally, statewide, and nationally.

The Boone County Sheriff's Department began actively investigating crimes perpetrated through the use of computers and the Internet in 1999. In 2002 the Boone County Sheriff's Department focused on investigating the distribution of child pornography and in 2004 began covert investigations into the distribution of child pornography. In January 2007 the Boone County Sheriff's Department joined forces with the Columbia Police Department and Boone County Prosecuting Attorney's Office to establish the Mid-Missouri Internet Crimes (MMIC) Task Force. Currently this task force serves a seven county area and has twenty-two member agencies. Any law enforcement agency in the service area can be a working member of this unit.

B. Statement of the Problem

With increased use of the Internet including cellular telephones, more criminals are finding technology a handy tool to facilitate their criminal activity. Ever-increasing technology presents a variety of problems to law enforcement including, but not limited to, child enticement, child pornography, harassment, terroristic threats, and stealing facilitated through the use of the Internet. The lack of public education and awareness is also a growing concern local law enforcement agencies must face in order to protect children and citizens.

Internet related offenses against children continue to grow at an alarming rate. In the last six months of 2008 the MMIC Task Force identified 24,862 different IP addresses in Missouri offering to share child pornography. This number is up approximately 61% over a six month period in 2007. Many of these computers contain hundreds or thousands of images and videos depicting the often brutal pornographic sexual molestation of children as young as infants and toddlers. The possession and distribution of child pornography has grown to epidemic proportions. According to a 2008 study of over 2,200 Junior High School age children in Mid-Missouri, 12% of all the girls with Internet in their home reported having been asked to send unclothed photographs of themselves.

Although national statistics would indicate the enticement of children over the Internet has decreased, this does not appear to be the case in Mid-Missouri. According to the 2008 study 18% of all the girls with Internet in their home reported having been asked by a stranger they met over the Internet to meet them in person.

In addition to these criminal acts we have seen a growing problem with cyber bullying in Mid-Missouri. In 2008 the Missouri Legislature upgraded the harassment statute to help protect children from those who inflict emotional pain on the young due to the tragic death of a fourteen

year old St. Louis area girl. In the 2008 Mid-Missouri study, 17% of Jr. High age girls with Internet in their home reported having been bullied on line. As all of these problems continue to flourish and grow parents, schools, social workers, and others increasingly seek investigations and training from the MMIC Task Force regarding the protection of their children. As a result, presentations to community groups and schools in Mid-Missouri increased by 37% in 2008.

Advancement in technology changes rapidly in today's world making it very difficult to maintain a level of experience and expertise in this area. Adequate training is lacking across the United States and often scheduled with short notice causing scheduling and financing problems. As defense attorneys and defense experts gain experience, investigators must maintain advanced training in order to adequately testify in criminal proceedings and to overcome defense strategies.

An additional problem facing our task force is that Internet related offenses are not jurisdictional. In 2008 we found an increasing number of investigations mandated investigative work to be performed at the suspect's location as well as in our jurisdiction. Although trained Internet crimes against children investigators are more prevalent than previously, many areas still do not have adequately trained or willing personnel to assist with investigations in a timely fashion mandating investigators travel to various locations.

These are only a small sampling of the challenges facing the Mid-Missouri Internet Crimes Task Force. As the use of the Internet, technology, and cellular telephone usage increases by both minor children and those seeking to commit crimes against them, the challenges for our task force to protect those children and families will continue to grow. As new technology is developed new investigative and forensic techniques will also need to be

implemented. As awareness of Internet related crimes increase, numbers of investigations will increase accordingly straining the resources of the Mid-Missouri Internet Crimes Task Force.

C. Goals and Objectives

The Mid-Missouri Internet Crimes Task Force is a joint cooperative effort formalizing relationships between and among the participating agencies in order to foster an efficient and cohesive unit capable of addressing the problem of crimes committed through the use of computers and the Internet within the Mid-Missouri area. These investigations include but are not limited to Internet enticement of children, child pornography, trafficking of children, trafficking of illegal narcotics to children, harassment, cyber bullying, terrorist threats, and other crimes facilitated through the use of computers, the Internet, or other electronic media and the forensic examination of computers and other electronic media used to facilitate criminal activity. It is the desire of the participating agencies to achieve maximum inter-agency cooperation in a combined law enforcement effort aimed at reducing criminal activity perpetrated through the use of computers, the Internet, and other electronic media within the communities it serves.

The goal of the Mid-Missouri Internet Crime Task Force is to decrease the number of children and families becoming victims of crimes perpetrated through the use of the Internet. Five primary objectives to reaching this goal are outlined through both investigative and educational methods. Each objective is important and stands on its own merit and is not necessarily ranked in any specific order.

1. Increase the number of covert and reactive investigations initiated by the Task Force. As the number of investigations increases the number of Internet criminals that can be identified increases. These covert investigations will include investigations into child enticement, child exploitation, obscenity toward children, and the distribution of child pornography. Accordingly

an increase in reactive investigations provides direct support to families when they are confronted with information that someone is directly attempting to victimize their child.

2. Increase the number of investigations into the distribution of child pornography through file sharing programs. Research indicates a substantial number of those possessing child pornography have engaged in the sexual molestation of children undetected by law enforcement not to mention the re-victimization of children when these horrific image are passed around like a prized possession.

3. Increase the number of forensic examinations and investigations. As a task force we want to increase the services we can provide to law enforcement throughout our service area. In so doing we increase our ability to help area law enforcement with the investigations of Internet crimes and in turn to help children and families in our service area.

4. Continue to keep the task force trained with cutting edge information; conduct or provide in service training for law enforcement in our service area; and provide training for prosecuting attorneys in the Mid-Missouri area to assist them in the prosecution of Internet crimes against children.

5). Continue to provide community presentations to both adults and children. By educating parents and others concerned with the safety of children we can hopefully reduce the number of those who fall victim to Internet criminals. By educating children on the dangers of the Internet we can give them the tools they need to both protect themselves and to know what they can do when someone approaches them on the Internet.

D. Methodology

1. Type of Program

The Mid-Missouri Internet Crimes Task Force is governed by a Board consisting of the agency heads from departments providing personnel or substantial other resources to the Task Force. As of this time three detectives from the Sheriff's Department and one detective from the Columbia Police Department are assigned to the Task Force on a full time basis. Additionally one forensic examiner from the University Of Missouri Police Department is assigned on a part time basis. With this grant we desire to add a full time investigator from the University Of Missouri Police Department. The Task Force serves a seven county area and has twenty-two criminal justice agencies as primary or associate members. In addition to these regular members we have established partnerships with the Rainbow House and Child Advocacy Center of Columbia, Missouri Internet Crimes Task Force, and MORE.net the Internet service provider for Missouri public schools and libraries.

The major focus of this task force is the investigation and prosecution of Internet crimes committed against children. Investigations may include Internet enticement of children, promoting and possession of child pornography, trafficking of children, cyber bullying, trafficking of illegal narcotics especially to minors, terroristic threats such as plots of violence at schools, or other crimes perpetrated through the use of computers, the Internet, cellular telephones, or other electronic media. These investigations focus on both proactive and reactive investigations. Complaints from parents and others are investigated and may be reported directly to the Task Force or through the complainant's local law enforcement. The Task Force also investigates the distribution of child pornography through file sharing programs or other means.

The task force provides forensic examinations of computers and other electronic media to law enforcement agencies and prosecuting attorneys in the Mid-Missouri area. In addition, investigators assigned to this task force participate in public awareness and education programs

to educate parents, grandparents, social workers, school officials, students, and others about the dangers of the Internet and methods to reduce the likelihood of becoming a victim of Internet crime. Primarily these programs are provided to public and private schools, parent organizations, civic groups, religious organizations, local media, or other group meetings. Also task force investigators and forensic personnel provide training to area law enforcement on a variety of issues regarding Internet or computer related investigations and electronic media.

2. Proposed Service Area

The Mid-Missouri Internet Crimes Task Force Services a seven county area in Mid-Missouri. The Task Force provides technical, investigative, and forensic assistance to law enforcement agencies and prosecuting attorneys in the counties that are immediately adjacent to Boone County including Audrain, Callaway, Cole, Cooper, Howard, and Randolph. The largest municipalities in each county are Columbia, Mexico, Fulton, Jefferson City, Boonville, Fayette, and Moberly, respectively. Every law enforcement agency and office of the Prosecuting Attorney in the service area can become a member of the Task Force. Furthermore any law enforcement agency or Prosecuting Attorney in the service area may request the Task Force assist with an investigation regarding offenses involving the Internet, computer, or cellular telephone media. The Task Force will continue to assist outside our service area when appropriate and requested. According to the latest census information this service area has a population of approximately 340,983 of which approximately 22.8% or nearly seventy eight thousand are under eighteen years of age.

3. Project Implementation

With the implementation of this grant one detective will be selected from the University Of Missouri Police Department to become a full time member of the Task Force. This

individual will be evaluated for prior training, experience, and abilities and will be sent to the necessary training that will enable him or her to conduct investigations to include on site data seizure. Additionally equipment and services will be purchased in accordance with the grant. Undercover Cellular telephone minutes will be purchased for a 12 month period allowing for undercover cellular telephone investigations.

Primary DSL Internet service will continue to be provided by Tranquility Internet Services of Columbia. Internet service through a wireless aircard will continue to be provided through AT&T Internet Services as they have provided a very competitive rate and are willing to provide this service on a month-to-month basis. Memberships to America-On-Line will be purchased to allow investigators to conduct investigations of illegal conduct through the use of this service. Equipment and upgrade equipment will be purchased in accordance with Boone County Purchasing requirements.

Continuing and advanced training for both on line investigators and forensic examiners will be arranged with this grant providing travel, lodging, and daily expenses at the appropriate times to attend these training opportunities. One forensic examiner joining the Task Force and one remaining examiner will receive training on Encase forensics. All forensic examiners will receive advanced training in a variety of forensic techniques. Additionally as investigations mandate, investigators may be assigned to travel to outside jurisdictions for both investigative purposes and prosecution purposes.

4. Budget Justification

The following is information pertaining to each budget item for which grant funds are being sought.

Personnel:

Investigators/forensic personnel: Two investigators, one of whom is also a forensic examiner, have been funded through the ICCG grant. This grant will continue their positions. An additional investigator, supplied by the University Of Missouri Police department will be a new position. Each of these positions will be full time.

Personnel Overtime: Overtime is based on hours worked during the 2008 calendar year.

Overtime is being sought for the two investigators being retained by this grant and the new officer sought by this grant. Overtime is also requested for two additional investigators/forensic examiners who are assigned fulltime to the task force by the Boone County Sheriff's Department and the Columbia Police Department with their straight time salaries and benefits paid by each of those sending agencies. Overtime will be used as needed and may vary in specific hours and personnel as estimated on the overtime budget page.

Travel:

Encase Computer I: Two forensic investigators will be sent to this first of two forensic classes which will train them in the use of Encase forensic software.

Encase Computer II: Two forensic investigators will be sent to this second of two forensic classes which will train them in the advanced use of Encase forensic software.

Protect Our Child Conference: Five investigators assigned full time to the task force, one forensic examiner assigned part time, and one assistant prosecuting attorney will be sent to this conference in Kansas City. This conference is sponsored by the U.S. Department of Justice.

ICAC Investigative Techniques: The new investigator sought by this grant will be sent to this training. This is a basic training course for beginning investigators.

ICAC Undercover Investigations: The new investigator sought by this grant will be sent to this training, after first completing the ICAC IT course.

Peer To Peer Training: Four investigators and forensic examiners will be sent to this course providing this course is scheduled in Missouri or surrounding states in a proximity that allows for driving to the class.

Investigative Travel: These funds will be used for such occasions an investigator may be required to travel and remain for at least one overnight stay for the purpose of conducting investigations outside an area in a proximity that would allow the investigator to return to their home at night. These funds would also be used if necessary if investigators/forensic examiners are required to stay away from home for at least one overnight stay due to a criminal court proceeding on MMIC Task Force related investigations and no other sources are available for funding such as prosecutors funds.

Equipment:

LCD Projector: This item is for public and community presentations and allows the presenter to display PowerPoint or other demonstrations to the audience. This unit should be small and as light as possible so easily carried. It should also be wireless if possible. Currently the Task Force is using a borrowed projector.

Speakers: Two speakers will be purchased that can be used for public and community presentations. These speakers will allow for showing of video and public service announcements pertaining to the safety of children and families. These speakers should be as small and light as possible in order to easily carry to presentation sites.

Router: This equipment item is to hook up additional undercover computers to an existing undercover Internet Service.

Hard drives for forensic examinations: These are to increase the number of hard drives needed to conduct forensic examinations and prepare examinations for court. Hard drives should be in 300GB, 500GB, and Terabyte sizes. Costs of these items vary constantly depending on size, availability, and discounts offered for bulk sales. These drives are used to create forensic images of suspect drives and media and may have to be maintained until the court process is over. Upon completion of the court process data contained on these drives may on occasion be backed up to other storage devices such as DVD's and stored. If needed again the stored data may then be put back on an appropriate sized hard drive. Specific numbers, sizes, and costs of these items can not be accurately estimated for future purchase.

FTK Mobile Phone Examiner Kit: This equipment will be purchased to aid forensic examiners with the examination, extraction of data, and preparation for court pertaining to cellular telephones. This equipment will be used in conjunction with the CelleBrite UFED System.

CelleBrite UFED System: This equipment will be purchased to aid forensic examiners with the examination, extraction of data, and preparation for court pertaining to cellular telephones. This equipment will be used in conjunction with the FTK Mobile Phone Examiner Kit.

Portable Printer: This item will be used by investigators during the service of court ordered search warrants. This equipment will be used in conjunction with laptops already used by investigators to document the actions taken during the service of search warrants and to prepare evidence labels and receipts on scene. This equipment produces a more professional investigation and presentation in court.

19" Flat Screen Monitors: These monitors will be used with computers already in the possession of the MMIC Task Force but assigned to the new investigator and returning forensic examiner.

Laptop Stand: This equipment will be used in conjunction with laptop computers currently used by the MMIC Task Force and the portable printer sought with this grant. This stand allows an investigator to use this equipment when there is no desk or suitable place to conduct on scene work as described previously. A lack of proper space for using a laptop computer on scene is very common.

XP Pro Image Backup System: This equipment will be used to easily backup and/or store case files, generally consisting of forensic images, forensic examination files, and electronic case files, to DVD's. This equipment allows forensic examiners to make these transfers automatically rather than feed the data to DVD's one at a time. Currently single sided DVD's hold slightly over 4 GB's of data. Hard drives containing the forensic and examination files will typically be 300 gb, 500 gb, or terabyte size. With the automated equipment backups that may take many hours of the examiner's time can be done while the examiner attends to other duties or even when not present such as overnight or over weekends. This automation and savings of individual attention hours allows the examiner to focus on other cases thus allowing more cases to be processed.

Shadow 2: This equipment allows forensic examiners to see and examine a computer in the environment seen by the user while prohibiting any change of data on the suspect computer. This equipment also allows examiners to take screen shots or photographs of the screens including various files and program settings for court presentations. Currently the MMIC Task Force utilizes a Shadow 1 that was purchased by the Boone

County Sheriff's Department. The Shadow 2 is designed to accommodate SATA drives where the Shadow 1 is designed for IDE drive examinations.

Forensic Computer: This equipment is to replace and update a current forensic computer already in use. The Fred forensic computer is specifically designed by Digital Intelligence for the examination of computer hard drives. Currently the MMIC Task Force has three computers used for forensics, one of which was purchased in March 2005. Although these computers were built to specific specifications they are not designed specifically for forensic analysis of electronic media. The replaced unit will be either used as an undercover computer for a new investigator if funded, or it may be used as a work station where area law enforcement officers can view processed forensic files, under the supervision of a forensic examiner. This may also help in the turn around time of processing seized computers.

Supplies/Operations:

Cellular Telephone Minutes for Undercover Cellular Telephone: The MMIC Task Force currently has a cellular telephone used for undercover investigations. This phone is used for phone calls and text messaging with suspects. This item will purchase unlimited phone and text messaging for one year.

Digital Voice Recorders: These recorders are for recording on scene and telephone interviews with suspects.

Digital Audio Recording Telephone Adapter: These adapters will be used in conjunction with the recorders. This adapter permits the recorder to be attached to regular telephones or cellular telephones to record calls between suspects and investigators. This device can

also be used when recording face to face interviews while the recording device is concealed.

Lexis-Nexis Program: This is a subscription to a public record program that allows investigators to track and locate suspects and witnesses. This is a new subscription.

Encase Forensic Software: This software is a forensic tool for forensic examiners. This is new software for two examiners and extends their capabilities.

Undercover Internet Access: This is an undercover Internet account for investigators to conduct undercover investigations and for both investigators and forensic examiners to have Internet access to areas necessary for their investigations yet restricted through governmental Internet accounts. The governmental restricted areas may include porn sites, program sites, and others.

Internet Wireless Air Card: This device allows investigators to access the Internet from remote sites. This device is used for enticement investigations when the decoy investigator needs to be at a meeting site yet have Internet contact with the suspect. This device also allows investigators to have Internet access when working case away from the office area such as surrounding counties.

America On Line Subscription. This one year subscription allows for undercover investigations into child enticement, child pornography, and other crimes through the AOL network. Two subscriptions are being requested for two investigators.

Forensic Tool Kit License: This is a yearly license and support to operate the Forensic Tool Kit forensic software by Access Data. Four forensic examiners are licensed to use FTK. In 2008 the license fee was increased to \$655 each and Access Data indicates 2010 license fees will increase approximately 10% to \$720 each.

Encase One Year License: This license is for one forensic examiner already licensed to use Encase forensic software.

Antivirus Subscription: 15 one year subscriptions for AVG antivirus. These subscriptions are for forensic, undercover, laptop, and work station computers used by the MMIC Task Force.

FTK Forensic Training Package: This is an all in one training package that allows forensic examiners to attend any training offered by Access Data during a one year period. Three forensic examiners will attend at least three advanced forensic classes. These classes will be attended through Webinar thus saving travel and hotel expenses. Training in this fashion saves a substantial amount of money and allows for more advanced training.

Encase Computer Forensics I Training: This is a class registration fee to attend the basic Encase forensic class. This class is for two forensic examiners to learn the proper usage of this forensic tool.

Encase Computer Forensics II Training: This is a class registration fee to attend the advanced Encase forensics class. This class is for the two forensic examiners attending the basic class to gain advanced forensic training using the Encase forensic tool.

Protect Our Children Conference: This is for registration for six investigators and one assistant prosecuting attorney to attend this conference in Kansas City. This conference is sponsored by the U.S. Department of Justice, Kansas City Office and is for cyber crime investigators and forensic examiners from the Mid-USA area.

Camtasia Studio/Snagit Bundle: This is packaged software containing both Camtasia and Snagit video recording and photograph imaging capabilities. This software allows investigators to document undercover Internet investigations and conversations and

allows forensic personnel to document and record various aspects of the forensic examination. This software also assists investigators and forensic examiners in preparing and editing courtroom testimony.

5. Supplanting

None of the grant items requested represents a currently funded item either from local matching funds, federal, or state grants. Personnel funding in this grant is for either new personnel or to retain personnel whose funding will be terminated. Overtime funding is being sought through this grant for personnel whose salaries are funded through sending agencies on a straight time basis only.

In this grant process grants are being applied for through two potential grant sources. This is being done in order to maintain or increase the level of services the MMIC Task Force is providing to law enforcement, prosecuting attorneys, and citizens in the Mid-Missouri area. Any funds that are eventually awarded by the Missouri ICCG grant will not be funded through this grant. Funds that are received through this grant will be used for new services, equipment, training, or transportation incurred during this grant period.

6. Community Impact

The Mid-Missouri Internet Crimes Task Force will impact the community in a number of ways including the investigation of Internet crimes; the prosecution of Internet offenders; the protection and education of Mid-Missouri children; the education of parents, teachers, law enforcement officers, and others concerned with the safety of children and reducing Internet crime. Over the past year we have seen an increase in cases reported as a result of this community awareness.

How do we decide the value of keeping a child from being the victim of a sexual assault? How do we determine exactly how many children a pedophilic sex offender may have molested before being apprehended? How many children would he continue to molest if not caught?

Foremost is the reduction of sexual perpetrators in Missouri. This can be achieved at least two ways: by apprehending the offenders and by utilizing the media and other sources to discourage offenders from coming to our jurisdiction. A strong, offensive approach will be proactive by letting Internet criminals know that Mid-Missouri is not a place to commit Internet crimes against children. This Task Force can be a powerful component in the fight against Internet predators. Parents are concerned about school violence and the safety of their children. This Task Force works closely with area schools to look for and to pursue any threat or electronic communication that creates concerns about safety in our schools.

It seems unlikely that for the next several years at least, the number of criminal offenses against children will decrease with substantial increases likely. Only by increasing resources will law enforcement be hopeful of eventually reducing these classifications of criminal activity.

E. Cost Assumption

The governing body of Boone County government recognizes the need for the aggressive enforcement of Internet related crimes, especially crimes committed against children and families. The Mid-Missouri Internet Crimes Task Force has obtained private donations and grants that assist in making this Task Force possible. This community support has confirmed to Boone County government our citizens consider this issue to be a priority. The Task Force has also worked closely with area media sources to inform listeners to the needs of this project. Additionally Boone County government has a tradition locally and nationally of being progressive in service to our community.

F. Evaluation Procedures

This program will be evaluated by utilizing two evaluation formats. First, periodic calculations will be compared with the set goals and objectives to see if they are met or exceeded. Secondly the following criteria will be evaluated on a monthly, quarterly, and annual basis:

1. Number of investigations conducted
2. Number of investigations cleared
3. Number of investigations cleared by arrest and exceptional means
4. Number of forensic examinations performed
5. Number of subpoenas served
6. Number of search warrants served
7. Number of community presentations and number of attendees

G. Report of Successes

The Task Force serves the Mid-Missouri area by investigating Internet related crimes against children and assisting other agencies in our service area with Internet related investigations. During 2008, the Task Force conducted one hundred and twenty investigations which is an 11% increase over the previous year. The task force disposed of one hundred and five cases which was a 34% increase over 2007 and arrests were up by 35% over the previous year. Although fewer subpoenas were actually served in 2008 over the previous year, search warrants served increased by 28%.

In 2008 The MMIC Task Force identified fourteen Mid-Missouri children between the ages of three and sixteen who were victims of the production of child pornography, sexual assault, and one victim of cyber harassment that resulted in charges. Convictions during 2008

handed down over ninety-one years in sentences. In addition to assisting local law enforcement we assisted the United States Department of Immigration And Customs Enforcement and the Federal Bureau of Investigation in several federal investigations.

In 2008 we provided one hundred nine forensic analysis's of computers and associated media on cases the Task Force has investigated as well as computers and media seized by member agencies. This was a 108% increase over the previous year. The number of forensic examinations has gone way beyond our expectations and this number will continue to grow as the number of investigations increase.

In 2008 we provided four hundred twenty-nine hours of training for Task Force Investigators and forensic examiners. This training allows the investigators to maintain a level of expertise and professionalism that makes them both productive and a resource for other Internet crimes investigators. Additionally we provided three in-service training opportunities to 94 law enforcement officers in our service area and saw a 166% increase in technical assistance to law enforcement and prosecutors in our service area.

We have also been working diligently to develop and present programs on Internet Safety to all citizens and families in our service area. We have developed programs for parents and other programs for children who use the Internet. During the 2008 calendar year we gave presentations to forty-six groups with a total of approximately three thousand seven hundred ninety attendees which is an 84.5% increase over the previous year. Already during the first fourteen weeks of 2009 the Task Force has provided ten programs to nearly six hundred participants and conducted an open house at the State Capital for Missouri legislators.

In addition we took part in two Internet Safety Night events sponsored by MORE.net. These events allowed for public participation and were transmitted by closed circuit to a number

of schools in Missouri as well as several other states including Arkansas, California, New York, Florida, Arizona, Illinois, Kentucky, Virginia, Pennsylvania, and Canada. A panel answered questions from viewers on a variety of topics concerning Internet safety.

In June two task force investigators spent a Saturday morning at a Columbia Wal-Mart Super Center visiting with parents, guardians, and other customers concerned with the safety of children. We set up a table with resource materials obtained from a variety of reliable sources such as the National Center for Missing and Exploited Children. As patrons entered the store we had the opportunity to visit with them about their Internet safety concerns and distribute materials to help them keep their families safe.

During the year 2008 we also had the opportunity to talk with parents and grandparents at the Mid-Missouri Home Schoolers Safety Fair and the Elderly Festival. On three occasions throughout the past year we were invited to testify at Missouri legislative sub-committees on a variety of Internet topics and participated at the second Missouri Governor's Summit for Online Child Exploitation.

We also continued an internship program through Columbia College. This program allows selected Columbia College students participating in either Criminal Justice or Information Technology degree programs to assist the Task Force and receive credit hours. These students were outstanding and provided much needed assistance in a variety of aspects including everything from research, clerical work, hooking up computers, wiping hard drives, and other tasks while learning through first hand experience about Internet related investigations.

The Mid-Missouri Internet Crimes Task Force has proven to be very successful. Even with our limited resources we have made a major impact on Internet crimes in the Mid-Missouri

area and have established ourselves as a leader in Missouri in the fight against Internet Criminals.

**EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG) PROGRAM
Recovery Act
2009 CERTIFIED ASSURANCES**

APPLICANT AGENCY:	County of Boone
PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

In addition to the general terms contained in the *Recovery Act - JAG Application Packet*, the Applicant is also conditioned upon and subject to compliance with the following assurances:

1. The Applicant assures that it shall comply, and all its subcontractors shall comply, with the applicable provisions of the **Omnibus Crime Control and Safe Streets Act of 1968**, as amended by Title IV, Section 40121 of the Violent Crime Control and Law Enforcement Act of 1994, Public Law 103-322; the *Missouri Department of Public Safety Financial and Administrative Guidelines for Contracts*; the *OCFO Financial Guide*; the *2009 Recovery Act - JAG Grant Program Application Packet*; and other applicable federal laws, orders, circulars, or regulations.
2. The Applicant understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.
3. The Applicant agrees to maintain the records necessary to evaluate the effectiveness of the project.
4. The Applicant agrees to submit the appropriate reports in a timely manner as required in the *Program Guidelines* under "**Reporting Requirements**" for their project.
5. **Personnel:** The Applicant assures that time/attendance records shall support any personnel costs and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved. Payroll records and time sheets shall be made available during monitoring visits.
6. **Travel:** Expenditures for travel shall be supported and documented by signed travel vouchers. Lodging, transportation, and itemized meal receipts shall be available. Meals (including tips) shall not exceed the federal per diem rate for that location per meal. Federal grant funds will not be disbursed at a flat daily per diem rate. Lodging expenses must be reasonable and closely adhere to federal per diem rates as well. Per diem rates for meals and lodging can be found at www.gsa.gov. Incidentals are not eligible for grant reimbursement. The Applicant is responsible for ensuring that travel is completed in the most cost effective means. Only actual travel costs may be reimbursed and only after the travel has been completed.
7. **Training:** Cyber crime detectives and computer forensic personnel shall meet minimum training standards. Computer Crime Investigative Tasks generally fall into the following three categories:
 1. Field Investigations (Search & Seizure / Knock & Talks)
 2. On-Line Investigations
 3. Computer Forensic Investigations

The respective minimum training standards, by category, shall either be in place at the time of application for a grant, the training is scheduled to begin within grant period, or that the grant will be primarily to address training needs. Note: Police/Peace Officer Certification is mandatory and foundational in all aspects.

- **Field Investigator**
Minimum:

Trained and certified to utilize one or more of the following pre-search tools:

- ImageScan (FBI/RCFL on site search tool)
- Knoppix (Linux based search tool)
- STOP Program (Presearch program taught by NW3C for presearch of computers)

All of these items are taught and provided by various entities at no cost.

Recommended:

- Peer-to-Peer (P2P) (File sharing training)

➤ **On-Line Investigator**

- Training in undercover communications to identify subjects enticing minors via the Internet. [NW3C (BOTS Program), ICAC Search Program, ICAC Undercover Chat Investigations, or similar training].
- Some form of documentation, certification, etc., regarding the understanding of the activity with knowledge of the laws and regulations for on-line chat investigations.

➤ **Computer Forensic Investigator**

Minimum:

- Basic Training with programs such as Basic Data Recovery & Analysis (BDRA) through the NW3C (offered free) or similar entry-level training.
- Some form of proficiency documentation or certification.
- Ability to present the findings for effective prosecution to include advanced forensic tool training with forensic examination tools such as EnCase, Forensic Tool Kit and I-Look (or similar tools).

Preferred:

- IACIS, two-week school (In addition to advanced forensic tool training listed above)

8. **Equipment:** Expenditures for equipment shall be in accordance with the approved budget. All items of equipment shall be assigned an inventory number and be readily identifiable as being purchased with Recovery Act - JAG funds administered by the Missouri Department of Public Safety. The Applicant is responsible for replacing or repairing property which is willfully or negligently lost, stolen, damaged, or destroyed. Any loss, damage, or theft of the property must be investigated and fully documented and made part of the official project records. The Applicant shall use and manage equipment in accordance with its procedures as long as the equipment is used for criminal justice purposes. When equipment is no longer needed for criminal justice purposes, the Applicant shall dispose of equipment in accordance with State or Local procedures, with no further obligation to the Missouri Department of Public Safety.

9. **Supplies/Operating Expenses:** Expenditures for supplies and operating expenses shall be in accordance with the approved budget and documentation in the form of paid bills and vouchers shall support each expenditure. Care shall be given to assure that all items purchased directly relate to the specific project objectives for which the contract was approved. The titles of films, brochures, and other "miscellaneous items", not specifically outlined in the approved budget, shall be submitted to the Missouri Department of Public Safety, Office of the Director, for approval **prior** to purchasing it. No indirect costs will be allowed.

10. **Contractual Services:** The Applicant assures that the following general requirements will be followed when subcontracting for work or services contained in this proposal:

- a) All consultant and contractual services shall be supported by written contracts stating the services to be performed, rate of compensation and length of time over which the services will be provided which shall not exceed the length of the grant period.
- b) Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace. Rates exceeding \$450 (excluding travel and subsistence costs) for an 8-hour day requires written, prior approval from the U.S. Department of Justice. An 8-hour day may include preparation, evaluation, and travel time.
- c) A copy of all written contracts for contractual or consultant services shall be forwarded to the Missouri Department of Public Safety, Office of the Director, upon their ratification.

- d) Payments shall be supported by statements providing the services rendered and supporting the period covered.
 - e) Any contract or agreement for services of \$3,000 or more which is not entered into as a result of competitive bidding procedures (or if only one bid is received) shall receive prior approval from the Missouri Department of Public Safety, Office of the Director.
11. **Confidential Funds:** The allocation, use, and expenditure of funds made available by this award for confidential expenditure will be made in compliance with the procedure defined and set forth in the *OJP Financial Guide*, Chapter 8 and the *Confidential Funds Certification Form* included within the *Recovery Act - JAG Application Packet*.
12. **Budget Revisions:** Contractors shall make a written request for approval from the Missouri Department of Public Safety for major budget changes on a *Request to Revise the Budget* form at least 30 days prior to the proposed change. **Prior written** approval in the form of a *Contract Adjustment Notice* shall be received from the Missouri Department of Public Safety, Office of the Director, for certain changes in the budget as outlined below:
- 1. Changes which increase or decrease the total cost of the project.
 - 2. Change of more than 10% of an existing line item within a budget category.
 - 3. Addition of a new line item in any budget category.
 - 4. Change in expenditure amounts from budget category to budget category.
 - 5. The addition of an item to the project budget.
13. **Program Revisions:** Contractors shall submit in writing on the *Change of Information Form* any program changes that the agency experiences during the contract period. Major program changes may be subject to approval from the Missouri Department of Public Safety, Office of the Director. Program revisions include changes as outlined below:
- 1. Change in project site or service area.
 - 2. Change in or temporary absence of the Project Director, Authorized Official, or Officer in Charge.
 - 3. Change in or temporary absence of the person who receives the Monthly Report of Expenditures form.
 - 4. Change in project-funded staff (indicate change in personnel names and effective date of change).
 - 5. Change in scope of programmatic activities or purpose of the project.
 - 6. Change in mailing address or contact information
14. **Procurement:** The Applicant assures that all procurement transactions whether negotiated or competitively bid and without regard to dollar value shall be conducted in a manner to provide maximum open and free competition. In addition, the Applicant assures that all procurement transactions will meet the minimum standards set forth in the *Missouri Department of Public Safety Financial and Administrative Guide for Contracts*.
15. **Sole Source Procurement:** When only one bid is received or only one vendor is contacted, the purchase is deemed to be sole source procurement. Sole source procurement on purchases with an individual cost of \$3,000 to \$10,000 requires **prior** approval by the Missouri Department of Public Safety. In addition, sole source procurement for amounts in excess of \$100,000 requires **prior** U.S. Department of Justice approval.
16. **Project Income:** The Applicant agrees to account for project income generated by the activities of this contract, and shall report receipts and expenditures of this income on a *Program Income/Federal Forfeitures Report*. (Note: All project income shall be expended during the life of the contract).

17. The Applicant shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
18. The Applicant certifies that all expendable and non-expendable property purchased with funds awarded under this contract shall be used for criminal justice purposes only.
19. The Applicant assures that federal grant funds made available will not be used to supplant state and local funds, but will be used to increase the amount of funds that would, in the absence of these funds, be made available for the activities of this project.
20. The Applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe, will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract.
21. **Audit:** Non-Federal entities that expend \$500,000 or more in federal funds (from all sources including pass-through subawards) in the agency's fiscal year (12-month turnaround reporting period) shall have a single organization wide audit conducted in accordance with the provisions of OMB Circular A-133.
22. The Applicant assures that it will comply, and all of its subcontractors will comply, with the non-discrimination requirement of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 U.S.C. 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
23. The Applicant assures that, in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights Compliance (OCRC) of the Office of Justice Programs, U.S. Department of Justice.
24. The Applicant assures that, if required to formulate an Equal Employment Opportunity Program (EEOP) in accordance with 28 CFR 42.301 et.seq., it will submit a certification to the Missouri Department of Public Safety that it has a current EEOP on file, which meets the requirements therein.
25. The Applicant assures that it will provide to the Missouri Department of Public Safety an EEOP, if required to maintain one, where the application is for \$500,000 or more.
26. **Lobbying:** As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certified that:
 - a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.
 - b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and

submit Standard Form- LLL, "Disclosure of Lobbying Activities," in accordance with its instruction.

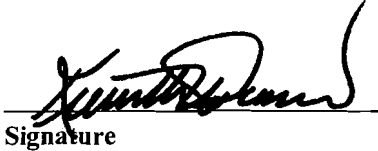
27. If the Applicant is a law enforcement agency, the Applicant assures that the agency is in compliance with Sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2 states that "any law enforcement agency which employs a peace officer who is not certified as required by sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety or criminal justice purposes."
28. If the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in compliance with the provisions of Section 43.505, RSMo relating to uniform crime reporting, and Section 590.650, RSMo relating to racial profiling.
29. If the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in compliance with the provisions of Section 513.653, RSMo relating to acquiring an independent audit of federal seizures and the proceeds received therefrom. **A copy of such audit shall be provided to the Department of Public Safety at the time of submitting the Recovery Act - JAG Application.**
30. Debarment, suspension, and other responsibility matters (direct recipient): As required by Executive Order 12549, Debarment and Suspensions, and implemented at 28 CFR Part 67, for prospective participants in primary Covered transactions, as defined at 28 CFR Part 67, Section 67.510
 - 1) The Applicant certifies that it and its principles:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default; and
 - 2) Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.
31. The Missouri Department of Public Safety, Office of the Director, reserves the right to terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor of the effective date of termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri. The contractor shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.
32. It is understood and agreed upon that, in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.

33. An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety shall have the right, at its sole discretion, to renew any such award of contract on a year-to-year basis. Should the Department of Public Safety exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety in the documents developed for such renewal. Failure to comply with such terms set forth by the Department of Public Safety will result in the forfeiture of such a renewal option.

Failure to comply with any of the foregoing certified assurances could result in funds being withheld until such time as the contractor takes appropriate action to rectify the incident(s) of non-compliance. The Applicant hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the contract application.

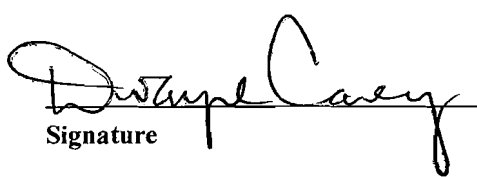
Ken Pearson

Authorized Official Name (Please Print)

 4/16/09
Signature Date

Dwayne Carey

Project Director Name (Please Print)

 4-16-09
Signature Date

REPORT OF EXPENDITURES AND CHECK PAYEE INFORMATION

The following information is necessary if your agency receives a contract from the Missouri Department of Public Safety. Please complete the entire form.

Report Mailing Information:

Name and address of the individual who will be responsible for receiving and completing the **Monthly Report of Expenditure and Request for Reimbursement Report**.

NAME: Captain Chad Martin

AGENCY: Boone County Sheriff's Department

ADDRESS: 2121 County Drive
(include city, state, and zip)
Columbia, MO 65202

TELEPHONE: 573-875-1111 **FAX NUMBER:** 573-874-8953

E-MAIL ADDRESS: CMartin@boonecountymo.org

Check Payee Information:

List the name and address of the check payee. Do not include an individual's name, only the name and address of the agency to which the check must be made payable. *(Example: City of Jefferson, not Jefferson City Police Department; County of Cole, not Cole County Sheriff's Office)*

AGENCY: Boone County Sheriff's Department

ADDRESS: 2121 County Drive
(include city, state, and zip)
Columbia, MO 65202

** As directed by the Missouri State Office of Administration, each applicant agency receiving a contract will be set-up to receive all reimbursements via electronic transfer (ACH) rather than by receiving a paper check, if capable.*

OFFERER'S CONTRACT EXPERIENCE

List the agency's prior experience in receiving and administering funds through other federal, state, local, or private funding programs.

Previous Contract With

Agency: Mo Dept of Public Safety Address: _____

City: Jefferson City State: MO Zip Code: _____

Person Familiar With Performance: Eric Shepherd

Title: Manager LE Grants Telephone Number: 573-751-4905

Description of Project

Contract Period: From 01-01-2006 To 12-31-06

Summary of Project Activities:

STOP Grant funds a domestic violence against women project in Boone County.

This grant funds an investigator and a variety of equipment

.....
Previous Contract With

Agency: Mo Dept of Public Safety Address: _____

City: Jefferson City State: MO Zip Code: _____

Person Familiar With Performance: Heather Haslag

Title: Program Representative Telephone Number: 573-751-4905

Description of Project

Contract Period: From 12-15-06 To 05-31-09

Summary of Project Activities:

Internet Cyber Crime Grant funds the Mid-Missouri Internet Crimes Task Force in part.

This grant funded two investigators, training and travel to training.

This program is a joint multi-jurisdictional effort to investigate Internet Crimes
against children and families.

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

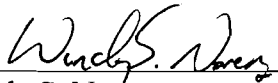
In the County Commission of said county, on the 16th day of April 20 09

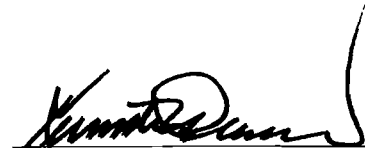
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the Internet Cyber Crime Grant Application.

Done this 16th day of April, 2009.

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

MID-MISSOURI INTERNET CRIMES TASK FORCE



2010

Internet Cyber Crime Grant
Application

Boone County Sheriff's Department
County of Boone, Missouri

APPLICATION SUMMARY REPORT

Applicant Agency: County of Boone								
Project Title: Mid-Missouri Internet Crimes Task Force								
Applicant Authorized Official			Applicant Project Director			Officer in Charge/Supervisor of Project		
Name & Title Ken Pearson			Name & Title Dwayne Carey			Name & Title Andy Anderson		
Agency Boone County Commission			Agency Boone County Sheriff's Dept.			Agency Boone County Sheriff's Dept		
Address 801 East Walnut Street			Address 2121 County Drive			Address 5551 South Highway 63		
City Columbia	State MO	Zip 65201	City Columbia	State MO	Zip 65202	City Columbia	State MO	Zip 65201
Phone # (573) 886-4305	Fax # (573) 886-4311		Phone # (573) 875-1111	Fax # (573) 874-8953		Phone # (573) 442-4313	Fax # (573) 442-4966	
E-mail Address KPearson@boonecountymo.org			E-mail Address DCarey@boonecountymo.org			E-mail Address (Required) AAnderson@boonecountymo.org		
State/Federal Funds Requested			Local Match Share Required			State Provided Match (MJDTF Only)		
\$ 244184.81			\$ 57,079.20			\$		

Geographic Area(s) to be served by this project (Include all Counties and Cities that are part of this grant and will be served by the Project):

Boone County, including the cities of Columbia, Centralia, Ashland, Sturgeon, Hartsburg, Rocheport, Hallsville, and Harrisburg. Other Counties include Audrain, Callaway, Cole County, Cooper, Howard, and Randolph. The largest cities in these counties are Mexico, Fulton, Jefferson City, Boonville, Fayette, and Moberly respectively.

The requested funds will be used to:

- Fund a New Project
- Expand/Enhance an Existing Project
- Continue a Previously Funded Project

Give a brief summary of the services to be offered by this project:

The Mid-Missouri Internet Crimes Task Force is a joint cooperative effort formalizing relationships between and among the participating agencies in order to foster an efficient and cohesive unit capable of addressing the problem of crimes committed through the use of computers and Internet within the Mid-Missouri area. The major focus of this task force is the detection and investigation of Internet crimes committed against children. Investigations may include Internet enticement of children, promoting and possession of child pornography, trafficking of children, cyber bullying, trafficking of illegal narcotics to minors, terrorist threats such as plots of violence at schools, or other crimes perpetrated through the use of computers, the Internet, or other electronic media. This task force also provides forensic examinations of computers and other electronic media to law enforcement agencies and prosecuting attorneys in the Mid-Missouri area. To improve public safety, investigators assigned to this task force participate in a public awareness and education program to educate parents, grandparents, social workers, school officials, students, and others about the dangers of the Internet. These programs also serve to educate the public on methods to reduce the likelihood of becoming a victim of Internet crime. Primarily these programs are provided to public, private schools, parent organizations, civic groups, religious organizations, local media, and other group meetings.



APPLICATION FOR FUNDING

Office of the Director
P.O. Box 749
Jefferson City, MO 65102

1-573-751-4905
website: www.dps.mo.us



SECTION 1 - INSTRUCTIONS

This application must be typewritten. Please refer to the enclosed instructions to complete this form.

SECTION 2 - GRANT PROGRAMS

- 7A - Victims of Crime Act
SSVF - State Services to Victims Fund
STOP - Stop Violence Against Women Grant Program
JAG - Justice Assistance Grant
MCLUP - Mo. Crime Lab Upgrade Program
RSAT - Residential Substance Abuse & Treatment Program
CLAP - Crime Lab Assistance Program
LLEBG/JAG - Local Law Enforcement Block Grant/JAG
LGSD - Local Government School District Program
Title V - Delinquency & Youth Violence Prevention
Title II - Juvenile Justice Formula Grants
JAIBG - Juvenile Accountability Incentive Block Grant
Challenge - Statewide Policies and Programs
Paul Coverdell National Forensic Sciences Grant
ICCG - Internet Cyber Crime Grant

SECTION 3 - APPLICANT AGENCY

AGENCY: County of Boone
FAX: (573) 886-4311
PHONE: (573) 886-4305
ADDRESS: 801 East Walnut Street
CITY: Columbia
STATE: MO
ZIP: 65201

SECTION 8 - PROJECT TITLE

Mid-Missouri Internet Crimes Task Force

SECTION 4 - APPLICANT AUTHORIZED OFFICIAL

NAME: Ken Pearson
FAX: (573) 886-4311
PHONE: (573) 886-4305
TITLE: Presiding Commissioner

SECTION 9 - TYPE OF APPLICATION

- New
Revised
Renewal
Continuation (checked)

SECTION 10 - CURRENT CONTRACT NUMBER(S)

2007-ICCG-001

SECTION 11 - APPLICANT AGENCY'S FEDERAL TAX I.D. #

436000349

SECTION 5 - APPLICANT PROJECT DIRECTOR

NAME: L. Lynne Carey
FAX: (573) 874-8953
PHONE: (573) 875-1111
TITLE: Sheriff
E-Mail Address: DCarey@boonecountymo.org
AGENCY: Boone County Sheriff's Department

SECTION 12 - PROGRAM CATEGORY

ICCG

SECTION 13 - CONTRACT PERIOD

BEGINNING DATE June 1, 2009 ENDING DATE May 31, 2010

SECTION 6 - APPLICANT FISCAL OFFICER

NAME: Kay Murry
FAX: (573) 886-4369
PHONE: (573) 886-4365
TITLE: Treasurer
AGENCY: Boone County Treasurer's Office
ADDRESS: 801 East Walnut Street
CITY: Columbia
STATE: MO
ZIP: 65201

SECTION 14 - TYPE OF PROJECT

- Statewide
Regional (checked)
Local

SECTION 15 - PROGRAM INCOME

Will Program Income be generated? Yes No (checked)

SECTION 16 - BUDGET

TOTAL COST

Table with 2 columns: Budget Category, Total Cost. Rows include PERSONNEL (\$216,762.71), TRAVEL (\$13,363.00), EQUIPMENT (\$29,353.00), SUPPLIES/OPERATIONS (\$41,784.61), CONTRACTUAL, RENOVATION/CONSTRUCTION, and TOTAL PROJECT COSTS (\$301,263.32).

SECTION 7 - NON-PROFIT BOARD CHAIRPERSON (IF APPLICABLE)

NAME:
FAX:
PHONE:

Table with 3 columns: Share Type, Percentage, Amount. Rows include FEDERAL/STATE SHARE (81%, \$244,184.12) and LOCAL MATCH SHARE (19%, \$57,079.20).

TITLE:
AGENCY:
ADDRESS:
CITY:
STATE:
ZIP:

SECTION 17 - AUTHORIZED OFFICIAL'S SIGNATURE

Signature: [Handwritten Signature] Date: 7/16/09

PERSONNEL	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Include all personnel to be funded on the proposed project. 2. Under Title, list each proposed position. 3. Under Name of Individual, list the name of the person who will fill each proposed position (if known). Put "TBH" if position is not filled yet. 4. Show Gross Monthly Salary for each individual and the % of Time to be devoted to this grant-funded project. 5. Indicate whether the position is full-time (FT) or part-time (PT). Part-time is classified as less than 40 hours a week. 6. The Total Cost should be calculated as follows:
(Salary Per Month) x (% of Time on Grant) x (Months to be Employed). | <ol style="list-style-type: none"> 7. Under the Fringe Benefits section, identify the particular benefits for which funds are requested. If dental and vision insurance are not included in the health insurance premium, they should be listed separately under Other. All fringe benefits provided must be itemized. 8. Under the column entitled Basis for Cost Estimate, enter the formula for computing the cost for each fringe benefit. 9. Enter the total in the Total Cost column. 10. Calculate the Total Personnel Cost and the State/Federal Share and Local Match Share according to grant guidelines. |
|---|---|

TITLE OR POSITION	NAME OF INDIVIDUAL	SALARY PER MONTH	FT OR PT	% OF TIME ON GRANT	MONTHS TO BE EMPLOYED	TOTAL COST
Detective	Not yet selected	\$2,948.40	FT	100	12	\$35,380.80
Forensic Examiner	Scott Richardson (Match)	\$6,780.60	PT	10	12	\$8,136.72
		\$0.00				
SUBTOTAL						\$ 43,517.52
FRINGE BENEFITS		BASIS FOR COST ESTIMATE				TOTAL COST
FICA & MEDICARE (0.0765)						\$2,706.63
PENSION/RETIREMENT		.0795 x salary				\$2,812.77
LIFE INSURANCE		.0010 x salary				\$35.38
MEDICAL INSURANCE		.0968 x salary				\$3,424.86
UNEMPLOYMENT COMP.		.004 Only paid when employee is drawing				
WORKERS' COMPENSATION		.0068 x salary				\$240.59
OTHER (PLEASE IDENTIFY)		.0065 Education Benifit				
		.0054 Dental Insurance				
		.0030 Long Term Disability Insurance				
		.0147 Retirees Fund				
		.0132 OPEB				\$1,284.32
SUBTOTAL						\$ 10,734.53
STATE/FEDERAL SHARE		\$ 46,115.33	TOTAL PERSONNEL COST			\$ 54,252.05

LOCAL MATCH SHARE	\$	8,136.72		
--------------------------	-----------	-----------------	--	--

TRAVEL

APPLICANT AGENCY:

County of Boone

PROJECT TITLE:

Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

1. Itemize travel expenses by event.
Under the **Item**, list the type of travel. If the item is a conference/training, identify the conference/training name, location, and date.
3. Under **Basis for Cost Estimate**, supply applicable information regarding total distance to be traveled, rate per mile, total days of travel, number of people traveling, airfare, lodging, and daily meal allowance (i.e. Fuel = \$300/month x 12 months x 2 vehicles = \$7,200 or Lodging = \$79/night x 3 nights x 2 people = \$474). Costs such as shuttles, taxis, parking, toll bridges, etc. may be lumped as "Miscellaneous."
4. Enter the cost of the Item in the **Total Cost** column.
5. Justify in the **narrative** (under Budget Justification) why the travel is necessary for project execution and who will be traveling.
6. Tuition and Registration Fees for eligible training must be listed on the Supplies/Operations Budget page.
7. The amount of mileage allowance shall not exceed **52¢ per mile** for travel occurring between July 1, 2009 and June 30, 2010 and shall not exceed actual transportation fare where public common-carrier transportation is used
8. Travel must be by the most direct practical route. Actual transportation, lodging, and meal expenses must be supported by itemized receipts and must be reasonable. Meals (including tips) shall not exceed the federal per diem rate for that location per meal. Lodging expenses must be reasonable and closely adhere to federal per diem rates as well. Rates can be found at www.gsa.gov. Local rules and regulations will apply if they are more restrictive than those mentioned here. Travel expenses will not be reimbursed until the travel has occurred.

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Encase Computer Forensics I Training-Woodlands Texas, 10-6/10-9, 2009	Airfare-\$450, \$44 daily expenses per day x 5 days, lodging at \$129 per night x 4 nights, \$25 ground transportation, \$8 per day airport parking x 5 days Above training x 2 forensic examiners Dates and estimated costs may vary	2,502.00
Encase Computer Forensics II Training-Woodlands Texas, 10-27/10-30, 2009	Airfare-\$450, \$44 daily expenses per day x 5 days, lodging at \$129 per night x 4 nights, \$25 ground transportation, \$8 per day airport parking x 5 days Above training x 2 forensic examiners Dates, locations, and estimated costs may vary	2,502.00
Protect Our Children Conference Kansas City Sept 15-18, 2009	Hotel at \$118 per night x 3 nights daily expenses at \$49 per day x 4 days 6 investigators and one prosecuting attorney.	3,850.00
ICAC Investigative Techniques Training-August 3-7 th , 2009 Denver, Colorado	Airfare \$380 Daily Expenses \$49 per day x 6 days Airport Parking \$8 per day x 5 Ground Transportation \$30 One investigator	744.00
ICAC Undercover Investigations Training Oct 19-23 rd , 2009 Lexington, KY	Airfare \$ 425 (One investigator) Daily Expenses \$49 per day x 6 days Airport Parking \$8 per day x 5 days Ground Transportation \$ 30	789.00
Peer to Peer Training Not yet scheduled Missouri or surrounding states close enough to drive	Hotel expense \$129 per night x 3 nights Daily expenses \$49 per day x 3 days per investigator x 4 investigators	2,136.00
STATE/FEDERAL SHARE	\$ \$13,363.00	TOTAL TRAVEL COST \$ 13,363.00
LOCAL MATCH SHARE	\$	

EQUIPMENT	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

- | | |
|---|---|
| <ol style="list-style-type: none"> Equipment is defined as tangible property having a useful life of more than one year. Under the Item column, list the item and describe each type of equipment in terms of size, capability, model number, etc. | <ol style="list-style-type: none"> Under the Basis for Cost Estimate, list the number of units of each item and provide a unit cost and a source of bid for each item. Under the Total Cost column, record the cost of each item to be calculated as follows: (number of units) x (unit cost). Record the share amounts to the left also. |
|---|---|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
LCD Projector for public presentations	Internet search as well as office supply search	1,300.00
Speakers for public presentations	Two speakers, estimated expense by Internet search as well as office supply search	100.00
Router	To hook up Internet access to additional computers. Estimate through Staples	90.00
Hard drives for forensic examinations	SATA drives sizes 300 GB, 500 GB, and Teribytes. Exact cost per item will depend on time of purchase.	2,500.00
FTK Mobile Phone Examiner Kit	Complete kit for examining cellular telephones. Marketed by Access Data and priced through them.	1,750.00
CelleBrite UFED System	Forensic extraction Device for cellular telephones, Smartphones, and PDA's. Priced through CelleBrite	4,000.00
Portable Printer	This portable printer will be used with laptop computers when generating paper work such as search. Priced through Internet.	250.00
19" Flat Screen Monitors	4 estimated at \$100 each. Estimated through Staples	400.00
State/Federal Share	\$ 29,353.00	TOTAL EQUIPMENT COST
Local Match Share	\$	

EQUIPMENT	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes

INSTRUCTIONS:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Equipment is defined as tangible property having a useful life of more than one year. 2. Under the Item column, list the item and describe each type of equipment in terms of size, capability, model number, etc. | <ol style="list-style-type: none"> 3. Under the Basis for Cost Estimate, list the number of units of each item and provide a unit cost and a source of bid for each item. 4. Under the Total Cost column, record the cost of each item to be calculated as follows: (number of units) x (unit cost). Record the share amounts to the left also. |
|---|---|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Laptop Stand	Portable laptop stand for use during service of search warrants Priced through office supply	100.00
XR Pro Image Backup System	Backs up data to DVD from imaged hard drives or other media. Priced through Digital Intelligence	10,995.00
Shadow 2	Hardware write blocking device that allows for the user to see a computer as the user sees it. Priced through Digital Intelligence	1,869.00
Forensic Computer	Fred Forensic Computer priced through Digital Intelligence	5,999.00
State/Federal Share	\$	TOTAL EQUIPMENT COST
Local Match Share	\$	

SUPPLIES/ OPERATIONS	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

- | | |
|--|--|
| <p>1. Under the Item column, list by type of supply or operational expense (i.e. office supplies, field supplies, training materials, telephone, cell phone, pager, postage, etc.) Be as specific as possible.</p> <p>2. Under the Basis for Cost Estimate column, list the cost per unit and the number of units being requested.</p> <p>3. Under the Total Cost column, record the cost to be calculated as follows: (number of units) x (unit cost).</p> | <p>4. Tuition and registration fees for eligible training must be listed on this page. These fees will not be reimbursed until the training has occurred.</p> <p>5. Please refer to the Certified Assurances form pertaining to supplies and operating expenses for further information.</p> |
|--|--|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Cellular Telephone Minutes for Undercover Cell Phone	Obtained a one year quote although the price and offer may vary.	100.00
Digital Voice Recorders for Recording Suspect Interviews	5 recorders estimated at \$80 each through Radio Shack. Price may vary with time.	400.00
Digital Audio Recording Telephone Adapter for Recording Suspect Calls	5 devices estimated at \$30 each through Radio Shack.	150.00
Lexis-Nexis Program	This is a one year subscription to a public records program that allows investigators to locate suspects and witnesses. \$192.50 per month.	2,310.00
Encase Forensic Software	Based on estimated provided by Guidance Software at \$4,227.50 each x 2 forensic examiners	8,455.00
Undercover Internet Access	Cost based on 2009 one year subscription	660.00
Internet Wireless Air Card	Cost estimated from 2009 one year subscription through AT&T.	720.00
America On Line Subscription	Two subscriptions for undercover investigations estimated at \$11.99 per month each based on April 09 price	287.76
Forensic Tool Kit One Year License	One year licensing subscription for 4 licenses estimated at \$720 2010 price	2,880.00
Encase One Year License	License for one forensic examiner estimate from Guidance Software	1,300.00
State/Federal Share	\$41,784.61	TOTAL SUPPLIES/ OPERATIONS COST
Local Match Share	\$	

SUPPLIES/ OPERATIONS	APPLICANT AGENCY:	County of Boone
	PROJECT TITLE:	Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

<p>1. Under the Item column, list by type of supply or operational expense (i.e. office supplies, field supplies, training materials, telephone, cell phone, pager, postage, etc.) Be as specific as possible.</p> <p>2. Under the Basis for Cost Estimate column, list the cost per unit and the number of units being requested.</p> <p>3. Under the Total Cost column, record the cost to be calculated as follows: (number of units) x (unit cost).</p>	<p>4. Tuition and registration fees for eligible training must be listed on this page. These fees will not be reimbursed until the training has occurred.</p> <p>5. Please refer to the Certified Assurances form pertaining to supplies and operating expenses for further information.</p>
--	--

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Antivirus Subscriptions	One year AVG antivirus subscription for 15 computers at \$34.99 each	524.85
FTK Forensic Training Package	All access pass for one year training for law enforcement at \$5,000 each x 3 examiners. Sessions to include Windows Forensics (3 days),	15,000.00
	Internet Forensics (3 days), Windows Registry Forensics (3 days). Classes individually are \$1,995 each per person.	
Encase Computer Forensics I Training	4 Day course for 2 examiners at \$1,995 each	3,990.00
Encase Computer Forensic II Training	4 Day course for 2 examiners at \$1,995 each	3,990.00
Protect Our Children Conference Kansas City Sept 15-18, 2009	Registration for 6 investigators and one prosecuting attorney at \$30 each.	210.00
Camtasia Studio/Snagit Bundle	\$269.00 each x 3 investigators	807.00
State/Federal Share	\$	TOTAL SUPPLIES/ OPERATIONS COST
Local Match Share	\$	
		\$

A. Brief History Of The Program Project Agency

The Boone County Sheriff's Department, established in 1821, is a full service law enforcement agency and detention facility located in Mid-Missouri along the major traveled corridors of Interstate 70 and U.S. Highway 63. Boone County has an enhanced 911 dispatch system administered through the Boone County/Columbia Joint Communications and Information Center (JCIC). JCIC will receive over 250,000 calls for service approximately 66,000 of which will be 911 emergency calls. The Boone County Sheriff's Department (B.C.S.D.) Enforcement Division consists of 90 paid sworn deputies and criminal investigators with an additional ten sworn reserve (volunteer) deputies. In addition to patrol and investigations, the Boone County Sheriff's Department provides a Drug Awareness Resistance Education Program, a Crime Prevention and Neighborhood Watch Program, the Community Oriented Policing Program, a Canine Unit, the Boone County Emergency Response Team, a School Resource Officer program, a Traffic Unit, and a teen-oriented Explorer Scouts program. Department personnel actively participate in the Missouri Deputy Sheriff's Association as well as other civic and professional organizations locally, statewide, and nationally.

The Boone County Sheriff's Department began actively investigating crimes perpetrated through the use of computers and the Internet in 1999. In 2002 the Boone County Sheriff's Department focused on investigating the distribution of child pornography and in 2004 began covert investigations into the distribution of child pornography. In January 2007 the Boone County Sheriff's Department joined forces with the Columbia Police Department and Boone County Prosecuting Attorney's Office to establish the Mid-Missouri Internet Crimes (MMIC) Task Force. Currently this task force serves a seven county area and has twenty-two member agencies. Any law enforcement agency in the service area can be a working member of this unit.

B. Statement of the Problem

With increased use of the Internet including cellular telephones, more criminals are finding technology a handy tool to facilitate their criminal activity. Ever-increasing technology presents a variety of problems to law enforcement including, but not limited to, child enticement, child pornography, harassment, terroristic threats, and stealing facilitated through the use of the Internet. The lack of public education and awareness is also a growing concern local law enforcement agencies must face in order to protect children and citizens.

Internet related offenses against children continue to grow at an alarming rate. In the last six months of 2008 the MMIC Task Force identified 24,862 different IP addresses in Missouri offering to share child pornography. This number is up approximately 61% over a six month period in 2007. Many of these computers contain hundreds or thousands of images and videos depicting the often brutal pornographic sexual molestation of children as young as infants and toddlers. The possession and distribution of child pornography has grown to epidemic proportions. According to a 2008 study of over 2,200 Junior High School age children in Mid-Missouri, 12% of all the girls with Internet in their home reported having been asked to send unclothed photographs of themselves.

Although national statistics would indicate the enticement of children over the Internet has decreased, this does not appear to be the case in Mid-Missouri. According to the 2008 study 18% of all the girls with Internet in their home reported having been asked by a stranger they met over the Internet to meet them in person.

In addition to these criminal acts we have seen a growing problem with cyber bullying in Mid-Missouri. In 2008 the Missouri Legislature upgraded the harassment statute to help protect children from those who inflict emotional pain on the young due to the tragic death of a fourteen

year old St. Louis area girl. In the 2008 Mid-Missouri study, 17% of Jr. High age girls with Internet in their home reported having been bullied on line. As all of these problems continue to flourish and grow parents, schools, social workers, and others increasingly seek investigations and training from the MMIC Task Force regarding the protection of their children. As a result, presentations to community groups and schools in Mid-Missouri increased by 37% in 2008.

Advancement in technology changes rapidly in today's world making it very difficult to maintain a level of experience and expertise in this area. Adequate training is lacking across the United States and often scheduled with short notice causing scheduling and financing problems. As defense attorneys and defense experts gain experience, investigators must maintain advanced training in order to adequately testify in criminal proceedings and to overcome defense strategies.

An additional problem facing our task force is that Internet related offenses are not jurisdictional. In 2008 we found an increasing number of investigations mandated investigative work to be performed at the suspect's location as well as in our jurisdiction. Although trained Internet crimes against children investigators are more prevalent than previously, many areas still do not have adequately trained or willing personnel to assist with investigations in a timely fashion mandating investigators travel to various locations.

These are only a small sampling of the challenges facing the Mid-Missouri Internet Crimes Task Force. As the use of the Internet, technology, and cellular telephone usage increases by both minor children and those seeking to commit crimes against them, the challenges for our task force to protect those children and families will continue to grow. As new technology is developed new investigative and forensic techniques will also need to be

implemented. As awareness of Internet related crimes increase, numbers of investigations will increase accordingly straining the resources of the Mid-Missouri Internet Crimes Task Force.

C. Goals and Objectives

The Mid-Missouri Internet Crimes Task Force is a joint cooperative effort formalizing relationships between and among the participating agencies in order to foster an efficient and cohesive unit capable of addressing the problem of crimes committed through the use of computers and the Internet within the Mid-Missouri area. These investigations include but are not limited to Internet enticement of children, child pornography, trafficking of children, trafficking of illegal narcotics to children, harassment, cyber bullying, terrorist threats, and other crimes facilitated through the use of computers, the Internet, or other electronic media and the forensic examination of computers and other electronic media used to facilitate criminal activity. It is the desire of the participating agencies to achieve maximum inter-agency cooperation in a combined law enforcement effort aimed at reducing criminal activity perpetrated through the use of computers, the Internet, and other electronic media within the communities it serves.

The goal of the Mid-Missouri Internet Crime Task Force is to decrease the number of children and families becoming victims of crimes perpetrated through the use of the Internet. Five primary objectives to reaching this goal are outlined through both investigative and educational methods. Each objective is important and stands on its own merit and is not necessarily ranked in any specific order.

1. Increase the number of covert and reactive investigations initiated by the Task Force. As the number of investigations increases the number of Internet criminals that can be identified increases. These covert investigations will include investigations into child enticement, child exploitation, obscenity toward children, and the distribution of child pornography. Accordingly

an increase in reactive investigations provides direct support to families when they are confronted with information that someone is directly attempting to victimize their child.

2. Increase the number of investigations into the distribution of child pornography through file sharing programs. Research indicates a substantial number of those possessing child pornography have engaged in the sexual molestation of children undetected by law enforcement not to mention the re-victimization of children when these horrific image are passed around like a prized possession.

3. Increase the number of forensic examinations and investigations. As a task force we want to increase the services we can provide to law enforcement throughout our service area. In so doing we increase our ability to help area law enforcement with the investigations of Internet crimes and in turn to help children and families in our service area.

4. Continue to keep the task force trained with cutting edge information; conduct or provide in service training for law enforcement in our service area; and provide training for prosecuting attorneys in the Mid-Missouri area to assist them in the prosecution of Internet crimes against children.

5). Continue to provide community presentations to both adults and children. By educating parents and others concerned with the safety of children we can hopefully reduce the number of those who fall victim to Internet criminals. By educating children on the dangers of the Internet we can give them the tools they need to both protect themselves and to know what they can do when someone approaches them on the Internet.

D. Methodology

1. Type of Program

The Mid-Missouri Internet Crimes Task Force is governed by a Board consisting of the agency heads from departments providing personnel or substantial other resources to the Task Force. As of this time three detectives from the Sheriff's Department and one detective from the Columbia Police Department are assigned to the Task Force on a full time basis. Additionally one forensic examiner from the University Of Missouri Police Department is assigned on a part time basis. With this grant we desire to add a full time investigator from the University Of Missouri Police Department. The Task Force serves a seven county area and has twenty-two criminal justice agencies as primary or associate members. In addition to these regular members we have established partnerships with the Rainbow House and Child Advocacy Center of Columbia, Missouri Internet Crimes Task Force, and MORE.net the Internet service provider for Missouri public schools and libraries.

The major focus of this task force is the investigation and prosecution of Internet crimes committed against children. Investigations may include Internet enticement of children, promoting and possession of child pornography, trafficking of children, cyber bullying, trafficking of illegal narcotics especially to minors, terroristic threats such as plots of violence at schools, or other crimes perpetrated through the use of computers, the Internet, cellular telephones, or other electronic media. These investigations focus on both proactive and reactive investigations. Complaints from parents and others are investigated and may be reported directly to the Task Force or through the complainant's local law enforcement. The Task Force also investigates the distribution of child pornography through file sharing programs or other means.

The task force provides forensic examinations of computers and other electronic media to law enforcement agencies and prosecuting attorneys in the Mid-Missouri area. In addition, investigators assigned to this task force participate in public awareness and education programs

to educate parents, grandparents, social workers, school officials, students, and others about the dangers of the Internet and methods to reduce the likelihood of becoming a victim of Internet crime. Primarily these programs are provided to public and private schools, parent organizations, civic groups, religious organizations, local media, or other group meetings. Also task force investigators and forensic personnel provide training to area law enforcement on a variety of issues regarding Internet or computer related investigations and electronic media.

2. Proposed Service Area

The Mid-Missouri Internet Crimes Task Force Services a seven county area in Mid-Missouri. The Task Force provides technical, investigative, and forensic assistance to law enforcement agencies and prosecuting attorneys in the counties that are immediately adjacent to Boone County including Audrain, Callaway, Cole, Cooper, Howard, and Randolph. The largest municipalities in each county are Columbia, Mexico, Fulton, Jefferson City, Boonville, Fayette, and Moberly, respectively. Every law enforcement agency and office of the Prosecuting Attorney in the service area can become a member of the Task Force. Furthermore any law enforcement agency or Prosecuting Attorney in the service area may request the Task Force assist with an investigation regarding offenses involving the Internet, computer, or cellular telephone media. The Task Force will continue to assist outside our service area when appropriate and requested. According to the latest census information this service area has a population of approximately 340,983 of which approximately 22.8% or nearly seventy eight thousand are under eighteen years of age.

3. Project Implementation

With the implementation of this grant one detective will be selected from the University Of Missouri Police Department to become a full time member of the Task Force. This

individual will be evaluated for prior training, experience, and abilities and will be sent to the necessary training that will enable him or her to conduct investigations to include on site data seizure. Additionally equipment and services will be purchased in accordance with the grant. Undercover Cellular telephone minutes will be purchased for a 12 month period allowing for undercover cellular telephone investigations.

Primary DSL Internet service will continue to be provided by Tranquility Internet Services of Columbia. Internet service through a wireless aircard will continue to be provided through AT&T Internet Services as they have provided a very competitive rate and are willing to provide this service on a month-to-month basis. Memberships to America-On-Line will be purchased to allow investigators to conduct investigations of illegal conduct through the use of this service. Equipment and upgrade equipment will be purchased in accordance with Boone County Purchasing requirements.

Continuing and advanced training for both on line investigators and forensic examiners will be arranged with this grant providing travel, lodging, and daily expenses at the appropriate times to attend these training opportunities. One forensic examiner joining the Task Force and one remaining examiner will receive training on Encase forensics. All forensic examiners will receive advanced training in a variety of forensic techniques. Additionally as investigations mandate, investigators may be assigned to travel to outside jurisdictions for both investigative purposes and prosecution purposes.

4. Identification of Matching Funds

Local matching funds will be calculated from an in-kind donation made by the Boone County Sheriff's Department by supplying one detective with a twelve month salary of \$48,942.48 not including benefits. The University of Missouri Police Department is donating one

forensic examiner on a part time basis who will provide at least ten percent of his time to Task Force Investigations amounting to an in-kind donation of at least \$8,136.72. Combined this contribution is 19% of the total project cost.

5. Budget Justification

The following is information pertaining to each budget item for which grant funds are being sought.

Personnel:

Investigators/forensic personnel: Two investigators, one of whom is also a forensic examiner, have been funded through the ICCG grant. This grant will continue their positions. An additional investigator, supplied by the University Of Missouri Police department will be a new position. Each of these positions will be full time. In addition to the new positions, one investigator/forensic examiner will be provided by the Boone County Sheriff's Department whose salary will also be used for local match. The University of Missouri Police Department will provide one forensic examiner on a part time basis to work at least ten percent of this time which will be used as a local match. The Columbia Police Department will also provide one full time investigator/forensic examiner to the Task Force. Even considering all of the personnel identified above, this Task Force remains understaffed when compared to the potential workload.

Personnel Overtime: Overtime is based on hours worked during the 2008 calendar year.

Overtime is being sought for the two investigators being retained by this grant and the new officer sought by this grant. Overtime is also requested for two additional investigators/forensic examiners who are assigned fulltime to the task force by the Boone County Sheriff's Department and the Columbia Police Department with their straight time

salaries and benefits paid by each of those sending agencies. Overtime will be used as needed and may vary in specific hours and personnel as estimated on the overtime budget page.

Travel:

Encase Computer I: Two forensic investigators will be sent to this first of two forensic classes which will train them in the use of Encase forensic software.

Encase Computer II: Two forensic investigators will be sent to this second of two forensic classes which will train them in the advanced use of Encase forensic software.

Protect Our Child Conference: Five investigators assigned full time to the task force, one forensic examiner assigned part time, and one assistant prosecuting attorney will be sent to this conference in Kansas City. This conference is sponsored by the U.S. Department of Justice.

ICAC Investigative Techniques: The new investigator sought by this grant will be sent to this training. This is a basic training course for beginning investigators.

ICAC Undercover Investigations: The new investigator sought by this grant will be sent to this training, after first completing the ICAC IT course.

Peer To Peer Training: Four investigators and forensic examiners will be sent to this course providing this course is scheduled in Missouri or surrounding states in a proximity that allows for driving to the class.

Investigative Travel: These funds will be used for such occasions an investigator may be required to travel and remain for at least one overnight stay for the purpose of conducting investigations outside an area in a proximity that would allow the investigator to return to their home at night. These funds would also be used if necessary if investigators/forensic

examiners are required to stay away from home for at least one overnight stay due to a criminal court proceeding on MMIC Task Force related investigations and no other sources are available for funding such as prosecutors funds.

Equipment:

LCD Projector: This item is for public and community presentations and allows the presenter to display PowerPoint or other demonstrations to the audience. This unit should be small and as light as possible so easily carried. It should also be wireless if possible. Currently the Task Force is using a borrowed projector.

Speakers: Two speakers will be purchased that can be used for public and community presentations. These speakers will allow for showing of video and public service announcements pertaining to the safety of children and families. These speakers should be as small and light as possible in order to easily carry to presentation sites.

Router: This equipment item is to hook up additional undercover computers to an existing undercover Internet Service.

Hard drives for forensic examinations: These are to increase the number of hard drives needed to conduct forensic examinations and prepare examinations for court. Hard drives should be in 300GB, 500GB, and Terabyte sizes. Costs of these items vary constantly depending on size, availability, and discounts offered for bulk sales. These drives are used to create forensic images of suspect drives and media and may have to be maintained until the court process is over. Upon completion of the court process data contained on these drives may on occasion be backed up to other storage devices such as DVD's and stored. If needed again the stored data may then be put back on an

appropriate sized hard drive. Specific numbers, sizes, and costs of these items can not be accurately estimated for future purchase.

FTK Mobile Phone Examiner Kit: This equipment will be purchased to aid forensic examiners with the examination, extraction of data, and preparation for court pertaining to cellular telephones. This equipment will be used in conjunction with the CelleBrite UFED System.

CelleBrite UFED System: This equipment will be purchased to aid forensic examiners with the examination, extraction of data, and preparation for court pertaining to cellular telephones. This equipment will be used in conjunction with the FTK Mobile Phone Examiner Kit.

Portable Printer: This item will be used by investigators during the service of court ordered search warrants. This equipment will be used in conjunction with laptops already used by investigators to document the actions taken during the service of search warrants and to prepare evidence labels and receipts on scene. This equipment produces a more professional investigation and presentation in court.

19" Flat Screen Monitors: These monitors will be used with computers already in the possession of the MMIC Task Force but assigned to the new investigator and returning forensic examiner.

Laptop Stand: This equipment will be used in conjunction with laptop computers currently used by the MMIC Task Force and the portable printer sought with this grant. This stand allows an investigator to use this equipment when there is no desk or suitable place to conduct on scene work as described previously. A lack of proper space for using a laptop computer on scene is very common.

XP Pro Image Backup System: This equipment will be used to easily backup and/or store case files, generally consisting of forensic images, forensic examination files, and electronic case files, to DVD's. This equipment allows forensic examiners to make these transfers automatically rather than feed the data to DVD's one at a time. Currently single sided DVD's hold slightly over 4 GB's of data. Hard drives containing the forensic and examination files will typically be 300 gb, 500 gb, or terabyte size. With the automated equipment backups that may take many hours of the examiner's time can be done while the examiner attends to other duties or even when not present such as overnight or over weekends. This automation and savings of individual attention hours allows the examiner to focus on other cases thus allowing more cases to be processed.

Shadow 2: This equipment allows forensic examiners to see and examine a computer in the environment seen by the user while prohibiting any change of data on the suspect computer. This equipment also allows examiners to take screen shots or photographs of the screens including various files and program settings for court presentations. Currently the MMIC Task Force utilizes a Shadow 1 that was purchased by the Boone County Sheriff's Department. The Shadow 2 is designed to accommodate SATA drives where the Shadow 1 is designed for IDE drive examinations.

Forensic Computer: This equipment is to replace and update a current forensic computer already in use. The Fred forensic computer is specifically designed by Digital Intelligence for the examination of computer hard drives. Currently the MMIC Task Force has three computers used for forensics, one of which was purchased in March 2005. Although these computers were built to specific specifications they are not designed specifically for forensic analysis of electronic media. The replaced unit will be

either used as an undercover computer for a new investigator if funded, or it may be used as a work station where area law enforcement officers can view processed forensic files, under the supervision of a forensic examiner. This may also help in the turn around time of processing seized computers.

Supplies/Operations:

Cellular Telephone Minutes for Undercover Cellular Telephone: The MMIC Task Force currently has a cellular telephone used for undercover investigations. This phone is used for phone calls and text messaging with suspects. This item will purchase unlimited phone and text messaging for one year.

Digital Voice Recorders: These recorders are for recording on scene and telephone interviews with suspects.

Digital Audio Recording Telephone Adapter: These adapters will be used in conjunction with the recorders. This adapter permits the recorder to be attached to regular telephones or cellular telephones to record calls between suspects and investigators. This device can also be used when recording face to face interviews while the recording device is concealed.

Lexis-Nexis Program: This is a subscription to a public record program that allows investigators to track and locate suspects and witnesses. This is a new subscription.

Encase Forensic Software: This software is a forensic tool for forensic examiners. This is new software for two examiners and extends their capabilities.

Undercover Internet Access: This is an undercover Internet account for investigators to conduct undercover investigations and for both investigators and forensic examiners to have Internet access to areas necessary for their investigations yet restricted through

governmental Internet accounts. The governmental restricted areas may include porn sites, program sites, and others.

Internet Wireless Air Card: This device allows investigators to access the Internet from remote sites. This device is used for enticement investigations when the decoy investigator needs to be at a meeting site yet have Internet contact with the suspect. This device also allows investigators to have Internet access when working case away from the office area such as surrounding counties.

America On Line Subscription. This one year subscription allows for undercover investigations into child enticement, child pornography, and other crimes through the AOL network. Two subscriptions are being requested for two investigators.

Forensic Tool Kit License: This is a yearly license and support to operate the Forensic Tool Kit forensic software by Access Data. Four forensic examiners are licensed to use FTK. In 2008 the license fee was increased to \$655 each and Access Data indicates 2010 license fees will increase approximately 10% to \$720 each.

Encase One Year License: This license is for one forensic examiner already licensed to use Encase forensic software.

Antivirus Subscription: 15 one year subscriptions for AVG antivirus. These subscriptions are for forensic, undercover, laptop, and work station computers used by the MMIC Task Force.

FTK Forensic Training Package: This is an all in one training package that allows forensic examiners to attend any training offered by Access Data during a one year period. Three forensic examiners will attend at least three advanced forensic classes. These classes will

be attended through Webinar thus saving travel and hotel expenses. Training in this fashion saves a substantial amount of money and allows for more advanced training.

Encase Computer Forensics I Training: This is a class registration fee to attend the basic Encase forensic class. This class is for two forensic examiners to learn the proper usage of this forensic tool.

Encase Computer Forensics II Training: This is a class registration fee to attend the advanced Encase forensics class. This class is for the two forensic examiners attending the basic class to gain advanced forensic training using the Encase forensic tool.

Protect Our Children Conference: This is for registration for six investigators and one assistant prosecuting attorney to attend this conference in Kansas City. This conference is sponsored by the U.S. Department of Justice, Kansas City Office and is for cyber crime investigators and forensic examiners from the Mid-USA area.

Camtasia Studio/Snagit Bundle: This is packaged software containing both Camtasia and Snagit video recording and photograph imaging capabilities. This software allows investigators to document undercover Internet investigations and conversations and allows forensic personnel to document and record various aspects of the forensic examination. This software also assists investigators and forensic examiners in preparing and editing courtroom testimony.

6. **Supplanting**

None of the grant items requested represents a currently funded item either from local matching funds, federal, or state grants. Personnel funding in this grant is for either new personnel or to retain personnel whose funding will be terminated. Overtime funding is being

sought through this grant for personnel whose salaries are funded through sending agencies on a straight time basis only.

In this grant process grants are being applied for through two potential grant sources. This is being done in order to maintain or increase the level of services the MMIC Task Force is providing to law enforcement, prosecuting attorneys, and citizens in the Mid-Missouri area. Any funds that are eventually awarded by the Missouri ICCG grant will not be funded through this grant. Funds that are received through this grant will be used for new services, equipment, training, or transportation incurred during this grant period.

7. Community Impact

The Mid-Missouri Internet Crimes Task Force will impact the community in a number of ways including the investigation of Internet crimes; the prosecution of Internet offenders; the protection and education of Mid-Missouri children; the education of parents, teachers, law enforcement officers, and others concerned with the safety of children and reducing Internet crime. Over the past year we have seen an increase in cases reported as a result of this community awareness.

How do we decide the value of keeping a child from being the victim of a sexual assault? How do we determine exactly how many children a pedophilic sex offender may have molested before being apprehended? How many children would he continue to molest if not caught?

Foremost is the reduction of sexual perpetrators in Missouri. This can be achieved at least two ways: by apprehending the offenders and by utilizing the media and other sources to discourage offenders from coming to our jurisdiction. A strong, offensive approach will be proactive by letting Internet criminals know that Mid-Missouri is not a place to commit Internet crimes against children. This Task Force can be a powerful component in the fight against

Internet predators. Parents are concerned about school violence and the safety of their children. This Task Force works closely with area schools to look for and to pursue any threat or electronic communication that creates concerns about safety in our schools.

It seems unlikely that for the next several years at least, the number of criminal offenses against children will decrease with substantial increases likely. Only by increasing resources will law enforcement be hopeful of eventually reducing these classifications of criminal activity.

E. Cost Assumption

The governing body of Boone County government recognizes the need for the aggressive enforcement of Internet related crimes, especially crimes committed against children and families. The Mid-Missouri Internet Crimes Task Force has obtained private donations and grants that assist in making this Task Force possible. This community support has confirmed to Boone County government our citizens consider this issue to be a priority. The Task Force has also worked closely with area media sources to inform listeners to the needs of this project. Additionally Boone County government has a tradition locally and nationally of being progressive in service to our community.

F. Evaluation Procedures

This program will be evaluated by utilizing two evaluation formats. First, periodic calculations will be compared with the set goals and objectives to see if they are met or exceeded. Secondly the following criteria will be evaluated on a monthly, quarterly, and annual basis:

1. Number of investigations conducted
2. Number of investigations cleared
3. Number of investigations cleared by arrest and exceptional means

4. Number of forensic examinations performed
5. Number of subpoenas served
6. Number of search warrants served
7. Number of community presentations and number of attendees

G. Report of Successes

The Task Force serves the Mid-Missouri area by investigating Internet related crimes against children and assisting other agencies in our service area with Internet related investigations. During 2008, the Task Force conducted one hundred and twenty investigations which is an 11% increase over the previous year. The task force disposed of one hundred and five cases which was a 34% increase over 2007 and arrests were up by 35% over the previous year. Although fewer subpoenas were actually served in 2008 over the previous year, search warrants served increased by 28%.

In 2008 The MMIC Task Force identified fourteen Mid-Missouri children between the ages of three and sixteen who were victims of the production of child pornography, sexual assault, and one victim of cyber harassment that resulted in charges. Convictions during 2008 handed down over ninety-one years in sentences. In addition to assisting local law enforcement we assisted the United States Department of Immigration And Customs Enforcement and the Federal Bureau of Investigation in several federal investigations.

In 2008 we provided one hundred nine forensic analysis's of computers and associated media on cases the Task Force has investigated as well as computers and media seized by member agencies. This was a 108% increase over the previous year. The number of forensic examinations has gone way beyond our expectations and this number will continue to grow as the number of investigations increase.

In 2008 we provided four hundred twenty-nine hours of training for Task Force Investigators and forensic examiners. This training allows the investigators to maintain a level of expertise and professionalism that makes them both productive and a resource for other Internet crimes investigators. Additionally we provided three in-service training opportunities to 94 law enforcement officers in our service area and saw a 166% increase in technical assistance to law enforcement and prosecutors in our service area.

We have also been working diligently to develop and present programs on Internet Safety to all citizens and families in our service area. We have developed programs for parents and other programs for children who use the Internet. During the 2008 calendar year we gave presentations to forty-six groups with a total of approximately three thousand seven hundred ninety attendees which is an 84.5% increase over the previous year. Already during the first fourteen weeks of 2009 the Task Force has provided ten programs to nearly six hundred participants and conducted an open house at the State Capital for Missouri legislators.

In addition we took part in two Internet Safety Night events sponsored by MORE.net. These events allowed for public participation and were transmitted by closed circuit to a number of schools in Missouri as well as several other states including Arkansas, California, New York, Florida, Arizona, Illinois, Kentucky, Virginia, Pennsylvania, and Canada. A panel answered questions from viewers on a variety of topics concerning Internet safety.

In June two task force investigators spent a Saturday morning at a Columbia Wal-Mart Super Center visiting with parents, guardians, and other customers concerned with the safety of children. We set up a table with resource materials obtained from a variety of reliable sources such as the National Center for Missing and Exploited Children. As patrons entered the store we

had the opportunity to visit with them about their Internet safety concerns and distribute materials to help them keep their families safe.

During the year 2008 we also had the opportunity to talk with parents and grandparents at the Mid-Missouri Home Schoolers Safety Fair and the Elderly Festival. On three occasions throughout the past year we were invited to testify at Missouri legislative sub-committees on a variety of Internet topics and participated at the second Missouri Governor's Summit for Online Child Exploitation.

We also continued an internship program through Columbia College. This program allows selected Columbia College students participating in either Criminal Justice or Information Technology degree programs to assist the Task Force and receive credit hours. These students were outstanding and provided much needed assistance in a variety of aspects including everything from research, clerical work, hooking up computers, wiping hard drives, and other tasks while learning through first hand experience about Internet related investigations.

The Mid-Missouri Internet Crimes Task Force has proven to be very successful. Even with our limited resources we have made a major impact on Internet crimes in the Mid-Missouri area and have established ourselves as a leader in Missouri in the fight against Internet Criminals.

**INTERNET CYBER CRIME GRANT (ICCG) PROGRAM
CERTIFIED ASSURANCES**

Agency Name:	County of Boone
Project Title:	Mid-Missouri Internet Crimes Task Force

In addition to the general terms contained in the *ICCG Application Packet*, the Applicant is also conditioned upon and subject to compliance with the following assurances.

1. The Applicant assures that it will comply, and all its subcontractors will comply, with **Chapter 650 RSMo, Section 650.120; Missouri Department of Public Safety Financial and Administrative Guidelines for Contracts;** the *2010 Internet Cyber Crime Grant (ICCG) Application Packet*; and other applicable federal/state laws, guidelines, or regulations.
2. The Applicant shall share information and cooperate with the Missouri State Highway Patrol and with existing Internet Crimes Against Children (ICAC) task force programs.
3. The Applicant agrees to maintain the records necessary to evaluate the effectiveness of the project from both a financial and programmatic standpoint. Records shall be maintained with the pass-thru agency.
4. The Applicant agrees to submit the appropriate **Monthly Report of Expenditures** to verify actual cash expenditures and request reimbursement for them and **Quarterly Progress Reports** to analyze project activities, as required in the Program Guidelines under "Reporting Requirements" for their project.
5. **Personnel:** The Applicant assures that payroll records and time/attendance records shall support any personnel costs and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved.
6. **Travel:** Expenditures for travel shall be supported and documented by signed travel vouchers. Lodging, transportation, and itemized meal receipts shall be available for review upon request. Lodging and meal expenses are subject to federal per diem rates as stated at www.gsa.gov. Lodging must closely adhere to federal rates, whereas meal expense (tip included) shall not exceed federal per diem rates for any given location. Where an itemized meal receipt is not available, the person shall indicate the items eaten on the receipt. The Applicant is responsible for ensuring that travel is completed in the most cost effective means. Local travel rules and regulations shall apply if they are more restrictive than those stated here. Only actual travel costs may be reimbursed and only after travel has been completed.
7. **Training:** Detectives and computer forensic personnel shall meet minimum training standards set by the Internet Cyber Crime Grant Board. Computer Crime Investigative Tasks generally fall into the following three categories:
 1. Field Investigations (Search & Seizure / Knock & Talks)
 2. On-Line Investigations
 3. Computer Forensic Investigations

The respective minimum training standards, by category, shall either be in place at the time of application for a grant, the training is scheduled to begin within grant period, or that the grant will be primarily to address training needs. Note: Police/Peace Officer Certification is mandatory and foundational in all aspects.

➤ **Field Investigator**

Minimum:

Trained and certified to utilize one or more of the following pre-search tools:

- ImageScan (FBI/RCFL on site search tool)
- Knoppix (Linux based search tool)
- STOP Program (Presearch program taught by NW3C for presearch of computers)

All of these items are taught and provided by various entities at no cost.

Recommended:

- Peer-to-Peer (P2P) (File sharing training)

➤ **On-Line Investigator**

- Training in undercover communications to identify subjects enticing minors via the Internet. [NW3C (BOTS Program), ICAC Search Program, ICAC Undercover Chat Investigations, or similar training].
- Some form of documentation, certification, etc., regarding the understanding of the activity with knowledge of the laws and regulations for on-line chat investigations.

➤ **Computer Forensic Investigator**

Minimum:

- Basic Training with programs such as Basic Data Recovery & Analysis (BDRA) through the NW3C (offered free) or similar entry-level training.
- Some form of proficiency documentation or certification.
- Ability to present the findings for effective prosecution to include advanced forensic tool training with forensic examination tools such as EnCase, Forensic Tool Kit and I-Look (or similar tools).

Preferred:

- IACIS, two-week school (In addition to advanced forensic tool training listed above)

8. **Equipment:** Expenditures for equipment shall be in accordance with the approved budget and supported by receipts or invoices. The Applicant is allowed to purchase a different model, brand, etc of an approved equipment item without prior approval as deemed appropriate and necessary for their project; however, the Applicant is not allowed to purchase a larger quantity of any approved item without prior, written approval. All items of equipment must be assigned an inventory number and tag and be readily identifiable as being purchased with Missouri Department of Public Safety/ICCG Program funds. Expenditures for equipment used as match must be in accordance with the approved budget.
9. The Applicant is responsible for replacing or repairing property which is willfully or negligently lost, stolen, damaged, or destroyed. Any loss, damage, or theft of the property must be investigated and fully documented and made part of the official project records.
10. **Supplies/Operations:** Expenditures for supplies and operating expenses shall be in accordance with the approved budget and documentation in the form of paid bills and vouchers shall support each expenditure. Care shall be given to assure all items purchased directly relate to the specific project objectives for which the contract was approved. No indirect costs will be allowed.
11. **Local Match Share:** The approved match must be expended within the time period (the contract period) for which state funds are available for expenditure under the approved contract. Records must be maintained to show the amount and timing of the match. These records are subject to audit in the same manner and to the same extent as books and records dealing with state funds.

Failure to provide the approved match may result in your agency being required to refund the state award share to the Missouri Department of Public Safety.

12. **Budget Revisions:** Contractors shall make a written request for approval from the Missouri Department of Public Safety for major budget changes on a *Request to Revise the Budget Form* at least 30 days prior to the proposed change. **Prior written approval** in the form of a Contract Adjustment Notice shall be received

from the Missouri Department of Public Safety, Office of the Director, for certain changes in the budget as outlined below:

1. Changes which increase or decrease the total cost of the project.
2. Change of more than 10% of an existing line item within a budget category.
3. Addition of a new line item in any budget category.
4. Change in expenditure amounts from budget category to budget category.

13. **Program Changes:** Contractors shall submit in writing on a *Change of Information Form* any program changes that the agency experiences during the contract period. Major program changes may be subject to approval from the Missouri Department of Public Safety, Office of the Director. Program changes include changes as outlined below:

1. Change in project site or service area.
2. Change in or temporary absence of the Project Director, Authorized Official, or Officer in Charge.
3. Change in or temporary absence of the person who receives the Monthly Report of Expenditures form.
4. Change in project-funded staff (indicate change in personnel names and effective date of change).
5. Successor in interest and name change agreements.
6. Change in scope of the programmatic activities or purpose of the project.
7. Change in mailing address or contact information.

14. **Procurement:** The Applicant assures that all procurement transactions whether negotiated or competitively bid and without regard to dollar value shall be conducted in a manner so as to provide maximum open and free competition. In addition, the applicant assures that all procurement transactions will meet the minimum standards set forth in the *Missouri Department of Public Safety Financial and Administrative Guide for Contracts*.

15. The Applicant shall fully coordinate all financial activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.

16. The Applicant certifies that all expendable and non-expendable property purchased with funds awarded under this contract shall be used for criminal justice and internet cyber crime purposes only.

17. The Applicant assures that state ICCG grant funds made available will not be used to supplant state and local funds, but will be used to increase the amount of funds that would, in the absence of state funds, be made available for the activities of this project.

18. The Applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract.

19. **Audit:** An audit is required if the Applicant expends \$100,000 or more in state funds in a year. The required audit is to be on an organization-wide basis and independently performed.

20. The law enforcement agency under this contract assures that it is in full compliance with the provisions of Section 43.505 RSMo relating to uniform crime reporting and Section 590.650 RSMo relating to racial profiling. Failure to comply with these sections by the law enforcement agency may result in the withholding of state funds or termination of this contract.

21. If the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in compliance with the provisions of Section 513.653, RSMo relating to

acquiring an independent audit of federal seizures and the proceeds received therefrom. **A copy of such audit shall be provided to the Department of Public Safety at the time of submitting the ICCG Application.**

22. The law enforcement agency under this contract assures that it is in compliance with sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2 states that "any law enforcement agency which employs a peace officer who is not certified as required by sections 590.100 to 590.180 shall not be eligible to receive state funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety or criminal justice purposes."
23. The Missouri Department of Public Safety, Office of the Director, reserves the right to terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor of the effective date of termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri. The contractor shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.
24. It is understood and agreed upon that, in the event funds from state sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
25. "Regional multi-jurisdictional law enforcement task forces, incorporated under the laws of the State of Missouri as a not-for-profit organization and in good standing, whose board of directors include, at a minimum, three police chiefs or other law enforcement chief executive officers from the area served by the task force."

Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

IMPORTANT: The Certified Assurances outline important requirements of this contract. By signing, you are agreeing to comply with these requirements. Failure to comply with any of the guidelines outlined in these certifications could result in the termination of the contract.

The Applicant hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the contract application.

PROJECT DIRECTOR:

AUTHORIZED OFFICIAL:


Dwayne Carey-Sheriff

Ken Pearson-Presiding Commissioner

Name/Title (Print)

Name/Title (Print)

 4-16-09
Signature Date

 4/19/09
Signature Date

**CERTIFICATION
OF CASH MATCH**

APPLICANT AGENCY:

County of Boone

PROJECT TITLE:

Mid-Missouri Internet Crimes Task Force

INSTRUCTIONS:

1. The purpose of this form is to identify the amount of cash to be contributed as matching contributions and to assure that the match in question conforms to definition and standards established by the grant program.
2. Under **Source of Matching Funds**, list the name and address of the contributing organization and source.
3. Show the total amount of the cash contribution under **Amount**.
4. These funds must be identified in state or local agency budgets or appropriations and must be in addition to funds that would otherwise be made available. Identification requires an earmarking in some document associated with the appropriations or budget process.
5. If a further explanation of allowable and unallowable match is needed, contact the Missouri Department of Public Safety.

SOURCE OF MATCHING FUNDS

AMOUNT

Boone County General Revenues- County of Boone, 801 West Walnut St., Columbia, MO

\$48,942.48

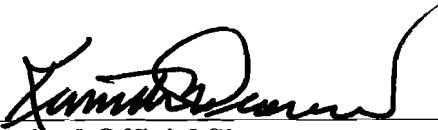
University of Missouri, University of Missouri Police Department, 901 Virginia Ave, Columbia, MO

\$8,136.72

TOTAL CASH CONTRIBUTION

\$ 57,079.20

The signature below, by the Applicant Authorized Official, certifies that all matching funds identified in this application are in accordance with the Missouri Department of Public Safety guidelines.



Authorized Official Signature

4/16/08

Date

AUDIT REQUIREMENTS

As a recipient of funds through the Missouri Department of Public Safety, you **ARE** required to submit a copy of your agency's audit for the period covered by this contract.

- ⇒ An audit is required for the agency fiscal year, when **State** financial assistance, (which consists of funds received directly from the State of Missouri, but does not include federal pass-through funds), of **\$100,000** or more is expended by the applicant agency.

- ⇒ An audit is required for the agency fiscal year, when **Federal** financial assistance, (which consists of funds received from the Federal Government or federal funds passed through state agencies), of **\$300,000** or more is expended by the applicant agency.
- ⇒ No audit of any type is required when **STATE** financial assistance of less than \$100,000 or **FEDERAL** financial assistance of less than \$300,000 is expended. However, the recipient must maintain detailed records on grant activity required for such grants.



This section **must** be completed even if your agency is not required to submit an audit to the Missouri Department of Public Safety and be signed by the Authorized Official listed within the application.

1. Date of last audit: June 2008 2. Date(s) covered by last audit: 1/1/2007-12/31/2007

Last audit performed by: KPMG

Phone number of auditor: 314-444-1400

4. Date of next audit: June 2009 5. Date(s) to be covered by next audit: 1/1/2008-12/31/2008

Next audit will be performed by: Rubin Brown

Phone number of auditor: 314-290-3300

7. Total amounts of funds received from **ALL** entities **INCLUDING** the Department of Public Safety

Federal Amount: \$ 1,798,406 State Amount: \$ 2,901,691

NOTE: State Auditor of Missouri audits all state agencies, third class counties, and all judicial circuits. First, second, and fourth-class counties and other local political subdivisions and not-for-profit agencies must make arrangements with a private CPA firm to perform an audit.

Signed: 
(Authorized Official)

Date: 4/16/09

Agency: County of Boone

Phone: 573-886-4305

OFFERER'S CONTRACT EXPERIENCE

List the agency's prior experience in receiving and administering funds through other federal, state, local, or private funding programs.

Previous Contract With

Agency: Mo Dept of Public Safety Address: _____

City: Jefferson City State: MO Zip Code: _____

Person Familiar With Performance: Eric Shepherd

Title: Manager LE Grants Telephone Number: 573-751-4905

Description of Project

Contract Period: From 01-01-2006 To 12-31-06

Summary of Project Activities:

STOP Grant funds a domestic violence against women project in Boone County.

This grant funds an investigator and a variety of equipment

.....
Previous Contract With

Agency: Mo Dept of Public Safety Address: _____

City: Jefferson City State: MO Zip Code: _____

Person Familiar With Performance: Heather Haslag

Title: Program Representative Telephone Number: 573-751-4905

Description of Project

Contract Period: From 12-15-06 To 05-31-09

Summary of Project Activities:

Internet Cyber Crime Grant funds the Mid-Missouri Internet Crimes Task Force in part.

This grant funded two investigators, training and travel to training.

This program is a joint multi-jurisdictional effort to investigate Internet Crimes against children and families.

REPORT OF EXPENDITURES AND CHECK PAYEE INFORMATION

The following information is necessary if your agency receives a contract from the Missouri Department of Public Safety. Please complete the entire form.

Report Mailing Information:

Name and address of the individual who will be responsible for receiving and completing the **Monthly Report of Expenditure and Request for Reimbursement Report**.

NAME: Captain Chad Martin

AGENCY: Boone County Sheriff's Department

ADDRESS: 2121 County Drive
(include city, state, and zip)
Columbia, MO 65202

TELEPHONE: 573-875-1111 **FAX NUMBER:** 573-874-8953

E-MAIL ADDRESS: CMartin@boonecountymo.org

Check Payee Information:

List the name and address of the check payee. Do not include an individual's name, only the name and address of the agency to which the check must be made payable. *(Example: City of Jefferson, not Jefferson City Police Department; County of Cole, not Cole County Sheriff's Office)*

AGENCY: Boone County Sheriff's Department

ADDRESS: 2121 County Drive
(include city, state, and zip)
Columbia, MO 65202

** As directed by the Missouri State Office of Administration, each applicant agency receiving a contract will be set-up to receive all reimbursements via electronic transfer (ACH) rather than by receiving a paper check, if capable.*

MID-MISSOURI INTERNET CRIMES TASK FORCE MEMORANDUM OF UNDERSTANDING

This Letter of Agreement is entered into by and between the following agencies:

Boone County Sheriff's Department
Agency
Mid-Missouri Internet Crimes Task Force

Nothing in this agreement should be construed as limiting or impeding the basic spirit of cooperation which exists between the participating agencies.

PURPOSE/MISSION

The Mid-Missouri Internet Crimes Task Force is a joint cooperative effort formalizing relationships between and among the participating agencies in order to foster an efficient and cohesive unit capable of addressing the problem of crimes committed through the use of computers and the Internet within the Mid-Missouri area. These investigations include but are not limited to Internet enticement of children, child pornography, trafficking of children, fraud, ID theft, trafficking of illegal narcotics, harassment, cyber bullying, terrorist threats, and other crimes facilitated through the use of computers, the Internet, or other electronic media and the forensic examination of computers and other electronic media used to facilitate criminal activity. It is the desire of the participating agencies to achieve maximum inter-agency cooperation in a combined law enforcement effort aimed at reducing criminal activity perpetrated through the use of computers, the Internet, and other electronic media within the communities it serves.

The geographic area of responsibility for the Mid-Missouri Internet Crimes Task Force is the Missouri counties of Boone, Cole, Cooper, Callaway, Audrain, Randolph, and all cities and or political subdivisions within such counties.

ORGANIZATIONAL STRUCTURE

A. Composition

The Mid-Missouri Regional Computer Crimes Task Force will consist of a combined enforcement body of agencies participating in this agreement. These enforcement agencies will be identified into two groups identified as primary

members and supportive members. Primary member agencies will provide full-time assigned personnel as set forth below. Associate member agencies will provide part-time assigned personnel to assist with specific investigations and law enforcement procedures conducted within their respective jurisdictions such as the service of search warrants, surveillance, or arrest details. All agency investigators are to be certified law enforcement officers in Missouri, under Chapter 590 of the Revised Statutes of Missouri. The Task Force can also establish Partnerships with other task forces that investigate internet and computer related crimes, governmental organizations, and private or public organizations and businesses in an effort to more effectively achieve the purpose and mission of the Mid-Missouri Internet Crimes Task Force.

The Mid-Missouri Internet Crimes Task Force will also maintain working relationships with other Missouri and National task forces investigating computer based crimes such as the Missouri Internet Crimes Against Children Task Force, the Regional Computer Crimes Education and Enforcement Group in the St. Louis area, or other similar task forces.

Primary Task Force Agency:

Boone County Sheriff's Department

University of Missouri Police Department

Columbia Police Department

Boone County Prosecuting Attorney's Office

B. Governing Board

A Governing Board consisting of the heads of the Primary Task Force Agencies and a Prosecuting Attorney within the counties served will be voting members and be responsible for the policy and direction of the Task Force. For the calendar year 2007 the Sheriff of Boone County shall be the chairperson of this governing board. A chairperson will be chosen from and approved by the other board members to serve on a yearly basis in all subsequent years. The heads of the Supportive Task Force Agencies will act as liaison members. The Governing Board will meet at least semi-annually in order to collectively provide policy oversight. Special meetings may be called at other times as needed. Attendance and voting on the Governing Board may be delegated by the Primary Task Force Agency head to a subordinate.

C. Supervision

The day-to-day operation and administrative control of the Task Force will be the responsibility of a Task Force Coordinator named and approved by the Executive Board.

Control and supervision of each officer not assigned as a primary member of the Task Force shall be the sole responsibility of the officer's employer. Nothing in this agreement shall be construed as creating any joint employment relationship. Each employer will be solely responsible for the actions of its own employees. Each Signatory Agency agrees to accept liability for any act, error or omission of its own employees of whatever kind and nature and from whatever cause arising out of or connected with the performance of this Agreement, and to indemnify and hold the other Signatory Agencies hereto and their employees harmless from any such liability, claim, or cause of action, including amounts arising out of the performance, by that Signatory Agency's employees, of this Agreement. All liability for salaries, wages, and other compensation of any Signatory Agency's employees shall be that of the respective employer.

Whenever any commissioned officer of a Signatory Agency is injured while acting pursuant to this agreement and is thus rendered incapable of performing his/her regular duties, even though such injury may have occurred while the officer was under the direction of a Signatory Agency which was not the employer of the injured officer at the time of such injury, such officer or his/her dependents shall receive from that officer's employer, the same benefits which such officer would have received had said officer been acting under the immediate direction of said officer's employer and within said employer's jurisdiction.

PROCEDURES

A. Operational Procedures

The Governing Board will approve standard operations procedures that are reviewed on at least an annual basis. These procedures may be amended by a majority vote of the Board.

B. Media

All media releases pertaining to Mid-Missouri Regional Computer Crimes Task Force investigations, when appropriate, will mention the fact that the effort involved this joint task force. When multi-jurisdictions are involved no unilateral media release will be made by any participating agency without the prior

approval of the other participants. Media releases shall not include information regarding specific investigative techniques or undercover identities.

C. Community Education and Crime Prevention

Prevention education activities are a critical component of the Mid-Missouri Regional Computer Crimes Task Force. Full time Task Force investigators will work to promote community awareness and safety by participating in presentations to schools, parent's groups, civic organizations, media outlets, or other groups to educate the public on Internet safety.

D. Funding

Each participating agency agrees to assume all personnel costs for their Task Force representative including salaries, overtime payments and fringe benefits consistent with their respective agency. This will include but not be limited to a vehicle for each Task Force investigator including a mobile radio, portable radio, cellular telephone and all personal equipment necessary for the general safety of the investigator such as bullet resistant vest, tactical vest, flashlight, or other standard equipment.

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for personnel, operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

Grants obtained by the Task Force will be administered through the Boone County Sheriff's Department and the County of Boone. Participating agencies requesting reimbursement from grants must submit a reimbursement requisition to the Boone County Sheriff's Department. Reimbursement to the participating agency will be paid after all proper forms have been received and after the administering agency has received the reimbursable funds.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

work to promote community awareness and safety by participating in presentations to schools, parent's groups, civic organizations, media outlets, or other groups to educate the public on Internet safety.

D. Funding

Each participating agency agrees to assume all personnel costs for their Task Force representative including salaries, overtime payments and fringe benefits consistent with their respective agency. This will include but not be limited to a vehicle for each Task Force investigator including a mobile radio, portable radio, cellular telephone and all personal equipment necessary for the general safety of the investigator such as bullet resistant vest, tactical vest, flashlight, or other standard equipment.

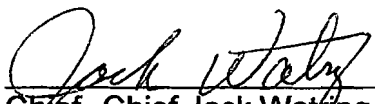
Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for personnel, operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

Grants obtained by the Task Force will be administered through the Boone County Sheriff's Department and the County of Boone. Participating agencies requesting reimbursement from grants must submit a reimbursement requisition to the Boone County Sheriff's Department. Reimbursement to the participating agency will be paid after all proper forms have been received and after the administrating agency has received the reimbursable funds.

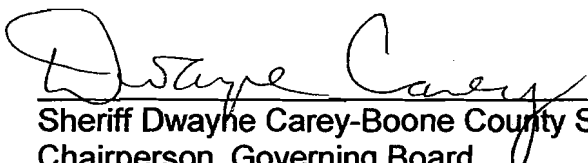
E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



Chief Jack Watling
University of Missouri Police Department

2-29-08
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson, Governing Board
Mid-Missouri Internet Crimes Task Force

4-1-08
Date

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

Daniel K. Knight
Dan Knight, Prosecuting Attorney

11-21-06
Date

Dwayne Carey
Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

11-29-06
Date

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

Randy Boehm 12-05-06
Chief Randy Boehm-Columbia Police Department Date

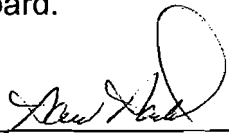
Dwayne Carey 12-6-06
Sheriff Dwayne Carey-Boone County Sheriff's Dept. Date
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

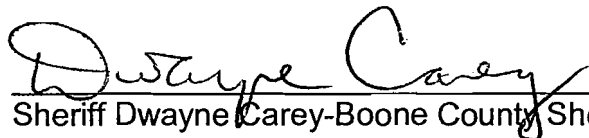
E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



Chief Sam Hartsell- Centralia Police Department

01/29/2007
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

2-5-07
Date

approval of the other participants. Media releases shall not include information regarding specific investigative techniques or undercover identities.

C. Community Education and Crime Prevention

Prevention education activities are a critical component of the Mid-Missouri Regional Computer Crimes Task Force. Full time Task Force investigators will work to promote community awareness and safety by participating in presentations to schools, parent's groups, civic organizations, media outlets, or other groups to educate the public on Internet safety.

D. Funding

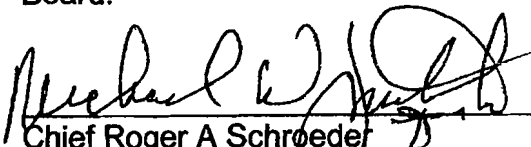
Each participating agency agrees to assume all personnel costs for their Task Force representative including salaries, overtime payments and fringe benefits consistent with their respective agency. This will include but not be limited to a vehicle for each Task Force investigator including a mobile radio, portable radio, cellular telephone and all personal equipment necessary for the general safety of the investigator such as bullet resistant vest, tactical vest, flashlight, or other standard equipment.

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

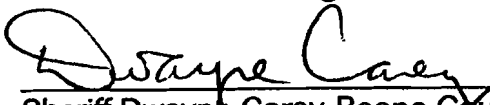
E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



Chief Roger A Schroeder
Jefferson City Missouri Police Department

7/9/07
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson, Governing Board
Mid-Missouri Internet Crimes Task Force

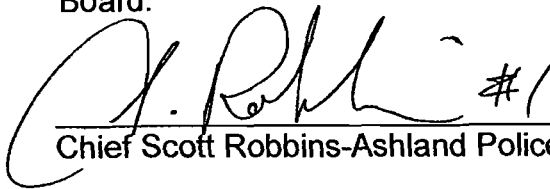
7-26-07
Date

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

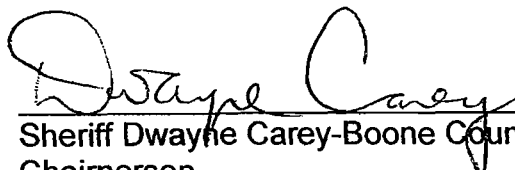
E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

 #1

Chief Scott Robbins-Ashland Police Department

12-14-06
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

12-18-06
Date

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

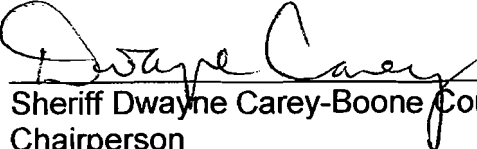
The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



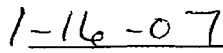
Chief Pete Herring-Hallsville Police Department



Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force



Date

presentations to schools, parent's groups, civic organizations, media outlets, or other groups to educate the public on Internet safety.

D. Funding

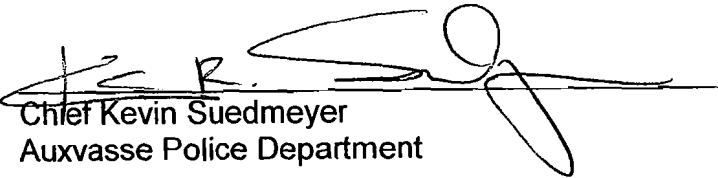
Each participating agency agrees to assume all personnel costs for their Task Force representative including salaries, overtime payments and fringe benefits consistent with their respective agency. This will include but not be limited to a vehicle for each Task Force investigator including a mobile radio, portable radio, cellular telephone and all personal equipment necessary for the general safety of the investigator such as bullet resistant vest, tactical vest, flashlight, or other standard equipment.

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

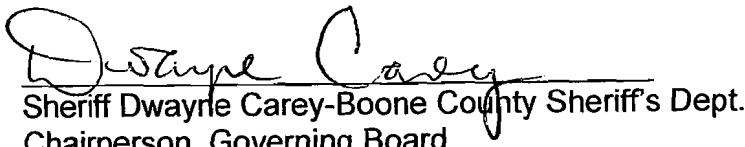
Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.


Chief Kevin Suedmeyer
Auxvasse Police Department

January 26, 2008
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson, Governing Board
Mid-Missouri Internet Crimes Task Force

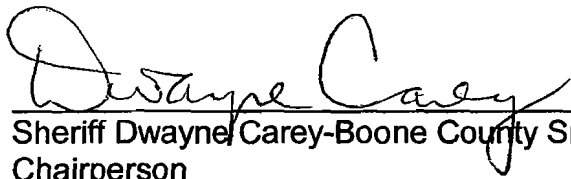
2-4-08
Date

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.


Sheriff Stuart Miller- Audrain County Sheriff's Dept. 01-29-07
OFFICE Date


Sheriff Dwayne Carey-Boone County Sheriff's Dept. 2-5-07
Chairperson Date
Governing Board
Mid-Missouri Internet Crimes Task Force

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

Bryan Kunze 1-30-07
Chief Bryan Kunze- Fayette Police Department Date

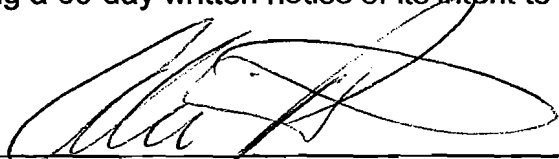
Dwayne Carey 2-5-07
Sheriff Dwayne Carey-Boone County Sheriff's Dept. Date
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

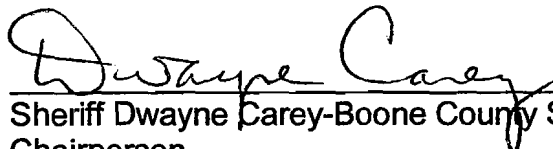
E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



Sheriff Charlie Polson- Howard Co. Sheriff's Dept.

1/29/07
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

2-5-07
Date

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

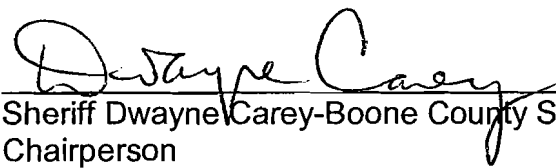
E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



Chief Steve Myers- Fulton Police Department

1-30-07
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

2-5-07
Date

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

Michael L. Garbulski *02-22-07*
Michael L. Garbulski Moberly Police Department Date
ASSOCIATE MEMBER

Dwayne Carey *2-28-07*
Sheriff Dwayne Carey-Boone County Sheriff's Dept. Date
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

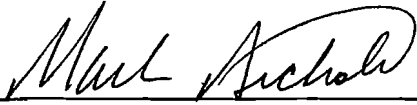
Michael Jerichow 02/23/07
Chief Mike Jerichow- Mexico Dept of Public Safety Date

Dwayne Carey 2-28-07
Sheriff Dwayne Carey-Boone County Sheriff's Dept. Date
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

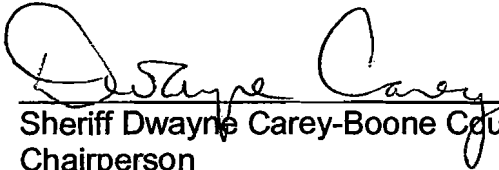
The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



Sheriff Mark Nichols- Randolph Co. Sheriff's Dept.

02-26-07

Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

3-1-07

Date

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

Dennis Crane
Sheriff Dennis Crane- Callaway Co. Sheriff's Dept.

03-02-07
Date

Dwayne Carey
Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

3-5-07
Date

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

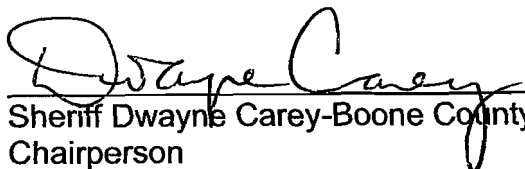
Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



Jim Gholson-Boonville Police Department 3/12/07
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept. 3-16-07
Chairperson Date
Governing Board
Mid-Missouri Internet Crimes Task Force

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

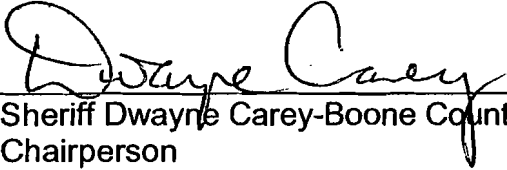
E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.



John Foster Sturgeon Police Department

4-5-07
Date



Sheriff Dwayne Carey-Boone County Sheriff's Dept.
Chairperson
Governing Board
Mid-Missouri Internet Crimes Task Force

4-11-07
Date

approval of the other participants. Media releases shall not include information regarding specific investigative techniques or undercover identities.

C. Community Education and Crime Prevention

Prevention education activities are a critical component of the Mid-Missouri Regional Computer Crimes Task Force. Full time Task Force investigators will work to promote community awareness and safety by participating in presentations to schools, parent's groups, civic organizations, media outlets, or other groups to educate the public on Internet safety.

D. Funding

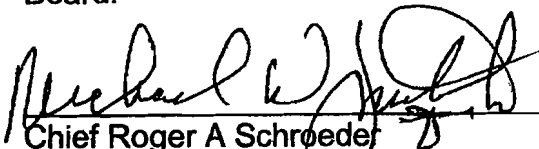
Each participating agency agrees to assume all personnel costs for their Task Force representative including salaries, overtime payments and fringe benefits consistent with their respective agency. This will include but not be limited to a vehicle for each Task Force investigator including a mobile radio, portable radio, cellular telephone and all personal equipment necessary for the general safety of the investigator such as bullet resistant vest, tactical vest, flashlight, or other standard equipment.

Participating agencies may supply equipment as available to the Task Force. Upon completion of the need and or use of this equipment or if the Task Force disbands any such equipment will be returned to the submitting agency.

Funding for operational, training, and equipment expenses will be sought through grants, donations, and participating agencies.

E. Duration and Termination

The Governing Board may terminate this agreement at any time by a majority vote. Participating agencies may withdraw from this agreement at anytime by providing a 60-day written notice of its intent to the chairperson of the Governing Board.

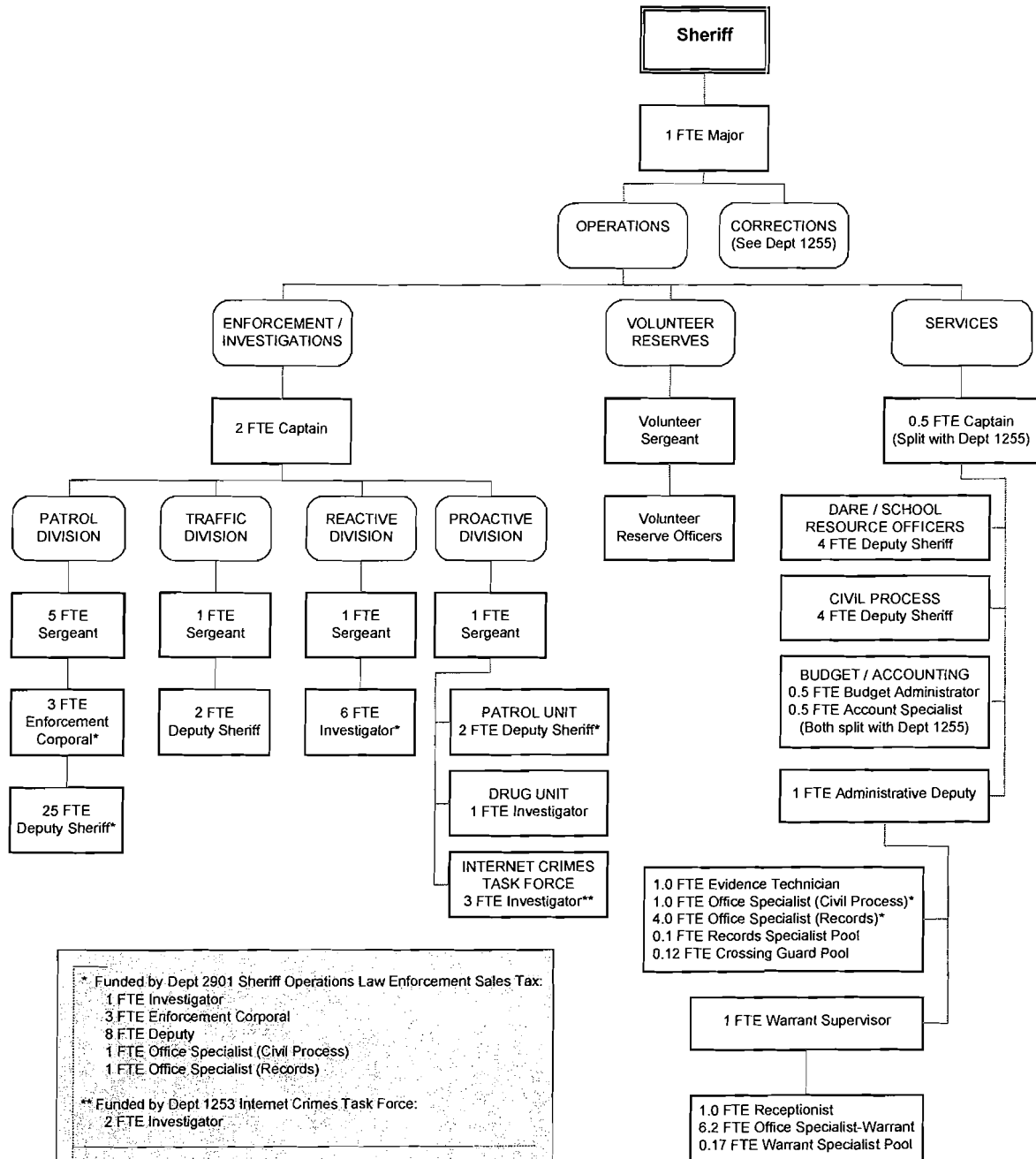


Chief Roger A Schroeder
Jefferson City Missouri Police Department

7/9/07
Date

Sheriff Dwayne Carey-Boone County Sheriff's Dept. Date
Chairperson, Governing Board
Mid-Missouri Internet Crimes Task Force

Organizational Chart



* Funded by Dept 2901 Sheriff Operations Law Enforcement Sales Tax:
 1 FTE Investigator
 3 FTE Enforcement Corporal
 8 FTE Deputy
 1 FTE Office Specialist (Civil Process)
 1 FTE Office Specialist (Records)

** Funded by Dept 1253 Internet Crimes Task Force:
 2 FTE Investigator

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

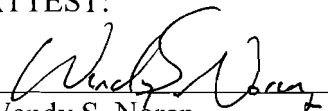
In the County Commission of said county, on the 16th day of April 20 09

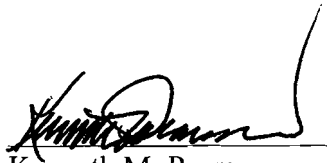
the following, among other proceedings, were had, viz:

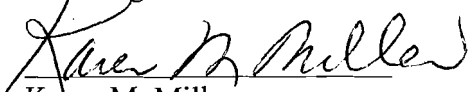
Now on this day the County Commission of the County of Boone does hereby create the Lakewood Estates, Lakewood Villas and Valley Creek Neighborhood Improvement District.


Done this 16th day of April, 2009.

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

PETITION FOR THE CREATION OF A NEIGHBORHOOD IMPROVEMENT DISTRICT

To the County Commission of Boone County, Missouri:

The undersigned, being the owners of record of more than two-thirds (2/3) by area of all real property within the hereinafter described neighborhood improvement district, do hereby petition and request that the Boone County Commission create a neighborhood improvement district as described herein and incur indebtedness and issue general obligation bonds of the County to pay for all or part of the cost of public improvements within such district, the cost of all indebtedness so incurred to be assessed against the real property within said district benefited by such improvements, under the authority of Sections 67.453 to 67.475, inclusive, RSMo. (the "Neighborhood Improvement District Act").

A. The project name for the proposed improvements is:

Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District

B. The general nature of the improvements included in this proposal is as follows: bring Roadways and Storm Drainage up to acceptable standards for county maintenance.

C. The estimated cost of the proposed improvements is \$ 729,121.18 The final cost of such improvements assessed against the property within the district (and the amount of general obligation bonds of the County issued therefor) shall not exceed such estimated cost by more than 25% or \$ 951,027.63

D. The special assessments will be assessed in substantially equal annual installments over a period of ten (10) years and shall be payable to the Collector of Boone County.

E. A boundary map of the proposed neighborhood improvement district is attached hereto as **Exhibit A** and a boundary description of the proposed neighborhood improvement district is attached hereto as **Exhibit B through H**. The district is located entirely within Boone County, Missouri, and is not located in whole or in part within the limits of an incorporated city.

F. The proposed method of assessment is as follows: The final improvement costs shall be assessed equally on a per lot/tract assessment and shall be payable in not more than ten (10) substantially equal annual installments in accordance with the laws of the State of Missouri and consistent with the administrative policies of the County of Boone.

G. The County Commission has agreed to pay 47% of the total cost to improve Lakewood Drive. Cost shall be calculated from the actual total project cost to build Lakewood Drive and will be deducted from all project costs before initial assessments are made. The following costs shown include the deduction as per the County Cost Share Agreement.

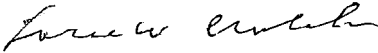
# of Lots / Tracts	Cost Estimate	Cost Estimate + 25 %
120	\$ 5,174.90	\$ 6,798.84

**THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN
FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING
HEREOF WITH THE COUNTY CLERK.**

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
✓ ✗ COLEMAN, MILLS R.	_____ _____	17-212-03-01-001.00
1714 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Beneficiary Quit Claim Deed recorded in Book 1114, Page 384, being Lot 4 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.	
✓ MACK, LAURA K.	_____ _____	17-212-03-01-002.00
1712 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2782, Page 125, being Lot 3 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.	
✗ PATTERSON, SHARON W.	_____ _____	17-212-03-01-003.00
1710 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 1417, Page 888, being Lot 2 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.	
✓ ✗ BROWN, BRIAN K.	_____ _____	17-212-03-01-004.00
BROWN, JACQUELINE M.		
1708 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1055, Page 709, being Lot 1 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.	
✓ CLAPPER, NEIL	_____ _____	17-212-03-01-006.00
OLSON, MARY L.		
1707 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1249, Page 578, being Lot 2 of Tract 21 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 195, Boone County Records.	

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
<p>✓ EVERS, NORBERT T. 1705 LAKEWOOD DR. COLUMBIA, MO 65202</p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-007.00</p>
	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 606, Page 243, being Lot 1 of Tract 21 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 195, Boone County Records.</p>	
<p>✓ TRUMBO, JERRY W. 1703 LAKEWOOD DR. COLUMBIA, MO 65202</p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-010.00</p>
	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1551, Page 786, being Lot 2 of Replat of Tract 4 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 55, Boone County Records.</p>	
<p>✓ BRITT, CLAIRE E. 1701 LAKEWOOD DR. COLUMBIA, MO 65202</p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-011.00</p>
	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 958, Page 119, being Lot 1 of Replat of Tract 4 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 55, Boone County Records.</p>	
<p>✓ BLOSS, KERRIE 1700 ASPEN CIRCLE COLUMBIA, MO 65202</p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-014.00</p>
	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1634, Page 625, being Lot 2 of Tract 5A of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 148, Boone County Records.</p>	
<p>✓ CHISHOLM, LORNE 1702 ASPEN CIRCLE COLUMBIA, MO 65202</p>	<p></p> <p>_____</p> <p>_____</p>	<p>17-212-03-01-015.00</p>
	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 742, Page 818, being Lot 1 of Tract 5A of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 148, Boone County Records.</p>	

*Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
Y LIEN, JAMES S. 1704 ASPEN CIRCLE COLUMBIA, MO 65202	_____ _____	17-212-03-01-017.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2974, Page 183, being Lot 2 of Tract 5B of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 163, Boone County Records.		
Y SCHLOSS, JACOB A. LUCHENBILL, DEBORAH L. 1706 ASPEN CIRCLE COLUMBIA, MO 65202	_____ _____	17-212-03-01-018.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2555, Page 141, being Lot 1 of Tract 5B of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 163, Boone County Records.		
Y# MARTIN, ROGER A MARTIN, VIRGINIA L. 1708 ASPEN CIRCLE COLUMBIA, MO 65202	_____ _____	17-212-03-01-020.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1248, Page 595, being Lot 1 of Tract 28 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 268, Boone County Records.		
N HOUSE, HANNAH 1710 ASPEN CIRCLE COLUMBIA, MO 65202	_____ _____	17-212-03-01-021.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2751, Page 27, being Lot 2 of Tract 28 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 268, Boone County Records.		
Y DINWIDDIE, VIRGINIA ANN 1721 ASPEN CIRCLE COLUMBIA, MO 65202	_____ _____	17-212-03-01-022.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 795, Page 836, being Lot 4 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.		

*Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

Y JUDKINS, CONNIE D.

17-212-03-01-023.00

1719 ASPEN CIRCLE
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1479, Page 106, being Lot 3 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.

Y HERTER, VERA L.

17-212-03-01-024.00

1717 ASPEN CIRCLE
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 473, Page 520, being Lot 2 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.

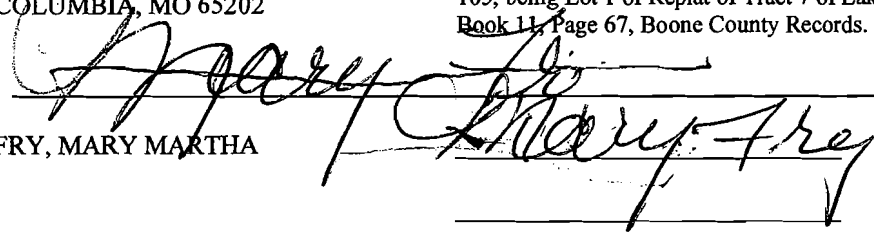
Y HARTMAN, CARYN L.

17-212-03-01-025.00

1715 ASPEN CIRCLE
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2897, Page 105, being Lot 1 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.

N FRY, MARY MARTHA



17-212-03-01-027.00

1707 ASPEN CIRCLE
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1254, Page 296, being Lot 4 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

Y MASON, MARY LOUISE

17-212-03-01-028.00

MASON, KEITH RICHARD

1705 ASPEN CIRCLE
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1473, Page 47, being Lot 3 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

✓ Y BUCKNER, ANGEL
Linda Brown

1703 ASPEN CIRCLE
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2460, Page 95, being Lot 2 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

17-212-03-01-029.00

Y BAUGHMAN, GOLDIE L.

Goldie L. Baughman

1701 ASPEN CIRCLE
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1848, Page 818, being Lot 1 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

17-212-03-01-030.00

Y RICHARDS, KAREN C.

1615 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2210, Page 714, being Lot 4 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.

17-212-03-01-033.00

Y PIERCE, GLORIA

1613 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1469, Page 231, being Lot 3 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.

17-212-03-01-034.00

Y • CRAIG (TRUSTEES), WILLIAM S.

CRAIG (TRUSTEES), MABEL M.

1611 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1180, Page 694, being Lot 2 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.

17-212-03-01-035.00

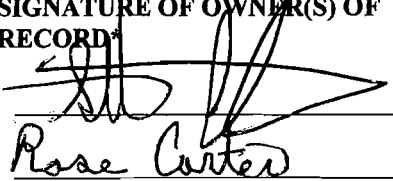
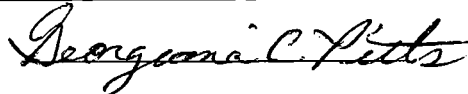
***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
<p> N • COLLINS, STANLEY H. 2526 N. JIMMIE FAYETTEVILLE, AR 72703 </p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-036.00</p>
<p>2526 N. JIMMIE FAYETTEVILLE, AR 72703</p>	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2789, Page 118, being Lot 1 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.</p>	
<p> Y DILLON, KIMBERLY A. 1607 LAKEWOOD DR. COLUMBIA, MO 65202 </p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-039.00</p>
<p>1607 LAKEWOOD DR. COLUMBIA, MO 65202</p>	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2845, Page 68, being Lot 4 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.</p>	
<p> V HIMBERGER (TRUSTEE), KATHERINE A. </p>	<p><i>Katherine A. Himberger</i></p> <p>_____</p>	<p>17-212-03-01-040.00</p>
<p>1605 LAKEWOOD DR. COLUMBIA, MO 65202</p>	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1055, Page 534, being Lot 3 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.</p>	
<p> N WOLFMEIER, JEANIE L. 1603 LAKEWOOD DR. COLUMBIA, MO 65202 </p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-041.00</p>
<p>1603 LAKEWOOD DR. COLUMBIA, MO 65202</p>	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2751, Page 154, being Lot 2 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.</p>	
<p> Y FARMER, TAKEISHA L. <i>Amy Marek</i> 1601 LAKEWOOD DR. COLUMBIA, MO 65202 </p>	<p>_____</p> <p>_____</p>	<p>17-212-03-01-042.00</p>
<p>1601 LAKEWOOD DR. COLUMBIA, MO 65202</p>	<p>Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2834, Page 26, being Lot 1 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.</p>	

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
y CARTER, STEPHEN L. CARTER, ROSE N. 5618 PINEHURST LN. COLUMBIA, MO 65202	 Rose Carter	17-212-03-01-045.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1668, Page 574, being Lot 1 of Tract 13 of r Estates a shown on Plat recorded in Plat Book 11, Page 112, Boone County Records.		
y PITTS, GEORGIANA C. 5616 PINEHURST LN. COLUMBIA, MO 65202	 Georgiana C. Pitts	17-212-03-01-046.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1769, Page 22, being Lot 2 of the Plat of Tract 13 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 112, Boone County Records.		
y MOUNTER, SARAH A. 5614 PINEHURST LN. COLUMBIA, MO 65202	<hr/> <hr/>	17-212-03-01-047.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1425, Page 166, being Lot 2 of the Plat of Tract 8 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 164, Boone County Records.		
y DAVIS, JANE 5612 PINEHURST LN. COLUMBIA, MO 65202	<hr/> <hr/>	17-212-03-01-048.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1619, Page 254, being Lot 1 of the Plat of Tract 8 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 164, Boone County Records.		
y DRENNAN, MARIE ILENE GUFFY 5610 PINEHURST LN. COLUMBIA, MO 65202	<hr/> <hr/>	17-212-03-01-050.00
Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 1230, Page 949, being Lot 2 of the Plat of Tract 22 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 248, Boone County Records.		

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

N BARBEE, MATTIE D.

17-212-03-01-051.00

5608 PINEHURST LN.
COLUMBIA, MO 65203

Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 2433, Page 82, being Lot 1 of the Plat of Tract 22 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 248, Boone County Records.

N CELLAR, KIRK

17-212-03-01-054.00

5606 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1386, Page 147, being Lot 1 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

✓ ATHON, GAIL R.

17-212-03-01-055.00

5604 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2206, Page 831, being Lot 2 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

N • HAMPTON JR., GEORGE T.

17-212-03-01-056.00

HAMPTON, JENNIFER J.
5602 PINEHURST

13224 ST HWY F
DUDLEY, MO 63936

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2173, Page 558, being Lot 3 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

4 N SHEEHAN, JOHN

17-212-03-01-057.00

5600 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2609, Page 167, being Lot 4 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

^N LERESCHE, ROBERT

17-212-03-01-058.00

4270 GRACIER HWY
JUNEAU, AK 99801

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 521, Page 810, being Lot 4 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

^Y ✓ KNOWLES, DEREK T.

17-212-03-01-059.00

5594 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1587, Page 378, being Lot 3 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

^Y ✓ SANDERS, BRET

17-212-03-01-060.00

5596 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2498, Page 18, being Lot 2 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

✓ RUSSELL, MERRILL T.

17-212-03-01-061.00

5598 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 1380, Page 791, being Lot 1 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

^N HOLBROOK, BRIGHAM RYAN

17-212-03-01-090.00

HOLBROOK, JULIE K.

5593 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2723, Page 126 being Lot 1 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
--	----------------------------------	--

N SHARP, LANTZ		17-212-03-01-091.00
----------------	--	---------------------

304 N. CEDAR LAKE DR. COLUMBIA, MO 65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2138, Page 542 being Lot 2 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.	
---	--	--

N WINTERS, SALLY C.		17-212-03-01-092.00
---------------------	--	---------------------

5597 PINEHURST LN. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 773, Page 222 being Lot 3 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.	
--	---	--

Y GIBSON, ALAN K.		17-212-03-01-093.00
GIBSON, MARSHA W.		

5599 PINEHURST LN. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 969, Page 15 being Lot 4 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.	
--	--	--

Y BAURICHTER, MATTHEW		17-212-03-01-096.00
-----------------------	--	---------------------

5601 PINEHURST LN. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2783, Page 31, being Lot 4 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.	
--	---	--

N DOUBET, RICKY ROBERT		17-212-03-01-097.00
------------------------	--	---------------------

5603 PINEHURST LN. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 600, Page 769, being Lot 3 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.	
--	---	--

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

✓ GATER, RONALD C.

17-212-03-01-098.00

GATOR, TEENA E.

5605 PINEHURST LN.
COLUMBIA, MO 65203

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1651, Page 192, being Lot 2 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.

✓ GINSBURG % BOONE REALTY,
DONALD

17-212-03-01-099.00

33 E. BROADWAY
COLUMBIA, MO 65203

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1841, Page 824, being Lot 1 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.

✓ KLEFFNER, DORIS A.

17-212-03-01-100.00

5609 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1750, Page 868, being Lot 4 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

✓ LEATHERMAN, ELIZABETH A.

17-212-03-01-101.00

5611 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2916, Page 142, being Lot 3 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

✓ NICHOLS, ZACHARY

17-212-03-01-102.00

GOOSEN, TONYA D.

5613 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2905, Page 156, being Lot 2 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

✓ ANDREWSON, JACK WILLIAM

17-212-03-01-103.00

5615 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 550, Page 164, being Lot 1 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

✓ ROBB, NORMA S.

17-212-03-01-106.00

5617 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 539, Page 543, being Lot 4 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

✓ CAMPBELL, SUE ANN

17-212-03-01-107.00

5619 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1118, Page 377, being Lot 3 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

✓ STAFFORD, STEPHANIE S.

17-212-03-01-108.00

5621 PINEHURST LN.
COLUMBIA, MO 65201

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2208, Page 658, being Lot 2 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

✓ BOOTH, ADA

17-212-03-01-109.00

5623 PINEHURST LN.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2951, Page 73, being Lot 1 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

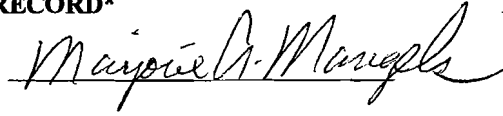
THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

Y MANGELS, MARJORIE A.



17-212-03-01-111.00

5625 Pinehurst Ln.
~~2520 E. MORRIS DR.~~
 COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 975, Page 723, being Lot 2 of the Re-Plat of Tract 12 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 59, Boone County Records.

Y TURNER, ANITA P.

17-212-03-01-112.00

5627 PINEHURST LN.
 COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2012, Page 862, being Lot 1 of the Re-Plat of Tract 12 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 59, Boone County Records.

N JONES, KEESHA L.

17-212-03-01-114.00

5629 PINEHURST LN.
 COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2526, Page 110, being Lot 3 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.

Y HENDERSON, GROVENE A.

17-212-03-01-115.00

1573 LAKEWOOD DR.
 COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 473, Page 272, being Lot 2 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.

N OLSON, SARAH J.

17-212-03-01-116.00

1577 LAKEWOOD DR.
 COLUMBIA, MO 65203

Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 2360, Page 22, being Lot 4 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
---	---	---

Y COOPER, CRYSTAL	<hr/>	17-212-03-01-117.00
	<hr/>	

1575 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2778, Page 33, being Lot 1 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.	
---	--	--

Y TYDINGS, SUSAN K. y Cropp	Susan K. Cropp Susan K. Cropp	17-212-03-01-120.00
--------------------------------	---	---------------------

1568 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 912, Page 2, being Lot 1 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.	
---	---	--

Y HARRIS, JANICE L.	<hr/>	17-212-03-01-121.00
	<hr/>	

1570 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Deed recorded in Book 2611, Page 25, being Lot 2 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.	
---	---	--

y LISING, MELANIE JAIME BARBER MARLIN BARBER	Janice L. Harris Mah. L. Barber	17-212-03-01-122.00
--	---	---------------------

1572 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2315, Page 249+M10, being Lot 3 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.	
---	---	--

N BUTLER, BETTY A. Blasberg	<hr/>	17-212-03-01-123.00
	<hr/>	

1574 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1121, Page 332, being Lot 4 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.	
---	---	--

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.


PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
---	---	---

✓ ALLISON, SHERRY L.	<hr/>	17-212-03-01-125.00
----------------------	-------	---------------------

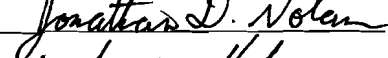
1576 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2205, Page 21, being Lot 1 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.	
---	---	--

✓ WHITE, ELIZABETH	<hr/>	17-212-03-01-126.00
--------------------	-------	---------------------

1578 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2535, Page 136, being Lot 2 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.	
---	--	--

HUDSPETH, LOUISE Mazuch, Laura	 <hr/>	17-212-03-01-127.00
--	---	---------------------

1580 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 1603, Page 825, being Lot 3 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.	
---	---	--

✓ NOLAN, JONATHAN D.	 <hr/>	17-212-03-01-128.00
----------------------	---	---------------------

~~SCHWEIKERT, ANGELA C.~~
Nolan



1582 LAKEWOOD DR. COLUMBIA, MO 65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2955, Page 4, being Lot 4 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.	
---	--	--

N CISSNA, KENNETH M.	<hr/>	17-212-03-01-130.00
----------------------	-------	---------------------

1600 NE LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2764, Page 46, being Lot 1 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.	
--	---	--

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

^ CRAIG, JACQUELINE M.

17-212-03-01-131.00

1602 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2302, Page 811, being Lot 2 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.

^ SHEEHAN, ANNE E.

17-212-03-01-132.00

1604 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1718, Page 480, being Lot 3 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.

Y ^ ASH, KIMBERLY

17-212-03-01-133.00

1606 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2870, Page 130, being Lot 4 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.

sold → ^ PEMBERTON, JERRY W.

17-212-03-01-135.00

1608 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1443, Page 291, being Lot 1 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.

Y ^ DELANCEY, CAROL J.

17-212-03-01-136.00

1610 LAKEWOOD DR.
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 503, Page 535, being Lot 2 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
BARGFREDE, STUART	_____	17-212-03-01-137.00
BARGFREDE, TAMMY	_____	
1612 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1241, Page 739, being Lot 3 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.	
ASHWORTH, BETH	_____	17-212-03-01-138.00
ASHWORTH, CHARLES	_____	
1614 Lakewood P.O. BOX 30804 COLUMBIA, MO 65205	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2856, Page 101, being Lot 4 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.	
YANKO, ALBERT	_____	17-212-03-01-140.00
YANKO, KATHLEEN L.	_____	
3607 MANGO DR. ST. LOUIS, MO 63129	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1763, Page 840, being Lot 1 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.	
FARRELL JR., JAMES A. WES	_____	17-212-03-01-141.00
1618 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 533, Page 190, being Lot 2 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.	
ANDREWS, ARCHIE LEE	_____	17-212-03-01-142.00
817 CLARK AVE. JEFF CITY, MO 65109	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 996, Page 562, being Lot 3 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.	

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
✓ BROADUS, KEITH D. HERBORN,	_____ _____	17-212-03-01-143.00
1622 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2975, Page 97, being Lot 4 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.	
γ CRANE, DANA	_____ _____	17-212-03-01-145.00
1700 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2854, Page 126, being Lot 1 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.	
γ • JENNINGS - CO-TRUSTEES, THOMAS P.	_____ _____	17-212-03-01-146.00
• JENNINGS - CO-TRUSTEES, HAZEL E.	_____ _____	
P.O. BOX 69 STOVER, MO 65078	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1224, Page 257, being Lot 2 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.	
γ FERGUSON, DIANE L.	_____ _____	17-212-03-01-147.00
1704 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 498, Page 881, being Lot 3 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.	
γ SCHULTE, RICHARD D.	_____ _____	17-212-03-01-148.00
• SCHULTE, LIEHA M.	_____ _____	
1706 LAKEWOOD DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1529, Page 159, being Lot 4 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.	

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

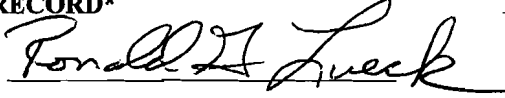
THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD

SIGNATURE OF OWNER(S) OF RECORD*

PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

^ LUECK, RONALD G.



17-212-03-01-085.00

5585 PINEHURST LN
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1272, Page 870, being Lot 4 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

✓ MILLIGAN, HENRY H.

MILLIGAN, LOLA J.



17-212-03-01-086.00

5587 PINEHURST LN
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by Corporation General Warranty Deed recorded in Book 451, Page 549, being Lot 3 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

✓ HEAFLEY, CLYDE A.

HEAFLEY, INGE E.



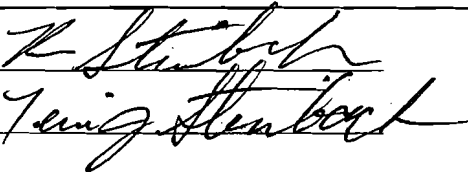
17-212-03-01-087.00

5589 PINEHURST LN
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 468, Page 523, being Lot 2 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

STEINBACH, ROBERT D.

STEINBACH, TERRI J.



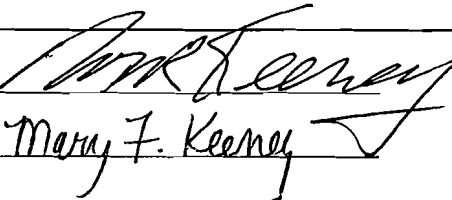
17-212-03-01-088.00

5591 PINEHURST LN
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1056, Page 458, being Lot 1 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

✓ KEENEY, DON R.

KEENEY, MARY F.



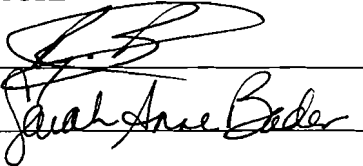
17-212-03-01-082.00

5580 PINEHURST LN
COLUMBIA, MO 65202

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1056, Page 458, being Lot 1 of the Plat of Tract 55 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 61, Boone County Records.

*Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
y BADER, RYAN BADER, SARAH 5582 PINEHURST LN COLUMBIA, MO 65202		17-212-03-01-083.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2332, Page 165, being Lot 2 of the Plat of Tract 55 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 61, Boone County Records.		
BROWN, VIKKI 1701 VILLA DR. COLUMBIA, MO 65202	<hr/> <hr/>	17-212-03-01-069.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1991, Page 569, being Lot 4 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.		
CORNELISON, HEATHER 1702 VAIL CT. COLUMBIA, MO 65202	<hr/> <hr/>	17-212-03-01-080.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2669, Page 54, being Lot 2 of the Plat of Tract 56 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 59, Boone County Records.		
HILL, WAYNE E. HILL, ELIZABETH M. 1702 VILLA DR. COLUMBIA, MO 65202	<hr/> <hr/>	17-212-03-01-063.00
Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 826, Page 342, being Lot 4 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.		
BALDWIN, OUIDA E. 1703 VILLA DR. COLUMBIA, MO 65202	<hr/> <hr/>	17-212-03-01-070.00
Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2369, Page 208, being Lot 3 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.		

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
PARMELE, GERIK	_____	17-212-03-01-064.00
PARMELE, TANYA	_____	
1704 VILLA DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2812, Page 123, being Lot 3 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.	
PREUL, TYLER J.	_____	17-212-03-01-071.00
VOEGELI, CAROLYN	_____	
1705 VILLA DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2223, Page 801, being Lot 2 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.	
DEYOUNG, DONNA R.	_____	17-212-03-01-079.00
1704 VAIL CT. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2772, Page 129, being Lot 1 of the Plat of Tract 56 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 59, Boone County Records.	
Y ATHANASSIOU, ALEXANDRA	_____	17-212-03-01-065.00
1706 VILLA DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 782, Page 278, being Lot 2 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.	
JONES, THOMAS DWIGHT	<i>Deceased</i>	
JONES, JO ANN M.	<i>J. Ann M. Jones</i>	17-212-03-01-072.00
1707 VILLA DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Corporation General Warranty Deed recorded in Book 447, Page 858 being Lot 1 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.	

*Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
BENSON, JAMES D.	_____ _____	17-212-03-01-066.00
1708 VILLA DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1921, Page 994, being Lot 1 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.	
HAMMONS, DEBRA L.	_____ _____	17-212-03-01-073.00
1709 VILLA DR. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2589, Page 193, being Lot 1 of the Plat of Tract 54 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 8, Boone County Records.	
WRIGHT, VERNA I.	_____ _____	17-212-03-01-074.00
5346 TRIKALLA COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2082, Page 962, being Lot 2 of the Plat of Tract 54 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 8, Boone County Records.	
WELLS, DON R.	_____ _____	17-212-03-01-078.00
WELLS, NORMA K.	_____ _____	
5342 TRIKALLA COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1317, Page 1, being Lot 1 of the Plat of Tract 58 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 60, Boone County Records.	
GOODMAN, LOIS	_____ _____	17-212-03-01-077.00
BUTCHER, CAROL FAYE	_____ _____	
5344 TRIKALLA COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1783, Page 188, being Lot 2 of the Plat of Tract 58 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 60, Boone County Records.	

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
HAGEMEYER, STEVE HAGEMEYER, ALESHA HAGEMEYER, DAVID HAGEMEYER, STACY	_____ _____ _____ _____	17-212-03-03-001.00
1708 VAIL CT. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2556, Page 129, being Lot 1 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (1706 Vail Ct.)	
HAGEMEYER, STEVE HAGEMEYER, ALESHA HAGEMEYER, DAVID HAGEMEYER, STACY	_____ _____ _____ _____	17-212-03-03-001.00
1708 VAIL CT. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2556, Page 129, being Lot 1 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (1708 Vail Ct.)	
POLLARD, JUSTIN M.	_____ _____	17-212-03-03-002.00
1705 VAIL CT. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2320, Page 4, being Lot 2 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (1705 Vail Ct.)	
POLLARD, JUSTIN M.	_____ _____	17-212-03-03-002.00
1705 VAIL CT. COLUMBIA, MO 65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2320, Page 4, being Lot 2 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (1707 Vail Ct.)	
BROWER - LIVING TRUST, SCOTT C.	_____ _____	17-212-03-03-003.00
BROWER - LIVING TRUST, SANDRA S.	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 3 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5566 Pinehurst Ln.)	
6207 BENTPATH DR. COLUMBIA, MO 65203		

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

THE NAMES OF THE SIGNERS OF THIS PETITION MAY NOT BE WITHDRAWN FROM THIS PETITION LATER THAN SEVEN (7) DAYS AFTER THE FILING HEREOF WITH THE COUNTY CLERK.

PRINTED NAME AND ADDRESS OF OWNER(S) OF RECORD	SIGNATURE OF OWNER(S) OF RECORD*	PROPERTY OWNED WITHIN PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT
BROWER - LIVING TRUST, SCOTT C.	_____	17-212-03-03-003.00
BROWER - LIVING TRUST, SANDRA S.	_____	
6207 BENTPATH DR. COLUMBIA, MO 65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 3 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5568 Pinehurst Ln.)	
<hr/>		
BROWER - LIVING TRUST, SCOTT C.	_____	17-212-03-03-004.00
BROWER - LIVING TRUST, SANDRA S.	_____	
6207 BENTPATH DR. COLUMBIA, MO 65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 4 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5571 Pinehurst Ln.)	
<hr/>		
BROWER - LIVING TRUST, SCOTT C.	_____	17-212-03-03-004.00
BROWER - LIVING TRUST, SANDRA S.	_____	
6207 BENTPATH DR. COLUMBIA, MO 65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 4 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5573 Pinehurst Ln.)	
<hr/>		
FEREN - TRUSTEE, DANIEL J. LINDSEY, REBECCA L. FEREN - TRUSTEE, STEPHEN D. FEREN - TRUSTEE, SANDRA S.	_____ _____ _____ _____	17-212-03-03-005.00
2927 MONT CLARE AV. CHICAGO, IL 60634	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2564, Page 31, being Lot 5 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5577 Pinehurst Ln.)	
<hr/>		
FEREN - TRUSTEE, DANIEL J. LINDSEY, REBECCA L. FEREN - TRUSTEE, STEPHEN D. FEREN - TRUSTEE, SANDRA S.	_____ _____ _____ _____	17-212-03-03-005.00
2927 MONT CLARE AV. CHICAGO, IL 60634	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2564, Page 31, being Lot 5 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5579 Pinehurst Ln.)	

***Persons signing on behalf of a corporation or other legal entity or as a representative of the owner must attach documentation of the signer's authority.**

AFFIDAVIT OF CIRCULATOR

I, ELIZABETH WHITE, a property owner of record of the proposed neighborhood improvement district herein, being first duly sworn, hereby say that the above and foregoing signed this petition and each of them signed his/her name thereto personally in my presence; I believe that each has accurately stated his/her name and property location, and that each signer is a property owner of record of the proposed neighborhood improvement district herein described.

Signature of Affiant: Elizabeth White

Printed Name & Address of Affiant: ELIZABETH WHITE

1578 LAKEWOOD DR
COLUMBIA, Mo. 65202

Subscribed to and sworn to me this 24 day of September, 20 08

(Notary Seal)

Signed: Sarah A Mounter

My Commission expires: 05/12/09

Notary Certificate:

SARAH A. MOUNTER
Notary Public - Notary Seal
Comm. Number 05709897
STATE OF MISSOURI
Boone County
My Commission Expires: May 12, 2009

COUNTY CLERK'S RECEIPT OF PETITION:

This Petition was filed in my office on _____, 20__.

(SEAL)

County Clerk

CERTIFICATE OF AREA OWNED BY PETITIONERS

I, County Clerk of Boone County, Missouri, hereby certify as follows:

- 1) I have examined the Petition requesting the creation of a neighborhood improvement district for the proposed **Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District** filed in my office on _____, 20____.
- 2) At least seven days have passed since said Petition was filed and none of the signers have withdrawn their names from the Petition.
- 3) The total area of all real property within the proposed neighborhood improvement district is _____ acres, more or less.
- 4) The total area owned by the signers of the Petition is _____.

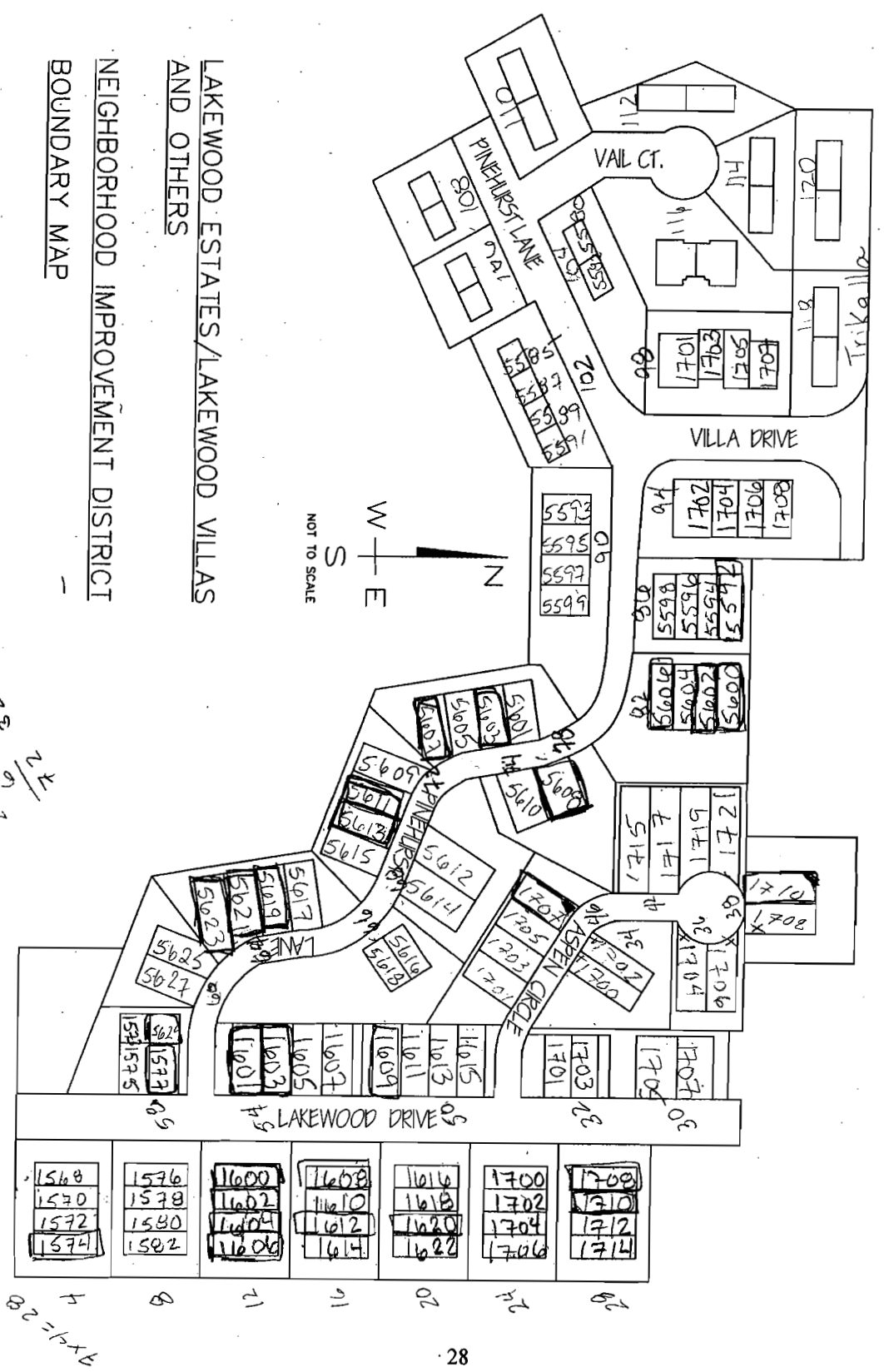
DATED: _____, 20____.

(SEAL)

Wendy S. Noren
County Clerk
Boone County, Missouri

EXHIBIT A

**Boundary Map of
Neighborhood Improvement District for
Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District**



LAKWOOD ESTATES / LAKWOOD VILLAS
AND OTHERS
NEIGHBORHOOD IMPROVEMENT DISTRICT
BOUNDARY MAP

Handwritten notes on the left side of the map:

- 28 x 10 = 280
- 29 x 10 = 290
- 30 x 10 = 300
- 31 x 10 = 310
- 32 x 10 = 320
- 33 x 10 = 330
- 34 x 10 = 340
- 35 x 10 = 350
- 36 x 10 = 360
- 37 x 10 = 370
- 38 x 10 = 380
- 39 x 10 = 390
- 40 x 10 = 400
- 41 x 10 = 410
- 42 x 10 = 420
- 43 x 10 = 430
- 44 x 10 = 440
- 45 x 10 = 450
- 46 x 10 = 460
- 47 x 10 = 470
- 48 x 10 = 480
- 49 x 10 = 490
- 50 x 10 = 500
- 51 x 10 = 510
- 52 x 10 = 520
- 53 x 10 = 530
- 54 x 10 = 540
- 55 x 10 = 550
- 56 x 10 = 560
- 57 x 10 = 570
- 58 x 10 = 580
- 59 x 10 = 590
- 60 x 10 = 600
- 61 x 10 = 610
- 62 x 10 = 620
- 63 x 10 = 630
- 64 x 10 = 640
- 65 x 10 = 650
- 66 x 10 = 660
- 67 x 10 = 670
- 68 x 10 = 680
- 69 x 10 = 690
- 70 x 10 = 700
- 71 x 10 = 710
- 72 x 10 = 720
- 73 x 10 = 730
- 74 x 10 = 740
- 75 x 10 = 750
- 76 x 10 = 760
- 77 x 10 = 770
- 78 x 10 = 780
- 79 x 10 = 790
- 80 x 10 = 800
- 81 x 10 = 810
- 82 x 10 = 820
- 83 x 10 = 830
- 84 x 10 = 840
- 85 x 10 = 850
- 86 x 10 = 860
- 87 x 10 = 870
- 88 x 10 = 880
- 89 x 10 = 890
- 90 x 10 = 900
- 91 x 10 = 910
- 92 x 10 = 920
- 93 x 10 = 930
- 94 x 10 = 940
- 95 x 10 = 950
- 96 x 10 = 960
- 97 x 10 = 970
- 98 x 10 = 980
- 99 x 10 = 990
- 100 x 10 = 1000

EXHIBIT B

Boundary Descriptions of Neighborhood Improvement District for Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District

Section 3, T 48, R 12, as described by Beneficiary Quit Claim Deed recorded in Book 1114, Page 384, being Lot 4 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2782, Page 125, being Lot 3 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 1417, Page 888, being Lot 2 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1055, Page 709, being Lot 1 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1249, Page 578, being Lot 2 of Tract 21 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 195, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 606, Page 243, being Lot 1 of Tract 21 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 195, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1551, Page 786, being Lot 2 of Replat of Tract 4 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 55, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 958, Page 119, being Lot 1 of Replat of Tract 4 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 55, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1634, Page 625, being Lot 2 of Tract 5A of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 148, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 742, Page 818, being Lot 1 of Tract 5A of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 148, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2974, Page 183, being Lot 2 of Tract 5B of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 163, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2555, Page 141, being Lot 1 of Tract 5B of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 163, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1248, Page 595, being Lot 1 of Tract 28 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 268, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2751, Page 27, being Lot 2 of Tract 28 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 268, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 795, Page 836, being Lot 4 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1479, Page 106, being Lot 3 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 473, Page 520, being Lot 2 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.

EXHIBIT C

Boundary Descriptions of Neighborhood Improvement District for Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2897, Page 105, being Lot 1 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 67, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1254, Page 296, being Lot 4 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1473, Page 47, being Lot 3 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2460, Page 95, being Lot 2 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1848, Page 818, being Lot 1 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2210, Page 714, being Lot 4 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1469, Page 231, being Lot 3 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1180, Page 694, being Lot 2 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2789, Page 118, being Lot 1 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2845, Page 68, being Lot 4 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1055, Page 534, being Lot 3 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2751, Page 154, being Lot 2 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2834, Page 26, being Lot 1 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1668, Page 574, being Lot 1 of TRact 13 of r Estates a shown on Plat recorded in Plat Book 11, Page 112, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1769, Page 22, being Lot 2 of the Plat of Tract 13 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 112, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1425, Page 166, being Lot 2 of the Plat of Tract 8 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 164, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1619, Page 254, being Lot 1 of the Plat of Tract 8 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 164, Boone County Records.

EXHIBIT D

**Boundary Descriptions of
Neighborhood Improvement District for
Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District**

Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 1230, Page 949, being Lot 2 of the Plat of Tract 22 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 248, Boone County Records.

Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 2433, Page 82, being Lot 1 of the Plat of Tract 22 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 248, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1386, Page 147, being Lot 1 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2206, Page 831, being Lot 2 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2173, Page 558, being Lot 3 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2609, Page 167, being Lot 4 of the Plat of Tract 23 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 521, Page 810, being Lot 4 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1587, Page 378, being Lot 3 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2498, Page 18, being Lot 2 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 1380, Page 791, being Lot 1 of the Plat of Tract 24 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2723, Page 126 being Lot 1 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2138, Page 542 being Lot 2 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 773, Page 222 being Lot 3 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 969, Page 15 being Lot 4 of the Plat of Tract 27 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2783, Page 31, being Lot 4 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 600, Page 769, being Lot 3 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1651, Page 192, being Lot 2 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.

EXHIBIT E

Boundary Descriptions of Neighborhood Improvement District for Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1841, Page 824, being Lot 1 of the Re-Plat of Tract 9 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 56, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1750, Page 868, being Lot 4 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2916, Page 142, being Lot 3 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2905, Page 156, being Lot 2 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 550, Page 164, being Lot 1 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 539, Page 543, being Lot 4 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1118, Page 377, being Lot 3 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2208, Page 658, being Lot 2 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2951, Page 73, being Lot 1 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 975, Page 723, being Lot 2 of the Re-Plat of Tract 12 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 59, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2012, Page 862, being Lot 1 of the Re-Plat of Tract 12 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 59, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2526, Page 110, being Lot 3 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 473, Page 272, being Lot 2 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.

Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 2360, Page 22, being Lot 4 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2778, Page 33, being Lot 1 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 912, Page 2, being Lot 1 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.

Section 3, T 48, R 12, as described by Deed recorded in Book 2611, Page 25, being Lot 2 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.

EXHIBIT F

Boundary Descriptions of Neighborhood Improvement District for Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2315, Page 249+M10, being Lot 3 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1121, Page 332, being Lot 4 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2205, Page 21, being Lot 1 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2535, Page 136, being Lot 2 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 1603, Page 825, being Lot 3 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2955, Page 4, being Lot 4 of the Plat of Tract 15 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2764, Page 46, being Lot 1 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2302, Page 811, being Lot 2 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1718, Page 480, being Lot 3 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2870, Page 130, being Lot 4 of the Plat of Tract 16 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1443, Page 291, being Lot 1 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 503, Page 535, being Lot 2 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1241, Page 739, being Lot 3 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2856, Page 101, being Lot 4 of the Plat of Tract 17 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1763, Page 840, being Lot 1 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 533, Page 190, being Lot 2 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 996, Page 562, being Lot 3 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.

EXHIBIT G

Boundary Descriptions of Neighborhood Improvement District for Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2975, Page 97, being Lot 4 of the Plat of Tract 18 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2854, Page 126, being Lot 1 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1224, Page 257, being Lot 2 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 498, Page 881, being Lot 3 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1529, Page 159, being Lot 4 of the Plat of Tract 19 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1272, Page 870, being Lot 4 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

Section 3, T 48, R 12, as described by Corporation General Warranty Deed recorded in Book 451, Page 549, being Lot 3 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 468, Page 523, being Lot 2 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1056, Page 458, being Lot 1 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1056, Page 458, being Lot 1 of the Plat of Tract 55 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 61, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2332, Page 165, being Lot 2 of the Plat of Tract 55 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 61, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1991, Page 569, being Lot 4 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2669, Page 54, being Lot 2 of the Plat of Tract 56 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 59, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 826, Page 342, being Lot 4 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.

Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2369, Page 208, being Lot 3 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2812, Page 123, being Lot 3 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2223, Page 801, being Lot 2 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.

EXHIBIT H

Boundary Descriptions of Neighborhood Improvement District for Lakewood Estates / Lakewood Villas & Others Neighborhood Improvement District

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2772, Page 129, being Lot 1 of the Plat of Tract 56 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 59, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 782, Page 278, being Lot 2 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.

Section 3, T 48, R 12, as described by Corporation General Warranty Deed recorded in Book 447, Page 858 being Lot 1 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1921, Page 994, being Lot 1 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2589, Page 193, being Lot 1 of the Plat of Tract 54 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 8, Boone County Records.

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2082, Page 962, being Lot 2 of the Plat of Tract 54 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 8, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1317, Page 1, being Lot 1 of the Plat of Tract 58 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 60, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1783, Page 188, being Lot 2 of the Plat of Tract 58 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 60, Boone County Records.

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2556, Page 129, being Lot 1 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(1706 Vail Ct.)

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2556, Page 129, being Lot 1 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(1708 Vail Ct.)

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2320, Page 4, being Lot 2 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(1705 Vail Ct.)

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2320, Page 4, being Lot 2 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(1707 Vail Ct.)

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 3 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(5566 Pinehurst Ln.)

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 3 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(5568 Pinehurst Ln.)

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 4 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(5571 Pinehurst Ln.)

Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 4 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(5573 Pinehurst Ln.)

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2564, Page 31, being Lot 5 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(5577 Pinehurst Ln.)

Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2564, Page 31, being Lot 5 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.

(5579 Pinehurst Ln.)

LAKWOOD ESTATES NEIGHBORHOOD IMPROVEMENT DISTRICT

OWNERS LIST - BY PARCEL

ID #	TAXPARCEL	LNAME	FNAME	LNAME2	FNAME2	LNAME3	FNAME3	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
1	17-212-03-01-001.00	COLEMAN	MILLS R.							1714 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Beneficiary Quit Claim Deed recorded in Book 1114, Page 384, being Lot 4 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.
2	17-212-03-01-002.00	MACK	LAURA K.							1712 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2782, Page 125, being Lot 3 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.
3	17-212-03-01-003.00	PATTERSON	SHARON W.							1710 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 1417, Page 888, being Lot 2 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.
4	17-212-03-01-004.00	BROWN	BRIAN K.	BROWN	JACQUELINE M.					1708 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1055, Page 709, being Lot 1 of Tract 20 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.
5	17-212-03-01-006.00	CLAPPER	NEIL	OLSON	MARY L.					1707 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1249, Page 578, being Lot 2 of Tract 21 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.
6	17-212-03-01-007.00	EVERS	NORBERT T.							1705 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 808, Page 243, being Lot 1 of Tract 21 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 165, Boone County Records.
7	17-212-03-01-010.00	TRUMBO	JERRY W.							1703 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1551, Page 788, being Lot 2 of Replat of Tract 4 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 55, Boone County Records.
8	17-212-03-01-011.00	BRITT	CLAIRE E.							1701 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 958, Page 119, being Lot 1 of Replat of Tract 4 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 55, Boone County Records.
9	17-212-03-01-014.00	BLOSS	KERRIE							1700 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1634, Page 625, being Lot 2 of Tract 5A of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 148, Boone County Records.
10	17-212-03-01-015.00	CHISHOLM	LORNE							1702 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 742, Page 818, being Lot 1 of Tract 5A of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 148, Boone County Records.
11	17-212-03-01-017.00	LIEN	JAMES S.							1704 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2974, Page 183, being Lot 2 of Tract 5B of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 183, Boone County Records.
12	17-212-03-01-018.00	SCHLOSS	JACOB A.	LUCHENBILL	DEBORAH L.					1708 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2565, Page 141, being Lot 1 of Tract 5B of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 183, Boone County Records.
13	17-212-03-01-020.00	MARTIN	ROGER A	MARTIN	VIRGINIA L.					1708 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1248, Page 595, being Lot 1 of Tract 28 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 268, Boone County Records.
14	17-212-03-01-021.00	HOUSE	HANNAH							1710 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2751, Page 27, being Lot 2 of Tract 28 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 268, Boone County Records.
15	17-212-03-01-022.00	DINWIDDIE	VIRGINIA ANN							1721 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 795, Page 836, being Lot 4 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 87, Boone County Records.
16	17-212-03-01-023.00	JUDKINS	CONNIE D.							1719 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1479, Page 106, being Lot 3 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 87, Boone County Records.
17	17-212-03-01-024.00	HERTER	VERA L.							1717 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 473, Page 520, being Lot 2 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 87, Boone County Records.
18	17-212-03-01-025.00	HARTMAN	CARYN L.							1715 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2897, Page 105, being Lot 1 of Replat of Tract 7 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 87, Boone County Records.
19	17-212-03-01-027.00	FRY	MARY MARTHA							1707 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1254, Page 296, being Lot 4 of Tract 8 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.

LAKELWOOD ESTATES NEIGHBORHOOD IMPROVEMENT DISTRICT

OWNERS LIST - BY PARCEL

ID #	TAXPARCEL	LNAME	FNAME	LNAME2	FNAME2	LNAME3	FNAME3	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
20	17-212-03-01-028.00	MASON	MARY LOUISE	MASON	KEITH RICHARD					1705 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1473, Page 47, being Lot 3 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.
21	17-212-03-01-029.00	BUCKNER	ANGEL							1703 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2480, Page 95, being Lot 2 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.
22	17-212-03-01-030.00	BAUGHMAN	GOLDIE L.							1701 ASPEN CIRCLE	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1646, Page 816, being Lot 1 of Tract 6 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 65, Boone County Records.
23	17-212-03-01-033.00	RICHARDS	KAREN C.							1615 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2210, Page 714, being Lot 4 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.
24	17-212-03-01-034.00	PIERCE	GLORIA							1613 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1489, Page 231, being Lot 3 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.
25	17-212-03-01-035.00	CRAIG (TRUSTEES)	WILLIAM S.	CRAIG (TRUSTEES)	MABEL M.					1611 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1180, Page 684, being Lot 2 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.
26	17-212-03-01-036.00	COLLINS	STANLEY H.							2526 N. JIMMIE	FAYETTEVILLE	AR	72703	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2789, Page 118, being Lot 1 of Replat of Tract 3 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 43, Boone County Records.
27	17-212-03-01-039.00	DILLON	KIMBERLY A.							1607 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2845, Page 68, being Lot 4 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.
28	17-212-03-01-040.00	HIMBERGER (TRUSTEE)	KATHERINE A.							1605 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1035, Page 534, being Lot 3 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.
29	17-212-03-01-041.00	WOLFMIEER	JEANIE L.							1603 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2751, Page 154, being Lot 2 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.
30	17-212-03-01-042.00	FARMER	TAKEISHA L.							1601 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2834, Page 26, being Lot 1 of Replat of Tract 2 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 38, Boone County Records.
31	17-212-03-01-045.00	CARTER	STEPHEN L.	CARTER	ROSE N.					5618 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1686, Page 574, being Lot 1 of Tract 13 of Estates a shown on Plat recorded in Plat Book 11, Page 112, Boone County Records.
32	17-212-03-01-046.00	PITTS	GEORGIANA C.							5616 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1789, Page 22, being Lot 2 of the Plat of Tract 13 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 112, Boone County Records.
33	17-212-03-01-047.00	MOUNTER	SARAH A.							5614 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1819, Page 254, being Lot 1 of the Plat of Tract 8 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 164, Boone County Records.
34	17-212-03-01-048.00	DAVIS	JANE							5612 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1425, Page 188, being Lot 2 of the Plat of Tract 8 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 164, Boone County Records.
35	17-212-03-01-050.00	DRENNAN	MARIE ILENE GUFFY							5610 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 1200, Page 649, being Lot 2 of the Plat of Tract 22 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 248, Boone County Records.
36	17-212-03-01-051.00	BARBEE	MATTIE D.							5608 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 2433, Page 82, being Lot 1 of the Plat of Tract 22 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 248, Boone County Records.

LAKELAND ESTATES NEIGHBORHOOD IMPROVEMENT DISTRICT

OWNERS LIST - BY PARCEL

ID #	TAXPARCEL	LNAME	FNAME	LNAMEZ	FNAMEZ	LNAME3	FNAME3	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
37	17-212-03-01-054.00	CELLAR	KIRK							5606 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1398, Page 147, being Lot 1 of the Plat of Tract 23 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.
38	17-212-03-01-055.00	ATHON	GAIL R.							5604 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2208, Page 631, being Lot 2 of the Plat of Tract 23 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.
39	17-212-03-01-056.00	HAMPTON JR.	GEORGE T.	HAMPTON	JENNIFER J.					13224 ST HWY F	DUDLEY	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2173, Page 558, being Lot 3 of the Plat of Tract 23 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.
40	17-212-03-01-057.00	SHEEHAN	JOHN							5600 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2808, Page 167, being Lot 4 of the Plat of Tract 23 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 178, Boone County Records.
41	17-212-03-01-058.00	LERESCHE	ROBERT							4270 GRACIER HWY	JUNEAU	AK	99801	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 821, Page 810, being Lot 4 of the Plat of Tract 24 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.
42	17-212-03-01-059.00	KNOWLES	DEREK T.							5584 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1587, Page 378, being Lot 3 of the Plat of Tract 24 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.
43	17-212-03-01-060.00	SANDERS	BRET							5598 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2498, Page 18, being Lot 2 of the Plat of Tract 24 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.
44	17-212-03-01-061.00	RUSSELL	MERRILL T.							5598 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 1380, Page 781, being Lot 1 of the Plat of Tract 24 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 216, Boone County Records.
45	17-212-03-01-060.00	HOLBROOK	BRIGHAM RYAN	HOLBROOK	JULIE K.					5593 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2723, Page 128 being Lot 1 of the Plat of Tract 27 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.
46	17-212-03-01-061.00	SHARP	LANTZ							304 N. CEDAR LAKE DR.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2138, Page 542 being Lot 2 of the Plat of Tract 27 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.
47	17-212-03-01-062.00	WINTERS	SALLY C.							5587 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 773, Page 222 being Lot 3 of the Plat of Tract 27 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.
48	17-212-03-01-063.00	GIBSON	ALAN K.	GIBSON	MARSHA W.					5589 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 989, Page 15 being Lot 4 of the Plat of Tract 27 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 244, Boone County Records.
49	17-212-03-01-066.00	BAURICHTER	MATTHEW							5801 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2783, Page 31, being Lot 4 of the Plat of Tract 9 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 58, Boone County Records.
50	17-212-03-01-067.00	DOUBET	RICKY ROBERT							5603 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 800, Page 768, being Lot 3 of the Plat of Tract 9 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 58, Boone County Records.
51	17-212-03-01-068.00	GATER	RONALD C.	GATOR	TEENA E.					5605 PINEHURST LN.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1651, Page 192, being Lot 2 of the Re-Plat of Tract 9 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 59, Boone County Records.
52	17-212-03-01-068.00	GINSBURG % BOONE REALTY	DONALD							33 E. BROADWAY	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1841, Page 824, being Lot 1 of the Re-Plat of Tract 9 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 59, Boone County Records.

LAKELWOOD ESTATES NEIGHBORHOOD IMPROVEMENT DISTRICT

OWNERS LIST - BY PARCEL

ID #	TAXPARCEL	LNAME	FNAME	LNAME2	FNAME2	LNAME3	FNAME3	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
53	17-212-03-01-100.00	KLEFFNER	DORIS A.							5609 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1750, Page 888, being Lot 4 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.
54	17-212-03-01-101.00	LEATHERMAN	ELIZABETH A.							5611 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2816, Page 142, being Lot 3 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.
55	17-212-03-01-102.00	NICHOLS	ZACHARY	GOOSEN			TONYA D.			5613 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2905, Page 156, being Lot 2 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.
56	17-212-03-01-103.00	ANDREWSON	JACK WILLIAM							5615 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 550, Page 184, being Lot 1 of the Re-Plat of Tract 10 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 39, Boone County Records.
57	17-212-03-01-106.00	ROBB	NORMA S.							5617 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 539, Page 543, being Lot 4 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.
58	17-212-03-01-107.00	CAMPBELL	SUE ANN							5619 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1118, Page 377, being Lot 3 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.
59	17-212-03-01-108.00	STAFFORD	STEPHANIE S.							5621 PINEHURST LN.	COLUMBIA	MO	65201	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2208, Page 888, being Lot 2 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.
60	17-212-03-01-109.00	BOOTH	ADA							5623 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2851, Page 73, being Lot 1 of the Re-Plat of Tract 11 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 57, Boone County Records.
61	17-212-03-01-111.00	MANGELS	MARJORIE A.							2520 E. MORRIS DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 875, Page 723, being Lot 2 of the Re-Plat of Tract 12 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 59, Boone County Records.
62	17-212-03-01-112.00	TURNER	ANITA P.							5627 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2012, Page 882, being Lot 1 of the Re-Plat of Tract 12 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 59, Boone County Records.
63	17-212-03-01-114.00	JONES	KEESHA L.							5629 PINEHURST LN.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2526, Page 110, being Lot 3 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.
64	17-212-03-01-115.00	HENDERSON	GROVENE A.							1573 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 473, Page 272, being Lot 2 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.
65	17-212-03-01-116.00	OLSON	SARAH J.							1577 LAKEWOOD DR.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by Quit Claim Deed recorded in Book 2380, Page 22, being Lot 4 of the Re-Plat of Tract 1 of Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.
66	17-212-03-01-117.00	COOPER	CRYSTAL							1575 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2776, Page 33, being Lot 1 of the Re-Plat of Tract Lakewood Estates a shown on Plat recorded in Plat Book 1, Page 58, Boone County Records.
67	17-212-03-01-120.00	TYDINGS	SUSAN K.							1568 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 912, Page 2, being Lot 1 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.
68	17-212-03-01-121.00	HARRIS	JANICE L.							1570 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Deed recorded in Book 2811, Page 25, being Lot 2 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.
69	17-212-03-01-122.00	LISING	MELANIE							1572 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2315, Page 249+M10, being Lot 3 of the Plat of Tract 14 of Lakewood Estates a shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.

LAKewood ESTATES NEIGHBORHOOD IMPROVEMENT DISTRICT

OWNERS LIST - BY PARCEL

ID #	TAXPARCEL	LNAME	FNAME	LNAME2	FNAME2	LNAME3	FNAME3	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
70	17-212-03-01-123.00	BUTLER	BETTY A.							1574 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1121, Page 332, being Lot 4 of the Plat of Tract 14 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 137, Boone County Records.
71	17-212-03-01-125.00	ALLISON	SHERRY L.							1576 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2205, Page 21, being Lot 1 of the Plat of Tract 15 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.
72	17-212-03-01-126.00	WHITE	ELIZABETH							1578 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2535, Page 136, being Lot 2 of the Plat of Tract 15 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.
73	17-212-03-01-127.00	HUDSPETH	LOUISE							1580 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 1803, Page 825, being Lot 3 of the Plat of Tract 15 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.
74	17-212-03-01-128.00	NOLAN	JONATHAN D.	SCHWEIKERT	ANGELA C.					1582 LAKEWOOD DR.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2955, Page 4, being Lot 4 of the Plat of Tract 15 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 73, Boone County Records.
75	17-212-03-01-130.00	CISSNA	KENNETH M.							1600 NE LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2764, Page 46, being Lot 1 of the Plat of Tract 18 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.
76	17-212-03-01-131.00	CRAIG	JACQUELINE M.							1602 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2502, Page 81, being Lot 2 of the Plat of Tract 19 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.
77	17-212-03-01-132.00	SHEEHAN	ANNE E.							1604 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1716, Page 460, being Lot 3 of the Plat of Tract 10 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.
78	17-212-03-01-133.00	ASH	KIMBERLY							1608 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2870, Page 130, being Lot 4 of the Plat of Tract 19 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 74, Boone County Records.
79	17-212-03-01-135.00	PEMBERTON	JERRY W.							1608 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1443, Page 291, being Lot 1 of the Plat of Tract 17 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.
80	17-212-03-01-136.00	DELANCEY	CAROL J.							1610 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 503, Page 535, being Lot 2 of the Plat of Tract 17 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.
81	17-212-03-01-137.00	BARGFREDE	STUART	BARGFREDE	TAMMY					1612 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1241, Page 739, being Lot 3 of the Plat of Tract 17 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.
82	17-212-03-01-138.00	ASHWORTH	BETH	ASHWORTH	CHARLES					P.O. BOX 30804	COLUMBIA	MO	65205	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2958, Page 101, being Lot 4 of the Plat of Tract 17 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 75, Boone County Records.
83	17-212-03-01-140.00	YANKO	ALBERT	YANKO	KATHLEEN L.					3607 MANGO DR.	ST. LOUIS	MO	63129	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1793, Page 840, being Lot 1 of the Plat of Tract 18 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.
84	17-212-03-01-141.00	FARRELL JR.	JAMES A.							1618 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 533, Page 190, being Lot 2 of the Plat of Tract 18 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.
85	17-212-03-01-142.00	ANDREWS	ARCHIE LEE							817 CLARK AVE.	JEFF CITY	MO	65109	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 996, Page 562, being Lot 3 of the Plat of Tract 18 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.

LAKELWOOD ESTATES NEIGHBORHOOD IMPROVEMENT DISTRICT

OWNERS LIST - BY PARCEL

ID #	TAXPARCEL	LNAME	FNAME	LNAME2	FNAME2	LNAME3	FNAME3	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
86	17-212-03-01-143.00	BROADUS	KEITH D.	HERBORN						1622 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2975, Page 97, being Lot 4 of the Plat of Tract 18 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 107, Boone County Records.
87	17-212-03-01-145.00	CRANE	DANA							1700 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2854, Page 126, being Lot 1 of the Plat of Tract 19 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.
88	17-212-03-01-146.00	JENNINGS - CO-TRUSTEES	THOMAS P.	JENNINGS - CO-TRUSTEES	HAZEL E.					P.O. BOX 69	STOVER	MO	65078	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1224, Page 257, being Lot 2 of the Plat of Tract 19 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.
89	17-212-03-01-147.00	FERGUSON	DIANE L.							1704 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 488, Page 881, being Lot 3 of the Plat of Tract 19 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.
90	17-212-03-01-148.00	SCHULTE	RICHARD D.	SCHULTE	LIEHA M.					1708 LAKEWOOD DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1528, Page 159, being Lot 4 of the Plat of Tract 18 of Lakewood Estates as shown on Plat recorded in Plat Book 11, Page 140, Boone County Records.
91	17-212-03-01-085.00	LUECK	RONALD G.							5585 PINEHURST LN	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1272, Page 870, being Lot 4 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.
92	17-212-03-01-088.00	MILLIGAN	HENRY H.	MILLIGAN	LOLA J.					5587 PINEHURST LN	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Corporation General Warranty Deed recorded in Book 451, Page 548, being Lot 3 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.
93	17-212-03-01-087.00	HEAFLEY	CLYDE A.	HEAFLEY	INGE E.					5589 PINEHURST LN	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 468, Page 523, being Lot 2 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.
94	17-212-03-01-088.00	STEINBACH	ROBERT D.	STEINBACH	TERRI J.					5591 PINEHURST LN	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1056, Page 458, being Lot 1 of the Plat of Tract 53 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 4, Boone County Records.
95	17-212-03-01-082.00	KEENEY	DON R.	KEENEY	MARY F.					5580 PINEHURST LN	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1058, Page 458, being Lot 1 of the Plat of Tract 55 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 91, Boone County Records.
96	17-212-03-01-083.00	BADER	RYAN	BADER	SARAH					5582 PINEHURST LN	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2332, Page 165, being Lot 2 of the Plat of Tract 55 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 91, Boone County Records.
97	17-212-03-01-089.00	BROWN	VIKKI							1701 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1891, Page 569, being Lot 4 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.
98	17-212-03-01-080.00	CORNELISON	HEATHER							1702 VAIL CT.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2869, Page 54, being Lot 2 of the Plat of Tract 58 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 59, Boone County Records.
99	17-212-03-01-083.00	HILL	WAYNE E.	HILL	ELIZABETH M.					1702 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 828, Page 342, being Lot 4 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.
100	17-212-03-01-070.00	BALDWIN	OUIDA E.							1703 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Beneficiary Deed recorded in Book 2589, Page 208, being Lot 3 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.
101	17-212-03-01-084.00	PARMELE	GERIK	PARMELE	TANYA					1704 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2812, Page 123, being Lot 3 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.
102	17-212-03-01-071.00	PREUL	TYLER J.	VOEGELI	CAROLYN					1705 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2223, Page 801, being Lot 2 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.

LAKELWOOD ESTATES NEIGHBORHOOD IMPROVEMENT DISTRICT

OWNERS LIST - BY PARCEL

ID #	TAX/PARCEL	LNAME	FNAME	LNAMEZ	FNAMEZ	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
103	17-212-03-01-079.00	DEYOUNG	DONNA R.					1704 VAIL CT.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2772, Page 128, being Lot 1 of the Plat of Tract 58 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 59, Boone County Records.
104	17-212-03-01-085.00	ATHANASSIOU	ALEXANDRA					1709 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 782, Page 278, being Lot 2 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.
105	17-212-03-01-072.00	JONES	THOMAS DWIGHT	JONES	JO ANN M.			1707 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Corporation General Warranty Deed recorded in Book 447, Page 888 being Lot 1 of the Plat of Tract 52 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 314, Boone County Records.
106	17-212-03-01-066.00	BENSON	JAMES D.					1708 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1921, Page 994, being Lot 1 of the Plat of Tract 51 of Lakewood Villa as shown on Plat recorded in Plat Book 11, Page 305, Boone County Records.
107	17-212-03-01-073.00	HAMMONS	DEBRA L.					1708 VILLA DR.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2589, Page 183, being Lot 1 of the Plat of Tract 54 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 8, Boone County Records.
108	17-212-03-01-074.00	WRIGHT	VERNA I.					5346 TRIKALLA	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2082, Page 982, being Lot 2 of the Plat of Tract 54 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 8, Boone County Records.
109	17-212-03-01-078.00	WELLS	DON R.	WELLS	NORMA K.			5342 TRIKALLA	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1317, Page 1, being Lot 1 of the Plat of Tract 58 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 80, Boone County Records.
110	17-212-03-01-077.00	GOODMAN	LOIS	BUTCHER	CAROL FAYE			5344 TRIKALLA	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1783, Page 188, being Lot 2 of the Plat of Tract 59 of Lakewood Villa as shown on Plat recorded in Plat Book 12, Page 57, Boone County Records. (1708 Vail Ct.)
111	17-212-03-03-001.00	HAGEMEYER	STEVE	HAGEMEYER	ALESHA	DAVID	HAGEMEYER	1708 VAIL CT.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2558, Page 129, being Lot 1 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (1708 Vail Ct.)
112	17-212-03-03-001.00	HAGEMEYER	STEVE	HAGEMEYER	ALESHA	DAVID	HAGEMEYER	1708 VAIL CT.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2320, Page 4, being Lot 2 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records.
113	17-212-03-03-002.00	POLLARD	JUSTIN M.					1705 VAIL CT.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2320, Page 4, being Lot 2 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (1705 Vail Ct.)
114	17-212-03-03-002.00	POLLARD	JUSTIN M.					1705 VAIL CT.	COLUMBIA	MO	65202	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 2320, Page 4, being Lot 2 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (1707 Vail Ct.)
115	17-212-03-03-003.00	BROWER - LIVING TRUST	SCOTT C.	BROWER - LIVING TRUST	SANDRA S.			8207 BENTPATH DR.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 3 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5568 Pinehurst Ln.)
116	17-212-03-03-003.00	BROWER - LIVING TRUST	SCOTT C.	BROWER - LIVING TRUST	SANDRA S.			8207 BENTPATH DR.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 3 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5568 Pinehurst Ln.)
117	17-212-03-03-004.00	BROWER - LIVING TRUST	SCOTT C.	BROWER - LIVING TRUST	SANDRA S.			6207 BENTPATH DR.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 4 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5574 Pinehurst Ln.)
118	17-212-03-03-004.00	BROWER - LIVING TRUST	SCOTT C.	BROWER - LIVING TRUST	SANDRA S.			6207 BENTPATH DR.	COLUMBIA	MO	65203	Section 3, T 48, R 12, as described by General Warranty Deed recorded in Book 1588, Page 480, being Lot 4 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5573 Pinehurst Ln.)
119	17-212-03-03-005.00	FEREN - TRUSTEE	DANIEL J.	LINDSEY	REBECCA L.	FEREN - TRUSTEE	STEPHEN D.	2927 MONT CLARE AV.	CHICAGO	IL	60634	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2554, Page 31, being Lot 5 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5577 Pinehurst Ln.)

LAKWOOD ESTATES NEIGHBI

OWNERS LIST - BY PARCEL

ID #	TAXPARCEL	LNAME	FNAME	LNAME2	FNAME2	LNAME3	FNAME3	LNAME4	FNAME4	ADDRESS	CITY	ST	ZIP	LEGAL DESCRIPTION
120	17-212-03-03-005.00	FEREN - TRUSTEE	DANIEL J.	LINDSEY	REBECCA L.	FEREN - TRUSTEE	STEPHEN D.	FEREN - TRUSTEE	SANDRA S.	2827 MONT CLARE AV.	CHICAGO	IL	60634	Section 3, T 48, R 12, as described by Trustee's Deed recorded in Book 2594, Page 31, being Lot 5 of the Valley Creek Subdivision, as shown by Plat recorded in Plat Book 28, Page 57, Boone County Records. (5578 Pinehurst Ln.)
	REVISED 12-20-06													
	REVISED 12-21-07													
	REVISED 12-28-08													

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09


In the County Commission of said county, on the 16th day of April 20 09


the following, among other proceedings, were had, viz:

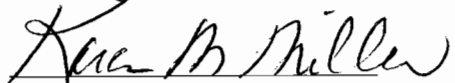
Now on this day the County Commission of the County of Boone does hereby approve the agreement with Maximus Consulting Services, Inc. for the Cost Allocation Plan for the Auditor's Office. It is further ordered the Presiding Commissioner is hereby authorized to sign said agreement.

Done this 16th day of April, 2009.

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

**AGREEMENT FOR
COST ALLOCATION PLAN CONSULTING SERVICES**

THIS AGREEMENT dated the 16th day of April 2009 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and MAXIMUS Consulting Services, Inc., herein "Contractor."

IN CONSIDERATION of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Agreement for Cost Allocation Plan Consulting Services, the Insurance and Indemnity Clauses – Contract with Boone County, Missouri, Letter dated February 10, 2009 executed by Kurt Sames, Manager, on behalf of the Contractor, the Agreement to Provide Professional Consulting Services and all attached Exhibits. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions and requirements contained in this Agreement and the Insurance and Indemnity Clauses – Contract with Boone County, Missouri, shall prevail and control over the Letter, Agreement to Provide Professional Consulting Services and attached exhibits. In addition, the following portions of the Contractor's Agreement, are specifically NOT part of this Contract and are to be considered deleted or modified as set forth below:

- a). The one (1) year limitation period set out in paragraph ten (10) is deleted.
- b). Paragraph ten (10) relating to Limitation of Liability is amended to include the following phrase as the first sentence: "Except as to extent of the required insurance coverages set out herein ..."

2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to furnish Professional Consulting Services to the County, as described herein. Costs for said services for year ended December 31, 2009 shall be Seven Thousand Five Hundred Dollars (\$7,500.00).

3. **Contract Duration** - This agreement shall commence upon execution and shall continue until completed, which shall be prior to June 30, 2009, with time being of the essence.

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Auditor for services described in the proposal specifications upon completion of the work. The County agrees to pay all invoices within thirty days of receipt of a correct and valid invoice. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

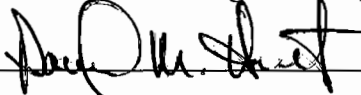
6. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other proposal or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

7. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

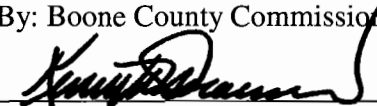
- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if key personnel providing services are changed such that in the opinion of the Boone County commission delivery of services are or will be delayed or impaired, or if services are otherwise not in conformity with proposal specifications, or if services are deficient in quality in the sole judgment of County, or
- c. If appropriations are not made available and budgeted for any calendar year to fund this agreement.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

MAXIMUS Consulting Services, Inc.

By: 
Title: DIRECTOR, CONTRACTS

BOONE COUNTY, MISSOURI

By: Boone County Commission

Kenneth M. Pearson, Presiding Commissioner

APPROVED AS TO FORM:

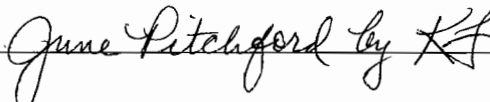

CJ Dykhouse, County Counselor

ATTEST:


Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

Signature  Date 4/10/2009 Appropriation Account 1190-71101 \$7500.00

INSURANCE AND INDEMNITY CLAUSES – CONTRACT WITH BOONE COUNTY, MISSOURI

Insurance Requirements: The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated below may be lowered at the discretion of the County.

Compensation Insurance - The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$1,000,000.00 each employee, \$1,000,000.00 each accident, and \$1,000,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers' Liability Insurance for the protection of their employees not otherwise protected.

Comprehensive General Liability Insurance - The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them and any subcontractor performing work covered by this contract, from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Comprehensive General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

The Contractor has the option to provide **Owner's Contingent or Protective Liability and Property Damage** instead of the **Comprehensive General Liability Insurance**- The Contractor shall provide the County with proof of Owner's Protective Liability and Property Damage Insurance with the County as named insured, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. The minimum amounts of such insurance will be \$2,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply.

COMMERCIAL Automobile Liability – The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined

single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.

Proof of Carriage of Insurance - The Contractor shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract, contain a description of the project or work to be performed, and requiring a thirty (30) day mandatory cancellation notice. In addition, such insurance shall be on occurrence basis and shall remain in effect until such time as the County has made final acceptance of the facility contracted.

INDEMNITY AGREEMENT: To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

WORK AUTHORIZATION CERTIFICATION
PURSUANT TO 285.530 RSMo
(FOR ALL AGREEMENTS IN EXCESS OF \$5,000.00)

County of Boone)
)ss
State of Missouri)

My name is Daniel Hielt. I am an authorized agent of MAXIMOS Consulting Services, Inc.

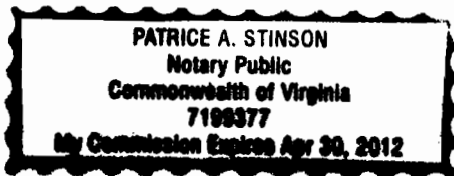
_____(Contractor). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached hereto.

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Daniel M. Hielt 3 APRIL 2009
Affiant Date
DANIEL M. HIETT
Printed Name

Subscribed and sworn to before me this 3rd day of April, 2009.

Patrice A. Stinson
Notary Public



MAXIMUS®

HELPING GOVERNMENT SERVE THE PEOPLE®

February 10, 2009

Ms. Melinda Bobbitt
Boone County Purchasing
Boone County Government Center
601 East Walnut Street, Room 208
Columbia, Missouri 65201

Dear Ms. Bobbitt:

As you know, we have assisted Boone County in preparing a countywide Cost Allocation Plan (CAP) for many years. The CAP documents the allocation of the County overhead (indirect) costs to all the operating departments. Using this Plan as support, we also prepare the indirect rate proposal for the Child Support Enforcement (CSE) Programs. The material is prepared in a format that is consistent with Federal guidelines, and is acceptable for submission to the State of Missouri for their review and approval. After State approval, the County is permitted to claim indirect costs related to the CSE programs. For example, we identified approximately \$63,000 of eligible and reimbursable indirect costs for the child support programs, based on fiscal year 2007 actual costs. In the past Boone County has also used the Cost Plan for other purposes that help generate revenue to the general fund, including the use of an overhead rate for selected Public Works projects.

It is time to begin preparation of the FY 2008 (actual) cost allocation plan. I assume that the County may want to extend the contract with MAXIMUS Consulting Services, Inc. for one more year. Therefore I have taken the liberty of preparing a contract to specify the terms and conditions of the proposed agreement. I have attached a description of the proposed scope of services to this letter, both of which are incorporated by reference in the contract. I am proposing an all-inclusive contract fee of \$7,500 for this work.

MAXMUS Consulting Services, Inc. has extensive experience in working with state and local governments and we specialize in preparation of central services cost allocation plans. In fact we are the leading preparer of indirect cost allocation plans nationwide, and prepare over 1,200 cost plans annually. In Missouri, we work with most of the major counties and also the City of St. Louis each year. In addition to Boone, our regular local government clients in Missouri include the counties of Buchanan, Clay, Cole, Jackson, Jefferson, St. Charles, and St. Louis, and also the City of St Louis.

Please return one copy of the fully executed and signed agreement for our files. Of course you can call me if you have any questions.

Very truly yours,

MAXIMUS Consulting Services, Inc.



Kurt K. Sames
Manager

**AGREEMENT TO PROVIDE
PROFESSIONAL CONSULTING SERVICES**

THIS AGREEMENT is entered into this ____ day of _____, _____, by and between MAXIMUS Consulting Services, Inc., a wholly owned subsidiary of MAXIMUS, Inc. (hereinafter "Consultant"), and Boone County (hereinafter "Client"). The parties hereto, in consideration of mutual promises and covenants, agree as follows:

- (1) Scope of Services. Consultant shall perform in a professional manner the services as detailed in Consultant's proposal dated February 3, 2009, incorporated herein by reference as if fully set forth as part of this Agreement.
- (2) Term. This Agreement shall be in full force and effect for the term as stated in Consultant's proposal, page 8.
- (3) Compensation. Client shall pay Consultant a fee for services rendered as set forth in Consultants proposal, page 10, incorporated herein by reference as if fully set forth as part of this Agreement.
- (4) Termination. Upon Consultant's material breach, Client may terminate this Agreement upon thirty (30) days prior written notice to Consultant wherein Client shall specify the nature of the default and the effective termination date. Upon such notice, Consultant shall be entitled to the opportunity to cure any such default prior to the effective date of termination.

Client may terminate this Agreement for any reason upon sixty (60) days prior written notice to Consultant. Client shall reimburse Consultant for all reasonable costs incurred by Consultant due to such early termination.

Upon termination for whatever reason and regardless of the nature of the default (if any), Client agrees to pay Consultant in full for all goods and/or services provided to, and accepted by, Client under this Agreement, or any amendment thereto, as of the effective date of the Agreement. In no event shall the making of any payment to Consultant constitute or be construed as a waiver by Client or shall in no way impair or prejudice any right or remedy available to Client.

- (5) Services and Materials to be Furnished by Client. Consultant shall provide guidance to Client in determining the data required. Consultant shall assume without incurring liability therefore that all data so provided is correct and complete. Consultant shall make its best effort to complete the project on a timely basis. Consultant shall not be liable for work that cannot be completed as a result of inadequate data, or data that is provided in an untimely manner.
- (6) Records and Inspections. Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for six (6) years

after the completion of the Services. During such period, Client shall have the right to examine and audit the records and to make transcripts therefrom. Client shall provide thirty (30) days written notice of its intent to inspect or audit any such records and shall conduct such inspection or audit only during Consultant's normal business hours. Any Client's employee, consultant, subcontractor or agent who may have access to such records shall execute a non-disclosure agreement prior to being granted such access.

(7) Copyright for Consultant's Proprietary Software. Client acknowledges that the service and/or deliverables provided by Consultant are generated by Consultant's proprietary software. Nothing contained herein is intended nor shall it be construed to require Consultant to provide such software to Client. Client agrees that all ownership, including copyright, patents or other intellectual property rights to the software, lie with Consultant. Nothing herein shall be construed to entitle Client to any pre-existing Contractor materials.

(8) Insurance. Consultant shall maintain appropriate general liability insurance, workers' compensation insurance, automobile insurance, and professional liability insurance.

(9) Indemnification. Consultant shall defend, indemnify and hold harmless Client from and against damages, liability and costs (including reasonable attorney fees) directly caused by the negligent actions or willful misconduct of Consultant, its employees or agents. Consultant shall not be responsible for any damages or liability resulting from the negligence or willful misconduct of Client, its employees, consultants, or agents or any third party.

(10) Limitation of Liability. Client agrees that Consultant's total liability to Client for any and all damages whatsoever arising out of or in any way related to this Agreement from any cause, including but not limited to contract liability or Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not, in the aggregate, exceed \$150,000.

In no event shall Consultant be liable for indirect, special, incidental, economic, consequential or punitive damages, including but not limited to lost revenue, lost profits, replacement goods, loss of technology rights or services, loss of data, or interruption or loss of use of software or any portion thereof regardless of the legal theory under which such damages are sought even if Consultant has been advised of the likelihood of such damages, and notwithstanding any failure of essential purpose of any limited remedy.

Any claim by Client against Consultant relating to this Agreement must be made in writing and presented to Consultant within one (1) year after the date on which Consultant completes performance of the services specified in this Agreement.

(11) Consultant Liability if Audited. Consultant will assume all financial and statistical information provided to Consultant by Client employees or representatives is accurate and complete. Any subsequent disallowance of funds paid to Client under the claim(s) for whatever reason is the sole responsibility of Client. Consultant shall, upon notice of audit, make work papers and other records available to the State auditors.

(12) Notices. Any notices, bills, invoices, or reports required by this Agreement shall be sufficient if sent by the parties in the United States mail, postage paid, to the address noted below:

Melinda Bobbitt
Director of Purchasing, Boone County Missouri
601 E. Walnut, Room 208
Columbia, Missouri 65201
Phone: 573-886-4391
Fax: 573-886-4390
Email: purchasing@boonecountymo.org

Kurt K. Sames
MAXIMUS Consulting Services, Inc.
1 West Old State Capitol Plaza, Suite 502
Springfield, IL 62701
Phone: 217-789-0041
Fax: 217-789-6342
Email: kurtsames@maximus.com

Such notice shall be deemed delivered five (5) days after deposit in the U.S. mailbox.

(13) Changes. The terms of this Agreement may be changed via a mutually executed written instrument.

(14) Miscellaneous.

a. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.

b. The parties intend that Consultant, in performing the services specified in this Agreement shall act as an independent contractor and shall have full control of the work and the manner in which it is performed. Consultant and Consultant's employees are not to be considered agents or employees of Client for any purpose

c. Should any part, term, portion, section or provision of this Agreement be decided finally to be in conflict with law or otherwise be unenforceable or ineffectual, the remaining parts, terms, portions, sections or provisions shall be deemed severable and shall remain in full force and effect.

d. The titles of the sections, subsections, and paragraphs set forth in this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this Agreement.

e. This Agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

f. Neither party shall be liable hereunder by reason of any failure or delay in the performance of its obligations hereunder on account of strikes, shortages, riots, insurrection, fires, flood, storm, explosions, earthquakes, acts of God, war, governmental action, labor conditions, material shortages or any other cause which is beyond the reasonable control of such party.

g. Each individual signing this Agreement certifies that (i) he or she is authorized to sign this Agreement on behalf of his or her respective organization, (ii) such organization has obtained all necessary approvals to enter into this Agreement, including but not limited to the approval of its governing board, and (iii) when executed, this Agreement is a valid and enforceable obligation of such organization.

IN WITNESS WHEREOF, the Client and the Consultant have executed this Agreement as of the date first written below.

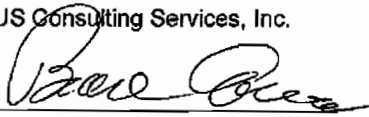
By: _____
(Client Official)

Title: _____

ATTEST:

Date: _____

MAXIMUS Consulting Services, Inc.

By:  _____

Date: March 12, 2009

EXHIBIT A
Term and Scope of Services

See attached proposal, Proposed Work Plan and Proposed Timeline, Pages 6-8.

EXHIBIT B
Compensation

See attached proposal, Pricing, Page 10.



As the dominant cost allocation partner with state and local governments, MAXIMUS has a strong presence in nearly all states.

Our strength lies in our professional staff and our breadth of experience across business lines.

Many of our Missouri County clients have chosen MAXIMUS for their annual cost allocation services since the 1980's.

MAXIMUS Consulting Services Background and Service Offerings

The proposed services are to be managed and provided by experienced staff assigned from MAXIMUS Consulting Services Inc, a wholly owned subsidiary of MAXIMUS. We grow and promote our cost allocation practice to provide value-added costing services for our clients. As the dominant cost allocation partner with state and local governments, MAXIMUS has a strong presence in nearly all states.

The MAXIMUS organization aligns with service offerings under our five major business lines. The first of these is the Consulting Segment, which provides program, financial, management, and systems analysis and support services to state and local governments. Drawing heavily on program expertise often gained inside of government, MAXIMUS consultants assist states to design, procure, and implement health and human service programs; comply with Federal and state requirements; provide data analysis and program evaluation; design, procure, prevent and detect fraud and abuse; provide technical assistance and quality assurance services; re-engineer business processes; and implement critical cost containment efforts.

The strength of our corporate infrastructure is in our professional staff and the depth of experience they bring in governmental policy and operations. MAXIMUS uses this breadth of experience across our business lines. As projects require, staff resources are drawn from multiple divisions to provide our clients with the most qualified professionals to meet their needs.

MAXIMUS is incorporated in and headquartered at 11419 Sunset Hills Road, Reston, Virginia 20190. The company maintains more than 240 other corporate and project offices across the United States, Australia, Israel, and Canada. The Missouri County cost allocation projects will be managed and conducted by staff from our office in Springfield, Illinois.

MAXIMUS Missouri cost allocation experience

MAXIMUS has a history of success working with the Missouri governments including State, County and City governments. We have assisted these clients on numerous Cost Allocation projects and various health and human services projects. Missouri County Cost Allocation Plans require formal review and approval by the State Department of Social Services (DSS). Our priority is to gain successful approval of the proposed indirect costs. In this role, we actively manage the process of negotiation with the State of Missouri.

Selected highlights of our Missouri government services include:

- We have been a long term partner with many Missouri County governments in providing cost allocation services. Since the early 1980's MAXIMUS (or our predecessor DMG) has been engaged to prepare literally hundreds of annual cost allocation plans and indirect rates for these clients. This is because we have established a long term, trusting relationship with our County clients. These clients know that they can expect expertise in cost allocation, consistent follow-through, and action on any potential State approval issues. We have never failed to obtain State of Missouri approval



for an indirect rate submitted for approval. Our Missouri County clients appreciate the fact that we are familiar with their organization, accounting, and any special cost allocation issues.

- We are recognized by the State of Missouri Department of Social Services as experts in cost allocation and issues related to reimbursement of Child Support Enforcement (Title IVD) funding issues. Many of our prior years' Plans have been reviewed by the Missouri Department of Social Services' (DSS) Internal Auditors. The work was accepted without any material exceptions. We believe that the MAXIMUS format for cost allocation and rate proposals has been considered as the "standard" by the State of Missouri.
- Our recent Missouri County clients include St. Louis County, Jackson County, Clay County, Buchanan County, Boone County, St. Charles County, Jefferson County, Cole County, and Phelps County. Most of these counties have been annual clients for a very long term. *We have never lost a competitively bid cost allocation project with any of our Missouri Counties.*
- MAXIMUS has also provided similar cost allocation services to major Missouri city governments. We have a long term contractual relationship with the City of St. Louis (for 25 years), and have completed a citywide cost allocation plan to the City of Kansas City, Missouri.
- We encourage you to reach out to these clients to learn of their satisfaction with our services.

Our recent Missouri County clients include St. Louis, Clay, Buchanan, Boone, St. Charles, Jackson, Jefferson, Cole, Buchanan, and Phelps Counties.

*St. Louis Co: Don Rode, CFO (314) 615-5062
Clay Co: Alexa Barton, County Administrator (816) 407-3620
Buchanan Co: Kim Hartman, Purchasing Director (816) 271-1503
Jackson Co: Melissa Mauer-Smith, Family Support Director (816-881-3488)
St. Charles Co: Debbie Salvo, CFO (636) 949-7900, ext 3866
Jefferson Co: Tamela Sides, CSE Dept Director (636) 797-5332
Cole Co: Debbie Malzner, Finance Director (573-634-9109)
Phelps Co: Carol Green, County Treasurer (573)458-6130
City of St Louis: Beverly Fitzsimmons, Assist Comptroller (314) 589-6035
City of Kansas City (MO): Troy Schulte, Budget Director (816) 513-1331*

MAXIMUS project staff qualifications

We will assign only project personnel who have direct, similar experience in preparing cost allocation plans and indirect cost rates, specifically for Missouri government entities. Generally we are able to assign the same experienced consultant to your project that has managed your project year after year,

On-site responsibility will be assigned to one or more of the following MAXMUS employees:

- Kurt Sames, Manager
- Lucas Williamson (Consultant)

This staff is assigned to the MAXIMUS Springfield, Illinois office. Mr. Sames and Mr. Williamson have been directly involved in many cost allocation projects

Our Missouri cost allocation project personnel have more than 40 years of combined experience working on similar Missouri governmental cost allocation projects

ND EXPERIENCE

PAGE 2



for Missouri governments. Many of these clients have been our clients for at least 15 years. Together, our Missouri cost allocation project personnel have more than 20 years of experience in preparing cost allocation plans for Missouri clients. Their understanding means that they will not have to waste time getting started. Their familiarity will also ensure that the project is completed on time, using tested allocation methods, documented thoroughly, and that the deliverable will be completed in a format that has been widely accepted by the Missouri Department of Social Services.

In summary, MAXIMUS has an unquestioned ability to perform these cost allocation services for Missouri Counties. We make this statement because:

- **MAXIMUS Knows Missouri Counties and the State of Missouri:** MAXIMUS is committed to the needs and objectives of County. We have successfully partnered numerous Missouri Counties on prior Cost Allocation and Indirect Rate engagements, and we bring insight and knowledge of the opportunities and challenges.
- **MAXIMUS Remains the Cost Allocation Vendor of Choice:** MAXIMUS has assisted numerous states and counties with their cost allocation and indirect rate needs and supporting of streamlining administrative functions.
- **MAXIMUS Offers a Depth of Cost Allocation Expertise:** MAXIMUS has earned its reputation as the premier government cost allocation consulting company in the nation. Specifically our Springfield based project team has over 20 years of direct experience in the state of Missouri. If necessary, this experience can be augmented by our dozens of additional qualified staff. These resources ensure the successful completion of this effort, on time and within budget.
- **MAXIMUS is Financially Sound:** MAXIMUS has established a history of financial strength suitable for supporting this project.



INTRODUCTION

Missouri Counties frequently need consulting assistance in preparing an acceptable Cost Allocation Plan (CAP) and, as necessary, indirect cost rates. A CAP distributes the cost of central service (overhead) departments. Central services are those administrative units that mainly provide services to other governmental departments and not to the general public. The term "cost allocation plan" has its origin in a Federal regulation, known as OMB Circular A-87. Several decades ago, the Federal government agreed to reimburse state and local agencies for certain overhead costs if they documented those costs using this set of rules. In addition to a cost allocation plan, indirect cost rates are normally required for grants that may reimburse indirect costs. The indirect cost rates are based on the results of the annual cost allocation plan.

Uses of Cost Allocation Plans

A Cost Allocation plan (CAP) may be prepared for a number of reasons. Principally, these include:

- Claiming indirect costs associated with federal or state grant programs that permit indirect cost reimbursement.
- Charging enterprise or special revenue funds for services provided by the general fund.
- Determining the full costs of departments providing user fee related services to the public.
- Obtaining management information related to how the agency carries out its programs.

As the above indicates, most agencies prepare a CAP to recover general fund dollars. This has become increasingly important in view of the limitations on taxes and the general need for additional local revenues. However, in the process of preparing a CAP, considerable valuable management information is also developed. In an effort to manage programs better, more local government agencies are utilizing this information.

In the process of preparing a CAP, considerable valuable management information is also developed. In an effort to manage programs better, more local government agencies are utilizing this information.

Indirect and Direct Departments

Indirect departments and activities and costs defined are those that provide services that benefit multiple direct objectives, but are not readily assignable. Accounting Services or Human Resource Department services are examples. Direct departments are the "receivers" of the allocated costs. A listing of the Indirect and the Direct Departments is shown on "Summary Schedule A" of the cost allocation plan. This listing provides the structure and allocation sequence that was used in the Plan. Departments with multiple departmental accounting codes have generally been combined into one indirect or direct department.



Local government Cost Allocation - General Methodology

If needed, local government cost allocation plans must be prepared in accordance with the policies and procedures contained in OMB Circular A-87. This federal publication provides guidance and cost principles for state and local governments, especially for "reimbursement type" federal grants. A consistent approach must be followed in the treatment of direct or indirect costs; in no case should costs charged as direct costs to programs been included as indirect costs. The Circular discusses the methods for determining indirect cost and the methods for cost allocation. Actual expenditures information must be obtained from the financial statements. Statistics used to allocate costs are also taken from actual data for a specific fiscal year. MAXIMUS methodology for preparing cost allocation plans is consistent with the Federal requirements and guidelines. Our Missouri County clients can be assured that the CAP we prepare will be compliant and approvable.

Child Support Enforcement (Title IVD) Programs and Other State/Federal Grants

The additional money that the County receives from the State of Missouri for the Child Support Enforcement programs easily justifies the cost and effort for the Cost Allocation Plan

A primary reason for preparing a cost allocation plan for Missouri Counties often relates to the Child Support Enforcement programs. The additional money that the County receives from the State of Missouri for the Child Support Enforcement programs alone easily justifies the cost and effort for the cost allocation plan. These State administered programs are funded by combination of Federal and state funds under the Title IVD Child Support Enforcement program. The IVD grant will reimburse local governments for indirect costs in addition to direct programs costs. But this reimbursement is allowable only if a properly prepared Cost Allocation Plan is submitted for review and approval.

Other grants *may* provide for indirect cost reimbursement, but we believe that these opportunities are rather limited. As requested, we will work with the County to identify other grants currently awarded to the County, and with the County's assistance, determine if indirect cost recovery is possible. *The value of this extra revenue is difficult to predict, depending on the number and nature of the grants you receive.*

SCOPE OF SERVICES

The County desires a central services indirect cost allocation plan (CAP) and a Child Support Enforcement program indirect cost rate proposal based on FY 2008 actual cost. The cost allocation plan will distribute central services general fund costs to other County Departments and funds. Importantly, this CAP will document the full overhead cost associated with administration of the County's Child Support Enforcement. The CAP will provide cost data necessary to complete the next step, which is an indirect cost rate proposal for the Prosecuting



Attorney and Circuit Clerk's Title IVD (Child Support Enforcement) programs. Using the CAP, we will prepare the indirect rates as necessary and requested. The final cost allocation plan and indirect rate proposal will be submitted to the County in a format ready for submission to the State for review of the rates. We will support the County during this review process by answering questions and making changes as necessary.

PROPOSED WORK PLAN

MAXIMUS will perform and carry out in a good and professional manner the following services:

Central Services Cost Allocation Plan (CAP)

The first phase involves development of a central services cost allocation plan that identifies the general fund indirect costs incurred by the County to support and administer direct County departments. The Plan will contain a determination of the allowable costs of providing each support service such as County administration and purchasing, facility management and utilities, data information services, disbursement processing, mail delivery, etc. The Plan will be based on actual costs for the year ended December 31, 2008. The steps involved in completion of the Plan include, but are not limited to, the tasks as described below:

- **Task 1: Determine available financial information.** This task involves identifying the sources of financial information to be used. At a minimum, the annual year-end expenditure reports for the affected central services departments, a County organization chart and chart of accounts are required. Additional financial reports and payroll summary reports issued by the County will be used if available and as necessary. Centrally budgeted indirect costs for county and employee insurance and other centrally paid general costs will be reviewed for possible inclusion in the central services cost allocation plan. Building use charges and appropriate equipment use charges will be calculated in accordance with federal (OMB Circular A-87) requirements and included in the pool of costs to be allocated.
- **Task 2: Classify all Department units and other costs.** After reviewing the latest organizational charts, all cost centers/organizational units are reviewed to insure their proper classification as direct or indirect. This task is required to insure that only allowable activities are allocated and that all units or programs are properly recognized in the allocation procedures.
- **Task 3: Document administrative departments, functions and costs.** The task focuses on identifying those units with responsibility for providing services to other units within the Department. These are typically performing such services as accounting, auditing, personnel and purchasing, information systems support, etc. We will determine the best means for identifying the cost of central service activities and costs. Building use charges will be allocated based on actual square footage occupied.



Equipment use charges will be based on the actual inventory balances by department.

- **Task 4: Prepare cost allocation schedules.** For all administrative indirect units, a schedule will be prepared showing the expenditures of the central indirect departments during the 2008 fiscal year. Any disallowed expenditures under OMB Circular A-87 guidelines are eliminated, and equipment use charges are added. The resulting amounts are allowable indirect costs benefiting units and programs. A summary schedule will be prepared that identifies a matrix of indirect costs allocated to all direct County departments.
- **Task 5: Review of the completed cost allocation plan.** As requested and necessary, we will review the cost allocation plan with the representatives of the County.

Indirect Cost Rate Proposal for the Child Support Enforcement Programs, and other Rates if requested

The second phase involves preparation of the Indirect Cost Rate Proposal and submission of material for State review. We will finalize cost indirect rate proposal for presentation to the County and to the State of Missouri Department of Social Services (DSS), Office of Child Support Enforcement (CSE). The Proposal will be finalized in the format required for presentation to the State.

The required documents for the Family Support Program indirect rates include:

- Required A-87 Certification
- Description of services provided and method of allocation
- Summary of directly claimed CSE costs in the Office of the Prosecuting Attorney and the Circuit Clerk CSE component.
- Summary of indirect costs for each of the two offices (from the cost allocation plan)
- Summary of the direct wage "base" in the Prosecuting Attorney's office used in the calculation of the indirect rate.
- Proposed indirect rate for the Prosecuting Attorney's CSE Program. The rate will be proposed as a final rate for FY 2008 and a provisional rate for periods after FY 2008.
- Calculation of the final allocated indirect amount specifically for the Circuit Clerk CSE program. Unlike the PA program, the Circuit Court reimbursement methodology does not actually use an indirect rate.

Review and Negotiation of Plan and Proposal

MAXIMUS is prepared to negotiate the indirect cost rate proposal with the State Office of Child Support Enforcement. We will assist the County in all aspects of the negotiation process and respond to questions and requests for additional information from the State. During this process we will keep you informed and seek to secure the fairest possible agreement. We will provide assistance in monitoring claims to the State for recovery of funds due the County.



MAXIMUS will make every reasonable effort to meet the required timeframe, and we will devote our project staff to that end.

PROPOSED TIMELINE

The State imposed deadline for submission of an indirect rate proposal for the Child Support Enforcement program is June 30. MAXIMUS will make every reasonable effort to meet the required timeframe, and we will devote our project staff to this end.

We are prepared to begin the fieldwork within 60 days after notification to proceed, subject to a mutually agreeable date. The work generally requires 3-5 weeks to complete. Our schedule assumes that the County will fulfill commitments under this schedule. We will keep the appropriate County oversight staff informed on the progress and of any delays or obstacles in obtaining necessary information. If there are no material delays in obtaining requested information, we anticipate the Cost Plan and Child Support Enforcement program rates will be completed at least by June 15, 2009. The schedule assumes the availability and quality of the cost allocation information we request. This is rarely a problem, but we need your cooperation. Completion of the processing phase, review of the draft CAP, and preparation of any indirect cost rates may require an additional week after the review of the draft CAP.

The final Cost Plan and proposed rates will be made available to the County for submission to the State of Missouri by the June 30, 2009 deadline.

ROLES AND RESPONSIBILITIES OF COUNTY STAFF

MAXIMUS is committed to ensuring the successful and timely completion of this important project. To that end, we believe that the participation of County staff will help to ensure that the final product meets the County expectations, and that the project is completed on time. For example, we expect that the County will provide the important cost and allocation data and will ensure that the information provided is accurate that that we can rely upon them in preparing the Plan and rates.

In addition, the County will be asked to provide data such as a County chart of expenditure accounts, staff and salary information, and actual FY 2008 expenditures by account. We may request some additional expenditure detail for certain accounts, and descriptions of certain account activity. We will request allocation information necessary to assist in the cost allocation process. For example the allocation data could include staff FTE's by department, and counts of accounting transactions and purchase transactions by account, square footage breakdowns etc. MAXIMUS is prepared to assist the County in gathering this data. As necessary we will assist in completing necessary transaction counts, review of documents or in retrieval of other information. If this is required we will be required to have limited access to County files only for the purpose of accessing the information needed.



The following is our approach to ensure the quality of each deliverable that we produce.

- **Providing information needed to complete the project:** At the outset, we will prepare an initial list of expected information needs. As necessary, or if requested, we will schedule a review to discuss the initial list of information needs and to agree upon methods and timeframes for gathering the information. This process will help ensure that these tasks are not unnecessarily burdensome to the County personnel then may be required. The process will also help to expedite the process, and ensure that the information is provided at the level of detail consistent with the efficient completion of project and with objectives of the required deliverables. We may also encounter the need for additional information as the project progresses. We will document any such additional needs and schedule a review to discuss with the County as necessary.
- **Determining any desired modifications in the deliverable format or content:** MAXIMUS has assisted the County in similar cost allocation projects for the past several years. During these engagements we have discussed and agreed upon the final format and content of the project deliverables. However, if during the course of the project either MAXIMUS or the County suggests changes to the format or content of the deliverables, we will review of these changes with the County. We will then document any agreed upon format or content changes made as a result of this review. This process will provide the County with the opportunity to ensure that we understand the objectives of the deliverable, the documentation standards it must meet, and the level of detail it must address.
- **Reviewing the draft deliverable prior to completing the final version:** We will produce a draft copy of the deliverables, including the CAP and the indirect rates schedules. Then we will provide either an electronic file copy or a paper copy, to the County. The County will be asked to evaluate each deliverable in draft form after being created. These evaluations are to expedite completion of the acceptable deliverable to and ensure that the deliverable is being prepared to the level of detail consistent with the agreed product.
- **Revising deliverables as necessary and submit for approval:** We will make any agreed upon revisions to the deliverable for approval in accordance with the project timeline.

Our focus on quality ensures that deliverables produced are of high quality, are timely, and meet your requirements.

This process ensures that the project remains on schedule and on track. The process is designed to avoid errors, omissions, or faulty documents. Our focus on quality ensures that deliverables produced are of high quality, are timely, and meet your requirements.



Pricing

MAXIMUS, Inc., appreciates the opportunity to submit this price proposal to assist Boone County with the preparation of a countywide cost allocation plan as described in the Scope of Services section of this proposal.

This pricing is based on our understanding of your desired scope of work and the work plan which we have prepared in response. We would welcome the opportunity to meet with you to discuss both the project scope and budget to make certain that we have properly aligned your work expectations and the budget we have prepared. Throughout our technical proposal, we have established various expectations regarding specific tasks. The proposed budget is based on the assumption of those expectations; should it be necessary to adjust those, then we would need to discuss comparable budget adjustments with you.

Our practice is generally to use fixed fee agreements when the scope of work is predictable. The effort required to complete the project as described in the Scope of Services section is fairly predictable, based on our experience with Boone County and similar Missouri County clients. We are proposing a fixed, all-inclusive fee for these services. The fee will include all professional staff effort, and is inclusive of travel cost, the cost of clerical effort, and all other miscellaneous project expenses.

We will invoice the County the full amount upon completion of the cost allocation plan, indirect cost rates and submission of the material to the State of Missouri, Office of Child Support Enforcement.

Proposed Fee

- For completion of the Cost Allocation Plan and Indirect Rates based on County fiscal year 2008 actual costs. We propose a fixed, all inclusive fee of \$7,500 for completion of the tasks outlined in the Proposed Approach and Work plan.

Client Company ID Number: 109388
Company ID Number: 21796

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
DEPARTMENT OF HOMELAND SECURITY, SOCIAL SECURITY ADMINISTRATION,
EMPLOYER, AND DESIGNATED AGENT
REGARDING E-VERIFY**

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the terms by which the Social Security Administration (SSA), and the Department of Homeland Security, U.S. Citizenship and Immigration Service (DHS-USCIS) will provide information through E-Verify on behalf of MAXIMUS, INC (Employer) in order to confirm the employment eligibility of all newly hired employees of MAXIMUS, INC (Employer) following completion of the Employment Eligibility Verification Form (Form I-9).

Authority for E-Verify is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF THE SSA

1. Upon completion of the Form I-9 by the employee and the Employer, and provided the Employer complies with the requirements of this MOU, SSA agrees to provide the Designated Agent on behalf of the Employer with available information that will allow the Employer to confirm the accuracy of Social Security Numbers provided by all newly hired employees and the employment authorization of some newly hired employees.
2. The SSA agrees to provide to the Designated Agent appropriate assistance with operational problems that may arise during the Employer's participation in E-Verify. The SSA agrees to provide the Designated Agent with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during participation in E-Verify.
3. The SSA agrees to safeguard the information provided by the Employer through E-Verify procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the confirmation of Social Security Numbers and for evaluation of E-Verify or such other persons or entities who may be authorized by the SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

Client Company ID Number: 109388
Company ID Number: 21796

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
DEPARTMENT OF HOMELAND SECURITY, SOCIAL SECURITY ADMINISTRATION,
EMPLOYER, AND DESIGNATED AGENT
REGARDING E-VERIFY**

INFORMATION REQUIRED FOR THE E-VERIFY DESIGNATED AGENT PROGRAM	
Information relating to Employer's Company:	
Company Name:	<u>MAXIMUS, INC</u>
Company Facility Address:	<u>11419 SUNSET HILLS ROAD</u> <u>RESTON, VA 20190</u>
County or Parish:	<u>FAIRFAX</u>
Employer Identification Number:	<u>541000588</u>
North American Industry Classification Systems Code:	<u>541</u>
Parent Company:	<u>MAXIMUS, INC</u>
Number of Employees:	<u>5,000 to</u> <u>9,999</u>

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
04/22/09

PRODUCER
MARSH USA INC.
SUITE 400
1255 23RD STREET, N.W.
WASHINGTON, DC 20037
Attr: SHARON HENNING - T-202-263-7600

500625--GAUW-08-09

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE	
COMPANY A	Hartford Fire Insurance Co
COMPANY B	Twin City Fire Insurance Co
COMPANY C	Hartford Casualty Ins Co
COMPANY D	Hartford Insurance Company Of Midw

INSURED
MAXIMUS, INC. AND ALL SUBSIDIARIES
11419 SUNSET HILLS ROAD
RESTON, VA 20190

COVERAGES This certificate supersedes and replaces any previously issued certificate. 2
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY	10 UEN TE5891	05/01/08	05/01/09	GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS - COM/OP AGG \$ 2,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 300,000
					MED EXP (Any one person) \$ 10,000
A	AUTOMOBILE LIABILITY	10 UUN TE6206	05/01/08	05/01/09	COMBINED SINGLE LIMIT \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE \$
	<input type="checkbox"/> HIRED AUTOS				
	<input type="checkbox"/> NON-OWNED AUTOS				
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN AUTOONLY: \$
					EACH ACCIDENT \$
					AGGREGATE \$
C	EXCESS LIABILITY	10 RHU TE5713	05/01/08	05/01/09	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> UMBRELLA FORM				AGGREGATE \$ 1,000,000
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM				\$
B D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	42WBRMG3741 (WI)	05/01/08	05/01/09	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
		42WNMG3740 (AOS)	05/01/08	05/01/09	EACH ACCIDENT \$ 1,000,000
	THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input checked="" type="checkbox"/> INCL <input type="checkbox"/> EXCL				DISEASE - POLICY LIMIT \$ 1,000,000
					DISEASE - EACH EMPLOYEE \$ 1,000,000
	OTHER				

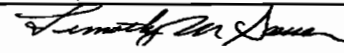
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS
BOONE COUNTY MISSOURI IS INCLUDED AS ADDITIONAL INSURED (EXCEPT WORKERS COMPENSATION) WHERE REQUIRED BY WRITTEN CONTRACT AND ALLOWED BY LAW.

CERTIFICATE HOLDER CLE-002176671-01

BOONE COUNTY MISSOURI
601 E. WALNUT, ROOM 208
COLUMBIA, MO 65201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURANCE COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE of Marsh USA Inc.
BY: Timothy M. Sasser 

IMPORTANT

If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

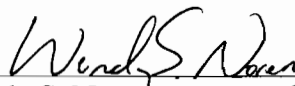
In the County Commission of said county, on the 16th day of April 20 09

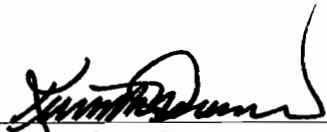
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid 13-16MAR09 – Snow Plow and Spreader to G.M. Supply Company, Inc. It is further ordered the Presiding Commissioner is hereby authorized to sign said agreement.

Done this 16th day of April, 2009.

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

**PURCHASE AGREEMENT
FOR
Snow Plow and Spreader**

THIS AGREEMENT dated the 16th day of April 2008 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **G.M. Supply Company, Inc.**, herein "Contractor".

IN CONSIDERATION of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for **Snow Plow and Spreader**, County of Boone Request for Bid, bid number **13-16MAR09**, Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, any applicable addenda, as well as the Contractor's bid response dated **March 11, 2009** and executed by **William P. Tieder**, on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this purchasing agreement, the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, and any applicable addenda shall prevail and control over the Contractor's bid response.

2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with one (1) new gas powered 8' spreader and one (1) new quick attach 8.5' plow as specified and responded to in the bid specifications. Total cost of contract is Nine Thousand Eight Hundred and Five dollars (\$9,805.00).

3. **Delivery** - Contractor agrees to deliver the equipment as stated above to the Boone County Sheriff's Department within sixty (60) days after order.

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department. Billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

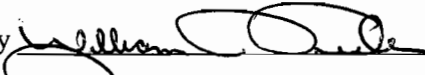
6. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

7. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

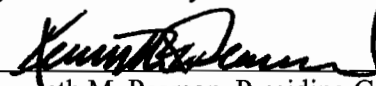
- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

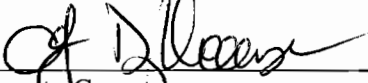
G.M. SUPPLY COMPANY, INC.

by 
title President

BOONE COUNTY, MISSOURI

by: Boone County Commission

Kenneth M. Pearson, Presiding Commissioner

APPROVED AS TO FORM:

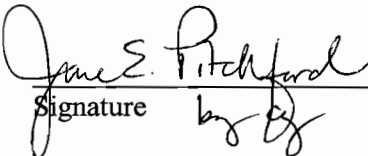

County Counselor

ATTEST:


Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification is not required if the terms of this contract do not create a measurable county obligation at this time.)

<u></u>	<u>4/10/09</u>	<u>2040/91300 - \$9,805.00</u>
Signature	Date	Appropriation Account

Department

4. Response Form

- 4.1. Company Name: G M Supply Co., Inc.
- 4.2. Address: 8300 I-70 Drive SE
- 4.3. City/Zip: Columbia, MO 65201
- 4.4. Phone Number: 573-474-4118
- 4.5. Fax Number: 573-474-1529
- 4.6. Federal Tax ID: 43-1419888

- 4.6.1. Corporation
- Partnership - Name _____
- Individual/Proprietorship - Individual Name _____
- Other (Specify) _____

4.7. PRICING	Qty	Unit Price
4.7.1. New Gas Powered 8' Spreader	1	\$ <u>5,575.00</u>
4.7.2. New Quick Attach 8.5' Plow	1	\$ <u>4,230.00</u>
4.8. Cash Discount		\$ <u>-0-</u> net Net 30 days
4.9. GRAND TOTAL		\$ <u>9,805.00</u>

4.10. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

_____ Yes No

4.11. Delivery ARO: 2-3 weeks

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid which have been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.12.1. Authorized Representative (Sign By Hand):  Date: 3/11/09

Print Name and Title of Authorized Representative


4.12.2. William P. Tieder, President

**WORK AUTHORIZATION CERTIFICATION
 PURSUANT TO 285.530 RSMo
 (FOR ALL AGREEMENTS IN EXCESS OF \$5,000.00)**

County of Boone)
)ss
 State of Missouri)

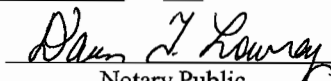
My name is William P. Tieder. I am an authorized agent of G M Supply Co., Inc. (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached hereto.

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

 3/11/09
 Affiant Date

William P Tieder
 Printed Name

Subscribed and sworn to before me this 11 day of March, 2009.


 Notary Public

**DAWN T. LOWREY
 Notary Public - Notary Seal
 STATE OF MISSOURI
 County of Boone
 My Commission Expires 6/9/2012
 Commission # 08572885**

(Please complete and return with Contract)

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

William P Tieder, President

Name and Title of Authorized Representative



Signature

3/11/09

Date



Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Request for Bid (RFB)

Tyson Boldan, Buyer
(573) 886-4392 – Fax: (573) 886-4390
Email: tboldan@boonecountymo.org

Bid Data

Bid Number: **13-16MAR09**

Commodity Title: **Snow Plow and Spreader**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: **MONDAY, March 16, 2009**
Time: **1:30 P.M. (Bids received after this time will be returned unopened)**
Location / Mail Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 208
Columbia, MO 65201**
Directions: **The Johnson Building is located on the Northeast corner at 6th Street and Walnut Street. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.**

Bid Opening

Day / Date: **MONDAY, March 16, 2009**
Time: **1:30 P.M. C.S.T.**
Location / Address: **Boone County Johnson Building Conference Room
601 E. Walnut, Room 213
Columbia, MO 65201**

Bid Contents

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form
Work Authorization Certification
Debarment Form
Certification of Individual Bidder
Individual Bidder Affidavit
Standard Terms and Conditions**

1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
Purchasing - The Purchasing Department, including its Purchasing Director and staff.
Department/s or Office/s - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.
Designee - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
Bidder - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
Contractor - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
Supplier - All business/s entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, preferably by fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder/s whose offer/s provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County.
- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
 1) the provisions of the Contract (as it may be amended);
 2) the provisions of the Bid;

3) the provisions of the Bidder's Response.

- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** - One (1) new 8 foot stainless steel, gas powered spreader with controls and one (1) new 8.5 foot snow plow with controller and mounting system with manufacturer's standard equipment and features specified below. Installation of above items as described.
- 2.2. **MATERIAL SPREADER MINIMUM TECHNICAL SPECIFICATIONS:**
- 2.2.1. **General:** Self-contained utility spreader for mounting on a 2009 model Dodge Ram 3500 4WD. Material being spread shall be capable of being metered for accuracy and economy of spread. Cab controls will be neatly installed within easy reach of the operator. Unit shall be fully installed and tested by vendor. Wiring for the spreader shall be installed as to not impede any other system on the vehicle. Any wires that are run outside the cab shall be protected with a weather/chemical resistant jacket. Any wiring connections shall be made with weatherproof connectors. Fuse links or breakers shall be mounted or secured for easy visibility and maintainability by a mechanic.
- 2.2.2. **Spreader Body:** Size shall be 8' in length. All continuous welded 304 unpainted stainless steel sides and ends with channel formed top edge. Overall height shall be 31-1/4" and inside width of 54". Body shall have a single lift point on cross channel support. Feed gate shall be 4" x 8" opening, lever operated with side mounted ruler for accurate control of material. Unit shall have a minimum of two (2) side supports per side and long sills with top edge formed down to protect conveyor side chain or auger. Heavy-duty floor with front and rear rollover lips and bottom cross supports. Unit shall be equipped with an inverted vee to reduce load down pressure on conveyor chain and hold-down kit with four (4) chains and binders. Unit shall be equipped with heavy-duty top grate screen a minimum of 3/8" rod x 3/8" with an angle iron frame.
- 2.2.3. **Spreader Conveyor:** All steel, riveted, 14" wide pintle chain with 1/4" x 3/4" cross bars spaced on 5" centers. Chain tensile strength shall be a minimum of 11,000 lbs. per strand. Unit shall have a 20:1 high tensile cast iron housing gear case with aluminum bronze gear and hardened ground steel worm drive with a 1" minimum input shaft and 1-1/8" minimum output shaft. Unit shall have self-cleaning 6 tooth cast iron sprockets with special support collars for longer chain and sprocket life. Sprockets shall be keyed to the 1-1/8" drive shaft. A 1" minimum idler shaft shall be counter-bored.
- 2.2.4. **Spreader Payload Capacity:** Shall be a minimum of 1.7 cu. yd.
- 2.2.5. **Spreader Spinner Chute Assembly:** Shall be equipped with an **extended** enclosed spinner chute with two (2) slide rod adjustable internal deflectors. Spinner shall be driven by a minimum of #40 nickel plated chain to drive a 3/4" minimum diameter spinner shaft supported by two (2) pillow block bearings. Spinner disc shall be 12" diameter urethane with four (4) molded fins. Shall be equipped with four (4) rod and clip pin adjustable external deflectors for complete control of spread pattern. All hinges shall be stainless steel for extended life. Spreader shall be capable of spreading a width of 4' to 32'.
- 2.2.6. **Spreader Power/Control System:** Shall be equipped with an 11 HP Honda engine with in-cab start/stop, throttle control, conveyor stop/start controls and optional tach/hour meter displays or equal. Spreader controls shall have a weather/chemical proof quick connection on the rear bumper in order to remove the spreader when not needed. In-cab controls shall operate all functions of the spreader. Cable controls are not acceptable.
- 2.2.7. **Paint:** All non-stainless steel parts shall be painted with a durable, heat cured enamel paint.
- 2.2.8. **Snow Plow:**
- 2.2.9. **General:** All steel utility snowplows for mounting on a 2009 Dodge 3500 Truck. Units shall include full installation; mounting and testing of unit by vendor.
- 2.2.10. **Type / Size:** Unit shall be utility pro-type snowplow with quick attaching / detaching system; 8' 6" with plowing width of 7' 4" minimum, 28" moldboard maximum height formed of 11 gauge steel with a minimum of 7 vertical support ribs, 4 heavy-duty trip springs with shock absorber to soften trip action, cast iron shoes, blade guides with replaceable plow markers,
- 2.2.11. **Plow Mounting System:** Shall be of the UltraMount System type design for easy attaching / detaching with a rotating pivot bar that allows the drive in points to remain level even when the blade is on uneven terrain. Blade shall be capable of pivoting when plowing. The two (2) receiver

- brackets shall be easily removed for maximum off-season ground clearance.
- 2.2.12 **Plow Control System:** Plow shall operate by an electric over hydraulic control system. Cab controls shall be mounted in an area easily accessible by the operator and be of the joystick style. Control box shall include control of all functions of the plow (right, left, up, down). All wiring shall be weather-proof and neatly installed. All penetrations through the firewall shall be sealed.
- 2.2.13. Rubber snow deflector and low-profile, dual beam halogen headlamps with combination park/turn signal lights that conform to federal safety standards. Vehicle light switch shall activate plow lights. **No separate in-cab switch acceptable.**
- 2.3. **MANUALS:** Operator's manual, parts book and service/repair manual shall be furnished with each item upon delivery. Manuals may be in the form of CD's or DVD's.
- 2.4. **CALIBRATION:** Installer will work with County staff and show proper spreader calibration procedures.
- 2.5. **WARRANTY:** Manufacturer's standard warranty, One year on builder installation.
- 2.6. **DDESIGNEE** – Boone County Public Works
- 2.7. **CONTACT** – Tyson Boldan, Boone County Purchasing Department, 601 E. Walnut, Room 209, Columbia, MO 65201. Telephone: 573-886-4392 Facsimile: 573-886-4390
- 2.8. **DELIVERY:** Units shall be delivered with Bill of Sale and Manufacturer's Statement of Origin.
- 2.8.1. **Delivery Terms:** FOB- Destination. Boone County Public Works Department, Maintenance Operations, 5551 Highway 63 South, Columbia, MO 65201
- 2.9. **ADDITIONAL TERMS AND CONDITIONS:**
- 2.9.1. Equipment shall be properly serviced, including grease and oil to the proper levels.
- 2.9.2. Vendor to include product literature for each proposed piece of equipment.
- 2.9.3. Bid evaluation will be based on quality, reliability, delivery time ARO, and cost. Quality and reliability may be determined by using information contained in product reviews from established publications and demonstration of machine. Availability of parts, speed of service, and location of service/warranty work will weigh into consideration of award.

Department**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Advice of Award** - If you wish to be advised of the outcome of this Bid, the results may also be viewed on our web page www.showmeboone.com.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page, all Responses will be opened in public. Brief summary information from each will be read aloud, and any person present will be allowed, under supervision, to scan any Response.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - The County will evaluate submitted Responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
- 3.5.3. **Endurance of Pricing** - Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

Department

4. Response Form

4.1. Company Name: _____

4.2. Address: _____

4.3. City/Zip: _____

4.4. Phone Number: _____

4.5. Fax Number: _____

4.6. Federal Tax ID: _____

4.6.1. () Corporation

() Partnership - Name _____

() Individual/Proprietorship - Individual Name _____

() Other (Specify) _____

4.7. PRICING

Qty

Unit Price

4.7.1. New Gas Powered 8' Spreader

1

\$ _____

4.7.2. New Quick Attach 8.5' Plow

1

\$ _____

4.8. **Cash Discount**

\$ _____ net
_____ days

4.9. **GRAND TOTAL**

\$ _____

4.10. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

_____ Yes

_____ No

4.11. Delivery ARO: _____

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid which have been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.12.

Authorized Representative (Sign By Hand):

4.12.1.

Date: _____

Print Name and Title of Authorized Representative

4.12.2.

INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. Attach to this form the *E-Verify Memorandum of Understanding* that you completed when enrolling. The link for that form is:

<http://www.uscis.gov/files/nativedocuments/save-mou.pdf>

Additional information may be obtained from:

<http://www.uscis.gov/files/nativedocuments/MOU.pdf>

If you are an Individual/Proprietorship, then you must return the attached *Certification of Individual Bidder*. On that form, you may do one of the three options listed. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If you choose option number two, then you will also need to complete and return the attached form *Affidavit*.

(Please complete and return with Contract)

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date

CERTIFICATION OF INDIVIDUAL BIDDER

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- _____ 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.

- _____ 2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.

- _____ 3. I have provided a completed application for a birth certificate pending in the State of _____. Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

Applicant

Date

Printed Name

AFFIDAVIT
(Only Required for Individual Bidder Certification Option #2)

State of Missouri)
)SS.
County of _____)

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

Date

Signature

Social Security Number
or Other Federal I.D. Number

Printed Name

On the date above written _____ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

Notary Public

My Commission Expires:



Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Standard Terms and Conditions

Tyson Boldan, Buyer

Phone: (573) 886-4391 – Fax: (573) 886-4390

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Quotation and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the quotation and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed shall disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.

Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

“No Bid” Response Form

Tyson Boldan, Buyer
(573) 886-4392 – Fax: (573) 886-4390

“NO BID RESPONSE FORM”

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO
SUBMIT A BID**

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list for this service/commodity, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.

Bid: 13-16MAR09 – Motor Grader

Business Name: _____

Address: _____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for not bidding:

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

In the County Commission of said county, on the

16th day of April

20 09

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid MM57 – Bituminous Material Term and Supply by line item as follows:

Primary Supplier

Vance Brothers: MC-3000, MC-800, EA-90
 Coastal Energy: CRS-2, SS-1, CRS2P, AEP, EA-90P

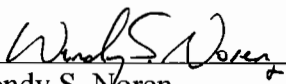
Secondary Supplier

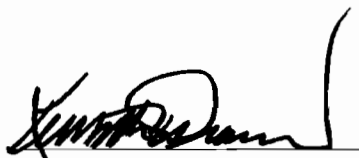
Vance Brothers: SS-1, AEP
 Coastal Energy: MC-3000, MC-800
 SemMaterials: CRS-2, CRS2P, EA-90P, EA-90

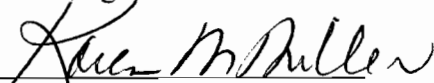
It is further ordered the Presiding Commissioner is hereby authorized to sign said agreements.

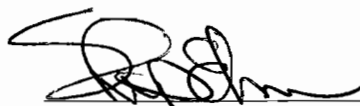
Done this 16th day of April, 2009.

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

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

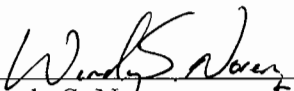
In the County Commission of said county, on the 16th day of April 20 09

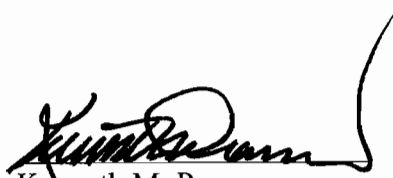
the following, among other proceedings, were had, viz:


Now on this day the County Commission of the County of Boone does hereby authorize the utilization of the Kansas Department of Administration cooperative contract 10330 with Alexander Open Systems, Inc. for Cisco Products and Support Services. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 16th day of April, 2009.

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

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

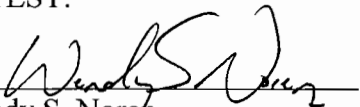
In the County Commission of said county, on the 16th day of April 20 09

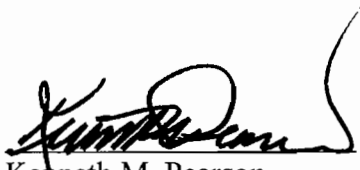
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize the utilization of the MoDOT cooperative contract 3-081212 with Ed Roehrer Products for Emergency Response Lighting. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 16th day of April, 2009.

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

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

In the County Commission of said county, on the

16th day of April

20 09

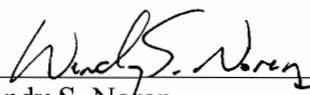
the following, among other proceedings, were had, viz:

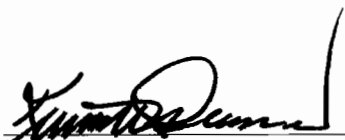
Now on this day the County Commission of the County of Boone does hereby approve the following budget revision for a software upgrade:

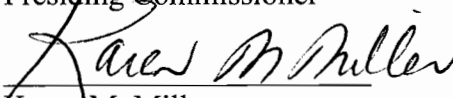
Department	Account	Department Name	Account Name	Decrease	Increase
2905	91302	LE/Judicial Info Sys-LESales Tax	Computer Software	\$600.00	
2905	92301	LE/Judicial Info Sys-LESales Tax	Replc Computer Hardware		\$600.00

Done this 16th day of April, 2009.

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

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

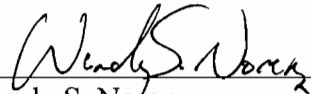
In the County Commission of said county, on the 16th day of April 20 09

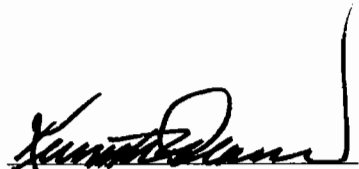
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize the request for fixed asset emergency replacement of PC Tag #16517 and PC Tag #14584.

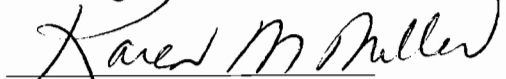
Done this 16th day of April, 2009.

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



BOONE COUNTY
Department of Information Technology
ROGER B. WILSON GOVERNMENT CENTER
801 E. Walnut, Room 221
Columbia, MO 65201-4890
573-886-4319

Aron Gish

Director

DATE: April 14th, 2009

TO: Ken Pearson, Presiding Commissioner
Karen Miller, District I Commissioner
Skip Elkin, District II Commissioner

FROM: Aron Gish

SUBJECT: Fixed Asset Emergency Replacement – Failing Hardware - PC Tag #16517
and PC Tag # 14584

The PC with the tag # of 14584 was purchased in August of 2004. The PC with the tag # of 16517 was purchased in July of 2004. Both of these PC Workstations are HP Model D530 and have the same main board and power supply failure. Tag # 16517 is currently assigned to Barb Morris. Tag # 14584 was assigned to Tyson Boldan. Tyson has received a replacement as part of the 2009 PC Replacement Plan. Tyson's old PC was to be "trickled" down as part of the replacement plan to be used by Karen Miller. During the reload and testing of the PC is when the severity of the problem was detected. The parts to correct the current problems would cost \$586.35 per PC. (\$465.92 – Main Board and \$120.43 Power Supply) At this time I feel it is not cost effective to repair these PCs. There is no service contract on these PCs and the manufacturer's warranty expired more than a year ago.

Since these PCs are critical to daily operations I am requesting to move forward using "Unanticipated Hardware Emergencies" account 1170-92301 to purchase replacement PCs at the cost of \$800.70. This price includes 2 PC workstations for \$400.35 each, 3 years manufacturers warranty and shipping.

Attach this memo to Purchase Requisition.

Ref attached:

WWT Invoice 1817258, Dated 02/26/09 for 1 Power Supply @ \$120.43

WWT Quote 1036649.0, Dated 02/23/09 for 1 System Processor Board @ \$465.92

04-08-09

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

Please return all P.O. copies to Trudy!

REQUEST DATE

8989
VENDOR NO.

World Wide Technology, Inc.
VENDOR NAME
P.O. Box 957653
ADDRESS

314-301-2683
PHONE #

MO 63195-7653
STATE ZIP

BID DOCUMENTATION

This field **MUST** be completed to demonstrate compliance with statutory bidding requirements.
Refer to RSMo 50.660, 50.753-50.790, and the Purchasing Manual—Section 3

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Bid /RFP (enter # below)
<input type="checkbox"/> Sole Source (enter # below)
<input type="checkbox"/> Emergency Procurement (enter # below)
<input type="checkbox"/> Written Quotes (3) Attached (>\$2500 to \$4,499)
<input type="checkbox"/> Purchase is <\$2500 and is NOT covered by an existing bid or sole source | <p style="text-align: center;">Not Subject To Bidding (select appropriate response below):</p> <input type="checkbox"/> Utility
<input type="checkbox"/> Employee Travel/Meal Reimb
<input type="checkbox"/> Training (registration/conf fees)
<input type="checkbox"/> Dues
<input type="checkbox"/> Pub/Subscription/Transcript Copies
<input type="checkbox"/> Refund of Fees Previously Paid to County
<input type="checkbox"/> Professional Services (see Purchasing Policy Section 3-103); enter RFP if applicable
<input type="checkbox"/> Intergovernmental Agreement
<input type="checkbox"/> Not Susceptible to Bidding for Other Reasons (Explain): | <input type="checkbox"/> Mandatory Payment to Other Govt
<input type="checkbox"/> Court Case Travel/Meal Reimb
<input type="checkbox"/> Tool and Uniform Reimb
<input type="checkbox"/> Inmate Housing
<input type="checkbox"/> Remit Payroll Withheld
<input type="checkbox"/> Agency Fund Dist (dept #s 7XXX) |
|--|--|--|

#State of MO-PVC-ST-C206026001
(Enter Applicable Bid / Sole Source / Emergency Number)

Ship to Department # 1170

Bill to Department # 1170

Department				Account					Item Description	Qty	Unit Price	Amount
1	1	7	0	9	2	3	0	1	WWT Quote #: 1053675.1			800.70
									2009 Budget Item #100			
									Unanticipated Hardware Emergencies			
									PCs for Commissioner Miller & Barb Morris			
									TOTAL			800.70

I certify that the goods, services or charges specified above are necessary for the use of this department, are solely for the benefit of the county, and have been procured in accordance with statutory bidding requirements.

Prepared By

Requesting Official

Auditor Approval



World Wide Technology, Inc.
 18 Weidon Parkway
 St. Louis, MO 63043
 Phone: 314-301-2683
 Fax: 800-775-6475
 E-mail: douglas.uthoff@wwt.com
 P.O. Box: Uthoff, Doug
 Account Manager:
 Acct. Mgr. Phone:
 Acct. Mgr. E-mail:

Submitted Date:
 Contact:
 Agency/Company:
 Phone:
 Fax:
 E-mail:
 Bid #:
 WWT Quote #:

Irish, Ryan
 Boone County, MO - Information Technology
 573-886-4445
 irish@boonecountymo.org
 dc5800 SFF
 1053575.1

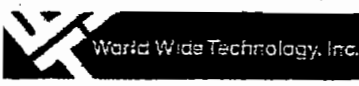
Prepared By: Uthoff, Douglas V.
 World Wide Technology, Inc.
 18 Weidon Parkway
 St. Louis, MO 63043
 Phone: 314-301-2683
 Fax: 800-775-6475
 E-mail: douglas.uthoff@wwt.com
 P.O. Box: Uthoff, Doug
 Account Manager:
 Acct. Mgr. Phone:
 Acct. Mgr. E-mail:

Item	Description	Part Number	Qty	Unit Price	Unit Price * Qty	Extension	ATC
1	HP Compaq Business Desktop dc5800 - SFF - no CPU - RAM 0 MB - no HDD - GMA 3100 Dynamic Video Memory Technology 4.0 - Gigabit Ethernet - Monitor : none - CTO	HEWLETT PACKARD					
2	HEWLETT PACKARD : Vista Downgrade to XP Pro.	HEWLETT PACKARD					
3	Standard PS - dcs SFF Ch All	HEWLETT PACKARD					
4	HEWLETT PACKARD : HP dc5800 Country Kit	HEWLETT PACKARD					
5	[1387780 / AQ254AV] Intel Core 2 Duo E7400 processor	HEWLETT PACKARD					
6	HEWLETT PACKARD : 2GB PC2-6400 (DDR2-800) 2x1GB Memory	HEWLETT PACKARD					
7	80GB SATA NCQ HDD SMART IV 1st	HEWLETT PACKARD					
8	CTO SATA 16X DVD SUPERMULTI LS 1ST DR	HEWLETT PACKARD					
9	HP USB Optical Scroll Mouse - Mouse - optical - 2 button(s) - wired - USB - CTO	HEWLETT PACKARD					
10	HP USB Standard Keyboard US	HEWLETT PACKARD					
11	3-Year (partlebor/heat business day on-site) limited warranty - SFF	HEWLETT PACKARD					

Item	Description	Part Number	Qty	Unit Price	Unit Price * Qty	Extension	ATC
		AJ417AV	2	\$87.86	\$175.72		
		KM68AV#ABA	2	\$66.89	\$133.78		
		AJ417AV	2	\$29.95	\$59.90		
		GX015AV#ABA	2	\$0.98	\$1.96		
		AQ254AV	2	\$120.81	\$241.62		
		GW343AV	2	\$27.96	\$55.92		
		GW298AV	2	\$23.96	\$47.92		
		GW317AV	2	\$15.97	\$31.94		
		GW366AV	2	\$2.00	\$4.00		
		GX020AV#ABA	2	\$3.00	\$6.00		
		GX160AV#ABA	2	\$18.97	\$37.94		

Subtotal: \$800.70
 0% Contract Fee (Minimum \$0.00): \$0.00
 Shipping Charges: \$0.00
 Grand Total: \$800.70

* ATC - Available to Ship



Weldon Parkway
 Lov... MO 63043-3101
 : (314) 919-1400 * (800) 432-7008
Equal Opportunity Employer

World Wide Technology, Inc.
 P.O. Box 957653
 SAINT LOUIS MO 63195-7653
 ACH Instructions: US Bank, NA
 St Louis, MO
 Routing #: 081000210
 Account #: 100-5002348

COPY

*** ORIGINAL ***

udy Fisher
 one County, MO - Information
 hnology
 ormation Technology
 1 E Walnut St #221
)LUMBIA MO 65201-4890

Trudy Fisher
 Boone County, MO - Information
 Technology
 Information Technology
 801 E Walnut St #221
 COLUMBIA MO 65201-4890
 Mark for:

1817258
26-FEB-09
DY-02252009
C206026001
2534436
20070
USD

NET	28-MAR-09	Uthoff, Doug	26-FEB-09	UPS - Ground	1Z2934W40310253443
-----	-----------	--------------	-----------	--------------	--------------------

* 308619-001	Switching power supply - 120-240VAC input, 45-66Hz - 3 DC outputs, 150 watts, with Power Factor Correction (PFC)	1	0	1	N	120.43	Each	120.43
--------------	---	---	---	---	---	--------	------	--------

N

ID: 43-1912895	CAGE CODE: OMNV1		120.43	0.00				120.43

not paid within payment terms noted above, you will be subject to additional late payment fees at the rate of 1% per month or the maximum amount allowed by applicable laws. All claims for shortages must be received within 30 days from the date of the invoice. All returns must be made within 30 days of invoice date. No returns will be accepted without a return authorization #. Material returned without our permission will not be accepted. All returns are subject to a restocking fee.

RECEIVED
 MAR 06 2009

COPY



February 23, 2009 4:10 PM
Page 1 of 1
Quote Number: 1036649.0
State of MO - PVC ST - C20602600

Prepared By: Utthoff, Douglas V.
World Wide Technology, Inc.
Weidon Parkway
Louis, MO 63043
Phone: 314-301-2683
Fax: 800-775-5475
E-mail: douglas.uthoff@wwt.com
O. C. I. Utthoff, Doug
Submitted Date: 23-FEB-09
Contract: Wliper, Neal
Agency/company: Boone County, MO - Information Technology
Phone: 573-886-4442
E-mail: nwliper@boonecountymmo.org
Bid #: 1036649.0
WWT Quote #:

Item	Description	Manufacturer	Part Number	Qty	Customer Unit P	Extended	ATIS
1	Compaq System processor board - Includes alcohol pad and thermal grease - P4 Motherboard for EVO D530	COMPAQ COMPUTER	332935-001	1	\$465.92	\$465.92	

Subtotal: \$465.92
 0% Contract Fee (Minimum \$0.00): \$0.00
 Shipping Charges: \$0.00
 Grand Total: \$465.92

* ATIS - Available to Ship
 -To learn more about WWT's Cisco Authorized Training Courses, Rates, Promotions,
 -Go online to <http://www.wwt.com/cicotraining.html> or call WWT today at (800) 432-7008
 Please call 888-234-8988
 Option #1 - SelectPlace Order
 Option #2 - Order Status/Return
 Option #3 - Service (report a trouble call
 Option #4 - Hardware Maintenance Pricing

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term. 20 09

In the County Commission of said county, on the

16th

day of April

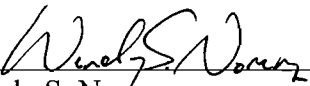
20 09

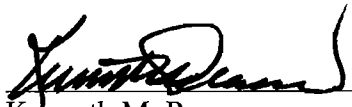
the following, among other proceedings, were had, viz:

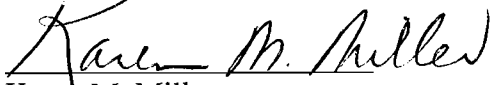
Now on this day the County Commission of the County of Boone does hereby approve the Wastewater Code Enforcement Cooperative Agreement with the Village of Pierpont. It is further ordered the Presiding Commissioner is hereby authorized to sign said agreement.

Done this 16th day of April, 2009.

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

Wastewater Code Enforcement Cooperative Agreement

THIS AGREEMENT is entered into this 16th day of April, 2009, by and between the County of Boone, State of Missouri through the Boone County Commission (herein "County") and the Village of Pierpont, a municipal corporation within the County of Boone, State of Missouri (herein "Village");

WITNESSETH:

WHEREAS, County has duly enacted certain regulations pertaining to Small On-site Wastewater Systems and Public Health Hazards and Nuisances as it pertains to Sewage Treatment and Disposal pursuant to Section 192.300, RSMo, and provided a program for inspection and enforcement of same within the unincorporated areas of Boone County, Missouri, and

WHEREAS, Village has enacted, or shall enact concurrently with execution of this agreement, Chapter IV, Small On-site Wastewater Systems, and Chapter VI, Public Health Hazards and Nuisances as the same apply to enforcement of section 6.8, On-site Sewage Treatment and Disposal, Boone County Code of Health Regulations, copies of which are attached and incorporated herein by reference (herein simply called "Wastewater Codes"), and desires to establish a program for inspection and enforcement of its Wastewater Codes, and

WHEREAS, the parties hereto believe that it is their respective economic interests and in the public interest in general to enter into this agreement to have a uniform program for Wastewater Code inspection and enforcement in order to promote the health, safety, and welfare for the citizens of Boone County, and

WHEREAS, the parties hereto are authorized by law to contract for common services pursuant to Section 70.220, RSMo, and each by order or ordinance has empowered their respective signatories to enter into this agreement,

NOW THEREFORE, in consideration of the mutual understandings and undertakings contained in this agreement, the parties agree as follows:

1. The Village shall enact and keep in full force the following "Wastewater Codes":
 - A. Chapter IV, Small On-site Wastewater Systems, Boone County Code of

Health Regulations

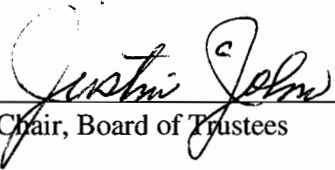
- B. Chapter VI, Public Health Hazards and Nuisances, as the same apply to enforcement of section 6.8, On-site Sewage Treatment and Disposal, Boone County Code of Health Regulations.
 - C. An ordinance which establishes fines and penalties for violation of the Wastewater Codes and remedies to provide for the enforcement thereof.
 - D. An ordinance which authorizes this agreement and empowers the County through the City of Columbia/Boone County Health Department (hereafter "Department") to administer and enforce the foregoing regulations within Village.
2. County agrees to administer a code permit system substantially in compliance with the regulations contained in the above Wastewater Code and to provide Village through the Department with copies of permits upon request after issuance of such permits.
 3. County agrees to provide inspection and code enforcement services within Village through the Department. In addition, County through the Department shall maintain membership in the various code organizations as it deems appropriate, provide Village with Wastewater Code interpretations and otherwise work with Village as mutually deemed appropriate to implement this agreement. County through the Department also shall keep and maintain records and inspection reports of all inspections performed within Village and provide Village with copies of same upon request or as mutually deemed appropriate.
 4. Village agrees to inform the public in the Village of the adoption of the Wastewater Codes and administration and enforcement thereof by the Department. Village also agrees to provide Department with copies of all amendments of Codes and relevant administration and legal proceedings.
 5. Village agrees to adopt permit fees and to pay County such fees as collected as follows, namely: \$200.00 each for permits for new construction of any onsite wastewater treatment system; and \$125.00 each for permits to repair an existing


onsite wastewater treatment system. These fees are subject to change by the Boone County Commission; Village agrees to promptly amend its ordinances to adopt current county fees for services within Village as soon as reasonably practicable after they are adopted by County.

6. Village agrees to enforce compliance with the Wastewater Codes by bringing civil or criminal legal proceedings against those for whom violations have been reported as deemed appropriate by legal counsel for the Village. Village also shall, at its own expense, prosecute or defend all legal actions pertaining to the interpretation or implementation of the Wastewater Codes provided for herein and adopted by Village. Alternatively, Village may enter into a separate agreement with County for the County's legal counsel to provide the services contemplated in this paragraph.
7. This agreement shall be effective for a period of one year commencing on the day and year first above-written and shall automatically renew from year to year unless sooner terminated by either party. This agreement may be terminated by either party immediately for breach of this agreement or other reasonable cause warranting immediate termination as specified in writing or for any other reason by giving the other party at least sixty (60) days advance written notice of termination, unless both parties agree in writing that it may be terminated on some other basis.
8. This agreement shall not be assignable or otherwise transferable except upon mutual consent of the parties and shall not be modified or otherwise amended except by written instrument executed with the same formality as this agreement.
9. This agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns in office.

IN WITNESS WHEREOF, the parties have executed this agreement on the day and year first above-written.


VILLAGE OF PIERPONT

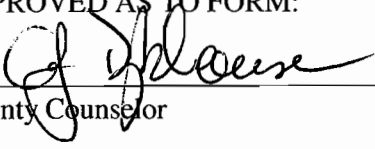
By: 
Chair, Board of Trustees

ATTEST: 
Village Clerk

COUNTY OF BOONE

By: 
Presiding Commissioner

ATTEST: 
County Clerk

APPROVED AS TO FORM:

County Counselor

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

April Session of the April Adjourned

Term. 20 09


In the County Commission of said county, on the 16th day of April 20 09

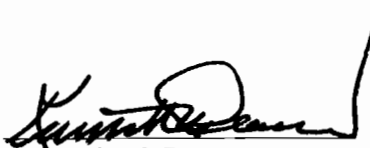
the following, among other proceedings, were had, viz:

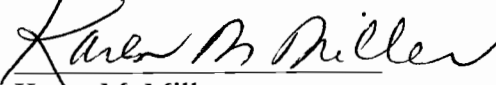
Now on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Wednesday, April 22, 2009, at 1:30 p.m. The meeting will be held in Room 243 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by 610.021 (1) RSMo. to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

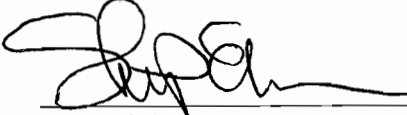
Done this 16th day of April, 2009.

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