

TERM OF COMMISSION: December Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Keith Schnarre  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Deputy County Clerk Shawna Victor  
Boone County Auditor June Pitchford

The budget hearing was called to order at 9:05 a.m.

**Budget Hearing: Department 1121 (County Commission)**

There are no significant changes to this budget.

Commissioner Miller stated several line items in this budget have been reduced.

Projected classes 2-8 expenditures are projected to be \$65,979, which reflects a 4% decrease.

Projected expenditures for class 2 are \$3,675, which reflects level spending.

There was discussion about the supplemental request that has been included by the Auditor for an additional \$1,600 in line item 37220 Travel (Airfare, Mileage, etc.)  
Projected expenditures for class 3 are \$7,300, which reflects a 78% increase.

Line item 48050 Cellular Telephones has been proposed to be decreased by 70%. This decrease is due to Commissioner Miller's cellular telephone bills being paid by NACo.  
Project expenditures for class 4 are \$4,800, which reflects a 32% decrease.

Projected expenditures for class 5 are \$4,100, which reflects an 86% increase. This increase is due to additional funds in for vehicle repairs and local mileage.

There was discussion about what vehicles are included in the Commission's budget for vehicle repairs. There are three vehicles in the Commission's fleet pool.

Project expenditures for class 6 are \$975, which reflects a 2% decrease.

Projected expenditures for class 7 are \$41,829, which reflects a 12% decrease.

Projected expenditures for class 8 are \$3,300, which reflects a 2% decrease.

Projected expenditures for class 9 are \$4,100, which reflects a 54% decrease.

**Budget Hearing: Department 1122 (County Association Dues)**

There are no significant changes to this budget.

Commissioner Miller stated this budget pays for Boone County's membership in the following organizations:

- National Association of Counties (NACo)
- Missouri Association of Counties (MAC)
- City of Columbia Chamber of Commerce
- City of Centralia Chamber of Commerce
- City of Ashland Chamber of Commerce
- City of Sturgeon Chamber of Commerce
- City of Hallsville Chamber of Commerce
- Mid Missouri Tourism Council
- Mid Missouri Regional Planning Commission

This budget also pays for elected officials to attend the following events:

- NACo Annual Conference (2 to 4 attendees, depending on cost)
- NACo Legislative Conference (1 to 2 attendees, depending on cost)
- MAC Annual Conference (4 to 6 County Official, based on historical experience)
- MAC Legislative Conference (3 to 5 County Official, based on historical experience)

**Budget Hearing: Department 1123 (Emergency and Contingency)**

This budget reflects the statutorily required appropriation, \$650,000, equal to 3% of the General Fund expenditures. This is the emergency portion of this budget.

This budget also includes amounts for election related costs as a core item and an additional Help Desk Technician FTE as a supplemental request. This is the contingency portion of this budget.

The projected total expenditures for this budget for 2004 are \$751,366.

**Budget Hearing: Department 1125 (Centralia Office)**

There are no significant changes to this budget.

Commissioner Miller stated this budget pays for telephone lines to the office in Centralia.

There was discussion about the square footage calculations.

**Budget Hearing: Department 1110 (County Auditor)**

June Pitchford stated there are no significant changes to this budget.

Mrs. Pitchford reviewed the goals and objectives for this budget. The main goal for this budget is the implementation of GASB 34.

There were two supplemental requests. The request for overtime funding has been included. The other supplemental request for this budget was for a new fax machine. This was left out of the budget at this time.

There was discussion about GASB 43, the implementation, the impact it will have on departments and offices in the County, and the reason for GASB 34.

Projected expenditures for class 1 are \$244,898, which reflects an 8% increase.

Projected classes 2-8 expenditures are projected to be \$25,969, which reflects a 2% decrease.

Projected expenditures for class 2 are \$5,075, which reflects an 8% decrease.

Projected expenditures for class 3 are \$4,955, which reflects a 1% decrease.

Projected expenditures for class 4 are \$2,268, which reflects an 8% increase.

Projected expenditures for class 5 are \$180, which reflects an 18% decrease.

Projected expenditures for class 6 are \$670, which reflects a 15% decrease.

Projected expenditures for class 7 are \$12,821, which reflects level funding.

There are no projected expenditures for class 9 for 2004.

Mrs. Pitchford reviewed the duties and responsibilities of the Auditor's Office.

**Budget Hearing: Department 1251 (Sheriff)**

Sheriff Ted Boehm, Captain Beverly Braun, and Major O.J. Stone were present on behalf of these budget hearings.

Sheriff Boehm reviewed some of the goals and objectives for this department. The department has been successful in implementing items as described during campaigning

for Proposition L. The department is working with Joint Communications on the radio service. The Southern Boone County Fire Protection District has awarded the bid for their new facility in which there will be a Sheriff's Department Substation.

There was discussion about how the radio improvements would be paid and what departments would cover those costs.

The overall revenue for this department is projected to be \$429,829, an increase of 3% for 2004.

The projected expenditures are projected to be \$3,594,740, which reflects a 5% increase. Classes 2-8 expenditures are projected to be \$426,977, an 8% increase, and class 9 expenditures are projected to be \$66,075, a 49% increase.

Class 1 expenditures are projected to be \$2,801,688, which reflects a 10% increase. There was discussion about how the merit pool funds are passed through this budget for personnel paid out of Proposition L funds.

Class 2 expenditures are projected to be \$92,379, which reflects a 17% increase. This is due to the increase in personnel at the department.

Class 3 expenditures are projected to be \$2,071, which reflects a 21% increase.

Class 4 expenditures are projected to be \$75,400, which reflects a 6% increase.

Class 5 expenditures are projected to be \$116,000, which reflects a 19% increase. This is due to the increase in personnel at the department.

Class 6 expenditures are projected to be \$21,022, which reflects a 17% decrease.

Class 7 expenditures are projected to be \$96,370, which reflects a 1% decrease. Line item 71100, Outside Services, reflects a 58% decrease. The reason for this decrease is due to the implementation of Proposition L and the increase of more deputies on the road.

Class 8 expenditures are projected to be \$23,675, which reflects a 4% increase.

**Budget Hearing: Department 1254 (Alternative Correction Program)**

This budget is funded through State appropriations. There are no significant changes to this budget.

**Budget Hearing: Department 2500 (Sheriff Forfeiture Money)**

This budget includes appropriations for various supplies, equipment, and vehicle

expenses related to drug enforcement activities. There are no significant changes to this budget. The projected fund balance at the end of FY2004 is approximately \$132,000.

**Budget Hearing: Department 2510 (Sheriff Training Fund)**

This budget includes appropriations for law enforcement officer training only. The revenues for this budget are derived from court costs.

**Budget Hearing: Departments 2520, 2521, 2522, 2523 (Law Enforcement Citizen Contributions)**

This budget includes appropriations for the Community Traffic Safety Program and DARE Program. There are no significant changes to this budget.

**Budget Hearing: Departments 2530 – 2539 (Local Law Enforcement Block Grant)**

Captain Beverly Braun stated the department is anticipating receiving approximately \$33,000.

Sheriff Boehm stated the department is planning to furnish the substations with these funds.

**Budget Hearing: Department 2540 (Sheriff Civil Charges)**

At this time there are no appropriations for this budget. The budget will be amended at a later date.

**Budget Hearing: Department 2901 (Sheriff Operations Local Law Enforcement Sales Tax)**

Mrs. Pitchford stated there are five budgets funded by Proposition L funds. Total projected expenditures for all budget for 2004 is \$2,346,791 and the projected revenue for Proposition L is \$2,482,450. Department 2901 is projected to have expenditures of \$1,433,863 for 2004.

Sheriff Boehm noted Proposition L funds pay for the salaries of 11 deputies, 6 corrections officers, and 3 clerical staff.

There was discussion of the purchase of new equipment and the future equipment replacement schedule.

There was discussion about the fund balance for Proposition L funds.

**Budget Hearing: Department 1255 (Corrections)**

Major Warren Brewer was present on behalf of this item.

Sheriff Boehm and Major Brewer reviewed the goals and objectives for this department.

The overall revenue for this department is projected to be \$714,625, a decrease of 26% for 2004.

The projected expenditures are projected to be \$3,813,006, which reflects a 3% increase. Classes 2-8 expenditures are projected to be \$1,281,853, reflecting level funding, and class 9 expenditures are projected to be \$22,700, a 29% decrease.

Class 1 expenditures are projected to be \$2,508,453, which reflects a 5% increase.

Class 2 expenditures are projected to be \$482,750, which reflects a 1% increase. There was discussion about prescription costs, non-prescription costs, and procedures.

Class 3 expenditures are projected to be \$7,550, which reflects level funding.

Class 4 expenditures are projected to be \$144,250, which reflects a level funding.

Class 5 expenditures are projected to be \$18,750, which reflects an 11% increase.

Class 6 expenditures are projected to be \$9,628, which reflects an 8% decrease.

Class 7 expenditures are projected to be \$351,450, which reflects a 11% decrease. There was discussion about outside services and out of county housing expenses.

Class 8 expenditures are projected to be \$267,475, which reflects a 21% increase.

There was discussion about the contract with Behavioral Health Concepts.

**Budget Hearing: Department 2902 (Corrections Local Law Enforcement Sales Tax)**

The projected expenditures are projected to be \$582,153, which reflects a 5% decrease. Classes 2-8 expenditures are projected to be \$30,767, which reflects an 8% increase.

There was discussion of future payments for out of county housing expenses.

Sheriff Boehm noted overcrowding has been an issue since he has been in office since 1985.

There was no further discussion at this time.

The budget hearings were recessed at 11:20 a.m.

The budget hearings reconvened at 1:05 p.m.

**Budget Hearing: Department 1190 (Non-Departmental)**

June Pitchford stated this budget is administered by the County Auditor and County Treasurer and accounts primarily for general revenues and expenditures that are not associated with an operating office.

This budget includes property tax revenues. These revenues reflect no increase in the tax levy (\$0.13/\$100 per assessed valuation). The FY2004 projected revenue from property taxes is \$2,284,000.

The projected revenue from sales tax is \$9,920,000.00.

The projected revenue from franchise fees from Mediacom and Charter Communications is \$140,000.

The projected revenue from intergovernmental revenues is \$23,600. This includes the County Stock Insurance is a 2% premium tax collected by the Department of Revenue and applies to two or three insurance companies, Federal Disaster fund is moneys from Federal Emergency Management Agency, and three PILT funds, Fish and Wildlife, National Forest, and Bureau of Land Management.

The projected revenue from interest is \$27,149. This includes interest from Boone Retirement Center's payment.

The projected revenue from miscellaneous is \$1,726.850. This includes the Hospital Lease payment, which has a CPI adjustment of 1%, the lease payment for the Family Health Center, Boone Retirement Center, and monthly lease for Reality House.

The projected total revenue for FY2004 is \$14,121,999.

The total projected expenditures are \$599,105. Expenditures in this budget include payments for parking, fees for the implementation of GASB 34 and other auditing items, and interest payments for special obligation bonds.

**Budget Hearing: Department 1191 (Insurance and Safety)**

Mrs. Pitchford stated this budget is administered by the County Clerk. This budget reflects appropriations for elected officials bonds and other County insurance as well as for safety programs. The County is a member of MARCIT and expects to earn the maximum rebate, \$25,000, under MARCIT's loss control program in 2004. At least 50%

has to be reinvested in safety equipment, training, or programs. The County's Loss Control Committee has submitted a request totaling 75%, or \$18,000, which has been included in the budget.

The Assessment Fund and Road and Bridge Fund receive an allocated portion of insurance costs.

**Budget Hearing: Department 1192 (Employee Benefits)**

Mrs. Pitchford stated this budget is administered by the County Clerk. This budget includes appropriations for administrative fees for the County's Cafeteria Plan and unemployment benefits.

The budgeted amount for unemployment payments has been increased to \$65,000 based on historical experience over the last few years. There was discussion about how the unemployment expenses and future policies and procedures for paying unemployment.

**Budget Hearing: Department 1196 (Records Management Services)**

Mrs. Pitchford stated this budget is administered by the County Clerk. This budget accounts for costs incurred in providing centralized storage and management services to all County offices. An additional \$30,000 was included in this proposed budget for the off-site records storage.

**Budget Hearing: Department 1280 (Medical Examiner)**

There are no significant changes to this budget.

Mrs. Pitchford stated this budget pays for two contracts, one with the University for Medical Examiner Services, and the other with Fountain Enterprises for Death Investigator services. Class 7 expenditures are projected to be \$129,263, which reflects a 2% increase.

Class 8 expenditures, which pay for forensic testing, are projected to be \$25,024, which reflects a 6% increase.

**Budget Hearing: Department 1285 (District Defender)**

There were no significant changes to this budget.

Mrs. Pitchford noted the building use/rent charge line item is proposed to be increased by 14%, for a total of \$31025. This increase is due to the additional space being used by the department in the Johnson Building.



**Budget Hearing: Department 2020 (E-911 Emergency Telephone)**

The annual budget includes amounts for monthly trunk lines and line charges associated with the E-911 system as well as applicable maintenance coverage. It also pays for a part-time data entry clerk and varied equipment. A 2% tax is charged on all land telephone lines but is not charged on cellular telephones.

The projected total revenues for this budget are \$284,650, which reflects a 7% decrease.

The projected total expenditures for this budget are \$273,800, which reflects a 42% decrease. The reason for the decrease is due to the fact in the 2003 budget a major equipment purchase. Since this was a one time purchase, the total expenditure budget will reflect a significant decrease. Classes 2 through 8 expenditures are projected to be \$273,800, which reflect a 4% increase.

**Budget Hearing: Department 2100 (Local Emergency Planning Committee)**

There are no significant changes to this budget.

This budget is administered by the County Treasurer.

**Budget Hearing: Department 2900 (Law Enforcement Sales Tax)**

There are no significant changes to this budget.

This department accounts for revenues and inter-fund borrowing costs. There are other department numbers that are used to account for the expenditures of the Law Enforcement Sale Tax funds.

**Budget Hearing: Department 2905 (Law Enforcement Judicial System Law Enforcement Sales Tax)**

This budget includes implementation of fiber optics infrastructure to replace the existing frame relay infrastructure in order to achieve information system connectivity between the County's various building locations. Costs are shared between the General Fund and Law Enforcement Services Fund.

Due to litigation-related delays between cities and telephone companies, the amounts to complete this project have been re-budgeted from FY2003.

**Budget Hearing: Department 2030 (Domestic Violence Fund)**

There are no significant changes to this budget.

The revenues consist of a \$10 fee collected on marriage licenses and a \$2 surcharge collected on civil and criminal cases.

**Budget Hearing: Department 2090 (Hospital Profit Share)**

Mrs. Pitchford stated the County no longer receives profit share revenues pursuant to the revised lease of Boone Hospital Center; therefore, the need for this fund no longer exists. The Commission intends to transfer some of the assets of this fund to the Health Facility Capital project in late 2003.

Beginning in 2004, the proceeds from the Boone Retirement Center lease will be deposited into the general fund. The remaining assets in this fund will be expended by the Commission through the annual appropriation process with the fund being closed when the resources are fully expended.

There are no appropriations established for FY2004.

**Budget Hearing: Departments 3800, 3810, 3820, 3830, 3840, 3850 (Debt Service Funds)**

This budget is for the debt service payments on the general obligation bonds for the Neighborhood Improvement District (NID) projects.

**Budget Hearing: Departments 4000, 4010, 4011, 4020, 4040 (Capital Projects)**

Mrs. Pitchford the County establishes a budget or budgets in a capital project fund in order to account for the resources and expenditures associated with significant capital projects such as the design, construction or expansion of county facilities.

**Budget Hearing: Department 6000 (Self-Insured Health Insurance)**

This budget account for the operations of the County's self-insured health plan for County employees and employees of the Boone County Fire Protection District.

County-paid premium revenues for employees reflect an 18% increase. In addition, the Self-Health Trust Committee has made significant changes to the plan which will be effect January 1, 2004 designed to ensure fund stability.

**Budget Hearings: Department 6010 (Self-Insured Dental Insurance)**

This budget account for the operations of the County's self-insured health plan for County employees and employees of the Boone County Fire Protection District.

The budget reflects an increase in employee premiums; however, no increases have been

included for dependent coverage. Otherwise, there are no significant changes to this budget.

**Budget Hearing: Department 7200 (George Spencer Trust)**

Mrs. Pitchford stated the George Spencer Trust was established in 1988 as an educational scholarship and the County Treasurer manages this department. The trust corpus of \$32,400.00 has to be maintained and the interest earnings are distributed as scholarships.

**Budget Hearing: Department 7210 (Union Cemetery Maintenance)**

Mrs. Pitchford stated the County maintains this budget. The trust corpus is \$4,670.00.

There was no further discussion.

The budget hearings adjourned at 2:30 p.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Keith Schnarre  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner