

TERM OF COMMISSION: December Session of the October Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Room 338

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Senior Environmental Health Specialist Kristine Vellema
Detention Superintendent Marcia Hazelhorst
Boone County Clerk Wendy Noren
Director of Purchasing Melinda Bobbitt
Director of Resource Management Stan Shawver
Boone County Auditor June Pitchford
Deputy County Clerk Cameron Clarke

The meeting was called to order at 1:31 p.m.

Health Department

1. Abatement of a property located at 5151 N. Douglas Drive, parcel # 12-901-26-00-007.00 01 (first and second reading)

Senior Environmental Health Specialist Kristine Vellema was present on behalf of this item. Ms. Vellema stated there was a complaint about this property. Ms. Vellema stated she went by the property this morning, and all of the stuff has been piled into a big pile. Ms. Vellema stated she spoke with the property owner ten minutes prior to the meeting, and she indicated it is piled up so it can be hauled away by this weekend. Ms. Vellema stated they think they won't have to do the abatement, but she would like an order passed just in case.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 5151 N. Douglas Drive (parcel # 12-901-26-00-007.00 01).

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order # 532-2011**

Juvenile Justice Center

2. Juvenile Detention Alternatives Initiative grant application (first and second reading)

Detention Superintendent Marcia Hazelhorst was present on behalf of this item. Ms.

Hazelhorst stated they are seeking Commission approval to apply for a \$2,500 grant that is being provided by the Annie Casey Foundation. Ms. Hazelhorst stated there is no match required, and it is a fully reimbursable grant. Ms. Hazelhorst stated they would use the money to help fund the evening reporting center when the current Title II funding ends on September 30th.

Commissioner Miller stated she thinks the evening reporting center has been very successful, and it's something that's been part of the juvenile detention alternatives initiative. Commissioner Miller stated she supports keeping that going if we can.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the grant application by Boone County, Missouri for the Annie E. Casey Foundation – Juvenile Detention Alternatives Initiative grant.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order # 533-2011**

County Clerk

3. Modification of Township and County Commission Boundaries (first reading)

Boone County Clerk Wendy Noren was present on behalf of this item. Ms. Noren stated there are two County Commission districts, District I and District II. Ms. Noren stated when the 2010 population came out, they looked at the population. Ms. Noren stated the districts are covered under the requirements that you would need to redistrict to make sure the population between the two districts is as equal as possible. Ms. Noren stated when the populations came out; there was almost no reason to change the lines. Ms. Noren stated she has provided a spreadsheet with the populations, and a map. Ms. Noren stated with the 2010 census data, 51.09% of people live in District II, and 48.91% live in District I. Ms. Noren stated this is within the tolerance of plus or minus 5%. Ms. Noren stated when all the other maps come in they are overlaid to see if there are any spots where the line can be adjusted. Ms. Noren stated this can save her from having to produce an extra ballot style for a small number of voters. Ms. Noren stated the ward lines and legislative district lines are in. Ms. Noren stated they identified two small areas that could be lined up with the City's wards so she would not have to create multiple ballot styles. Ms. Noren stated there are zero voters in one of the areas, but she would be required to prepare a ballot style and do all the testing. Ms. Noren stated this is a ridiculous amount of money for zero voters. Ms. Noren stated her recommendation is to expand District I by adding the tract of land. Ms. Noren stated there is another area she would like to move from Missouri Township to the Columbia Township, and align it with the ward line. Ms. Noren stated this cuts between two polls, which means if they are aligned there wouldn't need to be separate ballot styling. Ms. Noren stated this involves 262 people, and she could identify the number of voters if they decide to do this. Ms. Noren stated this would keep the people in the same ward and County Commission

district. Ms. Noren stated this is an area with some student housing, and the number of voters tends to go up and down. Ms. Noren stated there are more voters right before a presidential election. Ms. Noren stated she wanted to get this started so legal counsel can draft the legal descriptions on this. Ms. Noren stated filing would open on this the last Tuesday in February.

Commissioner Miller stated these are good lines to have, Paris Road, Business Loop, and College. Commissioner Miller stated these are good lines that people understand.

Commission Elkin stated this makes sense, and he appreciates Ms. Noren's efforts to keep things as efficient as possible. Commissioner Elkin stated he knows this is a lot of work, and he appreciates it.

Ms. Noren stated there are some new tools which help. Ms. Noren stated there is some grant money from the Secretary of State which allowed her to purchase some GIS software and hire an intern. Ms. Noren stated this helps her look at things a lot better. Ms. Noren stated she used to do things by hand, street by street and house by house.

Commissioner Atwill stated this is a first reading, and will be second read when Ms. Noren is ready to proceed.

Ms. Noren stated County Commission districts must follow township lines by law. Ms. Noren stated the requirement for making populations equal in County Commission districts requires you to adjust township boundary lines. Ms. Noren stated they must adjust the legal descriptions for the township boundaries. Ms. Noren stated this has been done over the course of ten years. Ms. Noren stated the City is working with the County on the ward boundaries.

Purchasing

4. Contract with Peak Roofing for Public Works (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

Attached is a Contract Agreement for roof repair to the tank farm building roofs at Public Works. Total cost of contract is \$2,475.00 and will be paid from department 2048 – PW Insurance Claim Activity, account 71018 – Other Claims Deductible.

Ms. Bobbitt stated this did not require a bid because it was under \$4,500. Ms. Bobbitt stated it was routed through her to prepare a contract.

Commissioner Elkin stated there was some damage to a building out there last spring.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk

to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

Resource Management

5. Request to purchase a “short throw” projector (first reading)

Director of Resource Management Stan Shawver was present on behalf of this item. Mr. Shawver stated he is asking the Commission to consider allowing Resource Management to reallocate left over class 9 fixed asset money from when they bought the large plotter. Mr. Shawver stated they would like to purchase a projector. Mr. Shawver stated they are constantly receiving electronic submissions of road plans and subdivision plats. Mr. Shawver stated trying to view these on a standard monitor is a real challenge. Mr. Shawver stated they looked at getting a larger monitor, but IT advised them that it does not really enlarge the image, just distorts it. Mr. Shawver stated IT recommended a projector. Mr. Shawver stated this will allow the department to look at plans with all of the staff together. Mr. Shawver stated they believe they can make the purchase along with the associated hardware for about \$3,000. Mr. Shawver stated this is similar to the system the Sheriff has at their conference training room.

Commissioner Miller asked if this is the same type of thing that would be used in a conference room.

Mr. Shawver stated yes.

Commissioner Miller stated they talked about putting projectors in all of the large conference rooms. Commissioner Miller stated this is a reasonable cost, and can be set up to run on anyone's laptop.

Mr. Shawver stated he apologizes for coming in on the last Commission meeting of the year to bring this up, but they didn't know what they would have left over. Mr. Shawver stated they didn't know there was a solution for their problem with looking at electronic submissions until they started looking towards the end of they year.

Commissioner Miller stated electronic filing saves on paper that would have to be sent out, so it will be a cost effective tool.

Mr. Shawver stated all of the plans are scanned now.

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

6. Utility relocation agreement with Public Water Supply District #4 (first reading)

Director of Resource Management Stan Shawver was present on behalf of this item. Mr. Shawver stated this is the contractual arrangement with water district #4. Mr. Shawver stated this involves the relocation of a water line that was a result of the bridge construction. Mr. Shawver stated the construction exposed a water line, and the County agreed to pay the water district half the replacement cost.

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

Auditor

7. Approve 2012 Budget

Boone County Auditor June Pitchford was present on behalf of this item. Ms. Pitchford stated this is the last step in the process for approving the FY 2012 budget. Ms. Pitchford stated a proposed budget was presented by the statutory deadline of November 15th. Ms. Pitchford stated the Commission has held numerous public hearings. Ms. Pitchford stated the final step is to identify any changes being made to the budget from the proposed budget, and adopt it via Commission order. Ms. Pitchford stated the operating budget consists of a number of individual funds. Ms. Pitchford stated for budgeting purposes, the major funds are identified: the General Fund, the Road and Bridge Fund, and the Law Enforcement Services Fund. Ms. Pitchford stated these funds are broken down and presented separately. Ms. Pitchford stated non-major governmental funds are combined in a column. Ms. Pitchford stated this consists of special revenue funds, and debt service funds. Ms. Pitchford stated from time to time there are capital project funds. Ms. Pitchford stated there are internal service funds, and private purpose trust funds. Ms. Pitchford stated the internal service funds provide services to other funds. Ms. Pitchford stated this duplicates costs. Ms. Pitchford stated for comparison purposes she prepared a comparison of the 2011 total revised appropriations, to 2012's. Ms. Pitchford stated she also shows the projected ending, undesignated, unreserved fund balance for each of the funds.

Ms. Pitchford spoke about various aspects of the FY 2012 Budget, which can be found online at www.showmeboone.org/auditor, or a copy can be obtained at either the Boone County Clerk's office, or the Boone County Auditor's office. A budget summary can also be found at any of these locations.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby adopt the Boone County operating budget for fiscal year 2012. The adopted budget shall consist of all appropriations included in the Proposed Budget submitted to the County Commission by the County Auditor, subject to the adjustments authorized by the County Commission that are specified in the attached schedule.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order # 534-2011**

Commission

8. Joint Communication Staffing Coop Agreement (second reading, first read 12/27/2011)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the contract between the City of Columbia and Boone County, Missouri to fund and three-quarter time position in Joint Communications to perform the enhanced 911 data entry duties. The terms of this agreement are stipulated in the attached contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order # 535-2011**

9. Management Agreement with TAG Events, LLC (first reading)

Commissioner Atwill stated this is a contract that has been entered into, subject to approval by the County Commission. Commissioner Atwill stated the exact terminology of the agreement is spelled out in the contract. Commissioner Atwill stated it involves a \$200,000 operating expense agreement, whereby the County will pay expenses of the operation of the fairgrounds up to \$200,000. Commissioner Atwill stated there will also be a \$75,000 utility sharing agreement which involves paying 50% of the utility bills up to \$75,000. Commissioner Atwill stated the agreement provides that the County will receive 70% of the profits from the operation of the fairgrounds, up to \$275,000. Commissioner Atwill stated if \$275,000 is reached, the formula will reverse and 30% will be paid to the County. Commissioner Atwill stated the County has agreed to continue paying for the maintenance issues pertaining to the facilities. Commissioner Atwill stated the County must keep its facilities in good operating condition at all times, and \$100,000 will be set aside for that purpose. Commissioner Atwill stated this money will be used for repairs that are major in scope. Commissioner Atwill stated the agreement is for two years, with a short termination of 60 days possible if either party wants to end the agreement prematurely. Commissioner Atwill stated the Commission believes this is an excellent opportunity with TAG Events to make the fairgrounds self sustaining within a few years. Commissioner Atwill stated part of the agreement specifies that efforts will be made to work with the City of Columbia to design and develop alternative uses of the ground, and to work with the University of Missouri to encourage the use of interns to help with a manual of operations, and a marketing plan. Commissioner Atwill stated over the next two years they will keep track of all events, and this is part of the responsibility of TAG Events. Commissioner Atwill stated TAG will provide the County with monthly reports showing the income, expenses, and

everything that can be learned from what is happening on a monthly basis. Commissioner Atwill stated the Commission expects this will help them make better decisions on what the longer term use of the grounds and facilities will be. Commissioner Atwill stated one of the most important aspects of this is that they will be studying the economic impact of the facilities on Boone County. Commissioner Atwill stated Dr. Kim at the University of Missouri studied the impact of the True False Film Festival, and the Commission has spoken with the Convention and Visitors bureau about sponsoring a similar study on the fairgrounds. Commissioner Atwill stated with the information from TAG and the Convention and Visitors Bureau, there will be a whole new view of what we have, and might have. Commissioner Atwill stated he hopes they can get the citizens of Boone County behind this, and to understand that this is an asset owned by all the citizens of Boone County. Commissioner Atwill stated he hopes citizens will help support efforts to make this a viable operation for the future.

Commissioner Elkin stated the biggest benefit to the agreement with TAG is the information that will become available. Commissioner Elkin stated the trouble all along is there was not accurate, up to date information regarding the operations. Commissioner Elkin stated this is very valuable information in the business community. Commissioner Elkin stated there has been a lot of deferred maintenance. Commissioner Elkin stated the key systems like roofs and doors are worn out. Commissioner Elkin stated the revenue has not been available to fix these things. Commissioner Elkin stated in two years there will be a lot of business information, and the place will be in a lot better shape. Commissioner Elkin stated it is already in better shape. Commissioner Elkin stated the County was thrown into this on October 1st with a lack of management structure. Commissioner Elkin stated 90 days is a short time frame to put together a plan that will be viable. Commissioner Elkin stated he would like to thank his colleagues for helping this process along while he is out of town. Commissioner Elkin stated he thinks this is a good deal to get the information they need and want. Commissioner Elkin stated he is looking forward to working with the City of Columbia, the University of Missouri, and the local business community to make this a viable, sustainable asset for the community.

Commissioner Miller asked Commissioner Elkin to talk about all of the different studies and things he has gone through to get the background information they have today.

Commissioner Elkin stated when he took office in January of 2001; the County was relatively new owners of the property. Commissioner Elkin stated Phase I of the fairgrounds had already been performed. Commissioner Elkin stated this identified the cultural and environmental resources that were part of the fairgrounds. Commissioner Elkin stated Phase II of the study took place in 2002 and identified the infrastructure and manmade resources at the fairgrounds. Commissioner Elkin stated a lot of work went into identifying where the utilities are located, and what utilities are located out there. Commissioner Elkin stated it was really good information, and is used all the time. Commissioner Elkin stated around 2005-2006 the County held numerous public work sessions with Columbia Parks and Recreation and the University of Missouri to create a master parks and recreation plan for the fairgrounds, which also included the County

Atkins Park. Commissioner Elkin stated the Atkins tract is an additional 80 acres contiguous with the fairgrounds. Commissioner Elkin stated this plan was approved by Boone County and the City of Columbia. Commissioner Elkin stated the ball fields were a part of this plan. Commissioner Elkin stated it is still being used today. Commissioner Elkin stated in 2007-2008, the Commission consulted with Rob Markin at Markin consultants to do an economic impact feasibility study. Commissioner Elkin stated they concluded that with solid management and marketing, it could be a viable economic asset for the community. Commissioner Elkin stated the County received a \$76,000 Land and Water grant from the Missouri Department of Conservation for the fairgrounds. Commissioner Elkin stated that even though the County has not been directly involved in the day to day management, they have been working on long range plans. Commissioner Elkin stated these things don't move fast because there is one chance to get them right. Commissioner Elkin stated they want to make sure this is developed in the appropriate fashion, mindful of the dollars that are going to be invested. Commissioner Elkin stated he would like to thank Boone County Auditor June Pitchford for her work on this, the Boone County Auditor's office, as well as the RFP committee.

Commissioner Miller thanked Commissioner Elkin for his explanation. Commissioner Miller stated she thinks people need to recognize that this is not something that has just happened, and that a lot of effort has been put it to working with the different baseball, softball, youth basketball, and other organizations. Commissioner Miller stated she would like to thank Commissioner Elkin for all of the time he has spent on this.

Commissioner Elkin stated he failed to mention the regional recreation district that encompasses the fairground. Commissioner Elkin stated this is just another opportunity for dedicated resources, and has the potential to reinvest dollars.

Commissioner Miller stated they also need to thank former Presiding Commissioner Ed Robb. Commissioner Miller stated Commissioner Robb pushed them to do something about this, and it has been long overdue. Commissioner Miller stated it just never rose to the top of the pile. Commissioner Miller thanked Commissioner Atwill for taking over on this. Commissioner Miller stated she is very comfortable and confident they will have what they need to determine if this is a viable asset, if they need to change the use of the asset, or where they go. Commissioner Miller stated they need this information to take us to the next step.

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

10. Public Comment

11. Commissioner Reports

Commissioner Elkin reported this will be his last meeting for several months.

Commissioner Elkin stated he wants to thank his colleagues for picking up his slack while he is serving in the military. Commissioner Elkin stated he will probably not be around much at all. Commissioner Elkin stated he will try to be as engaged as he can be, but it will be limited.

Commissioner Atwill stated he appreciates Commissioner Elkin's service in the military, and thanked him for his efforts to participate.

Commissioner Miller stated things that were not available years ago like email and texting make it possible for Commissioner Elkin to stay engaged with his citizens, respond to citizen issues, and communicate with the other commissioners.

The meeting adjourned at 2:31 p.m.

Attest:

Daniel K. Atwill
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner