

TERM OF COMMISSION: November Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill
District I Commissioner Fred Parry
District II Commissioner Janet Thompson
Auditor June Pitchford
Environmental Public Health Specialist Kris Vellema
Deputy County Clerk Michelle Thompson

The meeting was called to order at 1:30 p.m.

Auditor

1. 2019 Proposed Budget

June Pitchford presented the proposed FY2019 County Budget to the Commissioners. Various aspects of the budget were presented in detail with the entire proposed budget available in hard copy in the County Clerk's office or online at the following site:
<https://www.showmeboone.com/auditor/budget-reports/>

June Pitchford also reviewed the FY2019 proposed budget highlights. The highlights are attached at the end of these minutes.

Health Department

**2. First & Second Reading; Abatement of property located at 6481 S. West Way
parcel #20-216-10-01-061.00 01**

Kris Vellema said there is a washing machine here out in front of the property. We cannot

get in touch with these folks and have not had any communication. We get a couple complaints about this property every year.

There were no comments or questions from the Commission.

Commissioner Parry 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 6481 S. West Way, parcel #20-216-10-01-061.00 01.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #506-2018**

Sheriff's Department

3. **Second Reading; K-9 Basic Training Contracts with the following (1st read 11-13-18):**

- **Callaway County**
- **Morgan County**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached K-9 Basic Training Contracts between Boone County and the following:

- Callaway County – K-9 Maintenance Training Agreement
- Morgan County – K-9 Basic Training Services Cooperative Agreement

The terms of the agreements are stipulated in the attached Maintenance Training Agreement

and Cooperative Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreements.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #507-2018**

4. Second Reading; RMS/JMS Cooperative Agreements with the following (1st read 11-13-18):

- **City of Ashland**
- **City of Centralia**
- **City of Hallsville**
- **City of Sturgeon**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the attached RMS/JMS Cooperative Agreements between Boone County and the following:

- City of Ashland
- City of Centralia
- City of Hallsville
- City of Sturgeon

The terms of the agreements are stipulated in the attached Law Enforcement RMS/JMS Cooperative Cost-Share Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreements.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #508-2018**

Commission

5. First & Second Reading; Application for Organizational Use of Boone County Conference Rooms: Boone County Democratic Party Central Committee

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Center Chambers by the Boone County Democratic Party – Central Committee on January 10th, February 14th, March 14th, April 11th, May 9th, and June 13th, 2019 from 6:30 pm to 10:00 pm.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #509-2018**

6. First & Second Reading; Approve 2019 Boone County Holiday Schedule

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby declare that the Boone County Holiday Schedule for 2019 will be in agreement with the Public Holiday List from the State Offices issued by the Office of the Governor, State of Missouri with the addition of November 29, 2019 (Thanksgiving Day After). Any additional holidays for 2019 adopted by the office of the Governor will automatically be adopted by Boone County.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #510-2018**

7. Proclamation Honoring Charlie Digges on his 100th Birthday

Commissioner Parry read the following proclamation:

Whereas, Charlie Digges Sr., born January 5, 1919, is a lifelong resident of Boone County; and

Whereas, Charlie and his wife, Kathy, have been married since 1970; and

Whereas, Charlie grew up “out in the country” near what is now one of Columbia’s busiest intersections—Providence Road and Stadium Boulevard—and attended the University Lab School, Hickman High School, and the University of Missouri, graduating with his BS and BA in 1940; and

Whereas, growing up, Charlie enjoyed attending MU football games and playing other sports, including playing basketball on the 1936 Hickman High School team, which won the Missouri State Championship; and

Whereas, Charlie served in the United States Air Force as a bomber pilot stateside during WWII and overseas during the Korean War, during which he participated in more than 30 missions within a 10-month span; and

Whereas, before serving in WWII, Charlie began his career with a brief stint with an insurance company in St. Louis in 1940 and resumed his career when he joined the Columbia-based insurance firm of Rollins Vandiver; and

Whereas, after again serving his country in the Korean War, Charlie returned to Rollins Vandiver, and went on to become a pillar in the community, serving as Rotary President, Chamber of Commerce President, a board member of several

local banking and financial companies, and long-time member of Calvary Episcopal Church; and

Whereas, Charlie was instrumental in securing the funds necessary to build a new Chamber of Commerce building in 1986 through his childhood friendship with the late Sam Walton; and

Whereas, Charlie remained with Rollins Vandiver as it changed to Rollins Vandiver Digges in 1952 and The Insurance Group in 1981, and retired in 1992 after 46 years with the company; and

Whereas, Charlie enjoys remaining active with his wife, Kathy, by taking walks, exercising with a personal trainer, fishing and golfing, and can be found on Saturdays cheering on the Missouri Tigers football team; and

Whereas, Charlie is a true gentleman, a mainstay in our community whose contributions are not for recognition but for the love of his country, Columbia and his fellow citizens.

Therefore, we do hereby recognize the contributions of Charlie Digges Sr. to Columbia and Boone County and honor him as he approaches his 100th birthday.

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby recognize Charlie Digges on his 100th birthday.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #511-2018**

8. Public Comment

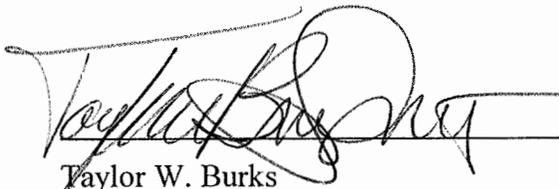
None

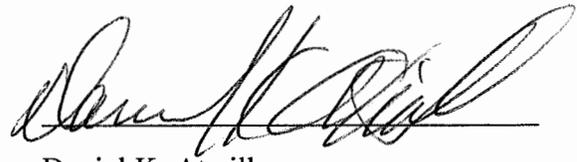
9. Commission Reports

None

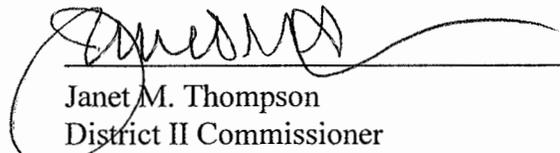
The meeting adjourned at 2:21 a.m.

Attest:


Taylor W. Burks
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Fred J. Parry
District I Commissioner


Janet M. Thompson
District II Commissioner

Boone County, Missouri

FY 2019 PROPOSED BUDGET (\$87 million)--Highlights

Budget Priorities and Budgetary Impact (see pages 3-8 of Budget Message):

1. Maintain fiscal stability within the County's major operating funds
2. Maintain competitive salaries and benefits for the County's workforce
3. Provide additional staffing for the Boone County Joint Communications (BCJC), Boone County Auditor's Office, and the Community Services Department; provide funding to establish a new division within the Sheriff's Department (restructuring)
4. Provide routine replacement of equipment, vehicles, and technology; provide funding to replace the County's financial software (ERP-Enterprise Resource Planning software, re-budgeted from 2018)
5. Provide funding to replace election equipment
6. Fund routine maintenance and preservation of the County's transportation network

Multi-fund composition:

- 40+ Governmental Funds: 5 major funds (92% of total budget) and 35+ nonmajor funds (8% of total budget)
- 10 Internal Service Funds
- 3 Private Purpose Trust Funds

Property tax levies—NO CHANGE:

- General Fund: \$0.12 per \$100 Assessed Valuation
- Road and Bridge Fund: \$0.05 per \$100 Assessed Valuation

Revenue Growth Assumptions (overall, on-going revenues +1% FY 2019 vs FY 2018 Budget):

- Sales Tax: +0.25% (\$50.5 m)
- Property Tax: +3.0% (\$5.4 m)
- Hospital Lease: 0.5% (\$2.5 m)
- CART: 0% (\$1.2 m)
- Other revenues: a "mixed bag" (Interest +, Collector Commission +, Recording fees -, Building Permits flat, etc....)

County-controlled fees: (Note: most fees are set by state statute and are not controllable at the local level.)

- No change to food handler permit fees.
- No change to building permit fees.

Debt retirement: Impact to General Fund

- \$2.23 M Special Obligation debt was fully retired in 2018
- Eliminates annual debt service payment in the General Fund of ~\$400,000
- 2019 Budget re-directs these resources (~400,000) to Priority #2 (competitive salaries and benefits)

Aggregate Budgetary Comparison Fiscal Year 2018 and Fiscal Year 2019:

	All Governmental Funds Combined (excluding Capital Project Funds)			Internal Service Funds		Private Purpose Trust Funds	
	2018	2019	%	2018	2019	2018	2019
	Budget	Budget	Chg	Budget	Budget	Budget	Budget
Operating Revenues	\$ 73,453,064	72,382,134	-1%	\$ 6,364,211	6,400,548	\$ 1,128	1,780
Other Financing Sources (net of interfund transfers)	214,289	100,380		4,080	3,000	-	-
Planned Use of Fund Balance (net)	8,563,139	14,333,577		88,255	134,802	2,392	889
Total Revenues & Other Sources (net of inter-fund transfers)	\$ 82,230,492	86,816,091	6%	\$ 6,456,546	6,538,350	\$ 3,520	2,669
Total Expenditures & Other Uses (net of inter-fund transfers)	\$ 82,230,492	86,816,091	6%	\$ 6,452,466	6,538,350	\$ 3,520	2,669

2018 budget includes \$1.8 M in non-recurring CDBG grant monies which have been removed from the 2019 budget, thus causing the -1% change. Total operating revenues increase by +1% when these CDBG monies are excluded.

Approximately 60% of operating revenues are legally restricted due to statutory provisions or ballot language.

Planned use of Fund Balance reflected in the Proposed Budget:

General Fund (\$4.1 M) significant items include:

- Emergency Appropriation (\$850,000, not expected to be spent)
- Replacement software (ERP—Enterprise Resource Planning software, \$1.6 m)
- Replacement election equipment (\$600,000) and related testing and warehouse configuration costs (\$95,000)
- Cyclical equipment and vehicle replacements (\$500,000)

Road and Bridge Fund (\$2.8 M)

- Non-recurring concrete rehab & replacement project; large culvert/inlet rehab & replacement projects; additional funds for bridge replacements

Law Enforcement Services Fund (\$0.36 M)

- Vehicle and equipment replacement

Community Children's Services Fund (\$4.0 M)

- Resources accumulated in the fund during prior years are being appropriated in fiscal year 2019 (a timing difference)

911/Emergency Management Fund (\$0.6 M)

- Non-recurring radio infrastructure improvements

(continued on next page)

All nonmajor funds combined, approximately 35 funds (\$2.4 M)

- Replacement election equipment (\$600,000) Election Services Fund (\$350,000) and Election Equipment Replacement Fund (\$250,000).
- Assessment Fund- Digital Rectified Orthophoto Project (\$250,000)
- Replacement production printer and postage machine (\$50,000) (Assessment Fund (1/3), Tax Maintenance Fund (1/3); remaining 1/3 in General Fund)
- Resources accumulated in the funds during prior years are being appropriated for non-recurring purposes in fiscal year 2019 (a timing difference)
 - Community Health/Medical Fund (\$700,000)
 - Sheriff Revolving Fund (\$130,000)
 - Circuit Court Drug Fund (\$250,000)
- Significant "contingency" appropriations (Record Preservation Fund, Tax Maintenance Fund, Circuit Clerk Garnishment Fee Fund, etc)

Fund balances in major operating funds are projected to exceed the minimum 17% established by policy (Budget Message, page 32-34). The *minimum* fund balance amount ensures adequate cash flow and avoids short-term borrowing costs. Amounts beyond the minimum mitigate risk of revenue volatility, a significant inherent risk whenever sales tax is the primary revenue base. It also provides a funding mechanism for cyclical expenditures (elections, equipment replacement, etc..).

Projected Net Fund Balance at December 31, 2019:

	-----Major Funds-----							All Governmental Funds
	General Fund	Road and Bridge Fund	Law Enforcement Services Fund	Community Children's Services Fund	911/ Emergency Management Fund	Nonmajor Governmental Funds		
Projected Fund Balance 12/31	\$ 13,785,141	13,517,277	2,255,512	6,239,808	17,276,612	7,303,903	60,378,253	
Less: Fund Balance Unavailable for Appropriation	(343,675)	(7,000,000)	(1,161,200)	-	(10,300,000)	(696,021)	(19,500,896)	
Projected Net Fund Balance	\$ 13,441,466	6,517,277	1,094,312	6,239,808	6,976,612	6,607,882	40,877,357	
As a percent of expenditures	40%	31%	27%	56%	64%			
# of months expenditures	4.8	3.7	3.3	6.8	7.7			

FTE changes (see pages 30-31 of Budget Message):

Net increase of +5.87 FTEs (+8.04 FTE when ignoring the impact of partial-year grant-funded positions)

Capital Project Funds:

- Continuation of ECC Construction Project— Appropriations originally approved in 2014. Facility was completed in 2017; technology to be completed in 2018-2019
- Space needs analysis underway for ECC Support Building (mixed use: Prosecuting Attorney evidence storage; Facilities Maintenance; 911 radio maintenance/repair; Emergency Management equipment storage). Analysis expected to conclude late 2018; an implementation plan to be developed for 2019 budget. Sufficient Information unavailable for Proposed Budget.

Future Outlook:

- **Challenge:** growing untaxed e-commerce retail sales. For sales tax revenue, **county officials should expect flat or even declining revenues for the foreseeable future.**
- **Challenge:** hospital lease revenue uncertain beyond 2020
- **Potential fiscal consequences:** no funding for additional FTE positions; no funding for periodic adjustments to Salary Range Table or for salary increases; pressure to increase county-controlled fees; pressure to reduce services and cut costs; reallocation of existing budgetary resources; spend-down of fund balances
- County officials need to continue internal discussions to ensure shared understanding of the fiscal risks and potential consequences
- Engage in solving the internet sales tax problem

Budget Hearings:

- 7:00 PM Tuesday, November 27, 2018
- 9:30 AM Tuesday, December 4, 2018
- 1:30 PM Thursday, December 6, 2018

Scheduled Approval Date: 1:30 PM Thursday, December 20, 2018 (per state law, must be approved no later than January 31, 2019)

The Proposed Budget is available via the County's web site: www.showmeboone.com/auditor (select Boone County Budget Reports from the left-hand menu)