TERM OF COMMISSION: August Session of the July Adjourned Term

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

Boone County Commission Chambers

PRESENT WERE: District I Commissioner Justin Aldred

District II Commissioner Janet Thompson

Director of Emergency Management Chris Kelley

Boone County Juvenile Office Supervisor Angie Bezoni

Director of Purchasing Melinda Bobbitt

Senior Buyer Liz Palazzolo

Environmental Public Health Specialist Liz Olree

13th Judicial Circuit Court Administrator Cindy Garrett

Boone County Deputy County Clerk Jodi Vanskike

Property Owner: Jesse Hulett

Conference Call Information:

Number: 425-585-6224 Access Code: 802-162-168

The meeting was called to order at 9:30am and roll call was taken.

Emergency Management

1. First Reading: Outdoor Warning Siren Placement Agreement - State of Missouri Katy Trail State Park

Director of Emergency Management Chris Kelley stated his department wants to place a siren on the MKT trail property between Easley and Cooper's Landing. Director Kelley stated there was a public hearing held on this location. It was later voted on and approved by Commission.

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

13th Judicial Circuit Court

2. First Reading: Budget Amendment: Dept 1243 - JJPA Grant

Boone County Juvenile Office Supervisor Angie Bezoni stated they have been awarded a Juvenile Justice Program Assistance Grant in the amount of \$7,000. Ms. Bezoni stated this grant is used to pay for their in-home detention costs for an alternative to detention for juveniles who are viewed to not be a danger to the community. They are able to stay in the community on an ankle bracelet and be on the court-ordered in-home detention program.

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

3. First Reading: Budget Amendment - Dept 1243 DRRF Grant

Boone County Juvenile Office Supervisor Angie Bezoni stated this is a Domestic Relations Resolution Fund Grant, in the amount of \$16,000, which is used to pay for supervised visitation for domestic cases.

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

Human Resources

4. First and Second Reading: Request to Hire Above Flexible Hiring Range for Position 908 - Facilities Security Technician

Commissioner Aldred stated this is an IT position that does all the camera, security, and alarm work, coordinating with alarm companies for the Government Center, the court, and other Government buildings around the County. Commissioner Aldred stated this position has not been filled for quite some time, so this will be a welcome relief for the IT Department.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request to hire above the flexible hiring maximum for position number 908, Facilities Security Technician, and does hereby authorize an appropriation of \$56,500 for the salary of said position.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #338-2023**

Purchasing

5. First Reading: Cooperative Contract: C000659 (State of MO cooperative contract CT202797053) – Copier and Maintenance for the Boone County Court Administration with Sumnerone, Inc.

Director of Purchasing Melinda Bobbitt read the following memo:

Boone County Court Administration requests permission to utilize the State of Missouri cooperative contract CT202797053 (based on NASPO contract 140603) to purchase a Kyocera TA6004i copier and maintenance from Sumnerone, Inc. County contract number is C000659.

Cost of copier is \$6,653.80 and will be paid from department 1210 – GF Court Operations, account 92000 – Replacement Office Equipment (\$7,000 budgeted). Cost of maintenance is \$0.0059 / black and white print.

Purchasing is seeking permission to dispose of their existing copier by trade for a \$0.00 value. Kyocera Taskalfa 4500i, Asset tag 18188

Sumnerone, Inc. will haul off and recycle the surplus copier at the time they install the new copier. The hard drive will be removed and left with our Information Technology department.

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

6. First Reading: Award of Contract C000661 from Co-Operative Contract (Sourcewell) 032521-GPC for Aftermarket Vehicle Parts & Supplies with Genuine Parts Company dba NAPA Auto Parts dba Ed Miller Auto Parts for the Road and Bridge Department

Senior Buyer Liz Palazzolo read the following memo:

Purchasing requests approval of contract C000661 using co-operative contract 611-20 for 032521-GPC for Aftermarket Vehicle Parts & Supplies with Genuine Parts Company dba NAPA Auto Parts of Atlanta, Georgia for the Boone County Road & Bridge Department

The contract period will run from August 15, 2023, through May 19, 2025. There is one (1) one-year renewal option available beyond this initial contract period.

This is a Term and Supply contract. A total \$291,000 is budgeted in the following referenced department/object codes that will be used for payments:

- 2042 Road & Bridge Fleet & Equipment Maintenance Operations/Account 23035 Repairs/Maintenance Supplies;
- 2042 Road & Bridge Fleet & Equipment Maintenance Operations/Account 23037 –Repairs/Shop Supplies; and
- 2042 Road & Bridge Fleet & Equipment Maintenance Operations/Account 59100 Vehicle Repairs/Maintenance.

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

7. Second Reading: Amendment #1 to Contract C000467 (bid # NCPA-01-97) – Huber Advantage with Managed Cyber Security with Huber & Associates, Inc. – First Read 08.03.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve a Contract Amendment with Huber & Associates, Inc. to extend the contract from September 1, 2023, through December 31, 2023, for \$47,700.00 a month and to add two, one-year renewal periods.

The terms of the Agreement are set out in the attached Contract and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #339-2023**

8. Second Reading: Contract: C000099 (151-123120SS) - HVAC Control System Services - Sole Source Term and Supply - Amendment Three - First Read 08.03.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Amendment #2 to Contract Agreement C000099 (Sole Source 151-123120SS) – HVAC Control Systems Services with C & C Sales, Inc. d/b/a C & C Group. This Amendment adds a flat rate per trip charge of \$40 to the list of services with pricing.

The terms of the Amendment are set out in the attached and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #340-2023**

Health Department

9. Second Reading: Nuisance Abatement - Parcel #17-319-12-01-234.00 01 - First Read 07.25.23

Environmental Public Health Specialist Liz Olree stated she spoke with the property owner, who stated her husband had cleaned up a lot of the stuff on the property. Ms. Olree stated she drove by yesterday and took some photos. Ms. Olree stated a lot of items had been removed, and she again spoke with the property owner about what still needed to be removed. Property owner Jesse Hulett stated he brought updated pictures from this morning. Mr. Hulett stated he has a few things left under a tarp that will be put in the garage once the new garage door gets installed, but it is on back order. Mr. Hulett stated he is here today to have the nuisance abatement released as he has gotten everything they asked for cleaned up. Mr. Hulett stated that it is not against the law to have a tarp over his items in the driveway and the rest of the items have been cleaned up so he doesn't see what would still need to be abated. Ms. Olree confirmed that, normally, when there is a tarp neatly put over items, they would not bring that property for abatement. Commissioner Thompson stated the best way to do this is to have an order and once Mr. Hulett has his new garage door and has his stuff moved inside, nothing will then happen with the abatement. Mr. Hulett stated the best thing that could happen is it is dropped because everything is cleaned up and the tarp is over the rest of the items and fastened down. Commissioner Thompson stated, looking at Mr. Hulett's pictures, it does look as if everything is done. Commissioner Thompson stated that if Ms. Olree is satisfied with the condition of the property at this time, she would entertain a motion to dismiss this action. Commissioner Aldred moved to dismiss the abatement; Commissioner Thompson seconded the motion. The motion carried 2-0.

Resource Management

10. Second Reading: Request by Corporation for the Promotion of Rifle Practice & Firearm Safety for a conditional use permit for an indoor shooting range in the REC-P (Planned Recreational) zoning district on 5.32 acres located at 5885 W Van Horn Tavern Rd, Columbia. - First Read 08.01.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request by Corporation for the Promotion of Rifle Practice & Firearm Safety for a conditional use permit for an Indoor Shooting Range in the REC-P (Planned Recreation) zoning district on 5.32 acres located at 5885 W Van Horn Tavern Rd, Columbia, subject to the following conditions:

- 1. The facility is limited to using ammunition that, at maximum, is equivalent to .22 caliber long rifle cartridges or less in power. Any desire for more powerful ammunition will require an amended conditional use permit.
- 2. The permit shall be utilized within two years of the date of issuance; failure to do so will automatically invalidate the permit.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #341-2023**

11. Second Reading: Request by Corporation for the Promotion of Rifle Practice & Firearm Safety for a conditional use permit for incidental restaurant, cafeteria, and bar in the REC-P (Planned Recreational) zoning district on 5.32 acres located at 5885 W Van Horn Tavern Rd, Columbia. – First Read 08.01.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request by Corporation for the Promotion of Rifle Practice & Firearm Safety for a conditional use permit for a Restaurant Incidental to an Indoor Shooting Range in the REC-P (Planned Recreation) zoning district on 5.32 acres located at 5885 W Van Horn Tavern Rd, Columbia, subject to the following conditions:

- 1. The restaurant facility is limited to sales of prepackaged and catered food. Any increase in intensity will require modification of the conditional use permit.
- 2. The permit shall be utilized within two years of the date of issuance; failure to do so will automatically invalidate the permit.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #342-2023**

12. Second Reading: Request by Corporation for the Promotion of Rifle Practice & Firearm Safety for a conditional use permit for incidental retail sales and services in the REC-P (Planned Recreational) zoning district on 5.32 acres located at 5885 W Van Horn Tavern Rd, Columbia. – First Read 08.01.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request by Corporation for the Promotion of Rifle Practice & Firearm Safety for a conditional use permit for Retail Sales Incidental to an Indoor Shooting Range in the REC-P (Planned Recreation) zoning district on 5.32 acres located at 5885 W Van Horn Tavern Rd, Columbia, subject to the following condition:

- 1. The retail sales use shall be limited to a maximum of 3,000 square feet and up to 1,500 square feet of storage.
- 2. The permit shall be utilized within two years of the date of issuance; failure to do so will automatically invalidate the permit.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #343-2023**

13. Second Reading: Request by Wilson Trailer Company to rezone from General Commercial (C-G) and Agriculture-Residential (A-R) to C-G on 12.03 acres located at 9051 I-70 Drive NE, Columbia. – First Read 08.01.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request by Wilson Trailer Company to rezone from General Commercial

(C-G) and Agriculture-Residential (A-R) to C-G on 12.03 acres located at 9051 I-70 Drive NE, Columbia.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #344-2023**

14. Second Reading: Request by Perry Luetkemeyer to rezone from Single-Family Residential (R-S) to Planned Agriculture (A-2P) and to approve a Review Plan for Locust Grove Subdivision Plat 3, on 9.94 acres located at 2675 N Locust Grove Church Rd, Columbia. – First Read 08.01.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request by Perry Luetkemeyer to rezone from Single-Family Residential (R-S) to Planned Agriculture (A-2P) on 9.94 acres located at 2675 N Locust Grove Church Road, Columbia.

And

Now on this day, the County Commission of the County of Boone does hereby approve a Review Plan for Locust Grove Subdivision Plat 3 on 9.94 acres located at 2675 N Locust Grove Church Road, Columbia, subject to the following conditions:

- 1. Prior to submission of the Final Plan, the shed that is in the perimeter setback must be removed.
- 2. The existing lagoon must be properly closed when the new, compliant lagoon is given final approval. The new lagoon must receive approval of its Final Inspection prior to the Final Plat being submitted for approval.
- 3. All construction is required to be outside of the type 2 stream buffer. The stream buffer is to remain undisturbed except for the work to properly close the existing lagoon, which encroaches into the stream buffer. This closure work must be conducted in compliance with a closure plan approved by the Director of Resource Management. The closure plan shall be designed to impact the stream buffer to the least extent possible.
- 4. The new lagoon is sized for five bedrooms. In this proposal, it only serves the home on Lot 1A. The 27'x40' shed/accessory structure is not proposed to have plumbing.
- 5. The installation of the upgraded waterlines and Fire Hydrant will be required prior to any Final Plat being presented to the County Commission.

Commissioner Thompson seconded the motion. The motion carried 2 to 0. **Order #345-2023**

13th Judicial Circuit Court

15. First Reading: Budget Amendment: Dept 1244 - Roll Stop VAWA Grant

13th Judicial Circuit Court Administrator Cindy Garrett stated this was a two-year grant they were awarded, but for some reason one-half of the funds were not put in the budget at the beginning of the year. Therefore, they are asking that the \$34,563 to be added.

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

16. First Reading: Budget Amendment: Dept 1210 - Add APPR Ceremonial Courtroom

13th Judicial Circuit Court Administrator Cindy Garrett stated, for 2023, they budgeted \$235,000 in Department 1210 for technology renovations to the ceremonial courtroom. Ms. Garrett stated that project came in at \$289,154.47; they would like to make up some of the difference by using \$34,645 that was budgeted for the Law Library. Ms. Garrett stated that project came in under budget at \$34,000, but that still leaves them \$19,510.00 short.

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

17. First Reading: 2024 Budget Presentation

The 13th Judicial Circuit Court Administrator Cindy Garrett presented the FY24 budget to the Commission. The presentation documents can be found below the minutes.

Commission

18. Public Comment

None

19. Commissioner Reports

None

Attest:

Kip Kendrick

Presiding Commissioner

Brianna & Lennonji

Brianna L. Lennon

Clerk of the County Commission

Justin Aldred

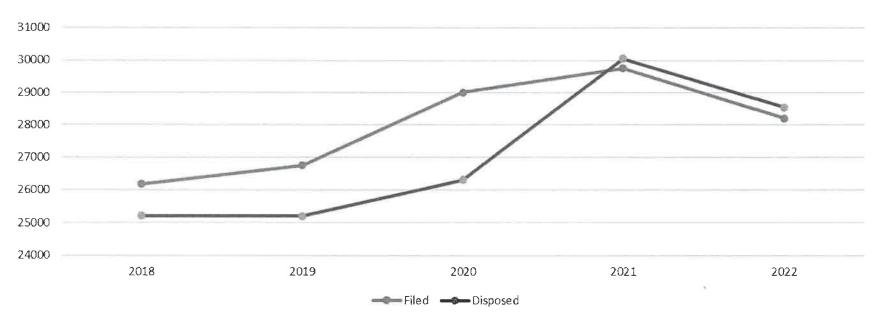
District I Commissioner

Janet M. Thompson

District II Commissioner

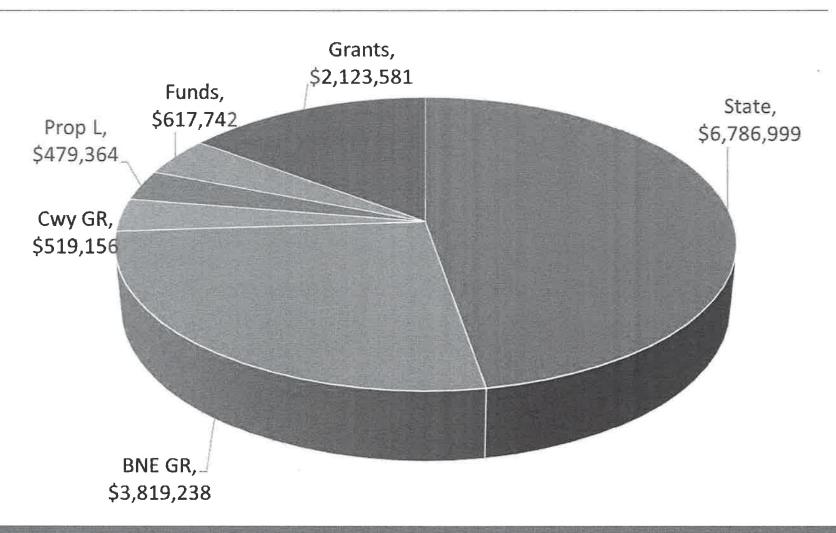
13th Judicial Circuit 2024 Budget Presentation

All Case Types Filings and Dispositions FY18 - FY22



	Boone Filings	Boone Dispositions	Callaway Filings	Callaway Dispositions
FY 2022	21,298	21,426	6,902	7,115
FY 2021	22,628	22,785	7,127	7,267
FY 2020	21,202	18,944	7,800	7,366
FY 2019	20,146	18,895	6,613	6,301
FY 2018	19,330	18,376	6,850	6,835

Total Funding Resources Est. \$14,346,080



Staffing Guide for 13th Circuit Budget

12 Judges/Commissioners

4 Court Reporters

47 FTE Boone County Circuit Clerk

13 FTE Callaway County Circuit Clerk

96.27 Court Administration

- 7 Court Administration
- 2.43 Jury
- o 14.3 Court Marshal
- 7 Court Services
- 0 4 IT
- o 6.1 Treatment Court
- o 30.23 Juvenile
- 25.21 Juvenile Detention

Approximately 172.5 FTEs Funding Source

o 121.5 (70.33%) - State of Missouri

o 36.9 (21.36%) - Bne GR

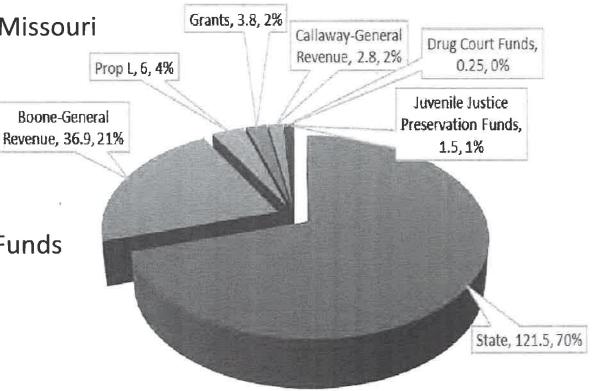
o 6 (3.47%) - Prop L

.25 (.14%) Drug Ct Funds

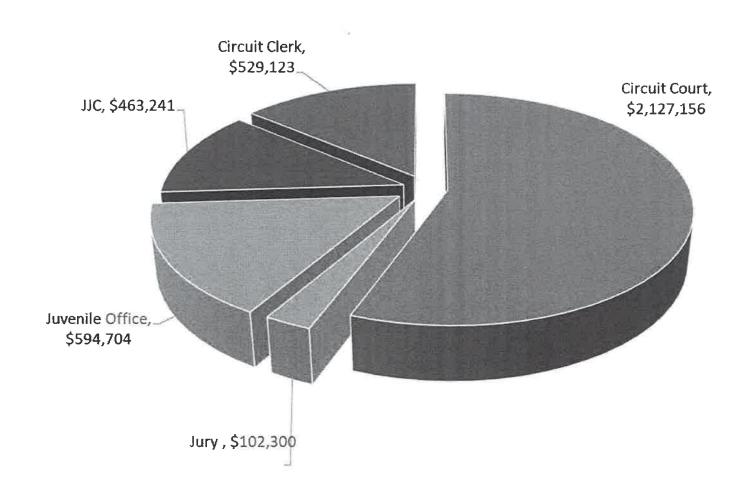
1.5 (.87%) Juv Just. Pres. Funds

○ 2.8 (1.62%) – Cwy GR

o 3.8 (2.20%) - Grants



Boone County General Revenue \$3,816,524



Budget Summary

General Revenue Budget Summary

Revenue projections down 10.47% (\$66,844).

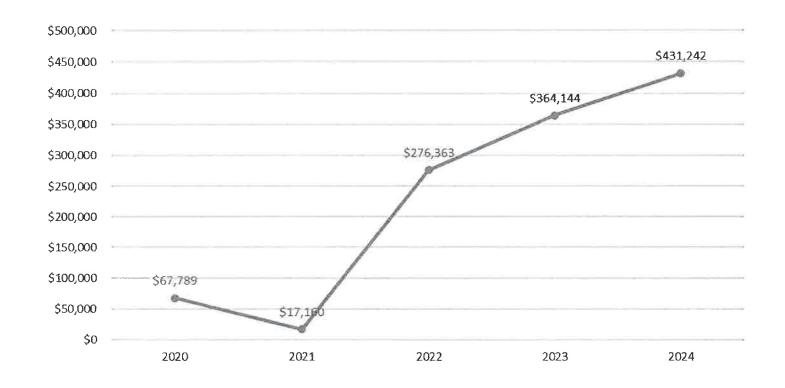
- o JJC up 19.15% (\$50,050).
- Juv. Office down .07% (\$2.00).
- Jury/Court Costs up 6.38% (\$600).
- Circuit Court down 48.65% (\$128,972).
- Circuit Clerk up 11.54% (\$11,480).

Expenditures are up 4.83% across all GR funded budget (\$175,870).

- JJC up 5.2% (\$22,135).
- Juv. Office down 1.97% (11,494)
- Jury/Court Costs up 32.34% (\$25,000).
- Circuit Court up 6.13% (\$123,066)
- Circuit Clerk down 1.09% (\$5,825)

Budgeted Fixed Assets

	2020	2021	2022	2023	2024		
IIC	\$22,394	\$6,110	\$5,050	\$15,044	\$212,200		
Juvenile Office	\$775	\$1,000	\$1,000	\$0	\$1,300		
Jury Services	\$26,695	\$1,950	\$0	\$0	\$0		
Circuit Court	\$775	\$2,500	\$270,313	\$340,700	\$217,742		
Circuit Clerk	\$17,150	\$5,600	\$0	\$8,400	\$0		
Total	\$67,789	\$17,160	\$276,363	\$364,144	\$431,242		



Capital Improvement Requests

PWArtchitects provided estimates for several renovations in 2022. The following are still being requested in 2023:

- Renovation to the Juvenile Office to add several individual offices vs.
 having large open work area. This also included new carpet in the JO area.
- Renovations to 2 East Jury Deliberation room to make into a judge's office.
 This would divert the restrooms for one in judge's office, one in Court Adm.
 Office and one to be added for staff use.
- Request to add a bathroom to the office currently occupied by Commissioner Miller.

Boone County General Revenue

DEPARTMENTAL BUDGET HIGHLIGHTS
CIRCUIT COURT
JURY SERVICES
JUVENILE OFFICE
JUVENILE JUSTICE CENTER
BOONE COUNTY CIRCUIT CLERK

Circuit Court

Revenue down 48.65% (\$128,972)

- Callaway reimbursement up \$2,853.
- Home Detention down 50.60% (\$47,125)
- Revenue from Special Funds down 85.82% (\$84,700)

Expenditures have 0% change (\$108)

- Personnel is almost \$1.5 million of the \$2.3 million budgeted.
- Supplies up 10.54% (\$4,580)
- Dues/Travel/Training up 2.41% (\$325)
- Utilities down 1.87% (\$514)
- Vehicle Expenses no change
- Equipment/Maintenance up 20.95% (\$2,714)
- o Contractual services down 4.55% (\$11,951)
- Miscellaneous down .23% (\$650)
- Fixed Assets
 - Adding video technology to 2 courtrooms
 - Replacing two judges chairs in courtrooms
 - Replacing 7 FTR's

Jury Services

Revenue - up 8.63% (\$600)

Expenditures increased 32.34% (\$25,000)

- Food/Lodging increased
- Mileage increased
- Juror payments increased

	2018	2019	2020	2021	2022
Number of Panels Reporting	29	20	15	21	19

Juvenile Office

Revenues decreased by .07% (\$2)

Only revenue is reimbursement from Callaway County.

Total juvenile budget increased by 2.19% (\$12,794)

- Personnel decreased by 4.07% (\$6,634)
- Supplies Increased by 115.4% (\$10,900)
- Utilities was decreased by 3.16% (\$300)
- Vehicle was decreased by 36.11% (\$1,300)
- Equipment/Maintenance was increased by 50% (\$1,000)
- Contractual services increased by 2.76% (\$6,503)
- Miscellaneous increased by .78% (\$950)
- Fixed assets \$1,300

Juvenile Justice Center

Revenue – increased 19.15% (\$50,050)

Expenditures up 48.07% (\$219,291)

- Supplies increased by 191.30% (\$2,200)
- Dues/Travel increased by 11.9% (\$6,279)
- Utilities increased by 5.65% (\$3,400)
- Equipment/Maintenance increased by 37.94% (\$2,935)
- Contractual services decreased by 88.25% (\$10,140)
- Miscellaneous decreased by .07% (\$50)
- Fixed Assets increased by \$197,156

Circuit Clerk

Revenues increased 12% (\$11,480)

IV-D Reimbursement, Copies & Circuit Clerk fees

Expenditures decreased 2.53% (\$13,725)

- Supplies increase 13.61% (\$4,450).
- Dues/Travel increase 4.31% (\$500).
- Equipment/Building Maintenance down 14.93% (\$2,000)
- Contractual Services down 20.10% (\$8,250).
- Miscellaneous down .01% (\$25)
- Fixed Assets No copiers due to be replaced until 2026

Prop L Funds

2904 – Prop L – Treatment Court

Funds 3 Treatment Court staff, Mental Health Court.

Revenue is down:

No fees currently collected from Mental Health Court participants.

Expenditures are up slightly 1.57% (\$1,845)

- Utilities are up almost 5% (\$475)
- Conference dues & travel is up almost 10% (\$1,245)
- Building Maintenance and Miscellaneous are both up a small bit.
 (\$125)

2908 — Prop L — Circuit Court

Pays the salaries of 2 Adult Court Services staff and 1 Deputy Court Marshal.

No change, nothing else budgeted.

Boone Funds

FUND BALANCES AND BUDGETS

Family Services and Justice Fund

Split Fund between Circuit Court (2820) and Juvenile (2821)

Revenue – Increased overall by \$500

Expenditures – No Change

 Covers funds for national family court trainings and contractual services for juvenile office.

Anticipated fund balance of \$299,000 at end of 2023.

Drug Court Fund

Revenue from participant fees is expected down 40%:

- o Program participant numbers up 25% from 5 years ago.
- Drug Court fees down 48% (\$25,000)
- DWI Court fees down 22% (\$8,000)

Expenditures increased about 25%

- Supplies up 33% (\$4,310)
- Travel & Training up 6% (\$1,100)

TCCC grant for FY24 is \$963,000

Boone Drug Court Fund balance estimate at the end of 2023: \$343,988.

Veterans Court Fund

Revenue is down:

No fees currently collected from Veterans Court participants.

Expenditures are down 40%:

- Supplies down 18% (-\$150)
- Contractual services down 88% (-\$7,000)
- Miscellaneous expenses down 83% (-\$4,750)
- Travel & Training up 59% (+\$3,445)

We are the Missouri central region Veterans Treatment Court.

Administration of Justice Fund

Fund balance estimated at the end of 2023: \$29,520.

Expenditures exceed revenue in this fund therefore it continues to decrease.

Revenue – No change

Expenditures – decreased by \$46,065 (60.79%)

- Supplies increased by 40% (\$350).
- Training increased by \$2,235
- Contractual services decreased \$12,334
- Miscellaneous increased by \$13,854.
- Fixed Assets decreased as no purchases planned

Juvenile Justice Preservation

Anticipated fund balance as of December, 2023 \$232,147

Revenue – Increased by \$350

Expenditures – increased by \$67,311.20

- Personnel increased by \$5,597
- Supplies decreased by \$930
- Class 7 increased by \$18,280
- Class 8 no change

Garnishment Fund - Clerk

Balance approximately \$47,000. This fund will be used for outsourcing microfilming of records and on boarding for new employees.

Law Library Fund

Boone County Fund estimate for end of 2023: \$56,111.

- 2023 fund will be used for maintenance and update technology in jury assembly room (\$98,700) and cushions for courtroom benches.
- Planned expenditures in 2024 include:
 - Cell phone lockers at front door (\$14,000)
 - Cushions for Ceremonial (\$3,000)
 - Maintenance for Ground Floor Video Equipment (\$6,000)

Fund balance was growing and is now back to a similar balance from 2010.

Grants

Grants

Boone

- Division of Youth Services (2 DJOs)
- Children's Mental Health Tax
- BJA Inclusion & Equality

Boone and Callaway

- Domestic Relations Resolution Fund
- Juvenile Justice Assistance Program
- STOP/VAWA

Grants

Treatment Court Coordinating Commission

- Drug Court
- DWI Court
- Veterans Court
- MAT