

23 -2003

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

January Session of the November Adjourned

Term. 20 03

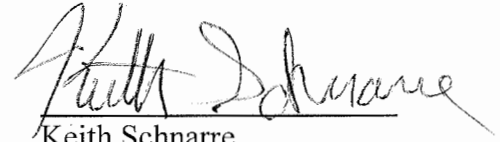
In the County Commission of said county, on the

21st day of January 20 03

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


Now on this day, the County Commission of the County of Boone does hereby approve the Proposal of Consultant Services with Mitzel and Scroggs Architects, Inc for the Courthouse Floor Tile Project – Phase II. It is further ordered that the Presiding Commissioner be hereby authorized to sign said proposal.

Done this 21st day of January, 2003.



Keith Schnarre
Presiding Commissioner

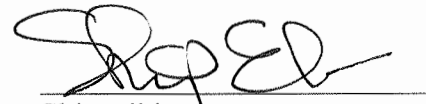
ATTEST:



Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES

Effective the 21 day of JANUARY 2003, Boone County, Missouri, a political subdivision of the state of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified below.

Consultant Name: Mitzel + Scroggs Architects, Inc.

Project/Work Description: Courthouse Floor Tile Remediation Project - Phase II

Proposal Description: (identify proposal by date, person issuing proposal and attach a copy of proposal) See attached proposal dated November 13, 2002, to David Mink from Donald Mitzel.

Modifications to Proposal: (identify any modifications or attach correspondence modifying proposal, or show as not applicable) No reimbursable expenses shall be paid unless submitted in writing which specifically identify and estimate such expenses and which are preapproved by the Owner Representative in accordance with paragraph 1.3 of the general consultant services agreement.

This form agreement and any attachments to it shall be considered the approved proposal; signature by all parties below constitutes a contract for services in accordance with the above described proposal and any approved modifications to the proposal, both of which shall be in accordance with the terms and conditions of the General Consultant Services Agreement signed by the Consultant and Owner for the current calendar year on file with the Boone County Public Works Department, which is hereby incorporated by reference. Performance of Consultant's services and compensation for services shall in accordance with the approved proposal and any approved modifications to it and shall be subject to and consistent with the General Consultant Services Agreement for the current calendar year. In the event of any conflict in interpretation between the proposal approved herein and the general Consultant Services Agreement, the terms and conditions of the general agreement shall control unless the proposal approved herein specifically identifies a term or condition of the general Consultant Services Agreement that shall not be applicable.

CONSULTANT

By [Signature]
Title PRESIDENT

Dated: 1-27-03

APPROVED AS TO FORM:

County Counselor

APPROVED:

[Signature]
Director, Boone County Public Works

BOONE COUNTY, MISSOURI

By [Signature]
Presiding Commissioner

Dated: 21 JANUARY 2003

ATTEST:

[Signature]
County Clerk

CERTIFICATION: I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriation sufficient to pay the costs arising from this contract.
Auditor [Signature] Date 6-200-71101 \$7,200



mitzel + scroggs A R C H I T E C T S I N C .
23 SOUTH 4TH STREET • COLUMBIA, MISSOURI 65201 • TEL (573) 449-0951 •

23-2003

DONALD C. MITZEL A.I.A. PRES. •
STUART S. SCROGGS A.I.A. V.P. •

November 13, 2002

Mr. David Mink
Boone County, Director of Public Works
Boone County Maintenance
5551 Highway 63 South
Columbia, MO 65201

RE: Architectural Services for
Boone County Court House
Floor Tile Remediation
Columbia, MO

Dear David:

We are pleased to respond to your request of Architectural Services for the above referenced project. We herewith submit for your consideration Mitzel + Scroggs proposal for providing Architectural Services to replace loose floor tiles on the four (4) levels of the Boone County Court House.

I. Basic Services

1.1 Mitzel + Scroggs shall provide professional services to include:

Phase II

- A. Prepare Bidding and Contract Documents for referenced work including prioritizing areas or rooms for separate bid packages.
- B. Optional - Assist County in soliciting bids for work.
- C. Optional - Assist County with Construction Administration.

II. Time Schedules

2.1 Complete documents ready to submit for review within approximately Four (4) weeks.

III. Fee Schedule Proposal

3.1 Fees for Basic Services for Phase II, item 1.1.A shall be compensated on an office hourly basis of \$85.00 with an upset or cap of \$4,800 plus reimbursable charges.

3.2 Fees for Basic Services for Phase II, items 1.1.B. & 1.1.C. shall be compensated on an office hourly basis of \$85.00 with an upset or cap of \$2,400 plus reimbursable charges.

FAX NO. (573) 449-0921

- 3.3 Additional Services beyond the Scope of Basic Services or changes in scope will be performed upon written approval from the Owners and will be compensated for on an hourly fee of \$85.00/manhour plus reimbursable charges.
- 3.4 Reimbursable Expenses are expenses appropriate to this project charges at 1.1 times the costs to us for Out of Town Travel, Long Distance Telephone, Printing and Duplicating Costs for Bidding Specifications and Drawings (Bluelines) sets.
- 3.5 Payments for professional services rendered and for reimbursable charges will be made monthly upon presentation of Mitzel + Scroggs statement.

IV. Project Team

- 4.1 Mitzel + Scroggs Project Team will consist of a Principal as team leader who will be responsible for the primary liaison with you. The principals of the firm will be involved in all phases of the work.

We look forward to the opportunity to fulfilling the needs for Professional Services, and we welcome any request for additional information at any time.

Very truly yours,

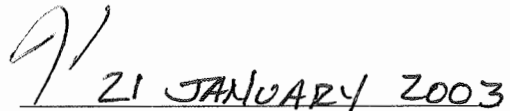


Donald C. Mitzel, AIA
MITZEL + SCROGGS ARCHITECTS, INC.

DCM/ked



Approved by:



Date:

January 9, 2003

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

RECEIVED
JAN 13 2003

DATE

7469

Mitzel & Scroggs Architects

VENDOR NO.

VENDOR NAME

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

- Bid /RFP (enter # below)
- Sole Source (enter # below)
- Emergency Procurement (enter # below)
- Written Quotes (3) attached (>\$750 to \$4,449)
- <\$750 No Bids Required (enter bid # below if you are purchasing from a bid, even if this purchase is <\$750)
- Professional Services (see Purchasing Policy Section 3-103)

- Transaction Not Subject To Bidding For The Following Reason:
- Utility
 - Travel
 - Dues
 - Refund
 - Cooperative Agreement
 - Other (Explain):
 - Training
 - Pub/Subscriptions
 - Required Gov Payment
 - Agency Fund Distribution

(Enter Applicable Bid / Sole Source / Emergency Number)

Ship To Department # 6200

Bill To Department # 6200

Department				Account				Item Description	Qty	Unit Price	Amount	
6	2	0	0	7	1	1	0	1	Architectural services for CH floor tile project, item 1.1A			
									@ \$85/hr, not to exceed			4800
6	2	0	0	7	1	1	0	1	Same for items 1.1B & 1.1C			2400
									Note: Reimbursable charges TBD			
CLERK'S OFFICE												
*DO NOT UNSTAPLE THESE PAGES												
*THE ONLY ACTION NEEDED IS TO WRITE THE COMM ORDER # ON THE FORM AND RETURN TO AUDITOR'S OFFICE.												

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.

Requesting Official

Auditor Approval

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

January Session of the November Adjourned

Term. 20 03

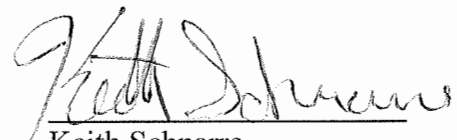
In the County Commission of said county, on the

21st day of January 20 03

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

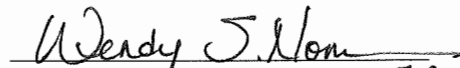
Now on this day, the County Commission of the County of Boone does hereby approve the revisions to the Surface Upgrade Policy as submitted by the Boone County Public Works Department.

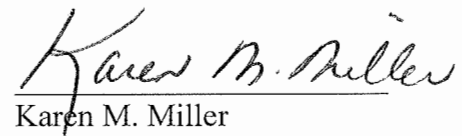
Done this 21st day of January, 2003.



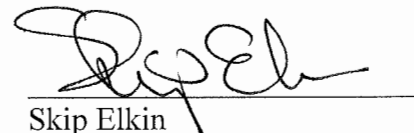
Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

24-2003

Boone County Public Works

Surface Upgrade Guidelines

Adopted July 23, 2002



Revision Dates:
1/21/03

CLERK'S COPY

Boone County Public Works Surface Upgrade Guidelines

Gravel Roadways:

It will be the policy of Boone County Public Works Department to perform a comprehensive road study on all gravel roads with average daily traffic of 250 cars per day or greater, as determined by the most recent traffic count available. Traffic count frequency will be determined by the traffic count program described in *Chapter 1, Roadway Regulations, Section 1B*. The comprehensive study will include the following information:

- Traffic Counts, Traffic Patterns and Types of Vehicular Traffic
- Safety/Accident History
- Current adjacent land use and future land use as per the most recently Commission approved Boone County Future Land Use Plan
- Road Geometry and Conditions
- Proximity and Impact of Utilities within the road right-of-way
- Roadway Corridor Environmental Assessment
- Potential project feasibility

Short and long-term recommendations and cost estimates for each potentially feasible project will be developed based on the information gathered as part of the study. This information will be evaluated by the Boone County Public Works, Design and Construction Manager and the Boone County Public Works, Maintenance Operations Manager and reported on a review checklist (*see attached exhibit A*). This checklist will be submitted to the Boone County Commission for consideration.

This study does not preclude any resident on any County gravel from participating in the county's Private Purchase Dust Control Program.

Gravel subdivision roadways are not eligible for consideration under this study. Residents of gravel road subdivisions may opt to pursue improvements by participation in the Neighborhood Improvement District (NID) program, the Private Purchase Chip and Seal program, or through the Private Purchase Dust Control Program (*see attached exhibit B*).

Exhibit A

Traffic Study Criteria

Traffic Counts and Patterns

When a road reaches or exceeds 250 ADT, the Department will analyze the traffic count and will schedule additional counts at strategic locations along the road. The road may be segmented so that specific analysis of traffic patterns and movements can be determined. Vehicle types may be included in the report if a high number of trucks is expected. The count and vehicle type (if applicable) will be shown on a map for review purposes.

Safety/Accident Data

After the traffic count data has been determined the road segment under consideration will be evaluated for accident data. The Boone County Public Works Department will request accident data from the Missouri Highway Patrol and Boone County Sheriff's Department. The Boone County Public Works Maintenance and Operations Staff will search the Boone County Road Files for any history of Public and/or Department safety concerns. This data will be shown on the traffic data map.

Current adjacent land use and future land use

The Department will determine the current land use and the administrative division will develop a property owner list along the road segment being studied. The traffic patterns may initiate further study to determine if a business or other high volume activity is in the vicinity. The report will also include a review the Boone County Future Land Use Plan. All this information will be included on the traffic data map.

Road Geometry and Conditions

The road segment will be reviewed to determine the existing Stopping Sight Distance (SSD), Passing Sight Distance (PSD), road width and horizontal geometry, and the presence of any roadside obstructions. The road segment review will consist of visual observations, spot measurements of road widths and distance to ditch flow lines or obstructions. Right-of-way widths will also be investigated and mapped. This information will be included in the report.

Proximity and Impact of Utilities Within the Road Right-of-Way

The road segment will be reviewed and visual observations of utilities and utility markers will be noted, measured from the edge of road and mapped. Dig-Rite or the coordinating utility locator will locate underground utilities at the time. All utilities will be individually designated then located on the map for review purposes. All utility companies will be sent a standard letter explaining our need for the location request.

Roadway Corridor Environmental Assessment

An environmental assessment of the roadway corridor will evaluate storm water management, and may include when necessary an evaluation of ground and surface water, soils, hydrology, hydraulics, floodplains, environmental quality, impact on natural features, and priority natural resources. The assessment will also include an evaluation of the USGS 7.5 Min. Quadrangle maps showing blue-line waterways regulated by the US Army Corps of Engineers.

Potential Project Feasibility

After all data has been collected, the short and long-term recommendations and cost estimates will be developed. These will be used in a feasibility study to determine and recommend to the Commission what the Department feels is the appropriate level of improvement for the road segment.

Exhibit B

Private Purchase Programs

Asphalt Pavement by Neighborhood Improvement District (NID)

A Neighborhood Improvement District could be formed to design, prepare, and pave a road section at 100 percent of cost to adjacent landowners.

Private Pay Chip Seal

The Boone County Public Works Department shall be allowed to provide, or cause to be provided, improved roadway surface to Chip and Seal for roadways which are currently maintained by the Department and for which a third party will provide compensation for the work. This level of improvement includes chip/seal surfacing.

All such work shall be approved by the County Commission and follow all standard procedures for planning and budgeting. The County Commission may, or may not, approve any proposed project at their sole discretion.

Any approved project will require written confirmation by signature of the applicant on a specified form that will note that the Department is only obligated to provide maintenance on said road improvements to the level dictated by fiscal and other resources available for such purpose. The road improvement may not be maintained if fiscal restraint does not allow maintenance in a prudent manner. Consideration will be provided, however, to groups wishing to privately fund maintenance efforts that cannot be pursued by the Department in the time frame desired by the local group. All such maintenance efforts must be coordinated and controlled by the Department. These roads are recognized to be primarily low volume, residential streets and, as such, may be low priority for repair purposes.

The method of payment shall be **Certified Funds Check** in the amount of not less than 100% of the estimated cost of the improvement before any actual work begins. The final balance, if any and also by Certified Funds Check, will be due when requested and will be determined after the project has been completed to allow for compilation of the total cost of the project minus the funds on deposit.

The minimum length of any proposed project under these guidelines shall be 1,000 feet. In addition, the nature of the roadway shall be such that extensive and/or high volume traffic shall not be likely at the time of application and in the foreseeable future. This type of improvement is not intended for high volume and major connection routes. The intended improvements under the guidelines of this policy are best suited for residential roadways with no outlet and low volumes of traffic.

Non-Subdivision Applications: This plan requires a 1000-foot minimum at a cost to the requesting party of \$2.50 per square yard based on standard preparation. The County will prepare the road base, widen road if needed, reshape ditches if needed, and apply base material. The fee to residents includes 2" surface aggregate, and two applications of oil and non-coated 1/2" limestone chips. The project area will be swept after the application with a pull-behind rotary type broom. All loose material will be swept to the shoulder of the road. It should be anticipated that there will be a small amount of dust for several weeks after the application until weather and traffic disperse any remaining loose material.

Subdivision Applications: This plan requires a 1000-foot minimum at a cost to the requesting party of \$2.75 per square yard based on standard preparation. The County will prepare the road base, widen road if needed, reshape ditches if needed, and apply base material. The fee to the residents includes 2" surface aggregate, and two applications of oil and non-coated 1/2" limestone chips. Included is sweeping the project area twice with a self propelled hopper type broom sweeper. All loose material will be removed from the project area. It should be anticipated that there will be a small amount of dust for several weeks after the application until weather and traffic disperse any remaining loose material.

This is considered the most permanent form of dust control short of paving. Life expectancy is two to three years. After the initial application at property owner's expense, the County will continue to maintain the road as a chip seal surface as funding allows. It should be anticipated that the road could deteriorate more than desired while waiting for funding to resurface.

Private Pay Penetrating Emulsified Prime Oil Dust Control (PEP)

This plan requires a 300-foot minimum at a cost to the requesting party of \$1.00 per lineal foot. This product is a bituminous compound suspended in water designed to absorb into the road surface for temporary dust control. Life expectancy is only one to three months. Future applications would also be at private expense. If not, the County will return the road to gravel surface maintenance. The County currently subsidizes the program cost to citizens at 50%.

Private Pay, Private Contractor, Lignin Sulfonate Dust Control

This product is a tree resin type substance suspended in water available from a private vendor at a cost to the requesting party of approximately \$0.79 per lineal foot per application. This dust control method has a very short life and may require two applications per summer season to be effective. Future applications would also be at private expense. If not, the County will return the road to gravel surface maintenance. Contact John Gibbs Trucking in Moberly at 660-651-2900 for more information and price quotations.

***Boone County Public Works
Application for Private Purchase Chip and Seal***

Road Name _____
Total Linear Feet (min. 1000') _____
Start Point of Application _____
Stop Point of Application _____
Width of Roadway _____

Contact Information (Applicant)

Name _____
Mailing Address _____
City _____ State _____ Zip _____
Daytime Phone Number _____
E-mail Address _____

All applications must follow the Policy for Private Pay Chip/Seal as adopted by the Boone County Commission on July 23, 2002 or newest revision. All applications must be approved by the County Commission before any further action will be taken.

Signature of Applicant *Date*

<i>For Department Use Only</i>	
County Commission Approval Date _____	
Estimated Cost _____	Check Received _____
Work Completed on _____	
Final Cost _____	Check Received _____

Applications received after the last business day of April will be considered as work schedules allow; the project may be deferred to the next construction year (June-August).

PRIVATE PURCHASE CHIP AND SEAL

Statement of Responsibilities

If you are purchasing application of chip/seal you must be advised of the Public Works Department position related to the work.

1. **THERE IS NO GUARANTEE OR WARRANTY OF ANY KIND.** The Department will not warrant the length of time or effectiveness of the material. The County will repair and/or re-apply chip and seal as funding allows.
2. **THERE WILL BE NO REFUNDS.** The amount rendered to the County is for the expense of the material and application. Refunds will be issued, however, for amounts that exceed the actual costs of the application.
3. **CONFIRMATION AND PAYMENT.** The Department will require that this information sheet be signed and be received before any work can begin on the project. The Department reserves the right to solicit bids for the work or to perform the work internally.

Please sign, date, and print your name below to indicate that you have read and understand the conditions noted above. A copy will be provided to you, if requested. Thank you.

I wish to participate in the purchase of chip/seal for 2003 and I have read and understand the information noted above. (Circle one) YES / NO

Citizen Name or Neighborhood Representative
(Please Print)

Signature

Neighborhood Group (Subdivision)

Address

Phone Number (daytime)

Date of Signature

CERTIFIED COPY OF ORDER

25 -2003

STATE OF MISSOURI }
County of Boone } ea.

January Session of the November Adjourned

Term. 20 03

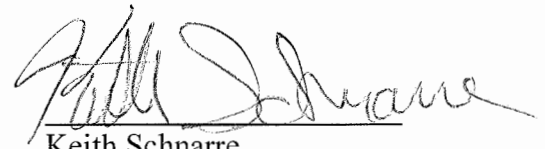
In the County Commission of said county, on the

21st day of January 20 03

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

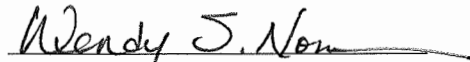
Now on this day, the County Commission of the County of Boone does hereby authorize the private pay chip and seal of approximately 1,000' between Route B and the railroad tracks of E. Parks Lane at an estimated cost of \$2.50 per square yard

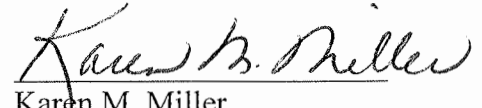
Done this 21st day of January, 2003.



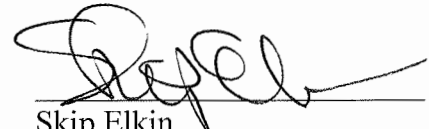
Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

25-2003

Boone County Public Works Application for Private Purchase Chip and Seal

Road Name E. PARKS LANE
 Total Linear Feet (min. 1000') 1,600
 Start Point of Application RT B - LESS STATE
 Stop Point of Application RAILROAD TRACK
 Width of Roadway _____

Contact Information (Applicant)

Name JAMES BUNTON, LARRY MOORE
 Mailing Address 301 MEADOW LANE
 City HALLSVILLE State MO Zip 65255
 Daytime Phone Number 573-696-1315
 E-mail Address _____

All applications must follow the Policy for Private Pay Chip/Seal as adopted by the Boone County Commission on July 23, 2002. All applications must be approved by the County Commission before any further action will be taken.

James L. Bunt 1/15/03
 Signature of Applicant Date



Applications received after the last business day of April will be considered as work schedules allow; the project may be deferred to the next construction year (June-August).

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

January Session of the November Adjourned

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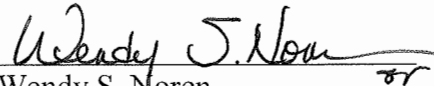
Now on this day, the County Commission of the County of Boone does hereby approve the following budget revision:


DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
6100-10100: Facilities Maintenance – Salaries	\$2,850.00	
6100-10110: Facilities Maintenance – Overtime	\$2,500.00	
6100-59200: Facilities Maintenance – Local Mileage		\$50.00
6100-59100: Facilities Maintenance – Repairs to Vehicle		\$1,100.00
6100-60200: Facilities Maintenance – Equipment Repair Maintenance		\$2,800.00
6100-71101: Facilities Maintenance – Professional Services		\$1,400.00

Said budget revision is to cover expenses not budgeted for 2002.

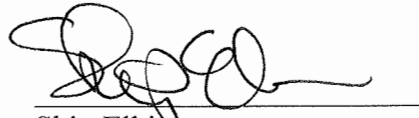
Done this 21st day of January, 2003.

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission


 Keith Schnarre
 Presiding Commissioner


 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

REQUEST FOR BUDGET REVISION

BOONE COUNTY, MISSOURI

Dec 31, 2002
January 10, 2003

RECEIVED JAN 10 2003

EFFECTIVE DATE
FY 2002

FOR AUDITORS USE
26-2003

Department				Account				Department Name	Account Name	(Use whole \$ amounts)	
										Transfer From	Transfer To
										Decrease	Increase
6	1	0	0	1	0	1	0	BCFM	Salaries	2850	
6	1	0	0	1	0	1	1	BCFM	Overtime	2500	
6	1	0	0	5	9	2	0	BCFM	Local Mileage		50
6	1	0	0	5	9	1	0	BCFM	Repairs to Vehicle		1100
6	1	0	0	6	0	2	0	BCFM	Equip. repair maint		2800
6	1	0	0	7	1	1	0	BCFM	Prof. Services		1400
									Total	5350	5350

Describe the circumstances requiring this Budget Revision. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):

- Class 5: Mileage for emergency parts run to Saint Louis.
- Class 5: Fuel cost for manager pickup and repairs to Jail tractor.
- Class 6: Unforeseen HVAC and electrical repairs at G.C., C.H., and Jail.
- Class 7: Service calls on the fire alarm system and oil analysis on all HVAC equipment.

Do you anticipate that this Budget Revision will provide sufficient funds to complete the year? **YES**
If not, please explain (use an attachment if necessary):



Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached.
- Unencumbered funds are available for this budget revision.
- Comments:


Auditor's Office


PRESIDING COMMISSIONER


DISTRICT I COMMISSIONER


DISTRICT II COMMISSIONER

FY 2002
Budget Amendments/Revisions
Facilities Maintenance (6100)

BR #	Index #	Date Recd	Account	Account Name	\$Increase	\$Decrease	Reason/Justification	Comments
02006	1	2/28/02	71101	Professional Services		4,545	Design fees for CH HVAC (increase in 6200)	Account 71101 Professional Services - 2002 Budget \$5,000 YTD Actual \$0 Class 7 Contractual Services - 2002 Budget \$13,894 YTD Actual \$1,129.90
not approved by Commission	2	2/25/02	60200 27210 86800	Equipment Repairs/Maint Training Emergency	14,400 600	15,000	Cover shortfall in training and equipment repair/maintenance	Account 60200 Equip Repairs/Maintenance - 2002 Budget \$22,980 YTD Actual \$33,783.27 Class 6 Equip & Bldg Maintenance - 2002 Budget \$138,005 YTD Actual \$125,680 Account 27210 Training/Schools - 2002 Budget \$600 YTD Actual \$1,180.04 Class 2 Dues Travel & Training - 2002 Budget \$1,425 YTD Actual \$1,192.04 Account 86800 Emergency - 2002 Budget \$15,000 YTD Actual \$0 Class 8 Other - 2002 Budget \$15,000 YTD Actual (\$250)
02049	3	8/26/02	71100 23050	Outside Services Other Supplies	4,000	4,000	Cover professional services for preliminary study for Courthouse floor tile	Account 71100 Outside Services - 2002 Budget \$1,850 YTD Actual \$3,167.99 Class 7 Contractual Services - 2002 Budget \$9,349 YTD Actual \$6,122.26 Account 23050 Other Supplies - 2002 Budget \$14,075 YTD Actual \$4,142.43 Class 2 Materials & Supplies - 2002 Budget \$36,850 YTD Actual \$14,346.39
02053	4	9/19/02	59000 59100 59105 60100 60400 23035 23050	Motorfuel/Gasoline Vehicle Repairs Tires Bldg Repairs/Maintenance Grounds Maintenance Maintenance Supplies Other Supplies	510 483 250 2,800 2,600	3,643 3,000	Account 59100 unexpected repairs to transmission - Account 60100 repair to pods B and C at correctional facility roof	Account 59000 Motorfuel/Gasoline - 2002 Budget \$3,600 YTD Actual \$1,318.12 Account 59105 Tires - 2002 Budget \$800 YTD Actual \$15 Account 59100 Vehicle Repairs - 2002 Budget \$2,700 YTD Actual \$5,190.07 Class 5 Vehicle Expense - 2002 Budget \$7,100 YTD Actual \$6,523.19 Account 60100 Bldg Repairs/Maintenance - 2002 Budget \$43,800 YTD Actual \$38,569 Account 60400 Grounds Maintenance - 2002 Budget \$37,575 YTD Actual \$41,437.82 Class 6 Equip & Bldg Maintenance - 2002 Budget \$138,005 YTD Actual \$137,543.06 Account 23050 Other Supplies - 2002 Budget \$10,070 YTD Actual \$5,660.97 Account 23035 Maintenance Supplies - 2002 Budget \$12,000 YTD Actual \$2,173.22 Class 2 Materials & Supplies - 2002 Budget \$32,850 YTD Actual \$17,052.39
02070	5	10/18/02	60100 60200 60400 10100 48100	Bldg Repairs/Maintenance Equip Repairs/Maintenance Grounds Maintenance Salaries & Wages Natural Gas	4,750 9,400 5,350	12,600 6,900	Cover Class 6 expenditures	Account 60100 Bldg Repairs/Maintenance - 2002 Budget \$46,600 YTD Actual \$42,244.73 Account 60200 Equip Repairs/Maintenance - 2002 Budget \$22,980 YTD Actual \$33,227.88 Account 60400 Grounds Maintenance - 2002 Budget \$40,175 YTD Actual \$42,685 Class 6 Equip Repairs/Maintenance - 2002 Budget \$143,405 YTD Actual \$143,381.46 Account 10100 Salaries & Wages - 2002 Budget \$223,243 YTD Actual \$147,891.31 Class 1 Personal Services - 2002 Budget \$295,348 YTD Actual \$202,426.08 Account 48100 Natural Gas - 2002 Budget \$11,400 YTD Actual \$3,137.53 Class 4 Utilities - 2002 Budget \$295,348 YTD Actual \$202,426.08
	6	1/13/03	59200 59100 60200 71101 10100 10110	Local Mileage Vehicle Repairs Equip Repairs/Maintenance Professional Services Salaries & Wages Overtime	50 1,100 2,800 1,400	2,850 2,500	Mileage for emergency parts run to St. Louis, fuel cost for manager pickup and repairs to Jail tractor, unforseen HVAC and electrical repairs at GC, CH and Jail, service calls on the fire alarm system and oil analysis on all HVAC equipment	Account 59100 Vehicle Repairs - 2002 Budget \$3,183 YTD Actual \$6,516.33 Account 59200 Local Mileage - 2002 Budget \$0 YTD Actual \$0 Class 5 Vehicle Expense - 2002 Budget \$8,343 YTD Actual \$8,148.22 Account 60200 Equip Repairs/Maintenance - 2002 Budget \$32,380 YTD Actual \$40,445.35 Class 6 Equip & Bldg Maintenance - 2002 Budget \$162,905 YTD Actual \$161,704.19 Account 71101 Professional Services - 2002 Budget \$455 YTD Actual \$4,120 Class 7 Contractual Services - 2002 Budget \$13,349 YTD Actual \$13,262.70 Account 10100 Salaries & Wages - 2002 Budget \$210,643 YTD Actual \$186,664.78 Account 10110 Overtime - 2002 Budget \$15,500 YTD Actual \$9,348.09 Class 1 Personal Services - 2002 Budget \$282,748 YTD Actual \$246,002.98

LEDGER YEAR	FUND	DEPT	ACCOUNT CLASS	ACCOUNT TYPE	ACCOUNT NAME	BUD	TTLEXP
2002	610	6100	10000	E	10100 SALARIES & WAGES	210,643.00	178,931.97
	610			E	10110 OVERTIME	15,500.00	9,187.47
	610			E	10115 SHIFT DIFFERENTIAL	.00	1.60
	610			E	10120 HOLIDAY WORKED	500.00	393.24
	610			E	10200 FICA	18,302.00	13,888.34
	610			E	10300 HEALTH INSURANCE	20,755.00	20,755.00
	610			E	10325 DISABILITY INSURANCE	1,033.00	826.16
	610			E	10350 LIFE INSURANCE	231.00	191.70
	610			E	10375 DENTAL INSURANCE	1,820.00	1,820.00
	610			E	10400 WORKERS COMP	9,869.00	9,934.67
	610			E	10500 401(A) MATCH PLAN	4,095.00	1,600.00
					TOTAL	282,748.00	237,530.15
2002	610	6100	20000	E	22500 SUBSCRIPTIONS/PUBLICATION	.00	401.00
	610			E	23000 OFFICE SUPPLIES	255.00	596.83
	610			E	23035 MAINTENANCE SUPPLIES	9,000.00	3,771.58
	610			E	23050 OTHER SUPPLIES	6,432.00	8,988.92
	610			E	23300 UNIFORMS	900.00	595.72
	610			E	23850 MINOR EQUIPMENT & TOOLS	3,700.00	4,460.07
	610			E	26100 PIPE & LUMBER	200.00	326.09
	610			E	26300 MATERIAL & CHEMICAL SUPP.	4,820.00	3,036.41
	610			E	26600 STRT/TRAPPIC/CONST SIGNS	900.00	2,220.74
					TOTAL	26,207.00	24,397.36
2002	610	6100	30000	E	37000 DUES	150.00	.00
	610			E	37210 TRAINING/SCHOOLS	600.00	1,364.94
	610			E	37220 TRAVEL (AIRFARE, MILEAGE, ETC)	75.00	.00
	610			E	37230 MEALS & LODGING-TRAINING	600.00	12.00
					TOTAL	1,425.00	1,376.94
2002	610	6100	40000	E	48000 TELEPHONES	3,180.00	2,566.38
	610			E	48050 CELLULAR TELEPHONES	2,520.00	2,353.10
	610			E	48100 NATURAL GAS	4,500.00	3,787.87
	610			E	48200 ELECTRICITY	3,000.00	1,517.95
	610			E	48300 WATER	240.00	188.31
	610			E	48400 SOLID WASTE	540.00	528.00
					TOTAL	13,980.00	10,941.61
2002	610	6100	50000	E	59000 MOTOR FUEL/GASOLINE	4,110.00	1,601.89
	610			E	59100 VEHICLE REPAIRS	3,183.00	6,516.33
	610			E	59105 TIRES	1,050.00	30.00
					TOTAL	8,343.00	8,148.22
2002	610	6100	60000	E	60050 EQUIP SERVICE CONTRACT	33,650.00	25,242.00
	610			E	60100 BLDG REPAIRS/MAINTENANCE	51,350.00	51,948.76
	610			E	60200 EQUIP REPAIRS/MAINTENANCE	32,380.00	40,445.35
	610			E	60400 GROUNDS MAINTENANCE	45,525.00	44,068.08

12/20 payroll (not posted) 10100 \$7,732.81
12/20 payroll " " 10110 \$160.62
12/20 payroll " " 10200 \$579.40
1/3 payroll (to be accrued) 10100 \$7,732.80
1/3 payroll " " 10110 \$108.09
1/3 payroll " " 10115 \$6.40
1/3 payroll " " 10200 \$589.87

LEDGER YEAR	FUND	DEPT	ACCOUNT CLASS	ACCOUNT TYPE	ACCOUNT NAME	BUD	TITLEXP
TOTAL						162,905.00	161,704.19
2002	610	6100	70000	E	70050 SOFTWARE SERVICE CONTRACT	800.00	600.00
	610			E	71100 OUTSIDE SERVICES	5,850.00	5,626.46
	610			E	71101 PROFESSIONAL SERVICES	455.00	4,120.00
	610			E	71500 BUILDING USE/RENT CHARGE	2,204.00	2,204.00
	610			E	71600 EQUIP LEASES & METER CHRG	540.00	357.67
	610			E	71700 EQUIPMENT RENTALS	3,500.00	354.57
TOTAL						13,349.00	13,262.70
2002	610	6100	80000	E	86800 EMERGENCY	15,000.00	.00
	610			E	86910 PY ENCUMBRANCES NOT USED	.00	350.00-
TOTAL						15,000.00	350.00-
2002	610	6100	90000	E	91200 BUILDINGS & IMPROVEMENTS	.00	.00
TOTAL						.00	.00
FINAL TOTALS							

* * * E N D O F R E P O R T * * *

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

January Session of the November Adjourned

Term. 20 03

In the County Commission of said county, on the

21st day of January 20 03

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 :

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
6101-60125: Housekeeping – Custodial/Janitorial Services	\$1,600.00	
6101-48000: Housekeeping – Utilities		\$200.00
6101-23050: Housekeeping – Maintenance Items		\$1,400.00

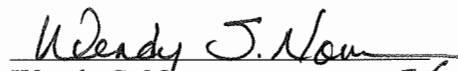
Said budget revision is to cover cleaning supplies and telephone costs that exceeded the 2002 budget amount.

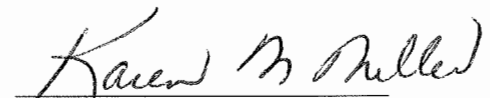
Done this 21st day of January, 2003.



Keith Schnarre
 Presiding Commissioner

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission



Karen M. Miller
 District I Commissioner



Skip Elkin
 District II Commissioner

REQUEST FOR BUDGET REVISION

BOONE COUNTY, MISSOURI

RECEIVED JAN 13 2003

Dec 31 2002
 January 10, 2003
 EFFECTIVE DATE
 FY 2002

FOR AUDITORS USE
 27-2003

Department				Account					Department Name	Account Name	(Use whole \$ amounts)	
											Transfer From	Transfer To
											Decrease	Increase
6	1	0	1	6	0	1	2	5	Housekeeping	H. K. SVC Cont	1600	
6	1	0	1	4	8	0	0	0	"	Utilities		200
6	1	0	1	2	3	0	5	0		Maint Items		1400

Describe the circumstances requiring this Budget Revision. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):
Cleaning supplies and Telephone cost exceeded budgeted amount.

Do you anticipate that this Budget Revision will provide sufficient funds to complete the year? **YES**
 If not, please explain (use an attachment if necessary):



 Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached.
- Unencumbered funds are available for this budget revision.
- Comments:



 Auditor's Office



 PRESIDING COMMISSIONER



 DISTRICT I COMMISSIONER



 DISTRICT II COMMISSIONER

1/15/03

FY 2002
Budget Amendments/Revisions
Housekeeping (6101)

Index #	Date Recd	Account	Account Name	\$Increase	\$Decrease	Reason/Justification	Comments
1	12/4/02	48000 59200	Telephone Local Mileage	250	250	Telephone cost exceeded budget amount.	Account 48000 Telephone - 2002 Budget \$516 YTD Actual \$544.83 Class 4 Utilities - 2002 Budget \$516 YTD Actual \$544.83 Account 59200 Local Mileage - 2002 Budget \$810 YTD Actual \$343.89 Class 5 Vehicle Expense - 2002 Budget \$1,040 YTD Actual \$382.97
2	1/13/02	48000 23050 60125	Telephones Other Supplies Custodial/Janitorial Serv	200 1,400	1,600	Cover cleaning supplies and telephone	Account 48000 Telephone - 2002 Budget \$766 YTD Actual \$604 Class 4 Utilities - 2002 Budget \$766 YTD Actual \$604 Account 23050 Other Supplies - 2002 Budget \$2,600 YTD Actual \$3,794.15 Class 2 Materials & Supplies - 2002 Budget \$23,490 YTD Actual \$23,426.32 Account 60125 Custodial/Janitorial Serv - 2002 Budget \$47,886 YTD Actual \$39,688.63 Class 6 Equip & Bldg Maintenance - 2002 Budget \$49,486 YTD Actual \$41,000.47

LEDGER YEAR	FUND	DEPT	ACCOUNT CLASS	ACCOUNT TYPE	ACCOUNT NAME	BUD	TTLEXP
2002	610	6101	10000	E	10100 SALARIES & WAGES	142,996.00	128,103.68
	610			E	10110 OVERTIME	1,200.00	884.35
	610			E	10115 SHIFT DIFFERENTIAL	4,992.00	3,942.55
	610			E	10120 HOLIDAY WORKED	.00	83.21
	610			E	10200 FICA	11,412.00	10,006.34
	610			E	10300 HEALTH INSURANCE	20,755.00	20,755.00
	610			E	10325 DISABILITY INSURANCE	652.00	590.36
	610			E	10350 LIFE INSURANCE	231.00	226.80
	610			E	10375 DENTAL INSURANCE	1,820.00	1,820.00
	610			E	10400 WORKERS COMP	6,810.00	6,814.36
	610			E	10500 401(A) MATCH PLAN	4,095.00	1,950.00
					TOTAL	194,963.00	175,176.65
2002	610	6101	20000	E	23000 OFFICE SUPPLIES	100.00	272.24
	610			E	23035 MAINTENANCE SUPPLIES	18,200.00	18,217.83
	610			E	23050 OTHER SUPPLIES	2,600.00	3,794.15
	610			E	23300 UNIFORMS	840.00	997.11
	610			E	23850 MINOR EQUIPMENT & TOOLS	1,750.00	144.99
					TOTAL	23,490.00	23,426.32
2002	610	6101	40000	E	48000 TELEPHONES	766.00	604.08
					TOTAL	766.00	604.08
2002	610	6101	50000	E	59000 MOTORFUEL/GASOLINE	180.00	42.68
	610			E	59100 VEHICLE REPAIRS	50.00	.00
	610			E	59200 LOCAL MILEAGE	560.00	369.89
					TOTAL	790.00	412.57
2002	610	6101	60000	E	60125 CUSTODIAL/JANITORIAL SERV	47,886.00	39,688.63
	610			E	60150 PEST CONTROL	1,500.00	1,208.58
	610			E	60200 EQUIP REPAIRS/MAINTENANCE	100.00	103.26
					TOTAL	49,486.00	41,000.47
2002	610	6101	70000	E	71100 OUTSIDE SERVICES	200.00	.00
	610			E	71600 EQUIP LEASES & METER CHRG	240.00	247.29
	610			E	71700 EQUIPMENT RENTALS	100.00	.00
					TOTAL	540.00	247.29
2002	610	6101	80000	E	86800 EMERGENCY	3,800.00	.00
					TOTAL	3,800.00	.00
2002	610	6101	90000	E	91300 MACHINERY & EQUIPMENT	909.00	911.86
	610			E	92300 REPLCMENT MACH & EQUIP	660.00	599.99
					TOTAL	1,569.00	1,511.85

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

January Session of the November Adjourned

Term. 20 03

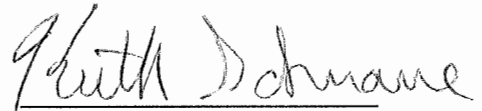
In the County Commission of said county, on the

21st day of January 20 03

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

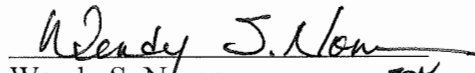
Now on this day, the County Commission of the County of Boone does hereby re-appoint Rick McDannold to the Boone County Group Homes and Family Support Board for a three year term to expire on December 31, 2005.

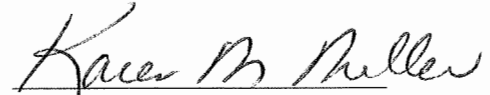
Done this 21st day of January, 2003.



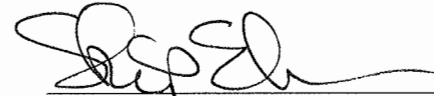
Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

Don Stamper, Presiding Commissioner
Karen M. Miller, District I Commissioner
Skip Elkin District II Commissioner



Just to meet

Me. Th

Boone County Government Center
801 E. Walnut, Room 245
Columbia, MO 65201
573-886-4305 • FAX 573-886-4311
E-mail: commission@boonecountymo.org

Fri Jan. 10
at 4:00

rappt. for 3 yr. term
to expire 12/31/2005

RECEIVED

Boone County Commission

DEC 16 2002

Boone

BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

28-2003

Board or Commission: Boone County Group Homes and Family Support Term: 2003-5

Current Township: Columbia Today's Date: 12-13-02

Name: Rick McDannold

Home Address: 2005 N. Dcerborn Circle Columbia Zip Code: 65203

Business Address: MBS Textbook 2711 W. Ash St. Columbia Zip Code: 65203

Home Phone: 573-446-9473 Work Phone: 573-445-2243 x5408

Fax: _____ E-mail: rmcdannold@mbsbooks.com

Qualifications: Previous board member. Parent of a profoundly disabled child and two others

Past Community Service: BCGHFS Board member 1999-2002

References: Les Wagner - BCGHFS

I have no objections to the information in this application being made public. To the best of my knowledge at this time I can serve a full term if appointed. I do hereby certify that the above information is true and accurate.

Rick McDannold
Applicant Signature

Return Application To: Boone County Commission Office
Boone County Government Center
801 East Walnut, Room 245
Columbia, MO 65201
Fax: 573-886-4311

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

January Session of the November Adjourned

Term. 20 03

In the County Commission of said county, on the

21st day of January 20 03

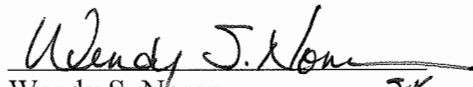
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby authorize a closed session on Tuesday, January 21, 2003 immediately following the regular Commission Meeting at 9:30 a.m. in the Commission Chambers of the Roger B. Wilson Boone County Government Center as authorized by Section 610.021 (3) RSMo to discuss the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

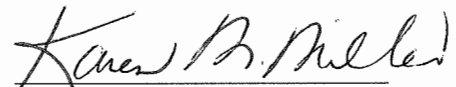
Done this 21st day of January, 2003.


Keith Schnarre
 Presiding Commissioner

ATTEST:



Wendy S. Noren
 Clerk of the County Commission



Karen M. Miller
 District I Commissioner



Skip Elkin
 District II Commissioner