

155 -2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

March Session of the January Adjourned

Term. 20 24

County of Boone

} ea.

In the County Commission of said county, on the

26th

day of March

20 24

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

Now on this day, the County Commission of the County of Boone does hereby approve the request to transfer above the authorized transfer policy for Position Number 914, Program Specialist, and does hereby authorize an appropriation of \$25.75 per hour for the salary of said position.

Done this 26th day of March 2024.

ATTEST:


Brianna L. Lennon

Clerk of the County Commission


Kip Kendrick
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

CERTIFIED COPY OF ORDER

156 -2024

STATE OF MISSOURI

} ca.

March Session of the January Adjourned

Term. 20 24

County of Boone

In the County Commission of said county, on the

26th

day of March

20 24

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



Now on this day, the County Commission of the County of Boone does hereby approve the Budget Amendment for Department 1195 to account for the 2023 insurance claim activity of revenue and expenditures not budgeted in the General & Assessment Fund. Other funds activity covered by savings in class 7.

Done this 26th day of March 2024.

ATTEST:



Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner
Justin Aldred
District I Commissioner
Janet M. Thompson
District II Commissioner

BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDMENT

12/31/23

EFFECTIVE DATE

RECEIVED

MAR 11 2024

**BOONE COUNTY
AUDITOR**

FOR AUDITORS USE

(Use whole \$ amounts)

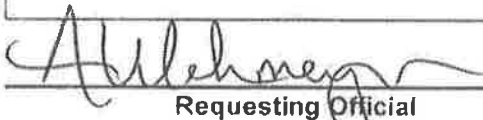
**Transfer From Transfer To
Decrease Increase**

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
1195	3882	GF Insurance Activity	Restitution Reimb		5,162
1195	3945	GF Insurance Activity	Insurance Recoveries/Proceeds		51,931
1195	3946	GF Insurance Activity	Ins Proceeds-Cap Asst Retired		26,080
1195	59100	GF Insurance Activity	Vehicle Repairs/Maintenance		54,380
2011	3945	Assessment Insurance Activity	Insurance Recoveries/Proceeds		5,362
2011	59100	Assessment Insurance Activity	Vehicle Repairs/Maintenance		5,362

148,277

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

To account for 2023 insurance claim activity of revenue and expenditures not budgeted - General Fund & Assesment Fund. Other funds activity covered by savings in class 7.


Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- ☐ A schedule of previously processed Budget Revisions/Amendments is attached
- ☐ A fund-solvency schedule is attached.
- ☐ Comments: **COVER INS CLAIM EXP FY2023**

 **Agenda**


Auditor's Office


PRESIDING COMMISSIONER


DISTRICT I COMMISSIONER


DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing

03/11/24 09:46:01

LEDGER YEAR	DEPT Name	Department Name	ACCOUNT CLASS	ACCOUNT	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	ACTUAL REV/EXP	PAGE 1 REMAINING BALANCE
2023	1195	GF INSURANCE ACTIVIT	3800	3882	RESTITUTION REIMB/		.00	5,161.23	5,161.23-
					TOTAL		.00	5,161.23	5,161.23-
2023	1195	GF INSURANCE ACTIVIT	3900	3945	INSURANCE RECOVERI		.00	51,930.95	51,930.95-
		1195 GF INSURANCE ACTIVIT		3946	INS PROCEEDS-CAP A		.00	26,080.00	26,080.00-
					TOTAL		.00	78,010.95	78,010.95-
2023	1195	GF INSURANCE ACTIVIT	50000	59100	VEHICLE REPAIRS/MA		.00	54,379.96	54,379.96-
					TOTAL		.00	54,379.96	54,379.96-
2023	1195	GF INSURANCE ACTIVIT	70000	71001	AUTO PHYSICAL DAMA	108,048.00	108,048.00	112,798.00	4,750.00-
		1195 GF INSURANCE ACTIVIT		71002	AUTO LIABILITY INS	45,000.00	45,000.00	48,410.00	3,410.00-
		1195 GF INSURANCE ACTIVIT		71004	PROPERTY INSURANCE	266,000.00	266,000.00	266,180.35	180.35-
		1195 GF INSURANCE ACTIVIT		71006	ERRORS & OMISSIONS	13,750.00	13,750.00	10,122.94	3,627.06
		1195 GF INSURANCE ACTIVIT		71007	LAW ENFORCEMENT IN	265,000.00	265,000.00	252,238.00	12,762.00
		1195 GF INSURANCE ACTIVIT		71008	GENERAL LIABILITY	124,500.00	124,500.00	124,794.45	294.45-
		1195 GF INSURANCE ACTIVIT		71011	PUBLIC OFFICIALS B	17,500.00	17,500.00	15,248.00	2,252.00
		1195 GF INSURANCE ACTIVIT		71016	AUTO CLAIMS DEDUCT	20,000.00	20,000.00	18,247.66	1,752.34
		1195 GF INSURANCE ACTIVIT		71018	OTHER CLAIMS DEDUC	15,000.00	15,000.00	15,016.50	16.50-
		1195 GF INSURANCE ACTIVIT		71020	UNINSURED CLAIMS	500.00	500.00	.00	500.00
		1195 GF INSURANCE ACTIVIT		71021	AUTO LIABILITY DED	5,000.00	5,000.00	1,000.00	4,000.00
		1195 GF INSURANCE ACTIVIT		71022	SMALL INCIDENT WOR	500.00	500.00	.00	500.00
		1195 GF INSURANCE ACTIVIT		71023	UNINSURED REIMBURS	1,000.00	1,000.00	463.28	536.72
					TOTAL	881,798.00	881,798.00	864,519.18	17,278.82
					TOTAL	881,798.00	881,798.00	1,002,071.32	120,273.32-

* * * END OF REPORT * * *

03/11/24 10:07:55

PAGE 1

LEDGER YEAR	DEPT Name	Department Name	ACCOUNT CLASS	ACCOUNT	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	ACTUAL REV/EXP	REMAINING BALANCE
2023	2011	ASSESSMENT INSURANCE	3900	3945	INSURANCE RECOVERI		.00	5,361.74	5,361.74-
					TOTAL		.00	5,361.74	5,361.74-
2023	2011	ASSESSMENT INSURANCE	50000	59100	VEHICLE REPAIRS/MA		.00	5,361.74	5,361.74-
					TOTAL		.00	5,361.74	5,361.74-
2023	2011	ASSESSMENT INSURANCE	70000	71001	AUTO PHYSICAL DAMA	2,570.00	2,570.00	2,567.00	3.00
		ASSESSMENT INSURANCE		71002	AUTO LIABILITY INS	1,250.00	1,250.00	1,364.00	114.00-
		ASSESSMENT INSURANCE		71006	ERRORS & OMISSIONS	510.00	510.00	479.76	30.24
		ASSESSMENT INSURANCE		71008	GENERAL LIABILITY	2,600.00	2,600.00	2,587.00	13.00
		ASSESSMENT INSURANCE		71016	AUTO CLAIMS DEDUCT	2,000.00	2,000.00	1,000.00	1,000.00
		ASSESSMENT INSURANCE		71021	AUTO LIABILITY DED	1,000.00	1,000.00	.00	1,000.00
					TOTAL	9,930.00	9,930.00	7,997.76	1,932.24
					TOTAL	9,930.00	9,930.00	18,721.24	8,791.24-

* * * END OF REPORT * * *

03/11/24 10:22:38

PAGE 1

LEDGER YEAR	DEPT Name	Department Name	ACCOUNT CLASS	ACCOUNT	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	ACTUAL REV/EXP	REMAINING BALANCE
2023	2048	R&B INSURANCE ACTIVI	3900	3945	INSURANCE RECOVERI		.00	5,461.73	5,461.73-
					TOTAL		.00	5,461.73	5,461.73-
2023	2048	R&B INSURANCE ACTIVI	50000	59100	VEHICLE REPAIRS/MA		.00	579.59	579.59-
					TOTAL		.00	579.59	579.59-
2023	2048	R&B INSURANCE ACTIVI	60000	60100	BLDG REPAIRS/MAINT		.00	4,882.14	4,882.14-
					TOTAL		.00	4,882.14	4,882.14-
2023	2048	R&B INSURANCE ACTIVI	70000	71001	AUTO PHYSICAL DAMA	86,000.00	86,000.00	80,373.00	5,627.00
	2048	R&B INSURANCE ACTIVI		71002	AUTO LIABILITY INS	16,000.00	16,000.00	15,897.00	103.00
	2048	R&B INSURANCE ACTIVI		71004	PROPERTY INSURANCE	35,500.00	35,500.00	25,733.00	9,767.00
	2048	R&B INSURANCE ACTIVI		71006	ERRORS & OMISSIONS	10,500.00	10,500.00	8,947.52	1,552.48
	2048	R&B INSURANCE ACTIVI		71008	GENERAL LIABILITY	53,550.00	53,550.00	48,247.55	5,302.45
	2048	R&B INSURANCE ACTIVI		71016	AUTO CLAIMS DEDUCT	7,000.00	7,000.00	1,000.00	6,000.00
	2048	R&B INSURANCE ACTIVI		71018	OTHER CLAIMS DEDUC	10,000.00	10,000.00	10,000.00	.00
	2048	R&B INSURANCE ACTIVI		71021	AUTO LIABILITY DED	5,000.00	5,000.00	.00	5,000.00
	2048	R&B INSURANCE ACTIVI		71022	SMALL INCIDENT WOR	500.00	500.00	.00	500.00
	2048	R&B INSURANCE ACTIVI		71023	UNINSURED REIMBURS	500.00	500.00	.00	500.00
					TOTAL	224,550.00	224,550.00	190,198.07	34,351.93
					TOTAL	224,550.00	224,550.00	201,121.53	23,428.47

* * * END OF REPORT * * *

03/11/24 10:22:54

PAGE 1

LEDGER YEAR	DEPT Name	Department Name	ACCOUNT CLASS	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	ACTUAL REV/EXP	REMAINING BALANCE
2023	2712	911/EM	INSURANCE ACT	70000 71001	3,846.00	3,846.00	5,151.00	1,305.00-
	2712	911/EM	INSURANCE ACT	71002	2,500.00	2,500.00	2,387.00	113.00
	2712	911/EM	INSURANCE ACT	71004	48,500.00	48,500.00	47,790.15	709.85
	2712	911/EM	INSURANCE ACT	71006	3,750.00	3,750.00	3,334.33	415.67
	2712	911/EM	INSURANCE ACT	71008	18,700.00	18,700.00	17,979.65	720.35
	2712	911/EM	INSURANCE ACT	71016	2,000.00	2,000.00	.00	2,000.00
	2712	911/EM	INSURANCE ACT	71018	5,000.00	5,000.00	2,887.08	2,112.92
	2712	911/EM	INSURANCE ACT	71021	2,000.00	2,000.00	.00	2,000.00
				TOTAL	86,296.00	86,296.00	79,529.21	6,766.79
				TOTAL	86,296.00	86,296.00	79,529.21	6,766.79

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

03/11/24 10:23:26

PAGE 1

LEDGER YEAR	DEPT Name	Department Name	ACCOUNT CLASS	ACCOUNT	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	ACTUAL REV/EXP	REMAINING BALANCE
2023	6106	FM INSURANCE ACTIVIT	3900	3945	INSURANCE RECOVERI		.00	.00	.00
					TOTAL		.00	.00	.00
2023	6106	FM INSURANCE ACTIVIT	70000	71001	AUTO PHYSICAL DAMA	6,500.00	6,500.00	5,900.00	600.00
	6106	FM INSURANCE ACTIVIT		71002	AUTO LIABILITY INS	3,000.00	3,000.00	3,110.00	110.00-
	6106	FM INSURANCE ACTIVIT		71004	PROPERTY INSURANCE	2,750.00	2,750.00	2,451.50	298.50
	6106	FM INSURANCE ACTIVIT		71006	ERRORS & OMISSIONS	1,600.00	1,600.00	1,007.50	592.50
	6106	FM INSURANCE ACTIVIT		71008	GENERAL LIABILITY	8,250.00	5,433.00	5,432.70	.30
	6106	FM INSURANCE ACTIVIT		71016	AUTO CLAIMS DEDUCT	3,000.00	3,000.00	.00	3,000.00
	6106	FM INSURANCE ACTIVIT		71018	OTHER CLAIMS DEDUC	5,000.00	3,399.00	.00	3,399.00
	6106	FM INSURANCE ACTIVIT		71021	AUTO LIABILITY DED	3,000.00	3,000.00	2,000.00	1,000.00
					TOTAL	33,100.00	28,682.00	19,901.70	8,780.30
2023	6106	FM INSURANCE ACTIVIT	90000	91300	MACHINERY & EQUIPM		.00	.00	.00
	6106	FM INSURANCE ACTIVIT		92300	REPLCMENT MACH & E		4,418.00	4,418.00	.00
					TOTAL		4,418.00	4,418.00	.00
					TOTAL	33,100.00	33,100.00	24,319.70	8,780.30

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

CERTIFIED COPY OF ORDER

157-2024

STATE OF MISSOURI

} ea.

March Session of the January Adjourned

Term. 2024

County of Boone

In the County Commission of said county, on the

26th

day of March

20 24

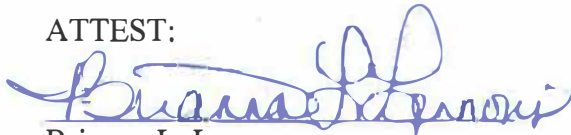
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve Contract C000760 (PS22170) with Henderson Products Inc. for the purchase of Snowplows, Spreaders, and a Spreader Stand.



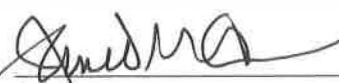
The terms of the Agreement are set out in the attached Contract and the Presiding Commissioner is authorized to sign the same.

Done this 26th day of March 2024.

ATTEST:



Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner
Justin Aldred
District I Commissioner
Janet M. Thompson
District II Commissioner

Boone County Purchasing

Amy Gerskin
Buyer



5551 S. Tom Bass Rd.
Room 205
Columbia, MO 65201
Phone: (573) 886-4393
agerskin@boonecountymmo.org

MEMORANDUM

TO: BOONE COUNTY COMMISSION
FROM: Amy Gerskin
DATE: March 12, 2024
RE: **Cooperative Contract: National Purchasing Partners (NPPGov)
PS22170 – Seasonal Road Management – Term & Supply**

The Boone County Purchasing Department requests permission to utilize the National Purchasing Partners (NPPGov) cooperative contract PS22170 for Seasonal Road Management to purchase Five (5) Reversible Snowplows and Plow Side Hitch, Two (2) Single Auger Spreaders, and One (1) Spreader Stand from Henderson Products Inc., in compliance with all bid specifications and any addendum issued for the NPPGov contract PS22170, Henderson Products' Quotes #179704, Quote #179708 and Quote #179710 dated 3/11/2024. The Boone County contract number is C000760.

The total cost of this purchase is \$117,030.00 and will be paid by department 2040 – Road and Bridge Maintenance, account 92300 – Replacement Machinery and Equipment. This is a replacement purchase, and the 2024 total budgeted amount is \$124,500.00.

Additionally, the Purchasing Department requests permission to dispose of the following items through the Missouri Auto Auction:

- Henderson Spreader Stand – Serial Number STFSH-75583-1 – fixed asset tag # 24270
- SW13 Material Spreader - Serial Number 0708-3368 - fixed asset tag # 16683
- SW10 Material Spreader - Serial Number 1012-8427- fixed asset tag # 18193
- Henke 36R10 10' Snowplow – Serial Number 8081 - fixed asset tag # 14785
- Henke 36R10 10' Snowplow – Serial Number 8083 - fixed asset tag # 17079
- Henke 36R10 10' Snowplow – Serial Number 6852 - fixed asset tag # 17509
- Henke 41R10 10' Snowplow – Serial Number 5078 - fixed asset tag # 13173
- Henke 41R10 10' Snowplow – Serial Number 5079 - fixed asset tag # 13174

cc: Greg Eddington, Robert Sapp, R&B
Contract File

RQST
DATE

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

VNDR #


VENDOR NAME

BID #

Bill to Dept #: 2040

[illegible]

GRAND TOTAL:	117,030.00
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Approving Official

Prepared By

Auditor Approval

Complete, sign, and return to Auditor's Office

C:\Shared\Desktop\FA Disposal\FA 17509 snow plow (3024).docx

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date:

Fixed Asset Tag Number: 24270

Description of Asset: Henderson spreader stand

Requested Means of Disposal: ☒ Sell ☐ Trade-In ☐ Recycle/Trash ☐ Other, Explain:

Other Information (Serial number, etc.): STFSH-75583-1

Condition of Asset: fair condition

Reason for Disposition: Scheduled Replacement, replace with larger capacity unit, sell with FA18193

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding? ☐ YES ☒ NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐ YES ☐ NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature

To be Completed by: AUDITOR

Original Acquisition Date 6/22/20

G/L Account for Proceeds 2040-3836 J

Original Acquisition Amount 3030.00

Original Funding Source 2741

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 157-2024

Date Approved 3/26/2024

Signature [Signature]

RECEIVED

MAR 20 2024

**BOONE COUNTY
AUDITOR**

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date:

Fixed Asset Tag Number: 16683

Description of Asset: Swenson SW13 material spreader

Requested Means of Disposal: ☒ Sell ☐ Trade-In ☐ Recycle/Trash ☐ Other, Explain:

Other Information (Serial number, etc.): 0708-3368

Condition of Asset: fair condition

Reason for Disposition: Scheduled Replacement, replace with larger capacity unit

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding? ☐ YES ☒ NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐ YES ☐ NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature

To be Completed by: AUDITOR

Original Acquisition Date 9/30/08

G/L Account for Proceeds 2040-3835 J

Original Acquisition Amount 13,400.00

Original Funding Source 2741

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

☐ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

☐ Trade ☐ Auction ☐ Sealed Bids

☐ Other Explain _____

Commission Order Number 157-2024

Date Approved 3/26/2024

Signature [Signature]

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date:

Fixed Asset Tag Number: 18193

Description of Asset: Swenson SW10 material spreader

Requested Means of Disposal: ☒ Sell ☐ Trade-In ☐ Recycle/Trash ☐ Other, Explain:

Other Information (Serial number, etc.): 1012-8427

Condition of Asset: fair condition

Reason for Disposition: Scheduled Replacement, replace with larger capacity unit

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding? ☐ YES ☒ NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐ YES ☐ NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature

To be Completed by: AUDITOR

Original Acquisition Date 11/30/12

G/L Account for Proceeds 2040-3835 J

Original Acquisition Amount 10,261.00

Original Funding Source 2741

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 157-2024

Date Approved 3/26/2024

Signature K. D.

RECEIVED

MAR 20 2024

BOONE COUNTY
AUDITOR

Complete, sign, and return to Auditor's Office

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Complete, sign, and return to Auditor's Office

C:\Shared\Desktop\FA Disposal\FA 17079 snow plow (3069).docx

BOONE COUNTY
AUDITOR

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date:

Fixed Asset Tag Number: 13173

Description of Asset: Henke 41R10 10' snowplow

Requested Means of Disposal: ☒ Sell ☐ Trade-In ☐ Recycle/Trash ☐ Other, Explain:

Other Information (Serial number, etc.): 5078

Condition of Asset: fair condition

Reason for Disposition: Scheduled Replacement

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

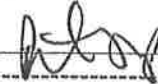
Was asset purchased with grant funding? ☐ YES ☒ NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐ YES ☐ NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature



To be Completed by: AUDITOR

Original Acquisition Date 11/15/2001

G/L Account for Proceeds 2040-38365

Original Acquisition Amount 4,761.00

Original Funding Source 2741

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 157-2024

Date Approved 3/26/2024

Signature 

RECEIVED

MAR 20 2024

BOONE COUNTY
AUDITOR

Complete, sign, and return to Auditor's Office

C:\Shared\Desktop\FA Disposal\FA 13174 snow plow (3000).docx

CERTIFIED COPY OF ORDER

158 -2024

STATE OF MISSOURI

} ca.

March Session of the January Adjourned

Term. 2024

County of Boone

In the County Commission of said county, on the

26th

day of March

20 24

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



Now on this day, the County Commission of the County of Boone does hereby approve the Budget Amendment for Department 1140 to correct being overbudget due to the County transfer policy where an employee was transferred to the Chief Deputy Treasurer position and then moved to a lower range position but kept their same salary. The transferred personnel ended up making \$13,000.00 more than budgeted for position 638. This Budget Amendment also corrects an extra \$13,000.00 from two personnel in that position at the start of 2023.

Done this 26th day of March 2024.

ATTEST:



Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner
Justin Aldred
District I Commissioner
Janet M. Thompson
District II Commissioner

BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDMENT

12/31/23

EFFECTIVE DATE

FOR AUDITORS USE

(Use whole \$ amounts)

Transfer From Decrease	Transfer To Increase
---------------------------	-------------------------

Dept	Account	Fund/Dept Name	Account Name	Decrease	Increase
1140	10100	Treasurer	Salaries & Wages		14,604
1140	10300	Treasurer	Health Insurance		3,170
				-	17,774

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

Overbudget due to county transfer policy where an employee was transferred to the chief deputy treasurer position by the previous treasurer. The new treasurer then moved that employee to a lower range position keeping their same salary. The transferred personnel ended up making \$13,000 more than budgeted for position 638. Also an extra \$13,000 from ~~two~~ personnel in that position at the start of the 2023.

Auditor's Office

Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- ☐ A schedule of previously processed Budget Revisions/Amendments is attached
- ☐ A fund-solvency schedule is attached.
- ☒ Comments: 1140 Cover budget 2023

Auditor's Office

PRESIDING COMMISSIONER

DISTRICT I COMMISSIONER

DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing

Year	<u>2023</u>	Original Appropriation	<u>306,262.00</u>
Dept	<u>1140 TREASURER</u>	Revisions	<u>2,503.00</u>
Acct	<u>10000 PERSONAL SERVICES</u>	Original + Revisions	<u>308,765.00</u>
Fund	<u>100 GENERAL FUND</u>	Expenditures	<u>326,538.95</u>
		Encumbrances	<u> </u>
Class/Account	<u>C CLASS</u>	Actual To Date	<u>326,538.95</u>
Account Type	<u>E EXPENSE</u>	Remaining Balance	<u>17,773.95-</u>
Normal Balance	<u>D DEBIT</u>	Shadow Balance	<u>17,773.95-</u>

Expenditures by Period

January	<u>15,279.43</u>	July	<u>24,607.22</u>
February	<u>23,515.14</u>	August	<u>24,624.42</u>
March	<u>42,327.31</u>	September	<u>36,241.40</u>
April	<u>25,306.44</u>	October	<u>24,707.65</u>
May	<u>24,535.75</u>	November	<u>24,722.92</u>
June	<u>24,771.94</u>	December	<u>35,899.33</u>

F2=Key Scr F3=Exit F5=Ledger Transactions F7=Transactions F9=Budget

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ca.

March Session of the January Adjourned

Term. 20²⁴

County of Boone

In the County Commission of said county, on the

26th

day of March

20 24

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

Now on this day, the County Commission of the County of Boone does hereby approve the Budget Amendment for Department 1140 to correct being over budget due to a mistake made by the Auditor's Office.


Done this 26th day of March 2024.

ATTEST:



Brianna L. Lennon

Clerk of the County Commission


Kip Kendrick
Presiding Commissioner
Justin Aldred
District I Commissioner
Janet M. Thompson
District II Commissioner

BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDMENT

EFFECTIVE DATE

FOR AUDITORS USE

(Use whole \$ amounts)

Transfer From Decrease	Transfer To Increase
---------------------------	-------------------------

[illegible]

623

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

Over budget due to mistake made by the auditor's office. The JE for the internal service cost made every month was updated to reflect the updated budget amounts for Facilities Management but the budget amounts entered for all the departments was not updated. This caused the JE to charge each department a small amount more than was budgeted. The auditor's office spotted the error early in the year but decided to not to make any adjustments until the end of the year. The only departments that need an amendment are the offices where budget was completely spent for 2023.

Auditor's Office

Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- ☐ A schedule of previously processed Budget Revisions/Amendments is attached
- ☐ A fund-solvency schedule is attached.
- ☒ Comments: Cover Internal Service Charges 2023

Auditor's Office

PRESIDING COMMISSIONER

DISTRICT I COMMISSIONER

DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing

Year	<u>2023</u>	Original Appropriation	<u>41,370.00</u>
Dept	<u>1285 GF PUBLIC DEFENDER</u>	Revisions	<u> </u>
Acct	<u>83815 FACILITIES INTERNAL SERVC CHRG</u>	Original + Revisions	<u>41,370.00</u>
Fund	<u>100 GENERAL FUND</u>	Expenditures	<u>41,538.00</u>
		Encumbrances	<u> </u>
Class/Account	<u>A ACCOUNT</u>	Actual To Date	<u>41,538.00</u>
Account Type	<u>E EXPENSE</u>	Remaining Balance	<u>168.00-</u>
Normal Balance	<u>D DEBIT</u>	Shadow Balance	<u>168.00-</u>

Expenditures by Period

January	<u>3,456.00</u>	July	<u>3,462.00</u>
February	<u>3,462.00</u>	August	<u>3,462.00</u>
March	<u>3,462.00</u>	September	<u>3,462.00</u>
April	<u>3,462.00</u>	October	<u>3,462.00</u>
May	<u>3,462.00</u>	November	<u>3,462.00</u>
June	<u>3,462.00</u>	December	<u>3,462.00</u>

F2=Key Scr F3=Exit F5=Ledger Transactions F7=Transactions F9=Budget

Year	<u>2023</u>	Original Appropriation	<u>21,478.00</u>
Dept	<u>1140 TREASURER</u>	Revisions	<u> </u>
Acct	<u>83815 FACILITIES INTERNAL SERVC CHRG</u>	Original + Revisions	<u>21,478.00</u>
Fund	<u>100 GENERAL FUND</u>	Expenditures	<u>21,877.00</u>
		Encumbrances	<u> </u>
Class/Account	<u>A ACCOUNT</u>	Actual To Date	<u>21,877.00</u>
Account Type	<u>E EXPENSE</u>	Remaining Balance	<u>399.00-</u>
Normal Balance	<u>D DEBIT</u>	Shadow Balance	<u>399.00-</u>

Expenditures by Period

January	<u>1,824.00</u>	July	<u>1,823.00</u>
February	<u>1,823.00</u>	August	<u>1,823.00</u>
March	<u>1,823.00</u>	September	<u>1,823.00</u>
April	<u>1,823.00</u>	October	<u>1,823.00</u>
May	<u>1,823.00</u>	November	<u>1,823.00</u>
June	<u>1,823.00</u>	December	<u>1,823.00</u>

F2=Key Scr F3=Exit F5=Ledger Transactions F7=Transactions F9=Budget

160 -2024

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ca.

March Session of the January Adjourned

Term. 20 24

County of Boone

In the County Commission of said county, on the

26th

day of March

20 24

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

Now on this day, the County Commission of the County of Boone does hereby approve the Boone County Sheriff's Office's application to the Missouri State Highway Patrol for a replacement LiveScan device.

Done this 26th day of March 2024.

ATTEST:



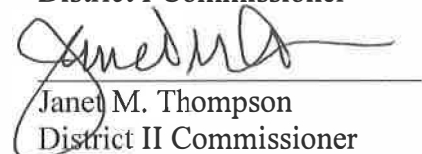
Brianna L. Lennon
Clerk of the County Commission



Kip Kendrick
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner



BOONE COUNTY SHERIFF'S OFFICE

2121 County Drive Columbia, Missouri 65202-9051
DWAYNE CAREY, Sheriff Phone (573)875-1111 Fax (573)874-8953

DATE: March 18, 2024
TO: Boone County Commission
FROM: Captain Brian Leer
RE: LiveScan Application for Replacement Device

The Boone County Sheriff's Office is seeking Commission approval of the attached application for a replacement LiveScan device through the Missouri State Highway Patrol. This application, if approved, will be submitted to the Missouri State Highway Patrol for their consideration in funding a replacement LiveScan device for the Boone County Jail.

The Missouri State LiveScan contract provides for a five-year LiveScan subscription option for Missouri Law enforcement agencies through the state vendor, Idemia. To participate in the LiveScan as a Service (LSAAS) option, we would be required to sign a 5-year LiveScan subscription contract with Idemia, agreeing to pay the annual subscription fee, which does not increase for the life of the contract. If we then desire to renew at the end of the 5-year subscription, there will be an option for renewal on another 5-year contract. The state is offering a LiveScan appropriation that will cover costs associated with the subscription up to \$6,625 per fiscal year.

Attached with this application is a LiveScan Expenditure Program cost sheet detailing the cost for LiveScan as a Service Subscription. As you can see, the total per year for year one and two will be \$5,928.00 annually. Years three and four would then reduce to \$5,250.00 annually. This would mean the state's LiveScan appropriation would cover these subscription fees at no cost to the County.

Thank you for your consideration in approving the attached application seeking funding through the LiveScan as a Service program.

A handwritten signature in dark ink, appearing to read "Brian Leer".

Livescan Application for a New or Replacement Livescan

Complete and submit the application form to the following email address: livescans@mshp.dps.mo.gov.

The maximum amount provided by the plan for the procurement of a livescan will not exceed \$6,625.00 for either a purchase or subscription.

Agency Name:

Boone County Sheriff's Office

Agency ORI:

MO0100000

Name of Agency Head (Chief of Police/Sheriff):

Sheriff Dwayne Carey

Telephone:

573-875-1111

Email:

DCarey@boonecountymo.org

Agency Livescan Administrator:

Captain Damon Reynolds

Telephone:

573-875-1111

Email:

DReynolds@boonecountymo.org

Name of Agency Contractual Signatory Authority (Mayor, County Commissioner, etc.):

Presiding Commissioner Kip Kendrick

Telephone:

573-886-4307

Email:

KKendrick@boonecountymo.org

Agency billing address:

2121 County Drive, Columbia, MO 65202

Name of person completing this application:

Captain Brian Leer

Livescan Information

Please check the appropriate boxes below:

1. Is this application for a replacement or new livescan:

Replacement

☒

New

☐

2. If Replacement is checked, please provide the first two letters of our agency's current livescan OCN Identifier: **PZ**

3. Please provide the number of criminal arrests submitted under your agency ORI in the past 12 months:

 # of arrests submitted via Ink card

556 # of arrests submitted via livescan

4. Does the location for the livescan have the required network connection (see the required network connection informational link on the webpage if unsure)? YES ☒ NO ☐

5. Is the agency agreeing to pay for ongoing connection fees? YES ☒ NO ☐

6. In the event the Missouri State Legislature does not renew the appropriation, is the agency agreeing to make future payments past the current state fiscal year? YES ☒ NO ☐

7. Physical location for Livescan:

Boone County Jail - 2121 County Drive, Columbia, MO 65202

8. List any additional agencies that this new/replacement livescan will be accessible:

MSHP, Columbia PD, University of MO PD, Centralia PD, Sturgeon PD, Hallsville PD, Ashland PD, etc.

9. Is the agency agreeing to uphold the minimum criteria for program qualifications? Which includes a current contract, required number of criminal submissions and network connectivity. YES ☒ NO ☐

10. Please choose your livescan configuration below: If uncertain, please return to main web page and review the "LSAAS vs. Livescan Purchase cost consideration" link

☐ **Purchase Device** – Please complete the below Purchase Configuration Request

☒ **Livescan as a Service Lease** – Please complete the below Livescan as a Service Lease Configuration Request.

11. Please include any other information that you believe is relevant to this application.

We operate the County Jail and this is where the livescan device will be located. Any law enforcement agency bringing a prisoner to the facility would be allowed to utilize the livescan device.

Livescan Expenditure Program LSAAS Configuration Request

The Missouri State Livescan contract provides for a five-year live scan subscription option for Missouri law enforcement agencies through the state vendor, Idemia. To participate in the Livescan as a Service (LSAAS) option, your agency would sign a 5-year livescan subscription contract with Idemia, agreeing to pay the annual subscription fee which does not increase for the life of the contract. If your agency wishes to renew at the end of the 5-year subscription, Idemia will replace your livescan with an upgraded configuration with the renewal of another 5-year contract. **The state livescan appropriation will cover costs associated with the subscription up to \$6,625 per fiscal year.** Please note the Patrol will purchase a heavy-duty live scan cabinet if needed as a one-time cost and is not associated with the subscription fee.

If you would like to obtain a livescan through the subscription program, please place a check mark next to your desired options below (annual subscription fee shown beside each option):

- ☒ Idemia Desktop LiveScan - TP+ PP \$5,250 per year
- ☐ Mug-Photo Capture - \$664 per year
- ☒ FBI Duplex Printer - \$678 per year (Please check this box if you will need to print fingerprint cards, or provide hard copies for the Prosecutor and/or Court)
- ☐ Livescan Cabinet (one- time -covered cost, not included in the LAAS subscription)

The above options include standard 8x5 service. If your agency desires 24x7 service, please contact MSHP CJIS for contracted 24x7 pricing.

Please provide your agency's primary contact information for Idemia contract purposes:

Printed Name: Brian Leer

Title: Captain

Agency Name: Boone County Sheriff's Office

Date: February 28, 2024

E-mail Address: bleer@boonecountymo.org

Delivery Information - Livescan and associated equipment should be delivered to:

Point of Contact Name Captain Damon Reynolds

Number/Street: 2121 County Drive

City, State & Zip code: Columbia, MO 65202

Contact phone number for delivery 573-228-4003

Please note: Once the order is placed for the device, Idemia will be sending a service agreement which outlines the details of the livescan contract directly to each agency and must be signed prior to any order being finalized.

Livescan Expenditure Program Purchase Vs. LSAAS				
Description		Livescan + Printer	Livescan + Camera	Livescan Only
Purchase - Agency Upfront Cost	\$12,961.00	\$11,313.00	\$11,596.00	\$9,948.00
LSAAS - Agency Upfront Cost	\$0.00	\$0.00	\$0.00	\$0.00
Purchase - Total 5 Year Cost	\$33,818.70	\$31,313.06	\$31,583.50	\$29,077.86
LSAAS - Total 5 Year Cost	\$32,960.00	\$29,640.00	\$29,570.00	\$26,250.00
Purchase Options				
Description	CT211966001 State Contract Cost	CT211966001 State Contract Cost	CT211966001 State Contract Cost	CT211966001 State Contract Cost
Desktop LiveScan - TP+ PP	\$16,573.00	\$16,573.00	\$16,573.00	\$16,573.00
Mugshot Capture Type 10	\$1,648.00	-	\$1,648.00	-
FBI Duplex Printer	\$1,365.00	\$1,365.00	-	-
Total cost at time of order	\$19,586.00	\$17,938.00	\$18,221.00	\$16,573.00
Appropriation Credit	\$6,625.00	\$6,625.00	\$6,625.00	\$6,625.00
order	\$12,961.00	\$11,313.00	\$11,596.00	\$9,948.00
Future Maintenance Costs				
9x5 Maintenance - Year 1	\$0 - warranty	\$0 - warranty	\$0 - warranty	\$0 - warranty
9x5 Maintenance - Year 2	\$3,402.00	\$3,197.00	\$3,194.00	\$2,989.00
9x5 Maintenance - Year 3	\$3,504.06	\$3,292.91	\$3,289.82	\$3,078.67
9x5 Maintenance - Year 4	\$3,609.18	\$3,391.70	\$3,388.51	\$3,171.03
9x5 Maintenance - Year 5	\$3,717.46	\$3,493.45	\$3,490.17	\$3,266.16
Total Maintenance Costs	\$14,232.70	\$13,375.06	\$13,362.50	\$12,504.86
Total 5 Year Cost	\$33,818.70	\$31,313.06	\$31,583.50	\$29,077.86
(Increase in Maintenance due to 3% increase per state contract per year)				
Livescan As a Service Subscription Options				
Description	CT211966001 State Contract Cost	CT211966001 State Contract Cost	CT211966001 State Contract Cost	CT211966001 State Contract Cost
Desktop/Portable (8x5 maint)	\$5,250.00	\$5,250.00	\$5,250.00	\$5,250.00
Mugshot Capture Type 10	\$664.00	-	\$664.00	-
FBI Duplex Printer	\$678.00	\$678.00	-	-
Total Yearly Subscription	\$6,592.00	\$5,928.00	\$5,914.00	\$5,250.00
Less State Appropriation	\$6,625.00	\$6,625.00	\$6,625.00	\$6,625.00
	\$0.00	\$0.00	\$0.00	\$0.00
Future Subscription Costs				
Subscription Cost - Year 1	\$0 - paid by appropriation	\$0 - paid by appropriation		\$0 - paid by appropriation
Subscription Cost - Year 2	\$6,592.00	\$5,928.00	\$5,914.00	\$5,250.00
Subscription Cost - Year 3	\$6,592.00	\$5,928.00	\$5,914.00	\$5,250.00
Subscription Cost - Year 4	\$6,592.00	\$5,928.00	\$5,914.00	\$5,250.00
Subscription Cost - Year 5	\$6,592.00	\$5,928.00	\$5,914.00	\$5,250.00
Total Future Subscription Costs	\$26,368.00	\$23,712.00	\$23,656.00	\$21,000.00
Total Subscription Costs	\$32,960.00	\$29,640.00	\$29,570.00	\$26,250.00