

TERM OF COMMISSION: November Session of the November Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor
Boone County Auditor June Pitchford

The budget hearing was called to order at 9:05 a.m.

Budget Hearing: Department 1118 (Purchasing Department)

Melinda Bobbitt, Purchasing Department Director, was present on behalf of this item.

Melinda Bobbitt discussed the review of functions preformed by the Purchasing Department.

Mrs. Bobbitt discussed the fiscal year 2001 accomplishment for the Purchasing Department such as the use of the internet web page, the revising of the sole source form, setting up shared files, and the office term and supply contracts.

Mrs. Bobbitt discussed the goals and objectives for fiscal year 2002 such as certification of professional staff in the department, the use of procurement card for purchases of less than \$250, do on-line bidding research, move to a purchasing system that uses the National Institute of Governmental Purchasing (NIGP) commodity codes for bidders, and research purchasing software.

Mrs. Bobbitt stated that she did make cuts to education and training, printing, and she turned off her pager. All supplemental requests were cut by the Auditor except a photocopier, which is used by all departments in the Johnson Building, and a telephone line was approved for the part-time Clerk position in the Purchasing Department. She agrees with June Pitchford, Boone County Auditor, that all other supplement requests can be held for future budgets.

Mrs. Bobbitt stated she was excited about the implementation of the salary plan.

June Pitchford stated there have been no budget revisions for the Purchasing Department year to date.

Budget Hearing: Department 1110 (Auditor's Office)

June Pitchford, Boone County Auditor, was present on behalf of the following budget

hearings.

Mrs. Pitchford stated there are no significant changes to this budget for fiscal year 2002. There is implementation of the salary plan.

Mrs. Pitchford discussed the goals and objectives for fiscal year 2002 such as the implementation of Governmental Accounting Standards Board (GASB) 34. GASB establishes accounting practices for local governments, private non-for-profits, and colleges and universities. Boone County Public Works and the Information Technology departments will be involved in the process. She did not reduce the amount for travel and training because she and her staff will be attending GASB 34 training. The GASB 34 training is the highest priority for her office.

Mrs. Pitchford discussed how GASB 34 will effect Boone County's accounting processes.

Commissioner Elkin asked if the County is depreciating assets now. Mrs. Pitchford stated the County is not required to do this. Commissioner Elkin asked if all assets had to be depreciated. Mrs. Pitchford stated this was correct.

Mrs. Pitchford explained why the County would have to start depreciating items.

Commissioner Elkin asked if roads and bridges would also have to be depreciated. Mrs. Pitchford stated this was correct. When this is implemented, all new constructions would be added immediately but for existing roads and bridges, there are a few extra years to add these items.

Commissioner Stamper stated he did not think that it made sense to depreciate a road or bridge. Commissioner Miller stated there is an option of not doing depreciation but identifying the level of maintenance for the asset would stay at the current standard.

Mrs. Pitchford stated there are no staffing changes for her office. She discussed the performance measures for her office such as the County assets, the number of payment requisitions, and the payroll system. There are no changes to the FTE in the office, no supplemental requests, and the budget revisions that were made were in Class 2 and 3.

Budget Hearing: Department 1190 (Non-Departmental)

Mrs. Pitchford gave the Commissioners the budget revisions for this department.

Mrs. Pitchford stated this is the budget where the County accounts for revenues that are not associated with a given office, for example, sales tax and property tax for the general fund. This department also accounts for any expenditures that do not belong in any particular department.

The property tax revenues are \$0.13 per \$100 of assessed evaluation, which there is no change in this. The lease revenue from Boone Hospital accounted for a 3% increase. The external audit, the financial audit, as well as the indirect cost plan is included in this budget. This department includes the debt service for the Roger B. Wilson Boone County Government Center.

There are no significant changes to this budget for fiscal year 2002.

Mrs. Pitchford stated there is fluctuation in the County stock insurance, revenue account 3446. She discussed the reason for the fluctuation.

This budget includes an additional \$8,000 for professional services for implementation consulting, in account 71101. This is money budgeted for a possible fee to be paid to KPMG. Mrs. Pitchford stated this amount was a guess because she does not know how much consulting will be needed.

Mrs. Pitchford discussed the budget revisions for department 1190 for the fiscal year 2001.

Budget Hearing: Departments 2052 and 2053 (Community Development Block Grants)

Mrs. Pitchford stated the County has a fund set up for Community Development Block Grant projects. This is included in the fiscal year 2002 budget because there is activity in 2001 but there are no budgeted amounts for 2002.

Mrs. Pitchford gave the Commissioners a budget revision log, which accounts for the remaining balance of this one grant. When the 2001 budget was developed, it was anticipated that this project would be closed out in 2000 but it was not completed. Therefore, the balance was rebudgeted for 2001.

The airport project is closed out. It is assumed, based on information from Tom Ratermann, that the Fairway Meadows Sanitary Sewer Project will be finished in December 2001. If this project is not finished, a budget revision to move funds into the 2002 budget will have to be done. This budget assumes that all projects will be finished in 2001.

Budget Hearing: Departments 3800, 3810, 3820, 3830, 3840, and 3850 (Debt Services)

Mrs. Pitchford stated all debt services funds are listed that are currently in existence, which are all related to the Neighborhood Improvement District (NID) program. These are general obligation bonds.

There is an additional fund statement, which is not included in the Debt Services. This is

for the cash held in trust on the Roger B. Wilson Boone County Government Center and will be used to make the final debt service payment on the Government Center. The County does not budget any revenues or expenditures in any annual period. The assessments coming from the property owners and the debt that is being paid on each of the debt issues are budgeted. Debt service expenditures amount to approximately 3% of total expenditures.

Mrs. Pitchford stated the debt on the Government Center will be will be paid off in 2007. She discussed the payment process for the general obligation bonds for the Government Center.

Budget Hearing: Departments 4000, 4020 (Capital Project Funds)

Mrs. Pitchford stated there are no budgeted amounts for 2002.

Mrs. Pitchford discussed the fund statements for capital projects.

Commissioner Miller asked why there were still funds in the Reality House project because she thought this was closed out with budget amendments. Mrs. Pitchford stated she believes the amount is residual assets in the fund. She will check with Kay Murray, Boone County Treasurer, about closing this out. She explained why there is funds left in that account.

Budget Hearing: Department 7200 (George Spencer Trust) and Department 7210 (Union Cemetery Maintenance Trust)

Mrs. Pitchford stated the County is the trustee for two non-expendable trust funds, which means the corpus or principle amount must remain in tact, the interest earnings can appropriated and spent.

The County Commission was appointed the trustee of the George Spencer Trust fund in 1988 but the trust was established before that date, in honor of the Centralia High School Class of 1924. The corpus amount is \$32,400 and the interest earnings are used to pay for educational scholarships.

The Union Cemetery Maintenance Trust Fund was established in 1965, when the trustees of the Trust Fund entered into a trust agreement with the County Commission. The interest earnings are to be used for general maintenance and up keep.

Mrs. Pitchford stated she did not believe that there was anything budgeted for 2000. At the end of 2002, it is projected this fund will have approximately \$1,400 in addition to the corpus. She has not included an appropriation to budget any of this money and if they Commission wants to make a change to this, they can.

Budget Hearing: Department 2030 (Domestic Violence)

Mrs. Pitchford stated this fund is established pursuant to statutes, which are listed on page 658 of the budget book. The revenues are derived from a \$10 fee collected on marriage licenses and a \$2 surcharge collected on civil and criminal cases.

It is estimated there will be a little less than \$35,000 for the Commission to award to a domestic violence shelter.

Commissioner Stamper stated this issue had been left for Kay Murray, Boone County Treasurer, to develop a criteria by which this money would be awarded. There was discussion by the Commission about how this money should be handled.

Mrs. Pitchford stated this budget has increased from the 2000 budget.

Budget Hearing: Department 2090 (Hospital Profit Share)

Mrs. Pitchford stated she has not included any appropriations in this budget because she did not receive anything.

Commissioner Miller stated the Commission expects to be awarded \$250,000 earmark from the federal government to do a South County study for sewer. About three years ago, the Commission agreed to a \$30,000 match. This will be awarded to the University of Missouri-Columbia.

Mrs. Pitchford stated if the Commission is confident that the grant will come through and they want to appropriate money from this fund for that match.

Commissioner Stamper and Mrs. Pitchford discussed the sale of Boone Retirement Center and where the funds would be placed.

Budget Hearing: Department 1280 (Medical Examiner)

Mrs. Pitchford stated there were no significant changes to this budget. Boone County does not own the facility where these services are provided. Joe Fountain owns the facility and the County has a contract with the University of Missouri-Columbia for Dr. Jay Dix's services. This budget includes the contract with the University, the contract with Mr. Fountain and an amount for testing.

Budget Hearing: Department 1258 (Public Defender)

Mrs. Pitchford stated this budget reflects the cost for the building maintenance, housekeeping and utilities provided to the space they occupy in the Johnson Building.

Budget Hearing: Department 2020 (E-911 Emergency Telephone)

Mrs. Pitchford stated this budget accounts for monthly trunk and line charges, maintenance coverage on that equipment, and a part-time data entry clerk. Expenditures show an increase because the new tariff rates are kicking in fully. In classes 2 through 8, comparing 2000 actual to 2001 projected, the rates started in the middle of 2001. The fund balance for this budget is approximately \$500,000. She stated if the County were to continue with Verizon, the 2002 expenditures budgeted would be a good indicator of what the cost would be until the next tariff is approved.

Commissioner Stamper discussed future applications of this fund.

Budget Hearing: Department 2001 (Special Projects – Citizen Contributions)

Mrs. Pitchford stated this budget accounted for the contributions the County received for the Roger B. Wilson memorial. The revenues that came in are equal to the expenditures made in 2001. There is nothing budget for 2002.

There was no public comment.

The hearings were adjourned at 10:31 a.m.

Attest:

Wendy S. Noren
Clerk of the County Commission

Don Stamper
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner