

TERM OF COMMISSION: November Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill
District II Commissioner Janet Thompson
Auditor June Pitchford
Health Environmentalist Kris Vellema
Employee Recognition Committee Kelle Westcott
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 9:30 a.m.

Geographic Information Systems (GIS)

1. Proclamation recognizing November 13-19, 2016 as Geography Awareness Week and November 16, 2016 as Geographic Information Systems Day

Commissioner Thompson read the following proclamation:

Whereas, the week of November 13-19, 2016, has been elected Geography Awareness Week and the day of November 16, 2016 has been elected as Geographic Information Systems (GIS) Day; and

Whereas, the world is increasingly interconnected and interdependent, but too many students lack understanding of the world's geography within and beyond our country's borders; and

Whereas, Geography Awareness Week promotes geo-literacy and education in the nation's schools and communities, which is an essential part of a 21st century education, and has been a congressionally-mandated week since 1987; and

Whereas, Geographic Information Systems (GIS) technologies are a powerful tool for supporting emergency services, homeland security, economic development, environmental protection, crime mapping, healthcare, long-range planning, and much more; and

Whereas, teachers, students, and communities across Boone County will gain further understanding about how our world is made up of interconnected human and natural systems, with special emphasis this year on the 2016 theme of *Explore the Power of Parks* using resources developed by the National Geographic Society, the Missouri Geographic Alliance, and other committed organizations during Geography Awareness Week and throughout the school year;

Therefore, the Boone County Commission does hereby declare November 13-19, 2016 as Geography Awareness Week and Wednesday, November 16, 2016 as GIS Day in Boone County. The Boone County Commission also encourages all citizens to participate in this special observance with students, sharing in their geographic research and academic achievement.

IN TESTIMONY WHEREOF, this 15th day of November, 2016.

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby recognize November 13-16, 2016 as Geography Awareness Week and November 16, 2016 as Geographic Information Systems (GIS) Day.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #519-2016**

Health Department

2. 1st & 2nd reading; Abatement of a property located at 440 E. Clearview Drive, parcel #11-619-24-01-042.00 01

Kris Vellema said they received a complaint on this property. It has been a couple of times over the years we have abated this property. We have talked to the owners and they are not responsive. We have not received the official bid from the contractor yet, but it should be consistent with those that have been done in the past.

Commissioner Atwill asked if there is anyone here to represent the owners. There were no speakers.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 440 E. Clearview Drive, parcel #11-619-24-01-042.00 01

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #520-2016**

Employee Recognition Committee

3. Employee of the Quarter Presentation

Kelle Westcott said the nominees for Employee of the 3rd Quarter are Corporal Will Sexton – Detention, Jacob Garrett – Buyer and Matt Thomas – Surveyor. Ms Westcott announced Matt Thomas as the Employee of the Quarter.

Commissioner Atwill congratulated all the nominees and expressed thanks for the fine employees working within the County.

Purchasing

4. Second reading; Bid Award 44-25OCT16 – Vehicle Mechanic Repair Services – Term and Supply (1st read 11-10-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 44-25OCT16 – Vehicle Mechanic Repair Services Term & Supply to Joe Machens Ford for repairs requiring OEM and brand specific parts and technical service and to Big O Tires for convenience repairs.

Terms of the bid award are stipulated in the attached Purchase Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreements.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #521-2016**

5. Second reading; Cooperative Contract CC160740001 – Electrical Supplies (1st read 11-10-16)

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri Cooperative Contract CC160740001 to purchase Electrical Supplies from Graybar Electric Company, Inc. of Jefferson City, MO.

The terms of the Cooperative Contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #522-2016**

6. Second reading; Bid Award 42-21SEP16 – Vehicle Body Repair Services – Term and Supply (1st read 11-10-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 42-21SEP16 – Vehicle Body Repair Services Term & Supply to the following:

Dents Unlimited Columbia MO, LLC
Joe Machen's East Collision Center
Joe Machen's Body and Paint
University Subaru

Terms of the bid award are stipulated in the attached Purchase Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreements.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #523-2016**

Human Resources

7. Second reading; Request to Transfer Above "ATS" for Greg Edington (1st read 11-10-16)

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the attached Request to Transfer Above ATS form for Greg Edington.

It is furthered ordered the Boone County Commissioners are hereby authorized to sign said ATS form.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #524-2016**

Facilities Maintenance

8. Public hearing and second reading; Budget Amendment for replacement of defective economizer controls and programming of controls at the Family Health Center (1st read 11-3-16)

Commissioner Atwill opened the public hearing and asked if there is anyone present that would like to speak on the budget amendment request. There were no speakers and Commissioner Atwill closed the public hearing.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from Facilities Maintenance for replacement of defective economizer controls and programming of controls at the Family Health Center.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
6220	60110	Capital R&R Family Health Center	Major Building Repairs/Replacement		7,002

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #525-2016**

Prosecuting Attorney**9. Second reading; Budget Revision to re-allocate funding for VOCA grant to purchase work stations & computer equipment (1st read 11-10-16)**

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for the Prosecuting Attorney's Office to re-allocate funding for VOCA grant to purchase work stations and computer equipment.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1262	92100	Victim Witness	Replacement Furn. & Fixtures		5,605
1262	91301	Victim Witness	Computer Hardware		1,107
1262	10100	Victim Witness	Salary & Wages	6,850	
1262	92301	Victim Witness	Replace Computer Hardware		138
				6,850	6,850

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #526-2016**

Auditor**10. Presentation – Proposed 2017 Budget**

June Pitchford said as a 1st class, non-chartered county, our budgetary process is governed by state law which requires that the budget requests are submitted to the Auditor by September 1st and a proposed budget is submitted to Commission by November 15th. They may make changes and then it must be adopted no later than January of the following year.

Locally, we have expanded the process to encompass the inclusion of the County Commission from the very beginning of the process. At this point in the process, the Commission is familiar with all aspects of the budget and the priorities that have shaped the budget. We have had numerous work sessions with the various administrative authorities which has culminated in the proposed budget.

I will briefly review two things, the first will be the tab **Budget Message** in the binder and the second will be the **Highlights** insert in the binder as well.

Before beginning, I want to let everyone know that the proposed budget is on the County web site.

Within the Budget Message tab, we reference the following:

Page 3 - The five priorities that shaped the 2017 budget

Page 7 – Fiscal information, 2016 vs. 2017

Page 10/11 – Budget by Fund Type

Page 12/13 – Budget by Function

Page 14/15 – Combining Major Funds with Functional Categories

Page 17 – Revenue Sources and Assumptions

Page 25 – Expenditure Assumptions and Projections

Page 27 – Causal Effects

Page 28 – Debt Services

Page 30 – Fund Balances

The main Highlights of the proposed budget are as follows:

Budget Priorities and Budgetary Impact

- Maintain fiscal stability within the County's major operating funds
- Implement the results of the County's Salary Plan update – Phase III. Additionally, maintain competitive salaries through implementing a bi-annual adjustment to the salary range table and provide funding for wage compression and reward for performance.
- Implement operating budgets for Boone County Joint Communications and Boone County Emergency Management in conjunction with completion of the new Emergency Communications Center.
- Provide routine replacement of equipment, vehicles, and technology; providing funding to replace the County's financial software
- Fund routine maintenance and preservation of the County's transportation network.

Multi-fund composition

- 40+ Governmental Funds: 5 major funds (93% of total budget) and 35+ non-major funds (7% of total budget)
- 10 Internal Service Funds
- 3 Private Purpose Trust Funds

No change to property tax levies

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

County Controlled fee

- Increase to Food Handler Permit fees (approximately 8% increase to fees which results in a 46% cost recovery rate for the program – target cost recovery is 50%)
- No other changes to county controlled fees

Aggregate Budgetary Comparison Fiscal Year 2016 and Fiscal Year 2017

- Projecting a 1% increase in revenues and expenditures

Planned use of Fund Balance

- General Fund
 1. Emergency Appropriation
 2. Replacement of ERP software
 3. Equipment and vehicle replacement and other non-recurring needs
- Road and Bridge Fund
 1. Emergency Appropriation
- Law Enforcement Services Fund
 1. Vehicle and equipment replacements are larger than the normal annual budgetary amount
- Community children's Services Fund
 1. Resources accumulated in the fund during 2013 and 2014 are being appropriated in fiscal year 2017

Fund balances in major operation funds are projected to exceed the minimum 17% established by policy, except for the Law Enforcement Services Fund

The minimum fund balance amount ensures adequate cash flow and avoids short-term borrowing costs. Amount beyond the minimum mitigate risk of revenue volatility, a significant inherent risk whenever sales tax is the primary revenue base. It also provides funding for cyclical expenditures (elections, equipment replacement, etc.)

Projected Net Fund Balance at December 31, 2017

- Projected to be \$32,665,169

FTE changes -- Net decrease of -14.36 FTE's

- -3.27 FTE's related to election activity
- -9.83 FTE's related to contracting out food service and inmate medical services at the jail
- -1.48 FTE's related to court activities
- +.22 FTE related to an increase in budgeted hours for a part-time position

Capital Project Funds

- Continuation of the ECC Construction Project, completion expected 2017
- Replacement Data Cabling Project in the Government Center

These are the highlights of the proposed 2017 budget. The deadline for notifying the Budget Office of changes to the proposed budget is Friday, December 2nd.

Prior to the scheduled approval date of December 15th, there will be three public hearings on the proposed budget. 7:00 PM Tuesday, November 29, 2016, 1:30 PM Thursday, December 1st and 9:30AM Tuesday, December 6th.

Once again, this proposed budget is available for viewing on the County web site.

Commission

11. Second reading; Invoice approval from Boone County Fire Protection District for Active Shooter Kits (1st read 11-10-16)

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the attached invoice from the Boone County Fire Protection District to pay for Active Shooter/Infectious Disease Kits in the amount of \$5,409.65.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #527-2016**

12. 1st & 2nd reading; Organizational Use of the Government Center Chambers by the Columbia Farmers Market for January 17, February 21 and March 21, 2017

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Center Chambers by the Columbia Farmers Market for January 17, February 21 and March 21, 2017 from 5:00 p.m. to 10:00 p.m.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #528-2016**

13. 1st & 2nd reading; Organizational Use of the Government Center Chambers by the Missouri Department of Transportation for December 6, 2016

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Center Chambers by the Missouri Department of Transportation for December 6, 2016 from 4:00 p.m. to 7:00 p.m.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #529-2016**

14. Public Comment

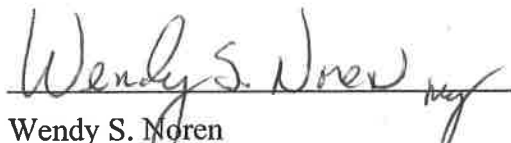
None

15. Commissioner Reports

Commissioner Thompson said she would like to thank Brittany Ruess of the Columbia Tribune for the article she wrote on the Crisis Intervention Team Training that took place at the annex by the Sheriff's Department. The article has given the event great exposure along with some needed public awareness on this issue.

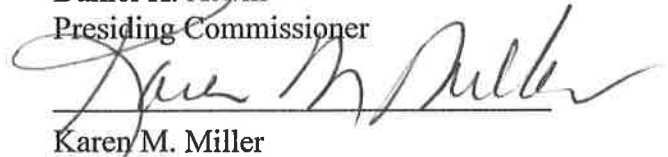
The meeting adjourned at 10:12 a.m.

Attest:


Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner

