

TERM OF COMMISSION: August Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Conference Room 338

PRESENT WERE: Acting Presiding Commissioner Fred Parry
District II Commissioner Janet Thompson
Director Community Services Kelly Wallis
Circuit Court Administrator Mary Epping
Deputy Court Administrator Cindy Garrett
Circuit Clerk Christy Blakemore
Chief Engineer Jeff McCann
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 9:37 a.m.

13th Judicial Circuit Court

1. 2018 Circuit Court Budget Presentation

Mary Epping, Cindy Garrett and Christy Blakemore presented the highlights regarding the 2018 Circuit Court Budget. Following are the topics that were discussed:

1. Fiscal Year 2016 Case Filings
2. Jury Trial Days
3. Implementations, Initiatives, Issues and 2018 Budget Implications
4. Circuit Court Funding
 - o Total Funding Resources
 - o Breakdown of Full Time Employees
5. General Revenue Fund
 - o Breakdown of General Revenue Fund
 - o Summary
 - o Budgeted Fixed Assets

6. Juvenile Justice Center
7. Juvenile Office
8. Jury Services and Court Costs
9. Circuit Court Revenue and Expenditures
10. Prop L Funds
 - o Alternative Sentencing Program
 - o Law Enforcement
11. Funds and Balances
 - o Family Services and Justice Fund
 - o Drug Court Fund
 - o Veterans Court Fund
 - o Administration of Justice Fund
 - o Law Library Fund
12. Grants

The Commissioners thanked Ms. Epping, Ms. Garrett and Ms. Blakemore for presenting this information.

Note: The Power Point presentation of the highlights presented to the Commission can be viewed on the County Web site under the County Clerk's Minutes for August 8th.

Purchasing

2. First reading; Bid Award 29-13JUN17 – Simulcast Transmit/Receive Radios

Robert Wilson read the following memo:

29-13JUN17-Simulcast Transmit/Receive Radios opened on June 23, 2017. Two (2) bids were received. Joint Communications recommends award by low bid to A&W Communications, Inc. of Eolia, Missouri.

Cost of the contract is \$177,548.00 which will be paid from department 2704 – Joint Communications Radio Network, account 91300 – Machinery and Equipment. There are three projects involved with this bid, the Rise Antenna Site, Rockbridge Tower, and the 800 Mhz Overlay. The budgets are \$185,980/\$420,800/\$129,400.

There were no comments or questions.

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

3. First reading; Bid Award 32-03JUL17 – Towing and Recovery Services Term & Supply

Robert Wilson read the following memo:

32-03JUL17-Towing and Recovery Services – Term & Supply opened on July 03, 2017. One (1) bid was received. Public Works recommends award by low bid to American Truck Repair, LLC.

This is a county-wide term and supply contract.

There were no comments or questions.

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

4. First reading; Contract Amendment Number Two to 43-17OCT16 – Pest Control Services Term & Supply

Robert Wilson read the following memo:

Contract 43-17OCT16 – Pest Control Services – Term and Supply approved by commission for award to Wingate Pest Management, LLC of Columbia, Missouri on December 15, 2016, commission order 572-2016. This amendment adds the attached pricing to perform interior treatment quarterly for the Boone County Sheriff's Department and monthly for the Boone County Jail.

There were no comments or questions.

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

Resource Management

5. 1st & 2nd reading; Acceptance of various roadways in Heatherhill Estates as County Roadways

Jeff McCann said these are the first road acceptances we have done in several years. This started out as Providence Heights and shut down during the recession and picked up later as Heatherhill Estates. We have inspected all the roads and have done the concrete testing and these roadways are ready to be accepted for public maintenance.

Commissioner Parry asked if sometime in the future, we will ask for a warranty of the concrete streets.

Mr. McCann said they have consulted with County Counsel to look into this as we would like to go that route and do that.

There were no further comments or questions.

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby receive and accept the following roadways, within Heatherhill Estates, as described in the attached New Roadway Construction Final Inspection report, as county roadways and assumes maintenance for the driving surface from the date of this order forward:

- Cresskill Drive
- Tenafly Drive
- Dumont Lane
- Teaneck Court
- Closter Court
- Oradell Court

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. Order #345-2017

Community Services

6. First reading; Centralia Facility Usage Agreement with Family Access Center of Excellence of Boone County

Kelly Wallis said that Commission had agreed to a trial period of six months for the Family Access Center to use the office space. They have made great use of this and we would like to enter into a month-to-month agreement for this Centralia office space for use every Tuesday and Thursday at a cost of \$250/month.

Commissioner Thompson said it looks like we have a great use for this building. With the FACE participates and the First Chance for Children, it looks like they will actually take over the cost of maintaining that building.

There were no further comments or questions.

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

Facilities Maintenance

7. Public Hearing and second reading; Budget Amendment for roof repair on the Johnson Building (1st read 7-25-17)

Commissioner Parry opened the public hearing and asked if there is anyone that would like to speak to this item. There were no speakers and Commissioner Parry 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 roof repairs to the Johnson Building.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
6200	60110	Capital Repairs	Major Building Repairs		17,182

Commissioner Parry seconded the motion.

The motion carried 2 to 0. **Order #346-2017**

Commission

8. 1st & 2nd reading; Organizational Use of the Government Center Chambers by Baha'i Faith Community for October 22, 2017

Commissioner Parry 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 Baha'i Faith Community for October 22, 2017 from 9:30 a.m. to 6:30 p.m.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #347-2017**

9. 1st & 2nd reading; Organizational Use of the Government Center Chambers by Mid-Missouri Peaceworks for September 13, 20 and 27, 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 Mid-Missouri Peaceworks for September 13, 20 and 27, 2017 from 6:30 p.m. to 9:00 p.m.

Commissioner Parry seconded the motion.

The motion carried 2 to 0. **Order #348-2017**

10. 1st & 2nd reading; Organizational Use of the Courthouse Plaza by Missouri State Society Children of the American Revolution for August 12, 2017

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Courthouse Plaza by Missouri State Society Children of the American Revolution for August 12, 2017 from 9:00 a.m. to 9:30 a.m.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #349-2017**

11. Public Comment

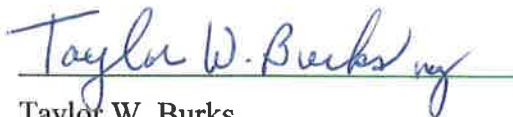
None

12. Commissioner Reports

None

The meeting adjourned at 10:20 a.m.

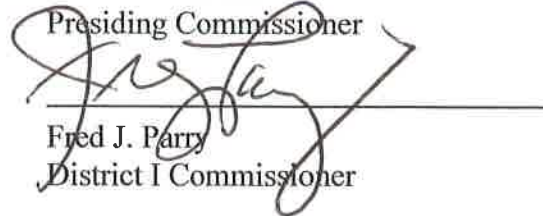
Attest:




Taylor W. Burks
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



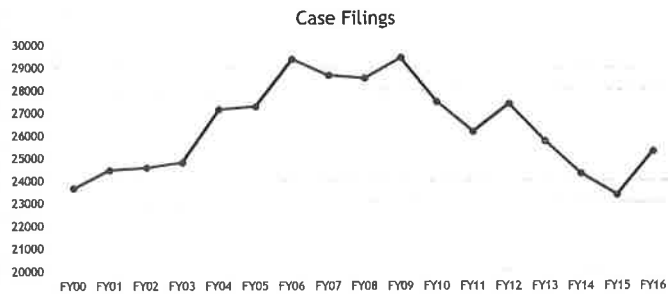
Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner

13th Judicial Circuit 2018 Budget Presentation

FY00 - FY16 Filings



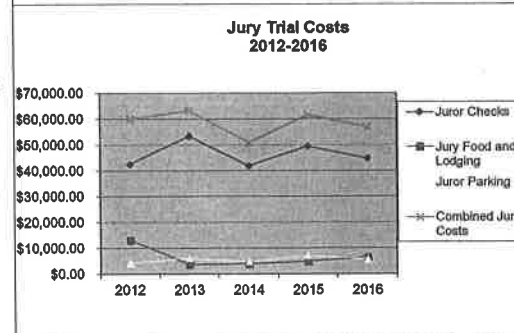
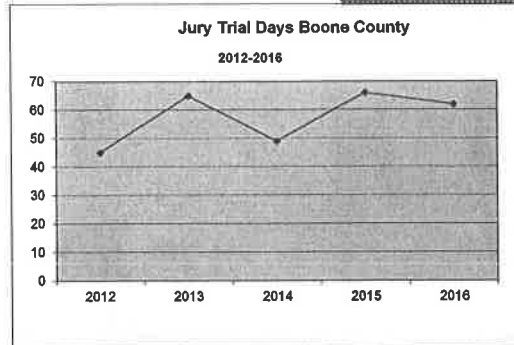
- ▶ FY16 is a significant tic back up.
 - ▶ FY15 – 23,385
 - ▶ FY16 – 25,310 (8.2% increase)
 - ▶ Highest: FY09 – 29,483, FY06 – 29,416
 - ▶ Lowest: FY15 – 23,385, FY00 – 23,688

Jury Trial Days

- ▶ Jury Trial Days in 2016 were 15% higher than the 5 year average.

Using the 5 year trend.

- Ave. 57 days.
 - Peak Year 2015 with 66 days.
 - As of June 30, 2017, 47 days.
- ▶ Jury Trial Costs reflects the same trends as the trial days peaking in 2013 and 2015. Except costs went down in 2016, while days went up.
 - ▶ Depends on number of trials compared to days, but also factors like sequestration.



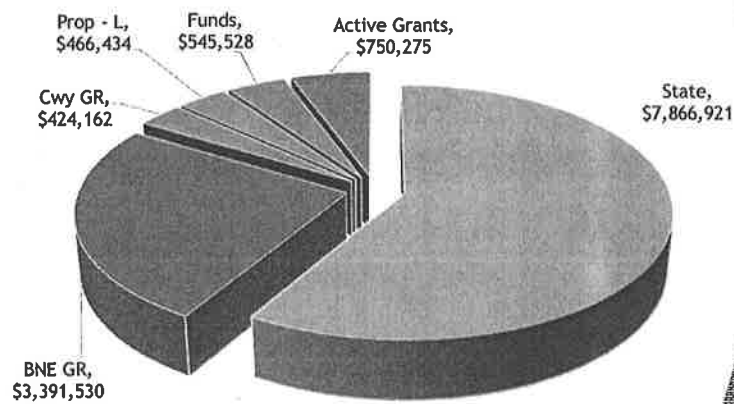
Implementations, Initiatives, Issues and 2018 Budget Implications

- ▶ Lower Overages, Large Increase in Fixed Assets
- ▶ Treatment Courts
 - ▶ Expanding Boone Mental Health Court and options
 - ▶ Treatment Court Administrator 100% Prop-L
- ▶ Technology Assessment
- ▶ Jury Chairs – Ceremonial

Circuit Court Funding

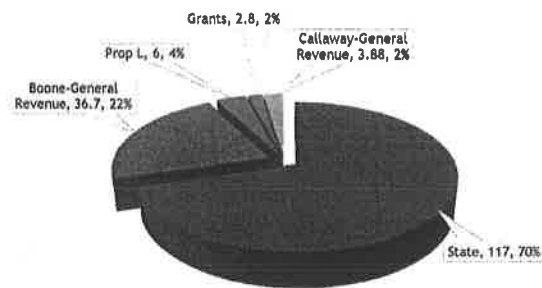
Circuit Court Funding Resources
and
Budgets Under Review

Total Funding Resources ≈\$13,444,850



Approximately 167 FTEs

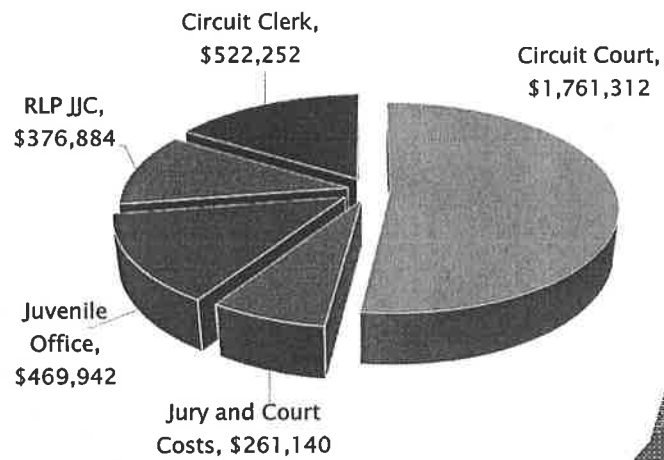
- ▶ 117 (70%) funded by the State of Missouri
- ▶ 36.7 (22%) funded by Boone Gen Rev
- ▶ 6 (4%) funded by Prop L
- ▶ 2.8 (2%) funded by Grants
- ▶ 3.28 (2%) funded by Callaway Gen Rev



Boone County General Revenue Fund

General Fund Overview

Boone County General Revenue Fund \$3,391,530



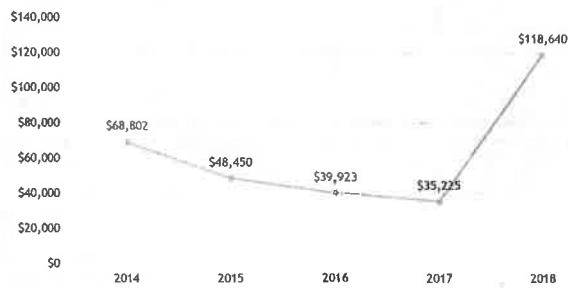
General Revenue Budget Summary

- ▶ Revenue projections down by 1.10% (\$5,653).
- ▶ Expenditures are up 0.7% across all GR funded budgets (\$23,081). Mostly because of fixed assets.

Budgeted Fixed Assets

Fixed assets overall are up 251.8% (\$84,915).

	2014	2015	2016	2017	2018
JJC	\$26,850	\$8,150	\$8,073	\$950	\$8,275
Juvenile	\$9,200	\$7,550	\$1,300	\$1,000	\$31,900
Jury	\$21,302	\$13,650	\$1,500	\$4,000	\$29,790
Cir Court	\$3,000	\$14,100	\$14,100	\$16,026	\$32,175
Cir Clerk	\$8,450	\$5,100	\$14,950	\$11,750	\$16,500
Total	\$68,802	\$48,450	\$39,923	\$33,725	\$118,640



Boone County General Revenue Fund

Departmental Budget Highlights

- Juvenile Justice Center
- Juvenile Office
- Jury Services and Court Costs
- Circuit Court
- Boone County Circuit Clerk

Juvenile Justice Center

▶ **Revenue increased 3.17% (\$6,160)**

- ▶ Increased Callaway based on 2017 expenditures.
- ▶ Increased DYS Reimbursement.

▶ **Expenditures down 2.10% (- \$8,095)**

- ▶ Personnel - decreased 12.92% (- \$22,254) by reducing the part-time pool.
- ▶ Supplies - increased 13.39% (\$5,706) including \$2,100 for lights, and 4 printers (\$2,600).
- ▶ Travel – increased 56.5% (\$1,950) to allow for Safe Crisis Management training to replace CPI.
- ▶ Fixed Assets – up 771% (\$7,325) for a new convection oven (\$3,500), back up lock (\$1,250), and computers that reached end of life.

Juvenile Office

▶ **Revenues decreased by 26.67% (- \$2,000)**

- ▶ Reimbursement from Callaway decreased due to a decrease in several categories where they reimbursed at 21.42%. Callaway has also added training to their budget, therefore less reimbursement will be necessary to Boone.

▶ **Expenditures increased by 4.25% (\$19,160)**

- ▶ Several categories were decreased due to five year history of expenditures.
- ▶ Court Costs/GAL Fees were increased by 2% to contracts for Guardians ad Litem effective January 1, 2018.
- ▶ Class 9 increased by \$30,900. This includes the purchase of several workstations, notebooks and tablets. It also includes the purchase of a new vehicle to replace a 2010 Dodge Charger that was acquired from the BCSD in 2013. There are currently 147,913 miles on the vehicle.

Jury Services and Court Costs

- ▶ **Revenue stayed the same**
 - ▶ Difficult to predict as it is largely dependent on the number and type of trials.
- ▶ **Expenditures increased 12.56% (\$29,140)**
 - ▶ \$2,000 for new docking stations.
 - ▶ 2% increase for Parent Attorneys and COP contract.
 - ▶ Fixed Assets:
 - ▶ Replacing ½ Jury Chairs in ceremonial (\$13,165).
 - ▶ Replacing 5 FTR workstations (\$1,300 each, or \$6,500).
 - ▶ Replacing Wireless Access Points (9 in courthouse (\$750-900).

Circuit Court

- ▶ **Revenues down 13.33% (- \$28,288)**
 - ▶ Home Detention down 17.69% (- \$25,851).
 - ▶ Callaway Reimbursement down 3.17% (-\$1,900).
- ▶ **Expenditures up .05% (\$811)**
 - ▶ Supplies – up 16.69% (\$4,420)
 - ▶ Providing weaponry.
 - ▶ Dues, Travel & Training – up 7.6% (\$1,010) for ACS.
 - ▶ Contractual Services- down 7.93% (- \$20,279)
Equipment and lease of home detention material.
 - ▶ New Livescan lease.
 - ▶ Fixed Assets- up \$16,150 for a polycom for ACS, multiple function printers, and replacement of workstations.

Circuit Clerk -Revenue

- ▶ **Revenues increased 21% (\$18,475)**
 - ▶ Change in how the interest will be paid over on the money market accounts.
- ▶ **Garnishment Fund**
 - ▶ Balance approximately \$55,800. This fund will be used for outsourcing microfilming of records that are stored at the underground facility; and to purchase software that would allow us to film the large old index books so then they would be searchable to find cases/estates.
- ▶ **Expenditures down 7.03% (- \$22,690)**
 - ▶ Supplies - down 11.64% (\$4,000).
 - ▶ Dues, Travel & Training - up 12.66% (\$1,000).
 - ▶ Contractual Services - down 62%. Last year the county matched \$20,000 from the Garnishment Fund to begin microfilming project. The project is taking longer than projected. Expenses for this project will come from the Garnishment Fund.
 - ▶ Fixed Assets - up \$4,750 for 5 new JIS scanners and replacement of two copier/printers.

Prop L Funds

Departmental Budgets

Alternative Sentencing Program

- ▶ **Expenditures up 10.71% (\$44,909)**
 - ▶ Personnel - up 6.92% (\$19,529) to pay 100% treatment court administrator.
 - ▶ Expand Mental Health Court to 40.
 - ▶ Contractual Services and Miscellaneous both went up to account for more participants in MHC.
 - ▶ Miscellaneous - cost of testing increased by \$23,040 (70.6%).
 - ▶ Supplies and Dues/Travel are down 24.46%.
 - ▶ Fixed assets increased \$800 to replace 3 workstations.

Law Enforcement

- ▶ Pays \$2,100 for fiber line costs for the connection to the Juvenile Justice Center. No changes are anticipated in the costs of these services.

Boone Funds

Fund Balances and Budgets

Family Services and Justice Fund

- ▶ **Revenue** – Decrease of \$635.
- ▶ **Expenditures** – Decrease of \$100
- ▶ Anticipated balance end of 2018 for Boone County: \$169,783

Drug Court Fund

- ▶ Jan. 2018, fund at more than \$330,000.
- ▶ DCCC cut \$80,000. End of BJA grant.
- ▶ **Revenue:** down 19.04% (-\$20,400)
 - ▶ Capped at 85. New sliding scale effective September 2016.
- ▶ **Expenditures:** up 12.97% (\$22,460)
 - ▶ Decreased testing “contract” services, moved money to test line (45%, -\$34,560).
 - ▶ Increased cost of tests (90.3%, or \$57,120).
 - ▶ Two workstations (end of life)

Veterans Court Fund

- ▶ **BJA Grant through 2017**
- ▶ **Revenue:** down 85.4% (-\$105,471)
- ▶ **Expenditures:** down 53.3% (-\$85,166)
 - ▶ Personnel – down 74.4% (-\$36,104) removed administrator from the fund.
 - ▶ Dues, Travel and Training decreased 83.6% (-\$17,650) used in match.
 - ▶ Contractual Services decreased 56.8% (-\$38,000) for change in testing.
 - ▶ Miscellaneous increased 28.3% (\$6,240) for testing.

Administration of Justice Fund

- ▶ Fund balance estimated at the end of 2017: \$97,765
- ▶ **Revenue** – increase of \$935 due to interest amounts.
- ▶ **Expenditures** – decreased by 52.68%
 - ▶ Decrease in supplies for minor equipment and tools as only budgeted for emergency replacement items. No additional changes in classes 3-8.
 - ▶ Fixed Assets – purchase of ½ costs of jury chairs in ceremonial courtroom, \$13,165.00.

Law Library Fund

- ▶ Boone County Fund estimate for end of year: \$115,194
 - ▶ 2017 fund used to pay for 20 sets of revised statutes \$8,000 and \$4,800 for maintenance for ground floor video equipment
- ▶ **Expenditures are anticipated to be approximately 50% of anticipated revenue, therefore fund continues to grow.**

Grants

Grants

▶ **Boone**

- ▶ Division of Youth Services (2 DJOs)
- ▶ Children's Mental Health Tax

▶ **Boone and Callaway**

- ▶ Domestic Relations Resolution Fund
(Supervised Visitation/Exchange Program)
- ▶ Fostering Court Improvement
(Collaboration/training)
- ▶ Juvenile Justice Assistance Program (crisis
intervention services, home monitoring,
shelter care, and evening reporting center)
- ▶ STOP/VAWA (Funds DVCC and MEND)

Grants

- ▶ **Drug Court Coordinating Commission**
 - ▶ Drug Court, and Veterans Court
 - ▶ DWI Court

