

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

February Session of the February Adjourned

Term. 20 03

In the County Commission of said county, on the

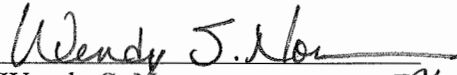
13<sup>th</sup> day of February 20 03

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

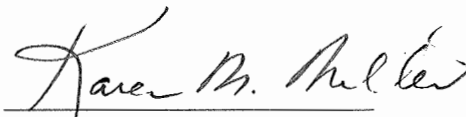
Now on this day, the County Commission of the County of Boone does hereby award bid 03-14JAN03 for Bituminous Transport Distributor to G. W. Van Keppel. The County Commission of the County of Boone hereby approves the disposal through trade-in of One (1) 1968 5,000 gallon Fruehauf Oil Transport (Fixed Asset Tag # 7577). It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract and disposal request form.

Done this 13<sup>th</sup> day of February, 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

# Boone County Purchasing

Marlene Ridgway  
Buyer



601 E. Walnut, Rm 209  
Columbia, MO 65201  
(573) 886-4392  
Fax (573) 886-4390

54-2003

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## MEMORANDUM

TO: Boone County Commission  
FROM: Marlene Ridgway *WR*  
RE: 03-14JAN03 – Bituminous Transport Distributor  
DATE: January 30, 2003

The Public Works department and I have reviewed the above referenced bid and recommend awarding to G. W. Van Keppel for having the best bid meeting our specifications. Total contract amount including trade in is \$84,893.50. We only received one bid but it was within our budgeted amount of \$87,000.00.

We are also recommending including an additional contract price of \$65.00 hourly shop rate for 5 years as supplied in the bidders response.

We would ask at this time, approval to dispose of the following equipment as a trade-in for this equipment. One (1) 1968 5,000 Gallon Fruehauf Oil Transport Fixed Asset Tag 7577. The disposal form is attached for signature.

# Bid Tabulation - 03-14JAN03 Bituminous Transport Distributor

Sect.	Description	
4.7.	<b>PRICING</b> 2003 Bituminous Transport Distributor	Van Keppel Construction Equipment  \$86,893.50
4.8.	<b>Cash Discount</b>	\$0.00
4.9.	<b>Less Trade In</b> 1968 5000 Gallon Fruehauf Oil Transporter	\$2,000.00
	<b>GRAND TOTAL less trade in</b>	\$84,893.50
4.10.	Hourly Labor/repair Rate	\$59.00
4.11.	% discount off list price of OEM parts	0.00%
4.15.	Co-op?	
4.16.	Delivery ARO	90-120 Days

**No Bids**

Riggins R-Co Inc Marshall, Mo  
 Victor L. Phillips Co., Kansas City, MO  
 Cummings, McGowan & West, St. Louis, MO  
 BearCat Mfg Wickenburg, AZ  
 Key Equipment & Supply Bridgeton, MO  
 Allied Construction Equipment St. Louis, MO



**PURCHASE AGREEMENT FOR  
A BITUMINOUS TRANSPORT DISTRIBUTOR**

**THIS AGREEMENT** dated the 13<sup>TH</sup> day of FEBRUARY 2003 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and G. W. Van Keppel, herein "Contractor."

**IN CONSIDERATION** of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for a Bituminous Transport Distributor, bid number 03-14JAN03 including Instructions and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, unexecuted Response Form, as well as the Contractor's bid response dated January 9, 2003 executed by Tres Winslow, on behalf of the Contractor. All such documents shall constitute the contract documents which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions and requirements contained in the bid specifications including Instructions and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form shall prevail and control over the Contractor's bid response.

2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County one (1) Year 2003 Bituminous Transport Distributor per the bid specifications with the trade in of one (1) 1968 5,000 Gallon Fruehauf Oil Transporter for a total cost of Eighty-four Thousand Eight Hundred Ninety-three dollars and fifty cents (\$84,893.50). All trade in equipment will be accepted as is, where is for the values proposed in the bid response. Contractor also agrees to provide the County for a period of 5 years from the date of this contract an hourly shop labor rate of \$59.00 and a 0% discount off of OEM list prices for said equipment.

3. **Delivery** - Contractor agrees to deliver the <sup>oil Distributor Truck</sup> ~~backhoes~~ per the bid specifications and within one hundred twenty (120) days after receipt of order.

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

6. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

7. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**G. W. VAN KEPPEL**

by *G. W. Van Koppel*

title *Sales*

**BOONE COUNTY, MISSOURI**

by: Boone County Commission

*Keith Schnarre*  
Keith Schnarre, Presiding Commissioner

APPROVED AS TO FORM:

*[Signature]*  
County Counselor

ATTEST:

*Wendy S. Noren*  
Wendy S. Noren, County Clerk TV

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) incurred by this contract. (Note: Certification of this contract is not required if the terms of the contract do not create a measurable county obligation at this time.)

*Jane C. Pitchford*  
Signature *by se*

*1/31/03*  
Date

2040-92300 - \$84,893.50

Appropriation Account



**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

February Session of the February Adjourned

Term. 20 03

In the County Commission of said county, on the

13<sup>th</sup> day of February 20 03

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

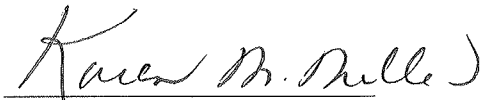
Now on this day, the County Commission of the County of Boone does hereby approve the state of Missouri Cooperative Contract C103008001 for the purchase of 10 model year 2003 Ford Crown Victoria Police Interceptors from Joe Machens Ford of Columbia. It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract.

Done this 13<sup>th</sup> day of February, 2003.


Keith Schnarre  
 Presiding Commissioner

ATTEST:

  
 Wendy S. Noren  
 Clerk of the County Commission



Karen M. Miller  
 District I Commissioner



Skip Etkin  
 District II Commissioner



# Boone County Purchasing

Marlene Ridgway  
Buyer



601 E. Walnut, Rm 209  
Columbia, MO 65201  
(573) 886-4392  
Fax (573) 886-4390

55-2003

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## MEMORANDUM

TO: Boone County Commission  
FROM: Marlene Ridgway  
RE: C103008001 – Highway Patrol Cars  
DATE: January 17, 2003

The Sheriff's department and I recommend award from the state of Missouri Cooperative Contract C103008001 to purchase a total of 10 model year 2003 Ford Crown Victoria Police Interceptors from Joe Machens Ford. We recommend the purchase of the following:

Six vehicles per the bid specifications including the dealer prep fees to be paid from account 2901-91400 for a cost of \$121,896.00. Two vehicles per the bid specifications including dealer prep fees to be paid from account 1251-92400 for a cost of \$40,632.00. One vehicle per the bid specifications including comfort convenience package and dealer prep fees to be paid from account 2902-92400 for a cost of \$21,116.00 and one vehicle per the bid specifications including comfort convenience package and dealer prep fees to be paid from account 1255-92400 for a cost of \$21,116.00.

Total contract value is \$204,760.00. ~~The award is contingent of a budget revision approval for budgets 2902 and 1255.~~



**PURCHASE AGREEMENT  
FOR  
HIGHWAY PATROL VEHICLES**

RECEIVED  
JAN 21 2003

**THIS AGREEMENT** dated the 13<sup>TH</sup> day of FEBRUARY 2003 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and Joe Machens Ford, herein "Vendor."

**IN CONSIDERATION** of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for Highway Patrol Vehicles in compliance with all bid specifications and any addendum issued for the State of Missouri Contract C103008001. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, the State of Missouri Contract C103008001 shall prevail and control over the vendor's bid response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with eight (8) model year 2003 Ford Crown Victoria Police Interceptor. Unit cost of \$20,316.00 includes the base vehicle and dealer prep fees.

The County also agrees to purchase from the Vendor and the Vendor agrees to supply the County with two (2) model year 2003 Ford Crown Victoria Police Interceptor that include the dealer prep fees and the option of Line Item 2 - Comfort convenience package. Unit cost of \$21,116.00. Total contract value is \$204,760.00.

3. **Delivery** - Vendor agrees to deliver equipment as set forth in the bid documents and within 120 days after receipt of order.

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Sheriff's Department and billings may only include the prices listed in the vendor's bid response. No additional fees for paper work processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Vendor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

6. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

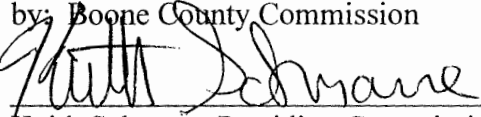
- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**JOE MACHENS FORD**

**BOONE COUNTY, MISSOURI**

by \_\_\_\_\_  
title \_\_\_\_\_

by: Boone County Commission  
  
\_\_\_\_\_  
Keith Schnarre, Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

  
\_\_\_\_\_  
County Counselor

  
\_\_\_\_\_  
Wendy S. Noren, County Clerk *SN*

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) incurred by this contract. (Note: Certification is not required if the terms of this contract do not create a measurable county obligation at this time.)

2901-91400 - \$121,896.00  
 1251-92400 - \$40,632.00  
 2902-92400 - \$21,116.00  
 1255-92400 - \$21,116.00

Signature June Pritchard by KS Date 1/31/2003 Appropriation Account \_\_\_\_\_

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the February Adjourned

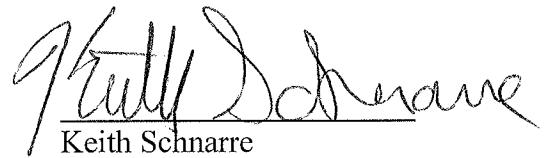
Term. 20 03

In the County Commission of said county, on the 13<sup>th</sup> day of February 20 03

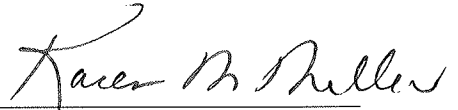
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby authorize the private pay chip seal for Richardson Acres.

Done this 13<sup>th</sup> day of February, 2003.



Keith Schnarre  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Skip Elkin  
District II Commissioner

ATTEST:



Wendy S. Noren  
Clerk of the County Commission

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

Road Name Richardson Acres  
Total Linear Feet (min. 1000') see attached  
Start Point of Application \_\_\_\_\_  
Stop Point of Application \_\_\_\_\_  
Width of Roadway \_\_\_\_\_

### Contact Information (Applicant)

Name Danny Hardin  
Mailing Address 5025 Flamingo Dr  
City Hallsville State MO Zip 65255  
Daytime Phone Number 573-474-8932  
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.

Danny Hardin 1-27-03  
Signature of Applicant Date

*For Department Use Only*  
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

Danny Hardin  
Citizen Name or Neighborhood Representative  
(Please Print)

[Signature]  
Signature

Richardson Acres  
Neighborhood Group (Subdivision)

5025 Flamingo Dr Hallsville, MO 65255  
Address

573-474-8932  
Phone Number (daytime)

1-27-03  
Date of Signature

**From:** John Watkins  
**To:** Victor, Shawna  
**Date:** 2/13/03 10:33AM  
**Subject:** Richardson Acres

N. Flamingo Road = 3,000' long x 22' wide  
N. Flamingo Court = 1,000' long x 22' wide  
Honesty Road = 800' long x 22' wide

Hope this helps. This was taken off my NID information.

JPW-II

John P. Watkins II  
jwatkins@boonecountymo.org  
449-8515 Ext. 242

**CC:** Goodwin, Elaine



**CERTIFIED COPY OF ORDER**

57-2003

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the February Adjourned

Term. 20 03

In the County Commission of said county, on the

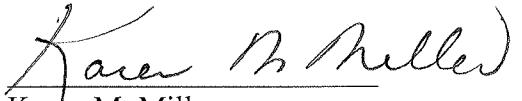
13<sup>th</sup> day of February 20 03

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

Now on this day, the County Commission of the County of Boone does hereby approve the grant proposal for the Boone County Fairgrounds Master Plan Proposal with the Curators of the University of Missouri-Columbia and authorize the expenditure of funds in accordance with the grant proposal.

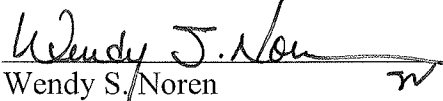
Done this 13<sup>th</sup> day of February, 2003.

  
Keith Schnarre  
Presiding Commissioner

  
Karen M. Miller  
District I Commissioner

  
Skip Elkin  
District II Commissioner

ATTEST:

  
Wendy S. Noren  
Clerk of the County Commission



Office of Research  
University of Missouri-Columbia

57-2003

Sponsored Program Administration

310 Jesse Hall  
Columbia, MO 65211-1230

PHONE (573) 882-7560  
FAX (573) 884-4078  
E-MAIL grantsdc@missouri.edu

November 24, 2002

30

RECEIVED  
NOV 26 2002  
Boone County Commission

Boone County Commission  
Roger B. Wilson Government Center  
801 E. Walnut, Room 245  
Columbia, MO 65201-7732  
573-886-4305 Phone

RE: University of Missouri-Columbia Proposal No. 03107651  
Project Title: "Boone County Fairgrounds Master Plan"

To Whom It May Concern:

Enclosed please find one (1) original and two (2) copies of a proposal submitted on behalf of The Curators of the University of Missouri. The project director is David Vaught, PhD in the College of Agriculture, Food & Natural Resources at the University of Missouri-Columbia.

If an award is made, it should be to *The Curators of the University of Missouri*. Please contact me, at 573-882-8456 for any administrative questions and/or negotiations. You may reach Dr. Vaught at 573-882-9517 for technical questions.

Also enclosed is a Grant Fact Sheet for the University of Missouri-Columbia for your information.

We appreciate your consideration of this proposal.

Sincerely,

Lynn A. Hartman  
Grants and Contracts Administrator

Enclosures

cc: OSPA File  
Dr. Vaught  
Ms. Martha Jones



INSTITUTIONAL ENDORSEMENT PAGE

PROJECT TITLE: "Boone County Fairgrounds Master Plan"

SUBMITTED TO: Boone County Commission  
Roger B. Wilson Government Center  
801 E. Walnut, Room 245  
Columbia, MO 65201-7732  
573-886-4305

SUBMITTED BY: The Curators of the University of Missouri  
The University of Missouri - Columbia  
Office of Sponsored Program Administration  
310 Jesse Hall  
Columbia, Missouri 65211-1230  
573-882-7560

PROJECT DIRECTOR: David Vaught, PhD.  
University of Missouri-Columbia  
College of Agriculture, Food & Natural Resources  
Parks, Recreation and Tourism  
105d Anheuser Bush Natural Resources  
Columbia, Missouri 65211  
573-882-9517

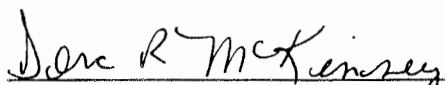
PROJECT DURATION: January 1, 2003 to December 31, 2003

REQUESTED FUNDS: \$25,385.00

BUSINESS OFFICIAL: Michael J. Warnock, Director  
Office of Sponsored Program Administration  
University of Missouri - Columbia  
310 Jesse Hall  
Columbia, Missouri 65211-1230  
573-882-7560 / FAX: 573-884-4078

APPROVALS:

FOR THE CURATORS OF THE UNIVERSITY OF MISSOURI

 11-25-02 University of Missouri - Columbia  
Dona R. McKinney, Associate Director Date Proposal No. 03107651  
Office of Sponsored Program Administration



UNIVERSITY OF MISSOURI - COLUMBIA  
OFFICE OF RESEARCH AND  
OFFICE OF SPONSORED PROGRAM ADMINISTRATION  
GRANT ADMINISTRATIVE INFORMATION

**APPLICANT NAME AND ADDRESS:**

The Curators of the University of Missouri  
The University of Missouri - Columbia  
Office of Sponsored Program Administration  
310 Jesse Hall  
Columbia, MO 65211-1230

**MAKE AWARDS/CHECKS PAYABLE TO:**

The Curators of the University of Missouri

**ORGANIZATION TYPE:**

Public Institution of Higher Education and a Public  
Corporation under the laws of the State of Missouri  
(sec. 172.00 RSMo.)

**COGNIZANT AUDIT AGENCY:**

U.S. Department of Health and Human Services  
Office of the Secretary, Div. of Cost Allocation  
Room 1130 Main Tower Building  
Dallas, TX 75202  
ATTN: Branch Manager, Colleges and  
Universities

**ADMINISTRATIVE CONTRACTING OFFICE:**

Office of Naval Research, Chicago Branch  
Federal Building, Room 208  
536 South Clark Street  
Chicago, IL 60605

**U.S. CONGRESSIONAL DISTRICT:**

Ninth (9th) Congressional District

**COUNTY:**

Boone County, Missouri

**TAX EXEMPT STATUS:**

Exempt by virtue of being an organization as  
described in Section 115 of the Internal Revenue Code  
of 1954; the University is an instrumentality of the  
State of Missouri

**EMPLOYER ID NUMBER:**

43-6003859

**MISSOURI STATE VENDOR NUMBER:**

5236614

**DUNS NUMBER:**

153890272 Columbia Campus  
006326904 UM System (US Department of ED)

**AUTHORIZED SIGNATURES:**

**Official:**

Dr. Robert D. Hall.  
Interim Vice Provost for Research  
University of Missouri - Columbia  
205 Jesse Hall  
Columbia, MO 65211 (573) 882-9500

**1<sup>st</sup> Alternate:**

Dr. Michael Warnock, Director  
Office of Sponsored Program Administration  
University of Missouri - Columbia  
310 Jesse Hall  
Columbia, MO 65211-1230 (573) 882-7560

**2<sup>nd</sup> Alternate:**

Dona R. McKinney, Associate Director  
Office of Sponsored Program Administration  
University of Missouri-Columbia  
310 Jesse Hall  
Columbia, MO 65211-1230 (573) 882-9592

**3<sup>rd</sup> Alternate:**

Mary Juettner, Associate Director  
Office of Sponsored Program Administration  
University of Missouri - Columbia  
310 Jesse Hall  
Columbia, MO 65211-1230 (573) 882-0174

**Business Contact:**

Michael J. Warnock, PhD, Director  
Office of Sponsored Program Administration  
University of Missouri - Columbia  
310 Jesse Hall  
Columbia, MO 65211-1230 (573) 882-7560

**Financial Reporting:**

Mary Juettner, Associate Director  
Fiscal Affairs  
Office of Sponsored Program Administration  
University of Missouri - Columbia  
310 Jesse Hall  
Columbia, MO 65211-1230 (573) 882-0174

12/17/2001

Master Plan Proposal  
Boone County Fairgrounds  
October 17, 2002

- Applicant:** Curators, University of Missouri
- Purpose:** The purpose of this project is to develop through a series of public meetings, in association with existing data collected during the last five years, a detailed Master Plan of the Boone County Fairgrounds, including additional property proposed for annexation into the fairgrounds.
- Length of Grant:** This grant will begin at a date determined by funding.
- Scope of Services:** This project will be coordinated by the MU Department of Parks, Recreation, and Tourism (PRT), with David Vaught serving as Principal Investigator and with graduate student support. This project will produce a Master Plan of the Boone County Fairgrounds for the Boone County Commission.
- Scope of Work:** Preparation of a Master Plan of the Boone County Fairgrounds. The following tasks will be completed as steps toward the final report

A Master Planning document is dynamic. It must include public input and professional judgment. The process must be open to the public throughout the process. It also must be usable in the foreseeable future and must direct the implementation of proposed features and amenities to the property. This project proposes a four-part master planning process.

**Phase I:** *Develop vision, mission and goals for development of master plan*

It is important that all persons involved in the Master Planning of the Boone County Fairgrounds be able through a vision statement to concisely state the property's overall purpose. This is accomplished in association with the public meeting/forum process. Additional opportunities shall be available through the county's website for public input prior to, during, and after all workshops throughout the planning period.

Goals must also be developed. Goals are brief statements that set the vision in motion toward desired outcomes or desired future conditions. They describe how the vision for the property will be accomplished, the steps that will be taken in phases and are expressed in broad, general terms that are related to the 10-year period in which the

master plan will be in effect. A vision statement, successfully constructed, when used in conjunction with goals, outlines and becomes the framework for future development.

### **Methods**

Identify through public meetings/forums how the public will view the property

Consider both county and community perspectives

Integrate an ecologically sound plan

### **Phase II:**     *Identify Issues and Review Proposed Public Involvement Plan*

This project proposes a series of public meeting/forums for the purpose of preparing a Master Plan document. Since the county officially took ownership of the property in 1999 there has been a need for a Master Plan as identified by both the Boone County Commission and the citizens of Boone County. During this period there have been numerous attempts to actively integrate the desires of residents regarding the future use of the property. This document would become the final document and would provide a ten-year phasing of developments based on public priorities.

### **Methods**

Review previous public input

Review Needs Assessment completed previously

Review and integrate the Site Analysis completed in 2001

All meetings/forums to take place during four-week period

Conduct three meeting/forums

    Three to four hours each

    Locations to be determined

    Include visual aids

    Integrate attendance and participant input into final Master Plan

Conduct one on-site tour

Two-hour tour of all facilities

Indicate location of all utilities

Provide detail description of all building uses

Provide email access during public input period for comments

**Phase III:**     *Develop objectives, priorities and alternatives*

Objectives should be provided as a sequence of necessary events in the development of the property. Objectives must be prioritized for phasing of development. Alternatives must be provided and may be later blended into the objectives should constraints to the original plan be identified. As a framework, the development objectives identify the levels of priority for those concerned with the development of the Boone County Fairgrounds. All views are addressed, however, some may receive through public input a higher priority than others. Some may be phased in over the ten-year plan period and others may not be included in the plan during this planning process.

**Phase IV**

Upon completion of the master plan a grant proposal will be prepared for those items meeting the priorities and goals set forth by public input. Sources of funding may be considered, as priorities are set. Two sources of funding are currently available in the state of Missouri.

**Methods**

Land and Water Conservation Fund (LWCF) is available to cities, counties and school districts for outdoor recreation projects. Projects require a 55% match and all projects are taken under perpetuity by the National Park Service for a period of 25 years. The application period will open in the spring of 2003 and will close in September 2003.

Recreational Trails Program (RTP) provides federally funded grants through the Federal Highway Administration to be used for motorized and non-motorized trail development. Grants require a 20 - 50% match and must be maintained for a period of twenty-five years. The application process period has not been determined at this time, however, FY 2002 applications ended in August of 2002.

**Costs - Fixed price contract**

*Prepare master plan for Boone County Fairgrounds*

Including all public input

Develop vision and mission statement

Incorporate all data collected to date into one comprehensive document

Develop phasing over 10-year period

Discuss and prepare funding mechanisms as grant applications

**Proposal**

Costs - Fees, health and compensation

Graduate Student Winter Semester	4,933
Graduate Student Summer Semester	3,246
David Vaught - Principal Investigator	12,849
Supplies	3,735
Travel	622
Total project cost	\$25,385



## Exhibits

### Preparation of Master Plan Document

Preparation of phasing for development

All public involvement

Development of goals and mission statement

Detailed maps showing location of prioritized developments

Detailed maps showing alternative developments

Detailed maps showing internal transportation routes and alternatives.

### Preparation of Grant application for Land and Water Conservation Fund

Preparation of all grant documents for proposal

Coordination of all necessary state and federal compliance

**From:** June Pitchford  
**To:** Cathy Richards; Karen Frederick  
**Date:** 1/23/03 2:43PM  
**Subject:** Re: Project Title: Boone County Fairgrounds Mater Plan

Cathy and Karen,

Since the Commission is overseeing this project and will be authorizing the subsequent payments against the PO, I prefer for the Commission office to handle this one. But I appreciate your clarifying it at the outset.

In setting up the Purchase Requisition, you will probably want to design it to mirror the terms of the contract (i.e, if the contract calls for an initial payment followed by periodic payments, you will want to set up the lines on the Purchase Requisition accordingly.) Let us know if you have questions,

June

>>> Cathy Richards 01/23/03 01:11PM >>>

I have a proposal from David Vaught, Phd in the College of Agriculture, Food & Natural Resource at the University of Missouri-Columbia. We (Boone County) have agreed to pay \$25,385.00 for the Boone County Fairgrounds Master Plan. Do I fix this PO or will your office handle this? I know on the architecture that billed the county your department was kind enough to do it.

Just let me know if I am to do it and I will start the process.

Thanks  
Cathy

1/24/03

# PURCHASE REQUISITION BOONE COUNTY, MISSOURI

DATE

5361

The Curators of the University of Missouri

573-882-7560

VENDOR NO.

VENDOR NAME

PHONE #

310 Jesse Hall  
ADDRESS

Columbia  
CITY

MO 65211-1230  
STATE ZIP

### BID DOCUMENTATION

This field MUST be completed to demonstrate compliance with statutory bidding requirements. 50.660, 50.753-50.790, and the Purchasing Manual—Section 3

- Bid /R
- Sole S
- Emerg
- Writte
- <\$750
- from a
- Profes

*I will need help on the Department # code. Please give me copy when assigned. Thank*

you are purchasing 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 #

Bill To Department #

Department	Account	Item Description	Qty	Unit Price	Amount
2090	71101	Proposal submitted on behalf of the University of Missouri-Columbia Project Title "Boone County Fairgrounds Master Plan."			25385.00
		<i>Duration will be from Jan 1, 2003 to Dec 31, 2003.</i>			
		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.			
					25385.00

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.

*Cathy D Richards*  
Requesting Official

Auditor Approval

Revised 04/02

*to Auditor*

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

February Session of the February Adjourned

Term. 20 03

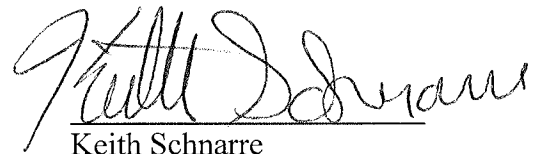
In the County Commission of said county, on the

13<sup>th</sup> day of February 20 03

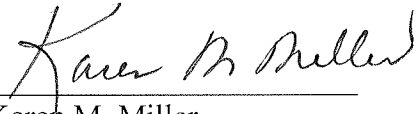
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby accept the resignation of Charlene W. Nickolaus from the Boone County Board of Parks Commissioners effective immediately.


Done this 13<sup>th</sup> day of February, 2003.



Keith Schnarre  
 Presiding Commissioner

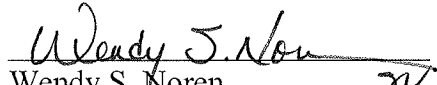


Karen M. Miller  
 District I Commissioner



Skip Elkin  
 District II Commissioner

ATTEST:



Wendy S. Noren  
 Clerk of the County Commission

**Charlene W. Nickolaus, Ed.D**

**2313 Ridgefield Road**

**Columbia, MO 65203-1529**

RECEIVED

FEB 04 2003

Boone County Commission

58-2003

February 1, 2003

Commissioner "Skip" Elkin  
Boone County Commission  
Roger B. Wilson Government Center  
801 East Walnut, Room 245  
Columbia, MO 65201-4311

Dear Commissioner Elkin:

Reading the minutes of the December 10, 2002 meeting of the County Board of Park Commissioners, I find that you reported that "a gentleman that applied for the Park Board from Charlene's area. This guy has 40 yrs. Experience in Parks Planning in the City of St. Louis. He is a registered engineer... This guy could bring a world of expertise to the table in park planning."

As it would appear that "this gentleman" meets more of your criteria for a representative from Missouri Township than I do, you may consider this my letter of resignation, effective immediately. This way you will not have to seek authority to appoint a second person from this township.

Sincerely,



Charlene W. Nickolaus, Ed.D

xc.

Boone County Commission  
Roger B. Wilson Government Center  
801 East Walnut, Room 245  
Columbia, MO 65201-4311

Mr. Thomas E. Atkins  
3030 W. Arrowhead Lake Dr.  
Columbia, MO 65203

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the February Adjourned

Term. 20 03

In the County Commission of said county, on the

13<sup>th</sup> day of February 20 03

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

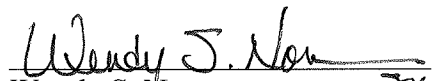
Now on this day, the County Commission of the County of Boone does hereby authorize the use of the Courthouse Grounds and the Commission Chambers of the Roger B. Wilson Boone County Government Center on Friday, March 14, 2003 from 6:00 to 9:00 p.m. and on Saturday, March 15, 2003 from 6:00 a.m. to 12:00 p.m. for the St. Patrick's Day 5K Run. It is further ordered that the Presiding Commissioner be hereby authorized to sign said application.

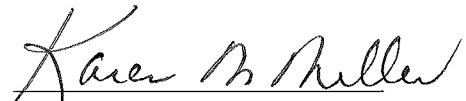
Done this 13<sup>th</sup> day of February, 2003.



Keith Schnarre  
Presiding Commissioner

ATTEST:

  
Wendy S. Noren  
Clerk of the County Commission



Karen M. Miller  
District I Commissioner



Skip Elkin  
District II Commissioner

Keith Schnarre, Presiding Commissioner  
Karen M. Miller, District I Commissioner  
kip Elkin, District II Commissioner



Roger B. Wilson  
Boone County Government Center  
801 East Walnut Room 245  
Columbia, MO 65201-7732  
573-886-4305 • FAX 573-886-4311

# Boone County Commission

59-2003

## APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE GROUNDS

The undersigned organization hereby applies for a permit to use the Boone County Courthouse grounds as follows:

Description of Use: St. Pat's Day, St. Run Headquarters / Awards Ceremony  
Date(s) of Use: March 14<sup>th</sup> - 15<sup>th</sup> 2003  
Time of Use: From: 6am  a.m./p.m. thru 12  a.m./p.m.

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws and ordinances in using Courthouse grounds.
2. To remove all trash or other debris which may be deposited on the courthouse grounds by participants in the organizational use.
3. To repair or replace or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds.
4. To conduct its use of courthouse grounds in such a manner as to not unreasonably interfere with normal courthouse functions.
5. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds as specified in this application.

Name of Organization: KPLA Radio  
Organization Representative/Title: Jim Littell - Program Director  
Phone Number: (573) 442-3116  
Date of Application: 2/7/03

### PERMIT FOR ORGANIZATIONAL USE OF COURTHOUSE GROUNDS

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:

BOONE COUNTY, MISSOURI

Nancy S. Van  
County Clerk

Keith Schnarre  
County Commissioner

DATE: 13 FEB 2003

(En -  
6:00 pm  
9:00 -)

449-7770

Keith Schnarre, Presiding Commissioner  
Karen M. Miller, District I Commissioner  
kip Elkin, District II Commissioner



Roger B. Wilson  
Boone County Government Center  
801 East Walnut Room 245  
Columbia, MO 65201-7732  
573-886-4305 • FAX 573-886-4311

# Boone County Commission

59-2003

## ROGER B. WILSON BOONE COUNTY GOVERNMENT CENTER REQUEST TO USE CONFERENCE ROOM

Today's Date 2/7/03 Date of Event 3/15/03 Hours Needed 6A-12N am/pm  
Organization KPLA Radio  
Contact Jim Littell Telephone # 442-3116  
Substitute Karen Dye Telephone # 442-3116

### TYPE OF EVENT

KPLA annual St. Patrick's Day 5K Run - Race Headquarters/Registration in the Chambers. Awards Ceremony in Lobby. Will need access to just before the night before to drop off Supplies.

Room requested:

X Chambers

Room 208

Room 139

Room 220

X Lobby