

444-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ca.

October Session of the October Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 26th day of October 20 21

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

Now on this day, the County Commission of the County of Boone does hereby declare that the Boone County Holiday Schedule for 2022 will be in agreement with the Public Holiday List from the State Offices issued by the Office of the Governor, State of Missouri, with the addition of November 25, 2022 (Thanksgiving Day After). Any additional holidays for **2022** adopted by the Office of the Governor will automatically be adopted by Boone County.

Done this 26th day of October 2021.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Absent

Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

State Holidays

2021

New Year's Day	Friday, January 1, 2021
Martin Luther King, Jr. Day	Monday, January 18, 2021
Lincoln's Birthday	Friday, February 12, 2021
Washington's Birthday	Monday, February 15, 2021
Truman Day (Observed)	Friday, May 7, 2021
Memorial Day	Monday, May 31, 2021
Juneteenth (Observed)	Friday, June 18, 2021
Independence Day (Observed)	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Columbus Day	Monday, October 11, 2021
Veterans Day	Thursday, November 11, 2021
Thanksgiving Day	Thursday, November 25, 2021
Christmas Day (Observed)	Friday, December 24, 2021
New Year's Day (Observed)	Friday, December 31, 2021

2022

New Year's Day	Friday, December 31, 2021
Martin Luther King, Jr.'s Birthday	Monday, January 17
Lincoln's Birthday	Friday, February 11
Washington's Birthday	Monday, February 21
Truman Day	Monday, May 9
Memorial Day	Monday, May 30
Juneteenth	Monday, June 20
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Columbus Day	Monday, October 10
Veterans Day	Friday, November 11
Thanksgiving Day	Thursday, November 24
Christmas Day	Monday, December 26
New Year's Day	Monday, January 2, 2023

Source URL: <https://oa.mo.gov/commissioner/state-holidays>

445-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

October Session of the October Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 26th day of October 20 21

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

Now on this day the Boone County Commission takes up the disposition of the 2021 tax sale surplus relating to Parcel 17-206-00-06-001.00:

Pursuant to RSMo §140.230 the Commission is authorized to approve claims for any tax sale surplus being held by the County Treasurer associated with the County Collector's annual tax sale as part of a redemption or after the expiration of the applicable redemption period. In this instance, the owner of record at the time the subject property went to tax sale was Jacqueline A. Ponzer, per the vesting deed at Book 3769, Page 36, Boone County Records. The owner of record has assigned the tax sale surplus to the Boone County Collector as part of her redemption of the property. The other documentation which support of this claim is made a part of this record. The application to the County Treasurer for the surplus funds is timely.

The County Treasurer, based upon the documents presented to his office and made a part of this record, is satisfied that Jacqueline A. Ponzer is entitled to assign the total surplus of \$14,139.85 to the Boone County Collector as part of her redemption of the subject property and recommends the Commission approve the same.

NOW, THEREFORE, upon the recommendation of the County Treasurer and the evidence made a part of this record, the County Commission hereby approves the disposition of the surplus via assignment to the Boone County Collector, assignee of the owner of record, in the amount of \$14,139.85, in a manner mutually-agreed to by the County Collector and County Treasurer, in order to facilitate Jacqueline A. Ponzer's redemption of the subject property pursuant to RSMo §140.340.

Done this 26th day of October 2021.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

absent

Justin Aldred
District I Commissioner

Jane M. Thompson

Jane M. Thompson
District II Commissioner



Tom Darrough
Boone County Treasurer

SURPLUS CLAIM

I, **Jacqueline A. Ponzer**, shown in the Boone County Collector's tax records as owner of the property listed below, hereby claim the surplus of **\$14,139.85** resulting from the delinquent tax certificate sale conducted by the Boone County Collector on **August 23, 2021**. I affirm that I am/was the legal owner of the below described property at the time the property was sold at the delinquent tax certificate sale and further affirm I am entitled to the surplus amount. By signing below, I acknowledge the following:

- Claiming surplus does not waive legal right of property redemption within statutory limits
- The Boone County Treasurer processes surplus claims without charge
- Claimants may be called to testify directly to the Boone County Commission before surplus claim is approved
- The claim may not be approved as submitted and additional information might be requested

Parcel: 17-206-00-06-001.00

Property Address: 2110 Meadowvale Ct

Legal Description: L2 of Meadowvale SD in City of Columbia as shown in Plat Book/Page 7/48

First Party Current Mailing Address:

2110 Meadowvale Court
 Street
 Columbia MO 65202
 City State Zip-Code

Second Party Current Mailing Address (If different from First Party):

 Street

 City State Zip-Code

First Party

Social Security Number: _____

Driver's License/State ID Number: _____

Daytime Telephone Number(s): _____

Social Security Number: _____

Driver's License/State ID Number: _____

Daytime Telephone Number(s): _____

Second Party

ALL PARTIES MUST SIGN AND NOTARIZE ON FOLLOWING PAGE

BOONE COUNTY GOVERNMENT CENTER
 801 EAST WALNUT STREET, ROOM 205
 COLUMBIA, MISSOURI 65201
 (573) 886-4365
 FAX (573) 886-4369
 TREASURER@BOONECOUNTYMO.ORG
 WWW.SHOWMEBOONE.COM/TREASURER



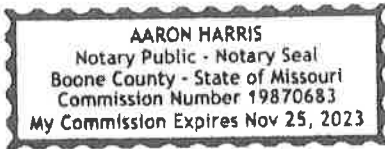
Tom Darrough
Boone County Treasurer

 Jacqueline Ponzer
First Party Signature

 10-13-21
Date

State of Missouri
County of Boone

On this 14 day of October in the year 2021 , before me, the undersigned notary public, personally appeared *Jacqueline Ponzer* , known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the named for the purposes therein contained. In witness whereof, I hereunto set my hand and official seal.



 Aaron Harris
Notary Public

Second Party Signature

Date

State of _____
County of _____

On this _____ day of _____ in the year _____, before me, the undersigned notary public, personally appeared _____, known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the named for the purposes therein contained. In witness whereof, I hereunto set my hand and official seal.

Notary Public



ASSIGNMENT OF TAX SURPLUS TO BOONE COUNTY COLLECTOR FOR REDEMPTION PURPOSES

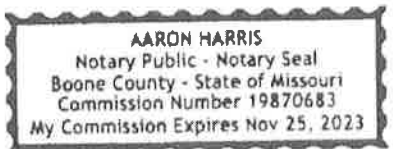
Parcel Number: 17-206-00-06-001.00 Property Address: 2110 Meadowvale Ct
Legal Description: L2 of Meadowvale SD in City of Columbia as shown in Plat Book/Page 7/48
Sec 04 T48 R12
Owner(s) of Record: Ponzer Jacqueline A
Current Mailing Address: 2110 Meadowvale Court
SSN: [REDACTED] Driver's License/State ID Number: [REDACTED]

Pursuant to the provisions of RSMo Sec. 140.230 the undersigned, the publicly recorded owner or owners of record of the subject property sold at the 2021 delinquent tax sale auction which took place on August 23, 2021, wish to assign the tax sale surplus in the amount of \$14,139.85 currently being held by the Boone County Treasurer to the Boone County Collector as part of my redemption of the subject property. I understand that I have a priority right to use these tax sale surplus funds for my redemption efforts only for the first one-year period following the delinquent tax sale auction; or, until the tax sale purchaser acquires a Collector's Deed. I understand that I must remit the appropriate sums to the Boone County Collector in addition to the surplus to accomplish this redemption. I hereby authorize the Boone County Treasurer to remit to the County Collector, on my behalf and for my account, the tax sale surplus as part of my owner's redemption efforts pursuant to which I desire to redeem the above-described property.

Jacqueline Ponzer
Owner of Record Jacqueline A Ponzer

STATE OF MISSOURI)
)ss
COUNTY OF BOONE)

SUBSCRIBED and sworn to before me a notary public, this 14 day of October, 2021.



Aaron Harris
Notary Public

[Signature] 10/15/21
Collector's Office: Signature and Date

MISSOURI
DRIVER LICENSE

License Number [REDACTED]

PONZER
JACKIE A

[REDACTED]

Birthdate

[REDACTED]

Female 5'04

Restrictions

A

195 lbs

Blue Eyes
Endorsements

Expiration Date

[REDACTED]

Class
F



Jackie Ponzer

Property Information

Property Location (Situs Address)	2110 MEADOWVALE CT
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Legal Description <u>FB</u> Initial if legal description matches description on delinquent statements. If not, explain discrepancies in Additional Info.	MEADOWVALE LOT 2	RECEIVED MAY 24 2021 BOONE COUNTY COLLECTOR
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Vesting Deed

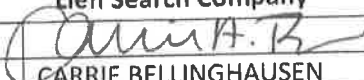
Name of Owner(s)	PONZER JACQUELINE A
Address	2110 MEADOWVALE CT, COLUMBIA, MO 65202-2879
Title Taken By	WARRANTY DEED
Date of Deed	2/15/2011
Date Recorded	2/16/2011 9:26:23 AM
Book/Page	3769/36
Address Correction	

Open Deed(s) of Trust

First Deed of Trust	
Lender's Address	
Deed of Trust Date	
Date Recorded	
Book/ Page	
Loan Amount	
Assigned To	
Date Assigned	

Second Deed of Trust	
Lender's Address	
Deed of Trust Date	
Date Recorded	
Book/ Page	
Loan Amount	
Assigned To	
Date Assigned	

Lien Search Company

Signature of Searcher	
Searcher (print)	CARRIE BELLINGHAUSEN
Date Searched	05/13/2021



Additional Liens

Special Assessments	
Tax Bill #	
Address	

Federal Tax Liens	
Date	
Address	

State Tax Liens	
Date	
Address	

Mechanics Liens	
Date	
Address	

Judgments	
Date	
Address	
Case #	

Other (Lis Pendens, Bankruptcies, etc)	
Date	
Address	
Case #	

Additional Information



Boone County, Missouri



Unofficial Document

Recorded in Boone County, Missouri
Date and Time 02/15/2011 at 09:26:23 AM

Instrument # 2011002840 Book 3769 Page 36

Grantor WELLS, LAWYETH ANITA
Grantee PONZER, JACQUELINE A

Instrument Type WD
Recording Fee \$33.00 S
No of Pages 4

Bette Johnson
Bette Johnson, Recorder of Deeds



Boone-Central Title Company
File No. 1101357

Missouri General Warranty Deed

This Indenture, Made on 15th day of February, 2011, by and between

Lawyeth Anita Wells, a single person, Terence Dean Ross (a/k/a Terrence Dean Ross), by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769, Page 15, Records of Boone County, Missouri and Mary C. Ross, by Lawyeth Anita Wells her attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769, Page 17, Records of Boone County, Missouri, husband and wife, Susan Kay Quickle (a/k/a Susan Ann Quickle) by Lawyeth Anita Wells her attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769, Page 15, Records of Boone County, Missouri and Rodney Quickle, by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769, Page 16, Records of Boone County, Missouri, wife and husband, Edward Charles Seyller, a single person by by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769, Page 15, Records of Boone County, Missouri,
as GRANTOR, and

Jacqueline A. Ponzer,

as GRANTEE, whose mailing address is:

*2110 Meadowvale Ct
Columbia MO 65201*

Property Address: 2110 Meadowvale Ct., Columbia, MO 65201

WITNESSETH: THAT THE GRANTOR, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby Grant, Bargain, Sell, Convey and Confirm unto GRANTEE, GRANTEE'S heirs and assigns, the following described lots, tracts and parcels of land situated in the County of Boone and State of Missouri, to wit:

Lot Two (2) of Meadowvale Subdivison in the City of Columbia, Boone County, Missouri, as shown by the plat recorded in Plat Book 7, Page 48, Records of Boone County, Missouri.

Subject to easements, restrictions, reservations, and covenants of record, if any.

TO HAVE AND TO HOLD The premises aforesaid with all singular, the rights, privileges, appurtenances and immunities thereto belonging or in any wise appertaining unto GRANTEE and unto

Nora Dietzel, Recorder of Deeds

Boone County, Missouri

BOONE COUNTY MO FEB 16 2011

GRANTEE'S heirs and assigns forever; the GRANTOR hereby covenanting that GRANTOR is lawfully seized of an indefeasible estate in fee of the premises herein conveyed; that GRANTOR has good right to convey the same; that the said premises are free and clear from any encumbrance done or suffered by GRANTOR or those under whom GRANTOR claims, except as stated above and except for all taxes assessments, general and special, not now due and payable, and that GRANTOR will warrant and defend the title to the said premises unto GRANTEE and unto GRANTEE'S heirs and assigns forever, against the lawful claims and demands of all persons whomsoever. If two or more persons constitute the GRANTOR or GRANTEE, the words GRANTOR and GRANTEE will be construed to read GRANTORS and GRANTEES whenever the sense of this Deed requires.

Nora Dietzel, Recorder of Deeds

Boone County, Missouri

BOONE COUNTY MO FEB 16 2011

IN WITNESS WHEREOF the Official Notary has hereunto set hand this instrument on the day and year above written.

Unofficial Document

Lawyeth Anita Wells
Lawyeth Anita Wells

Lawyeth Anita Wells POA for Terence Dean Ross
Lawyeth Anita Wells for Terence Dean Ross

Lawyeth Anita Wells POA for Mary C. Ross
Lawyeth Anita Wells for Mary C. Ross

Lawyeth Anita Wells POA for Susan Kay Quickle
Lawyeth Anita Wells for Susan Kay Quickle

Lawyeth Anita Wells POA for Rodney Quickle
Lawyeth Anita Wells for Rodney Quickle

Lawyeth Anita Wells POA for Edward Charles Seyller
Lawyeth Anita Wells for Edward Charles Seyller

State of Missouri

}

County of Boone

} ss:
}

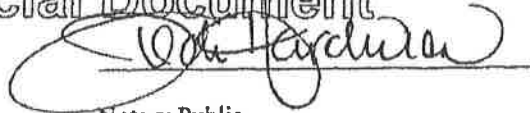
On this 15th day of February, 2011, before me, the undersigned, a Notary Public in and for said County and State, personally appeared Lawyeth Anita Wells, a single person, Terence Dean Ross (a/k/a Terrence Dean Ross), by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769, Page 15, Records of Boone County, Missouri and Mary C. Ross, by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769 Page 17, Records of Boone County, Missouri, husband and wife, Susan Kay Quickle (a/k/a Susan Ann Quickle) by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769, Page 15, Records of Boone County, Missouri and Rodney Quickle, by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769 Page 16, Records of Boone County, Missouri, wife and husband, Edward Charles Seyller, a single person by by Lawyeth Anita Wells his attorney-in-fact pursuant to Limited Power of Attorney recorded in Book 3769 Page 15, Records of Boone County, Missouri to me known to be the person(s) described in and who executed the foregoing instrument, and acknowledged that she executed the same as her free act and deed.

Nora Dietzel, Recorder of Deeds

Boone County, Missouri BOONE COUNTY MO FEB 16 2011

Witness my hand and Notary Seal subscribed and affixed in said County and State, the day and year in this certificate above written.

Unofficial Document



Notary Public

My Term Expires: _____



JODI HARDWICK
My Commission Expires
May 15, 2013
Boone County
Commission 409711043

Nora Dietzel, Recorder of Deeds

446 -2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned

Term. 20 21

In the County Commission of said county, on the 26th day of October 20 21

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

Now on this day the Boone County Commission takes up the disposition of the 2020 tax sale surplus relating to Parcel 17-701-00-10-010.00:


Pursuant to RSMo §140.230 the Commission is authorized to approve claims for any tax sale surplus being held by the County Treasurer associated with the County Collector's annual tax sale as part of a redemption or after the expiration of the applicable redemption period. In this instance, the owner of record at the time the subject property went to tax sale was Glen D. McBride Jr., per the vesting deed at Book 1322, Page 599, Boone County Records. The owner of record has assigned the tax sale surplus to the Boone County Collector as part of his redemption of the property. The other documentation which support of this claim is made a part of this record. The application to the County Treasurer for the surplus funds is timely.

The County Treasurer, based upon the documents presented to his office and made a part of this record, is satisfied that Glen D. McBride Jr. is entitled to assign the total surplus of \$21,111.50 to the Boone County Collector as part of his redemption of the subject property and recommends the Commission approve the same.

NOW, THEREFORE, upon the recommendation of the County Treasurer and the evidence made a part of this record, the County Commission hereby approves the disposition of the surplus via assignment to the Boone County Collector, assignee of the owner of record, in the amount of \$21,111.50, in a manner mutually-agreed to by the County Collector and County Treasurer, in order to facilitate Glen D. McBride Jr.'s redemption of the subject property pursuant to RSMo §140.340.

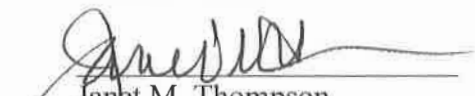
Done this 26th day of October 2021.

ATTEST:


Brianna L. Lennon
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner



Tom Darrough
Boone County Treasurer

SURPLUS CLAIM

I, **Glen D. McBride, Jr.**, shown in the Boone County Collector's tax records as owner of the property listed below, hereby claim the surplus of **\$21,111.50** resulting from the delinquent tax certificate sale conducted by the Boone County Collector on **August 24, 2020**. I affirm that I am/was the legal owner of the below described property at the time the property was sold at the delinquent tax certificate sale and further affirm I am entitled to the surplus amount. By signing below, I acknowledge the following:

- Claiming surplus does not waive legal right of property redemption within statutory limits
- The Boone County Treasurer processes surplus claims without charge
- Claimants may be called to testify directly to the Boone County Commission before surplus claim is approved
- The claim may not be approved as submitted and additional information might be requested

Parcel: 17-701-00-10-010.00

Property Address: 3805 Churchill Dr

Legal Description: L10B The Villages SD Plat 2 as shown on Plat Book/Page 23/21

First Party Current Mailing Address:

Street 3805 CHURCHILL DRIVE

City COLUMBIA State MO Zip-Code 65201

Second Party Current Mailing Address (If different from First Party):

Street N/A

City _____ State _____ Zip-Code _____

First Party

Social Security Number: _____

Driver's License/State ID Number: _____

Daytime Telephone Number(s): _____

Second Party

Social Security Number: _____

Driver's License/State ID Number: N/A

Daytime Telephone Number(s): _____

ALL PARTIES MUST SIGN AND NOTARIZE ON FOLLOWING PAGE

BOONE COUNTY GOVERNMENT CENTER
 801 EAST WALNUT STREET, ROOM 205
 COLUMBIA, MISSOURI 65201
 (573) 886-4365
 FAX (573) 886-4369
 TREASURER@BOONECOUNTYMO.ORG
 WWW.SHOWMEBOONE.COM/TREASURER



Tom Darrough
Boone County Treasurer

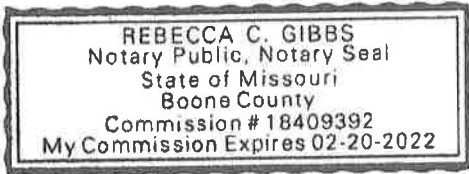
[Handwritten Signature]

First Party Signature

7/26/2021
Date

State of Missouri
County of Boone

On this 26 day of July in the year 2021, before me, the undersigned notary public, personally appeared _____, known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the named for the purposes therein contained. In witness whereof, I hereunto set my hand and official seal.



[Handwritten Signature]
Notary Public

Second Party Signature

Date

State of _____
County of _____

On this ____ day of _____ in the year _____, before me, the undersigned notary public, personally appeared _____, known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the named for the purposes therein contained. In witness whereof, I hereunto set my hand and official seal.

Notary Public

- Return this form to Boone County Treasurer's Office.
- MUST Include a photocopy of all driver's licenses or state IDs.
- Once form and documentation are received and verified, a check will be issued and mailed to the above mailing address.

BOONE COUNTY GOVERNMENT CENTER
801 EAST WALNUT STREET, ROOM 205
COLUMBIA, MISSOURI 65201
(573) 886-4365
FAX (573) 886-4369
TREASURER@BOONECOUNTYMO.ORG
WWW.SHOWMEBOONE.COM/TREASURER

MISSOURI

DRIVER LICENSE



CLASS: F 4b EXP: [REDACTED]

4a DL NO: [REDACTED] 3 DOB: [REDACTED]

1 NAME: MCBRIDE
2 SURNAME: GLEN DALE, JR
3 ADDRESS: [REDACTED]

9a SEX: NONE
12 RESTRICTIONS: NONE
15 SEX: M 11 WGT: 250 lb 4a ISS: 12/04/2019
16 HGT: 5'-10" 18 EYES: HAZ

6 DO 181843380024




180207861187330101



CLASS:
F-Operator

ENDORSEMENTS:
None

RESTRICTIONS:
None



Card Rev 12/10/2012

**Donor
Symbol
Sticker**



**ASSIGNMENT OF TAX SURPLUS TO BOONE COUNTY COLLECTOR
FOR REDEMPTION PURPOSES**

Parcel Number: 17-701-00-10-010.00

Property Address: 3805 CHURCHILL DR

Legal Description: L10B The Villages SD Plat 2 as shown on Plat Book/Page 23/21

Sec 30 T48 R12

Owner(s) of Record: Glen D McBride Jr

Current Mailing Address: 3805 CHURCHILL DRIVE, COLUMBIA, MO 65201

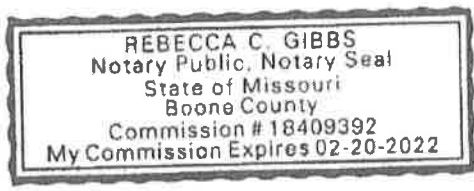
SSN: [REDACTED] Driver's License/State ID Number: [REDACTED]

Pursuant to the provisions of RSMo Sec. 140.230 the undersigned, the publicly recorded owner or owners of record of the subject property sold at the **2020** delinquent tax sale auction which took place on **August 24, 2020**, wish to assign the tax sale surplus in the amount of **\$21,111.50** currently being held by the Boone County Treasurer to the Boone County Collector as part of my redemption of the subject property. I understand that I have a priority right to use these tax sale surplus funds for my redemption efforts only for the first one-year period following the delinquent tax sale auction; or, until the tax sale purchaser acquires a Collector's Deed. I understand that I must remit the appropriate sums to the Boone County Collector in addition to the surplus to accomplish this redemption. I hereby authorize the Boone County Treasurer to remit to the County Collector, on my behalf and for my account, the tax sale surplus as part of my owner's redemption efforts pursuant to which I desire to redeem the above-described property.

Glen D McBride Jr
Owner of Record Glen D McBride Jr

STATE OF MISSOURI)
)ss
COUNTY OF BOONE)

2021 SUBSCRIBED and sworn to before me a notary public, this 26 day of July



[Signature]
Notary Public

[Signature] 10/21/2020
Collector's Office: Signature and Date

Property Information

Property Location (Situs Address)	3805 CHURCHILL DR
-----------------------------------	-------------------

Legal Description	THE VILLAGES PLAT 2 LOT 10B
<u>FB</u> Initial if legal description matches description on delinquent statements. If not, explain discrepancies in Additional Info.	

RECEIVED
MAY 27 2020
BOONE COUNTY COLLECTOR

Vesting Deed

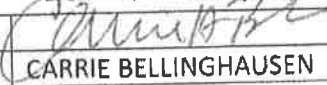
Name of Owner(s)	MCBRIDE GLEN D JR
Address	3805 CHURCHILL DR., COLUMBIA MO 65201-7310
Title Taken By	WARRANTY DEED; QUIT CLAIM DEED
Date of Deed	4/29/1996; 5/23/1997
Date Recorded	4/30/1996 11:25:24 AM; 6/20/1997 9:01:47 AM
Book/Page	1226/137; 1322/599
Address Correction	

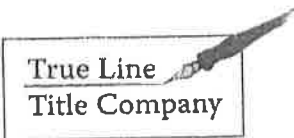
Open Deed(s) of Trust

First Deed of Trust	
Lender's Address	
Deed of Trust Date	
Date Recorded	
Book/ Page	
Loan Amount	
Assigned To	
Date Assigned	

Second Deed of Trust	
Lender's Address	
Deed of Trust Date	
Date Recorded	
Book/ Page	
Loan Amount	
Assigned To	
Date Assigned	

Lien Search Company

Signature of Searcher	
Searcher (print)	CARRIE BELLINGHAUSEN
Date Searched	05/13/2020



Additional Liens

Special Assessments	
Tax Bill #	
Address	

Special Assessments	
Tax Bill #	
Address	

Federal Tax Liens	
Date	
Address	

State Tax Liens	CASE NO. 18BA-MC01206
Date	06/29/2018
Address	PO BOX 3800, JEFFERSON CITY, MO 65105

Mechanics Liens	
Date	
Address	

Judgments	
Date	
Address	
Case #	

Other (Lis Pendens, Bankruptcies, etc)	
Date	
Address	
Case #	

Additional Information



AND WHEN RECORDED MAIL THIS DEED AND, UNLESS OTHERWISE SHOWN BELOW, MAIL TAX STATEMENTS TO:

Unofficial Document

GLEN MC BRIDE
3804 CHURCHHILL DRIVE
COLUMBIA, MO 65201

APN# QUITCLAIM DEED (Escrow # _____)

The undersigned grantor(s) declare(s):
Documentary transfer tax is \$ _____
City transfer tax is \$ _____
() computed on full value of property conveyed, or
() computed on full value less value of liens and encumbrances remaining at time of sale.
() Unincorporated area: () City of _____, and

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

KAREN J. MC BRIDE

hereby REMISE(S), RELEASE(S) AND FOREVER QUITCLAIM(S) to

GLEN D. MC BRIDE JR., A MARRIED MAN AS HIS SOLE AND SEPARATE PROPERTY

the following described real property in the city of COLUMBIA

County Of BOONE, State of MISSOURI

SEE ATTACHED EXHIBIT "A"

Dated: MAY 19, 1997

Karen J. McBride
KAREN J. MC BRIDE

State of MISSOURI)
County of BOONE) SS.

On 5/23, 1997, before me, the undersigned, a Notary Public in and for said state,
personally appeared Karen J. McBride

personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

Signature: *Terry D. Fockler* (Seal)

TERRY D. FOCKLER
Notary Public - Notary Seal
STATE OF MISSOURI
County of Cole
My Commission Expires April 10, 2001

Unofficial Document

EXHIBIT "A"

LOT 10B OF THE VILLAGES PLAT 2, AS SHOWN BY
PLAT RECORDED IN PLAT BOOK 23, PAGE 21,
RECORDS OF BOONE COUNTY, MISSOURI.

COMMONLY KNOWN AS 3805 CHRUCILL DRIVE,
COLUMBIA, MO 65201



STATE OF MISSOURI)
COUNTY OF BOONE) SS.

Document No. 12276

I, the undersigned Recorder of Deeds for said county and state do
hereby certify that the foregoing instrument of writing was filed for record
in my office on the 20th day of June, 1997 at 9 o'clock and 01:47
minutes AM and is truly recorded in Book 1322 Page 599.

Witness my hand and official seal on the day and year aforesaid.

BETTIE JOHNSON, RECORDER OF DEEDS

by *Lisa Victor* deputy
Lisa Victor

GENERAL WARRANTY DEED

THIS DEED, Made and entered into this Unofficial Document by and between
MICHAEL W. JAMES and BRENDA S. JAMES, husband and wife
parties of the first part, of Boone County, State of Missouri, grantor(s), and
GLEN D. MC BRIDE JR. and KAREN J. MC BRIDE, husband and wife
parties of the second part, of Boone County, State of Missouri, grantee(s).
Grantee's mailing address is 3805 Churchill Dr Columbia, Mo 65201

WITNESSETH, that the said party or parties of the first part, for and in consideration of the sum of One Dollar and other valuable considerations paid by the said party or parties of the second part, the receipt of which is hereby acknowledged, does or do by these presents GRANT, BARGAIN, AND SELL, CONVEY AND CONFIRM unto the said party or parties of the second part the following described Real Estate, situated in the County of Boone, and State of Missouri, to wit:

Lot Ten-B (10B) of THE VILLAGES PLAT TWO (2) as shown on plat of said Subdivision recorded in Plat Book 23, Page 21, Boone County, Missouri Records.

Subject to Easements and restrictions of record.

Property Address (if known): 3805 Churchill Drive, Columbia, MO 65201
Tax ID # (if known): 17-701-00-10-010

TO HAVE AND TO HOLD THE SAME, together with all rights, immunities, privileges and appurtenances to the same belonging, unto the said party or parties of the second part forever, the said party or parties of the first part covenanting that said party or parties and the heirs, executors, administrators and assigns of such party or parties shall and will WARRANT AND DEFEND the title to the premises unto the said party or parties of the second part; and to the heirs and assigns of such party or parties forever, against the lawful claims of all persons whomsoever, excepting, however, the general taxes for the calendar year 1996 and thereafter, and special taxes becoming a lien after the date of this deed.

IN WITNESS WHEREOF, the said party or parties of the first part has or have hereunto set their hand or hands the day and year first above written.

Michael W. James
MICHAEL W. JAMES

Brenda S. James
BRENDA S. JAMES

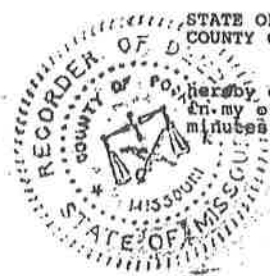
STATE OF MISSOURI)
COUNTY OF Boone) ss.
On this 30th day of April, 1996, before me personally appeared MICHAEL W. JAMES and BRENDA S. JAMES, husband and wife, to me known to be the person or persons described in and who executed the foregoing instrument and acknowledged that they executed same as their free act and deed.
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at my office in Columbia, Missouri, the day and year first above written.

(SEAL)

My term expires the 17 day of Nov. 1996, 19 .

James H. Hest
Notary Public

STATE OF MISSOURI)
COUNTY OF Boone) ss.
I, the undersigned Recorder of Deeds for said county and state do hereby certify that the foregoing instrument of writing was filed for record in my office on the 30th day of April, 1996 at 11 o'clock and 25:24 minutes AM and is truly recorded in Book 1226 Page 137.
Witness my hand and official seal on the day and year aforesaid.
BETTIE JOHNSON, RECORDER OF DEEDS
by Lisa Whatch deputy



Nora Dietzel, Recorder of Deeds

447-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

October Session of the October Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the

26th

day of October

20 21

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

Now on this day, the County Commission of the County of Boone does hereby acknowledge the following budget amendment from Resource Management to account for the additional funding provided by the DNR 319 grant for the Greater Bonne Femme Watershed project.

Done this 26th day of October 2021.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

To: County Clerk's Office
 Comm Order # 447-2021
 Please return purchase req with back-up to Auditor's Office.

BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDM

RECEIVED
 OCT 13 2021
 BOONE COUNTY
 AUDITOR

10/13/2021
 EFFECTIVE DATE

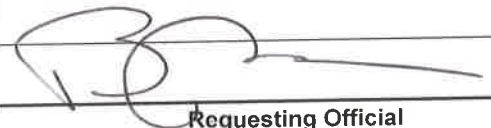
FOR AUDITORS USE

(Use whole \$ amounts)
 Transfer From Transfer To
 Decrease Increase

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
2142	3411	DNR 319 Greater Bonne Femme	Federal Grant Reimburse		10,000
2142	71101	DNR 319 Greater Bonne Femme	Professional Services		9,000
2142	84010	DNR 319 Greater Bonne Femme	Reception/Meetings		500
2142	23001	DNR 319 Greater Bonne Femme	Printing		500
				-	20,000

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):

This amendment accounts for the additional \$10,000 in grant funds received through the DNR 319 program



 Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

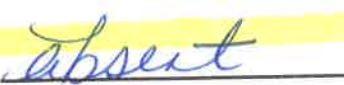
- A fund-solvency schedule is attached. Agenda Auditor
- Comments:



 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

To: County Clerk's Office

Comm Order # 447-202-1

Please return purchase req with back-up to Auditor's Office.

10/14/21

RQST
DATE

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

13925

VNDR #

Geosyntec Consultants

VENDOR NAME

20-07NOV19

BID #

Ship to Dept #: 2142

Bill to Dept #: 2142

Dept	Account	Item Description	Qty	Unit Price	Amount
2142	71101	Update Addressing EPA and MDNR Comments on Watershed Modeling for Greater Bonne Femme Watershed - pursuant to Amendment #3 to Contract 20-07NOV19	1	\$8,000.00	\$8,000.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
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					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
GRAND TOTAL:					8,000.00

I certify that the goods, services or charges above specified 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.


Approving Official


Prepared By

Pu


Auditor Approval



MISSOURI DEPARTMENT OF NATURAL RESOURCES
FINANCIAL ASSISTANCE AGREEMENT

Assistance as described herein is hereby offered and accepted effective upon signature of authorized officials for the dates indicated in Budget Period and Project Period below.

RECIPIENT INFORMATION

RECIPIENT NAME: Boone County Commission
 RECIPIENT TELEPHONE NUMBER WITH AREA CODE: (573) 886 - 4491

ADDRESS: 801 E. Walnut, Room 315
 CITY: Columbia
 STATE: MO
 ZIP CODE: 65201

UNIQUE IDENTIFIER (DUNS NUMBER):
 PROJECT NUMBER: G19-NPS-01
 BUDGET PERIOD: 8/1/2018 - 7/31/2022
 PROJECT PERIOD: 8/1/2018 - 7/31/2022

RECIPIENT PROJECT MANAGER NAME: Lynne Hooper
 RECIPIENT PROJECT EMAIL ADDRESS: Lhooper@boonecountymo.org
 PROJECT MANAGER TELEPHONE NUMBER WITH AREA CODE: (573) 886 - 4491

PROJECT INFORMATION

RECIPIENT PROJECT TITLE AND PROJECT DESCRIPTION (ATTACH ADDITIONAL PAGES AS NECESSARY)
 Greater Bonne Femme Watershed Based Plan Development and Demonstration: A watershed plan containing EPA's nine critical planning elements will be developed for the Greater Bonne Femme Watershed (GBFW) - comprised of the Bonne Femme and Little Bonne Femme subwatersheds. The plan will be developed to help improve and protect water quality in the GBFW by identifying pollutant sources, identifying management practices to be implemented and critical areas for their implementation, setting reachable goals and a timeline for implementing projects, and establishing an evaluation and monitoring program. The project will implement a demonstration project to inform the public about practices that can be installed to address the GBFW's bacteria impairments.

TYPE OF ASSISTANCE: New Award Amendment
 SOURCE OF FUNDING: Federal State Other
 CFDA NUMBER: 66.460
 CFDA NAME: Nonpoint Source Implementation

STATE PROJECT MANAGER NAME: Karen Westin (karen.westin@dnr.mo.gov)
 STATE PROJECT MANAGER TELEPHONE NUMBER WITH AREA CODE: (573) 522 - 2880
 INDIRECT COST RATE FOR RECIPIENT: 1.00%

RESEARCH AND DEVELOPMENT: YES NO
 RESEARCH AND DEVELOPMENT COMMENTS IF NEEDED:

PROJECT FUNDING	Original Amount	Original Percentage	Amended Amount	Amended Percentage	Total Amount	Total Percentage
Federal Award:	\$ 135,597.00	50.00 %	\$ 10,000.00	100.00 %	\$ 145,597.00	52.00 %
State/Other Award:	\$ 0.00	0.00 %	\$ 0.00	0.00 %	\$ 0.00	0.00 %
Recipient Match:	\$ 133,860.00	50.00%	\$ 0.00	0.00%	\$ 133,263.00	48.00%
Total Award:	\$ 268,860.00	100.00%	\$ 10,000.00	100.00%	\$ 278,860.00	100.00%

AGREEMENT ADMINISTRATION

THE RECIPIENT AGREES TO ADMINISTER THIS AGREEMENT IN ACCORDANCE WITH ALL APPLICABLE FEDERAL AND STATE REGULATIONS INCLUDING, BUT NOT LIMITED TO:
 APPLICABLE PROGRAM GUIDELINES: Title 2 CFR Part 200—Uniform Administrative Requirements, Cost Principles, etc.
 RECIPIENT APPLICATION, AS NEGOTIATED, DATED:

BUDGET PLAN: Attachment # B
 DETAILED SCOPE OF WORK: Attachment # A-1
 SPECIAL CONDITIONS: Attachment # C
 GENERAL TERMS AND CONDITIONS: Attachment # D
 SUSPENSION/DEBARMENT: Attachment #
 PUBLIC LAW: Attachment #

PUBLICATIONS: Attachment #
 EPA MBE/WBE UTILIZATION: Attachment # G
 CERTIFICATE REGARDING LOBBYING: Attachment # H
 INVOICE: Attachment # A-2
 ADDITIONAL ATTACHMENTS: Attachment # A-3-5 Attachment # E,F

AMENDMENT INFORMATION

AMENDMENT ID: #2
 AMENDMENT DESCRIPTION (ATTACH ADDITIONAL PAGES AS NECESSARY):
 Amendment: Extends the budget and project periods closing date by 12 months (from July 31, 2021 to July 31, 2022), updates the milestones schedule, and increases the project budget by \$10,000 (the project is already over-matched, so no additional local contributions are needed to match the additional federal funding requested).

FEDERAL AWARD INFORMATION (ATTACH ADDITIONAL PAGES AS NECESSARY)

FEDERAL AWARD PROJECT TITLE AND DESCRIPTION:
 FY15 Nonpoint Source Implementation Grant (C9007407-21) - 780-0140-3440-3476-W5PD (\$34,518.00)
 FY17 Nonpoint Source Implementation Grant (C9007407-23) - 780-0140-3440-3476-NPAD (\$101,079.00)
 FY18 Nonpoint Source Implementation Grant (C9007407-24) - 780-0140-3440-3476-NPBD (\$10,000.00)

FEDERAL AWARDOING AGENCY: (EPA)
 FEDERAL AWARD ID NUMBER: See above
 PASS THROUGH ENTITY NAME: MoDNR, SWCP

FEDERAL FUNDING YEAR: See above
 FEDERAL AWARD DATE:
 TOTAL AMOUNT OF FEDERAL AWARD: \$
 INDIRECT COST RATE FOR MoDNR: 29.76%

APPROVAL

DEPARTMENT OF NATURAL RESOURCES DIRECTOR OR DESIGNEE: NAME (TYPED): Dru Buntin, Director
 SIGNATURE: [Signature]
 DATE:

RECIPIENT ORGANIZATION AUTHORIZED OFFICIAL: NAME AND TITLE (TYPED): Daniel K. Atwill, Presiding Commissioner
 SIGNATURE: [Signature]
 DATE: 10/26/21

ATTACHMENT A-1

TERMS OF AGREEMENT Amendment #2

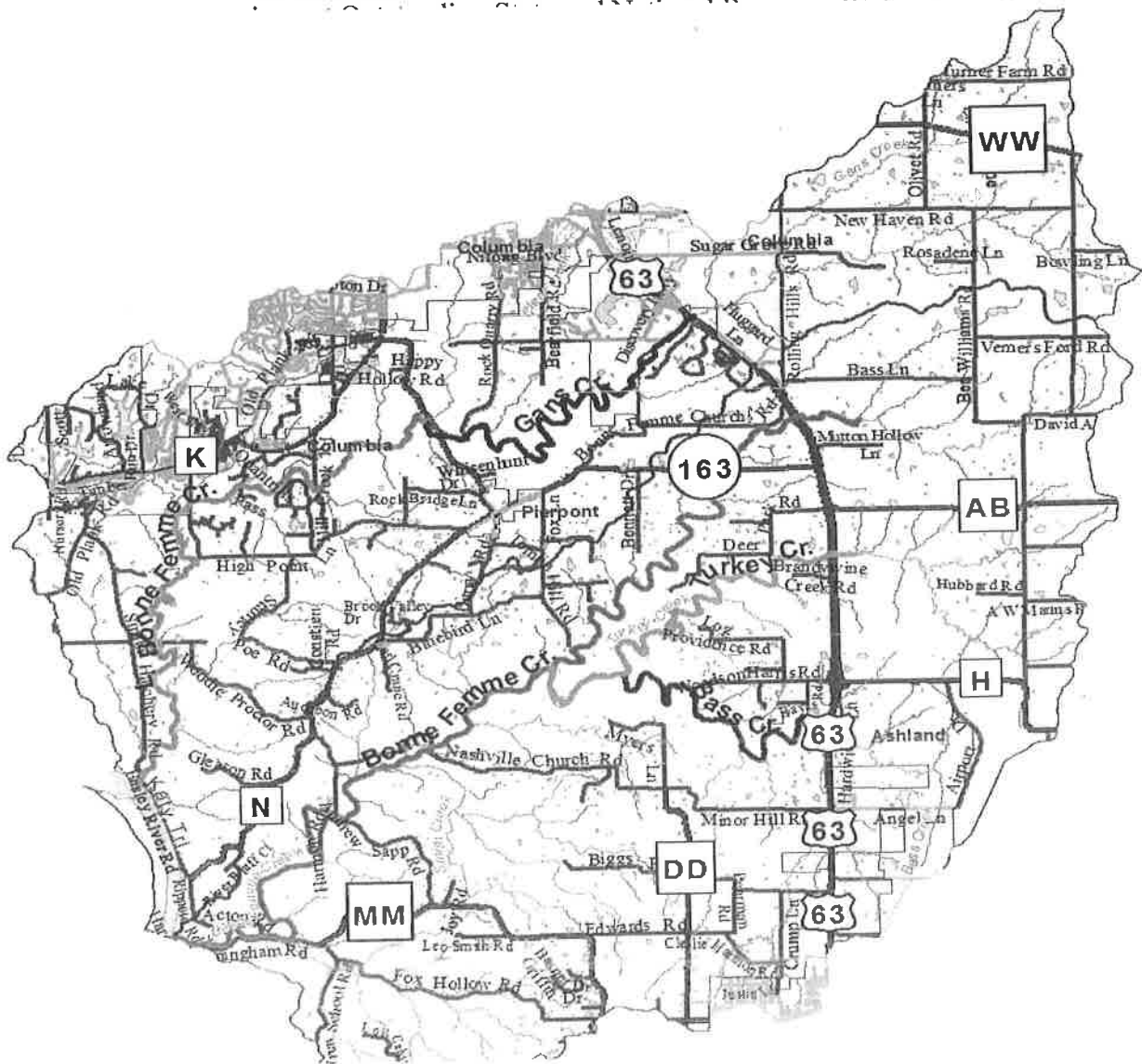
I. SUBGRANT AWARD

The Missouri Department of Natural Resources, Division of Environmental Quality, Soil and Water Conservation Program (SWCP), and the Boone County Commission (the County) agree to the plan of work and administrative procedures outlined herein for a "Greater Bonne Femme Watershed Based Plan Development and Demonstration Project."

- A. The Department of Natural Resources (Department) agrees to pay the subgrantee an amount not to exceed \$145,597 during the budget and project periods of August 1, 2018 through July 31, 2022, for tasks specified in the Scope of Services and Schedule of Milestones. Included in this federal grant commitment is the Department-approved pre-award costs that were incurred by the County within 90 days prior to the award start date as allowed by 319 grant guidance. The County will utilize \$79,242 for the development of a watershed based plan (WBP) for the Greater Bonne Femme Watershed (GBFW), which will include the Bonne Femme Hydrologic Unit Code (HUC) #103001020902 and Little Bonne Femme (HUC #103001020903) subwatersheds. The remaining \$66,355 will support the implementation of a best management practice (BMP) demonstration project, water quality monitoring activities, and associated informational workshops and other public outreach activities. Federal funding is provided by the FY15 (\$34,518.00), FY17 (\$101,079.00), and FY 18 (\$10,000.00) Section 319 Nonpoint Source Implementation grants.
- B. The County will ensure the completion of tasks described and reporting required. The County will provide a match in the amount of \$133,263 for the budget and project period of August 1, 2018 through July 31, 2022.
- C. Conditions set forth in Attachment C, Special Conditions and in Attachment D, General Terms and Conditions, shall be required and will govern the performance of this agreement. Additional subgrant administration requirements are specifically listed in the Agreement Administration section of the Financial Assistance Agreement signature page.
- D. A WBP will be developed for the Greater Bonne Femme watershed and approved by the U.S. Environmental Protection Agency (EPA) within the grant project period. The plan will include the nine critical elements of a watershed plan as identified by the EPA.
- E. A Quality Assurance Project Plan (QAPP) will be developed for environmental data collection efforts. The QAPP must be reviewed and approved by the Department prior to the first date of sampling or use of secondary data. If monitoring activities are conducted under the Missouri Stream Team/Volunteer Water Quality Monitoring (VWQM) Program, their QAPP will be used to fulfill this requirement.

F. This project directly supports Goal 3 of Missouri's Nonpoint Source Management Plan (<https://dnr.mo.gov/document-search/missouri-nonpoint-source-management-plan-update-2020-2025>). Goal 3 – Prioritization and Planning is to: Prioritize restoration of impaired waters for planning and implementation, and protect sensitive, vulnerable, and high quality waters of the state so they may continue to meet their designated uses. The objectives of Goal 3 include:

- Continue to provide technical and financial support and coordination with the TMDL unit.
 - Direct watershed planning efforts within the priority watersheds where TMDLs and implementation plans have been or may serve as alternatives to TMDLs (5-alt).
- Continue to provide technical and financial support for NPS planning and restoration activities.
 - Encourage the development of restoration plans for water bodies listed as impaired under assessment categories 5 and 4a.
- Continue to provide technical and financial support for NPS protection activities.
 - Encourage protection planning activities in priority watersheds containing water bodies assessed as Category 1 waters listed in Table 9 and subsequent §305(b) reports.
 - Develop priorities for WBPs and implementation in watersheds that



Streams within the watershed have also been shown to have *E. coli* bacteria levels in excess of current whole-body contact standards. Currently there are five streams in the GBFW that are on the Clean Water Act Section 303(d) list of impaired waters for exceeding the *E. coli* bacteria water quality standard: Little Bonne Femme Creek – Water Body Identification number (WBID) 1003; Gans Creek – WBID 1004; Bonne Femme Creek – WBID 753; Turkey Creek – WBID 751; and Bass Creek WBID 752. Without the proper planning, future development will further degrade water quality of streams within the watershed.

A general watershed plan was completed for the Bonne Femme watershed in 2007 that provided goals and recommendations to preserve the sensitive karst area, encourage low-impact development BMPs and maintain clean water without disrupting economic development (at www.cavewatershed.org). The plan was approved by Boone County, the city of Columbia, and the city of Ashland.

Since 2007, the County and the city of Columbia have made changes that protect environmental quality in the GBFW:

- Boone County Resource Management recommendation for development of properties in the watershed
- Adoption of a stream buffer ordinance
- Adoption of a stormwater design manual that prevents increase in peak flows from new development
- More restrictive stormwater regulations in Boone County in Karst areas
- The city of Columbia and Boone County adoption of similar stormwater ordinances and design manuals that have stream protection requirements
- The city of Columbia allowance of a reduction in street width to reduce impervious cover
- Development and distribution of informational brochure about karst systems in Boone County

Although the current plan has created changes in the watershed, a plan with more information about pollutant sources, affected communities, and pollutant load reductions are needed to effectively protect the watershed and reduce pollutant loads to the stream. The 2007 Plan will be used as a guide in developing an EPA nine element WBP for GBFW.

III. OBJECTIVES

The primary goals and objectives are to identify the causes and/or sources of the pollutants, develop recommendations for remedies through identification of optimal BMPs to improve water quality and identification of critical areas for BMP installation, estimate the costs of implementing the BMPs, and to inform the public of the need and necessity of a program to reduce pollutants in the watershed.

The nine critical planning elements addressed in the plan will be used to help meet the following objectives.

1. To protect and improve water quality in the subwatershed by identifying pollutant sources and gathering pertinent data.
2. Identify better management practices to be implemented.
3. Set realistic goals and a timeline for better management practices implementation.
4. Establish an evaluation and monitoring program to determine success of implemented projects/programs.
5. Increase success of future projects.
6. Help determine where water quality efforts should be focused.
7. Fulfill specific grant application requirements for securing future funding.
8. Assist other organizations and municipalities in water quality related efforts.
9. Provide insight for creation of more efficient implementation and/or education budgets for future projects.

IV. PROJECT DESCRIPTION

The project will develop a WBP for the Bonne Femme (HUC #103001020902) and Little Bonne Femme (HUC #103001020903) subwatersheds. The intent of the WBP is to provide guidance and action plans for identifying and mitigating existing and potential pollutant loads to the streams and protecting the integrity and stability of the watershed. The WBP will include EPA's nine critical planning elements, including the development of public education, pollution reduction (including modeling showing load reduction), development of a water quality monitoring program and water quality parameters, and identification of implementation actions with schedules and proposed funding for mitigating pollutant sources. The County will focus on reducing pollutant loads with implementation of such measures as low impact development (LID), effective stormwater BMPs to filter pollutants, and stream buffers to protect water quality and stream structure. The plan will address NPS pollution issues related to both urban and rural landuses, occurring from sources like urban development, failing septic system, livestock management and agriculture production. Urban and rural stakeholders will be invited to public meetings to discuss issues and provide input into the watershed plan development. The nine-element plan will incorporate criteria to evaluate whether load reductions are occurring on schedule. The criteria will include an adaptive management component so that methods of implementation and/or monitoring can be adjusted in response to perceived shortfalls in watershed recovery time. The project will also implement a BMP demonstration to help landowners, governmental organizations, planners, developers and other local stakeholders understand the stream water quality problems and identify possible measures they can implement to address them. The County will inform the public about water quality and environmentally sound land management and water protection. The County will install watershed roadside signs along County roads to increase public awareness of the location of subwatersheds in the project area. While the watershed plan is being written, outreach and education events will be implemented by Boone County. In addition to these activities, public meetings will occur for the citizens to comment and address concerns on the draft version of the WBP.

V. SCOPE OF SERVICES

Boone County Commission: The WBP development and project implementation will be

overseen by the County Commission. The County will assign a Project Manager to oversee and administer the grant, complete quarterly reports, report on numbers and affiliations of project participants, develop an acceptable watershed management plan, and conduct educational activities and other related associated tasks during the project period. Feedback, evaluation, and measures of success will be documented throughout the project and in the final project report.

Steering Committee: A steering committee will be organized that will include members from Boone County, the city of Columbia, the city of Ashland, the Boone County Health Department and Boone County Regional Sewer District to assist with the implementation of the project. The Committee will help with communication between project partners and support the watershed planning, education, and outreach activities.

Technical Advisory Team: A Technical Advisory Team will be used to encourage stakeholders (e.g., county/city officials, concerned citizens/landowners) representing the watershed to provide input and guidance through public meetings and workshops. The Technical Advisory Team will meet quarterly throughout the project to discuss the planning process. All technical meetings will be open for public attendance. The watershed Technical Advisory Team currently consists of representatives from Missouri Department of Natural Resources' Division of State Parks, Missouri Department of Conservation (MDC), University of Missouri, U.S. Department of Agriculture, Greenbelt Land Trust, city of Columbia, Boone County Regional Sewer District, city of Ashland, and the local agricultural community. New members added to the Technical Advisory Team include Boone County Soil and Water Conservation District, and University of Missouri Extension.

Project Manager: Lynne Hooper, Urban Hydrologist for Boone County, will serve as the project manager. The project manager will promote, manage, plan, and follow-up (and write minutes) on the meetings, conservation practices, and educational workshops that will take place within the subwatersheds. The project manager will also manage the scope, schedule, monitoring, and control activities associated with the production of the WBP; oversee and manage consultant work; coordinate volunteer support (including water quality monitoring); and complete other tasks as necessary.

The project manager will:

1. Coordinate and oversee the development of the Greater Bonne Femme WBP.
2. Assist the various entities and committees with the development of a WBP for the GBFW.
3. Schedule and host advisory/technical committee meetings, maintain communication of committees, stakeholders, and the public about the plan and planning processes.
4. Participate in all committees planning meetings.
5. Implement the project information/outreach campaign.
6. Work closely with affected entities to provide outreach and technology transfer as described in project description (based on proposal) and milestones.
7. Work closely with stakeholders and partners to initiate and promote the implementation of approved best management practices designs.
8. Provide draft copy of articles, publications, and outreach agendas to the Department's project manager for review before informational materials are finalized.
9. Provide draft copy of the WBP to the Department's project manager for review before the

document is finalized for acceptance.

Budget Administrator: Kelle Westcott, Budget Administrator for Boone County Resource Management, will manage the budget and related tasks for the duration of the project.

The Budget Administrator will:

1. Follow guidelines in the Invoicing and Reporting Guide prepared for Section 319 projects, prepare and submit financial invoices/reports, and Minority Business Enterprise/Women Business Enterprise (MBE/WBE) reports to the Department. Ensure a competitive bid process is followed and submitted to the Department for all contractual services.
2. Work closely with the Department's fiscal officer(s) to understand the necessary steps involved in adequate administration of project funds including tracking of project expenditures and timesheet maintenance.
3. Work closely with the contractor to obtain documentation needed for project administration, including establishment of contractual agreements, and preparation and submission of quarterly reports.

MOAs or Contract Agreements: The County will enter into a memorandum of agreement (MOA) or contractual agreement with partners or contract service providers for implementing various practices or programs (watershed modeling, microbial source tracking, QAPP, BMP demonstration, etc.) outlined within this agreement as necessary to maintain success of the project. Contract agreements will be developed through a competitive bid process conducted in compliance with the County policies and federal and state requirements.

Watershed Based Plan: A WBP will be developed for the Greater Bonne Femme Watershed, comprised of the Bonne Femme (HUC #103001020902) and Little Bonne Femme (HUC #103001020903) subwatersheds, to help stakeholders improve and protect water quality in the watershed. The County will use a planning process that encourages local stakeholders' participation and support. The County will work with the various agencies and committees to assist and coordinate planning efforts in developing the Greater Bonne Femme WBP. Throughout the process, stakeholder public meetings will be held to identify watershed problems, major pollutant sources, and management measures to be implemented. The data and information obtained from stakeholders meetings, research, and assessment will be compiled and used to complete a draft plan. The draft WBP will be presented to the technical and advisory committees, the Department, and the general public before finalizing the WBP by the end of this grant, for the acceptance by the Department and EPA.

The WBP will address the following nine key elements as identified by EPA.

1. An identification of the causes and sources or groups of similar sources that will need to be controlled to achieve the load reductions estimated in the watershed-based plan.
2. An estimate of the load reductions expected for the management measures.
3. A description of the NPS management measures that will need to be implemented to achieve the load reductions estimated in the plan.
4. An estimate of the amounts of technical and financial assistance needed associated costs, and/or the sources and authorities that will be relied upon to implement the plan.
5. An information/education component that will be used to enhance public understanding of

- the project and encourage their early and continued participation in selecting, designing, and implementing the NPS management measures that will be implemented.
6. A schedule for implementing the NPS management measures identified in the plan that is reasonably expeditious.
 7. A description of interim, measurable milestones for determining whether NPS management measures or other control actions are being implemented.
 8. A set of criteria that can be used to determine whether loading reductions are being achieved over time and substantial progress is being made towards attaining water quality standards.
 9. A monitoring component to evaluate the effectiveness of the implementation efforts over time measured against the criteria.

BMP Demonstration Project: A conservation practice demonstration will be implemented to illustrate effective methods that can be used to address the NPS pollutants that are affecting water quality in streams in the Greater Bonne Femme watershed. The demonstration will consist of retrofitting two detention/retention basins using green bioengineering designs that will help improve stormwater infiltration and increase the pollutant removal efficiencies for the basins. The practices must meet the Standards and Specifications in the NRCS Field Office Technical Guide or, if not applicable, the Department of Natural Resources, Missouri Department of Health and Senior Services, and MDC guidelines. Professional technicians will oversee the design and construction of the BMP(s) and certify they are installed correctly. Practice components like native plant species selection will be approved by the Department's project manager before installation occurs. All permitting procedures for any local, state and federal laws or ordinances will be followed. The 319 grant funds will not be used to install practices required under any National Pollutant Discharge Elimination System (NPDES) permit. All BMPs installed using 319 NPS funds will be maintained by agreement for the estimated useful life span of the practice. Estimated cost is \$37,500 for the demonstration project.

Education and Outreach: Education programs will be implemented that focus on informing and educating the general public about water quality issues in the GBFW. Educational events will introduce the communities to the concept of a watershed, how to preserve and protect the watershed they live in, and why there is a need to develop a WBP. Community educational and feedback meetings will be conducted to provide a forum to invite public input and comments about WBP development. The meetings will be publicized in local newspapers, city and association websites. Information will be distributed to the general public in the form of brochures, public service announcements, and newsletters. Education and outreach efforts will occur throughout the grant period. In addition to these efforts, Boone County Resource Management has produced several educational brochures which are available to members of the public. Estimated cost is \$15,145 for the education and outreach programs.

Outreach and Education events that will be implemented during the project period include:

- **Land Management Workshops:** The Bonne Femme watershed project Technical Advisory Team will be addressing various topics for landowners in the watershed.
- **Spring and Fall Monitoring Blitzes:** Conducted in the Rock Bridge Memorial State Park area, this event is in collaboration with Missouri Stream Teams. Six sites in and around the park are monitored for macroinvertebrates and chemical parameters using the VWQM protocol.

- **Water Festivals at Rock Bridge Memorial State Park:** Approximately 150 – 200 attendees learn about various aspects of water quality including macroinvertebrate diversity and identification, fish diversity and identification, sources of water pollution, and efforts to protect and restore water quality in the watershed.
- **Watershed Roadside Signs** will be installed at various locations along high-traffic county-maintained roads in the watershed to bring awareness to motorists of watershed delineations and movement from one watershed to another across the landscape.

Monitoring and Modeling: Water quality monitoring and watershed modeling will be undertaken during WBP development to obtain information and address the critical elements related to NPS pollution loading from runoff in the targeted geographical area. This monitoring/modeling section of the WBP will give valuable information to help create a greater understanding of the impacts of urban, agricultural, and/or stormwater runoff on water quality within the watershed focus area. The County will follow a written QAPP (approved by the Department) for proper sampling, handling and analysis to ensure monitoring data quality. The QAPP will include more detailed information about the monitoring program that will be conducted in the project.

1. Microbial Source Tracking (MST) analysis in the spring of 2019: Two separate collection windows are planned at 6 sites during 3 separate flow regimes, for a total of 36 samples. The design for the MST sampling is as follows: The first round of sampling (18 samples) will look for DNA markers from human and ruminant (deer and cow) sources. The second round of sampling (18 samples) will look for DNA markers from human and cow sources. The MST analysis will help identify the source(s) of the bacterial impairment in the GBFW. If the source is primarily agricultural (livestock) the partners will need to focus more efforts on establishing best management practices in critical areas in the watershed. If the source is primarily human (wastewater from septic systems) the watershed partners will need to focus more efforts on outreach and education activities for citizens living in the watershed. University of Missouri employees working in the lab of the USDA Agricultural Research Service (USDA-ARS) (Bob Lerch and Kristen Veum) will assist with filtering the samples before they are shipped to Source Molecular for DNA analysis. Estimated cost is \$4,500 for the source tracking monitoring.
2. Water Quality Monitoring: Quarterly monitoring for *E. coli* will continue throughout the project period. Quarterly monitoring for additional parameters (nutrients, agricultural chemicals) will continue throughout the project period as a complementary benefit to the project (but not supported by project funding) for as long as the voluntary responsible party (USDA Agricultural Research Service lab in Columbia) is able to assure sample collection and analysis. This monitoring schedule will mirror the schedule in place during the 4th quarter of 2016 through the year 2017: weekly monitoring at 10 sites in the watershed the first four weeks of each quarter of the year. The monitoring will include an adaptive management component so that methods of implementation and/or monitoring can be adjusted in response to perceived shortfalls in watershed recovery time. Estimated cost is \$7,650 for water quality monitoring needs.

Pollutant Load Reduction & Assessment: Department of Natural Resources TMDL Unit staff will develop load duration curves for the impairment pollutant (*E. coli*) and other pollutants of concern (nutrients and sediment) using EPA-accepted methodology to identify

the amount of load reduction needed to meet water quality goals. Reasonable load reduction milestones over time will be estimated after loading has been calculated. The ultimate objective will be to reduce bacteria loading to the point where the water quality standard for *E. coli* is not exceeded in any stream in the GBFW.

3. Watershed Modeling: A detailed sensitivity analysis was developed during the Section 319 grant process in the GBFW which concluded in 2007. The modeling will be revised as needed to be used in the development the Bonne Femme nine elements WBP. Using the sensitivity analysis, the partners will identify areas in the watershed that are particularly sensitive to erosion and runoff. These areas would be likely sources of bacteria loading from the landscape and will be designated as critical areas. Once critical areas are identified, BMPs will be identified that could be installed to address the stream impairment. Potential BMPs include: BMPs to reduce agricultural *E. coli* loading into watershed streams (field borders, filter strips, livestock exclusion and alternate water sources, etc.) and BMPs to reduce human *E. coli* loading into watershed streams (upgrade of septic systems, cleaning of septic tanks, etc.). Modeling will also be used to determine the water quality benefits/impacts of BMPs and prioritize the BMPs according to predicted pollutant removal effectiveness as determined by the model as well as prioritize critical areas for BMP installation. Watershed modeling will emphasize reduction of *E. coli* loading in order to address the listed impairments, but will also address other pollutants of concern that are a threat to water quality and vulnerable karst features in the watershed. A modeling QAPP will be developed and Department approved to ensure sound modeling methodology and replicability of results. Estimated cost is \$79,242 for the modeling.

Project Deliverables

- Watershed Based Plan (EPA accepted)
- Public meetings for WBP development
- Technical Advisory Team meetings
- Quality Assurance Project Plan for WQ monitoring (Department approved) and water quality data
- Quality Assurance Project Plan for modeling (Department approved)
- Web site development
- Watershed database by subwatersheds
- Target mailing (or e-mail)
- Demonstration project – 2 detention basin retrofits
- Demonstration field day
- Educational signs and events
- Watershed roadside signs
- Quarterly progress reports
- Annual progress reports
- Minority Business Enterprise/Women Business Enterprise (MBE/WBE) Reports
- Final Report

Partners Involvement:

- Boone County Commission: Board of Directors; technical advice
- USDA – Agriculture Research Service: monitoring, sample analysis, technical advice

- City of Columbia: management support, citizen volunteers
- City of Ashland: management support, citizen volunteers
- Boone County Soil and Water Conservation District: project support, technical advice
- University Missouri-Columbia: project support; technical advice
- Missouri Department of Conservation: project support; technical advice
- Stream Teams: project support, stream monitoring

VI. SCHEDULE OF MILESTONES

Schedule of Milestones	Responsible Entity	Targeted Completion Date	Percent Complete
Task 1 ~ <i>Project Management</i> Attend meetings with Department staff for orientation and further process meetings	Project Manager; Boone County	Aug 2018 July 2019 February 2020 July 2021 October 2021	100% 100% 100% 100% 0%
Task 2 ~ <i>Host Technical Meetings</i> Host regularly scheduled Technical Advisory Team meetings	Project Manager; Technical Advisory Team (TAT)	At least once per quarter	80%
Task 3 ~ <i>Host Steering Committee meetings</i> Host Steering Committee meetings for WBP development	Project Manager; TAT	At least once per quarter	65%
Task 4 ~ <i>Memorandums of Agreement (MOAs) or Contract Agreements</i> Establish MOAs or contracts with project partners/contractors outlining duties and responsibilities (USDA-ARS, University Missouri, modeling consultant, BMP demonstration contractor).	Project Manager; Boone County	July 2020	100%
Task 5 ~ <i>QAPP</i> Work with the Department staff to obtain approval for the QAPP before water quality monitoring begin	Project Manager	February 2020	100%
Task 6 ~ <i>Conduct Monitoring</i> Conduct water quality monitoring and microbial source tracking to determine causes and sources of pollutants	Project Manager; Boone County; Modeling Consultant	Ongoing until July 2022	80%

Schedule of Milestones	Responsible Entity	Targeted Completion Date	Percent Complete
Task 7 ~ <i>Educational Materials</i> Conduct targeted mailings/e-mails to stakeholders informing of meetings &/or various events; compile and distribute information in various forms to general public (prior approval by DNR)	Project Manager; Boone County	Ongoing until July 2022	75%
Task 8 ~ <i>Modeling and Assessment</i> Conduct watersheds assessment and evaluate land use data (past and present), using the revised sensitivity analysis to determine water quality impacts and BMP implementation	Project Manager; Boone County	a) January 2020 b) June 2020 c) Ongoing until July 2022	100% 100% 50%
a) Hire modeling consultant through procurement process b) Modeling QAPP c) Analysis			
Task 9 ~ <i>Educational Activities</i> Conduct outreach/educational activities:	Project Manager; Boone County	a) March 2019, Dec 2019, March 2020, Dec 2020, & March 2021 b) March 2019, 2020, 2021, & 2022 (2020 not held due to COVID-19) c) July 2019, 2020, & 2021 d) Oct 2018, 2019, 2020, & 2021 e) July 2021	100% 75% 100% 75% 95%
a) Land Management Workshops b) Spring Monitoring Blitzes c) Water Festivals d) Fall Monitoring Blitzes e) Watershed Roadside Signs			
Task 10 ~ <i>BMP Demonstration Project</i> Retrofit 2 stormwater detention/retention basins using green bioengineering design	Project Manager; Boone County; Construction Contractor	a) Spring 2019 b) Summer 2020 c) Fall 2020 d) Fall 2021	100% 100% 100% 0%
a) Hire construction contractor through bid process b) Construct demonstration project c) Purchase & install demo project sign d) Hold ribbon cutting/field day event			

Schedule of Milestones	Responsible Entity	Targeted Completion Date	Percent Complete
Task 11 ~ <i>Draft WBP</i> The watershed-based plan will address the nine planning elements that are required by EPA	<i>(Recommended: EACH element/section of the WBP to be submitted to DNR for review and comments throughout the drafting process)</i>		
a) Identification of causes and sources or groups of similar sources that will need to be controlled to achieve the load reductions estimated in this watershed-based plan	Project Manager; Boone County; Modeling Consultant	June 2020	100%
b) Estimation of load reductions expected for the management measures	Project Manager; Boone County; Modeling Consultant	July 2020	100%
c) Description of NPS management measures that need to be implemented to achieve the load reductions estimated	Project Manager; Boone County; Modeling Consultant	July 2020	100%
d) Estimate amounts of technical and financial assistance needed, associated costs, and/or the sources and authorities to be relied upon to implement this plan	Project Manager; Boone County; Modeling Consultant; TAT	July 2020	100%
e) Information/education component that will enhance public understanding and participation in selecting, designing, & implementing the NPS management measures to be implemented	Project Manager; Boone County	July 2020	100%
f) Schedule for implementing NPS management measure identified in this plan that is reasonably expeditious	Project Manager; Boone County; TAT	July 2020	100%
g) Description of interim, measurable milestones for determining whether NPS management measures or other control actions are being implemented	Project Manager; Modeling Consultant; Boone County; TAT	July 2020	100%
h) Establish a set of criteria to determine whether loading reductions are being achieved and progress made towards attaining water quality standards	Project Manager; Modeling Consultant; TAT; Boone County	July 2020	100%

Schedule of Milestones	Responsible Entity	Targeted Completion Date	Percent Complete
Task 11 ~ <i>Draft WBP (continued)</i> i) Development of a monitoring component to evaluate the effectiveness of the implementation efforts over time, measured against the established criteria.	Project Manager; Modeling Consultant; TAT; Boone County	July 2020	100%
Task 12 ~ <i>Submit 1st Draft of WBP for review</i> a) The County will send draft WBP to the Department, EPA, and partners for initial review b) The Department and EPA return comments within 60 days of receiving draft for revisions c) Hold meeting with EPA and the Department to discuss/clarify comments and required updates (if needed)	Project Manager; Boone County; TAT	a) Aug 1, 2020 b) Oct 1, 2020 c) Oct 15, 2020	100% 100% 100%
Task 13 ~ <i>Submit 2nd Draft of WBP for review</i> a) The County will make suggested changes and resubmit the plan to the Department, EPA and partners for a final review within 30 days of receiving the 1 st draft comments b) The Department and EPA review and return final comment within 60 days of receiving 1 st draft, for revisions c) Hold meeting with EPA and the Department to discuss/clarify comments and required updates (if needed)	Project Manager; TAT; Boone County	a) Nov 1, 2020 b) Dec 31, 2020 c) Oct 15, 2021	100% 100% 0%
Task 14 ~ <i>Submit 3rd Draft of WBP for review; revise draft WBP to address EPA and Department comments</i> a) Do necessary modeling to address EPA requirements for plan acceptance b) Develop detailed implementation strategy for plan c) Revise draft WBP to address all EPA and Department comments d) Third draft of WBP submitted to EPA and Department for plan approval (60 day review period)	Project Manager; Boone County; Modeling Consultant; TAT	a) Oct 15, 2021 b) Nov 1, 2021 c) Dec 1, 2021 d) Dec 1, 2021	0% 0% 0% 0%

Schedule of Milestones	Responsible Entity	Targeted Completion Date	Percent Complete
Task 15 ~ <i>Finalize WBP updates and distribute revised plan</i>	Project Manager; TAT; Boone County	a) Mar 1, 2022 b) April 30, 2022 c) May 31, 2022 d) June 15, 2022	0% 0% 0% 0%
Task 16 ~ <i>Distribute Approved WBP</i> Print and create electronic copies of approved WBP to distribute to stakeholders and project partners	Project Manager; Boone County	June 2022	0%
Task 17 ~ <i>Host Public Meetings</i> Hold public meetings to gain input for draft plan development and present and explain the draft WBP	Project Manager; Boone County	Sept 2021 Dec 2021	0%
Task 18 ~ <i>Quarterly Reports and Invoices</i> Develop and submit quarterly report and invoice to the Department	Project Manager	Quarterly until July 2022	75%
Task 19 ~ <i>Annual Reports and MBE/WBE</i> Develop and submit annual reports and MBE/WBE to the Department	Project Manager	Oct 15 Yearly and July 31, 2022	50%
Task 20 ~ <i>Submit a Subrecipient Informational Form (FFATA) to the Department</i>	Boone County; Project Manager	Aug 1, 2018 July 1, 2019 July 1, 2020 July 1, 2021 July 1, 2022	100% 100% 100% 0% 0%
Task 21 ~ <i>Submit draft of final report to the Department for review</i>	Project Manager	July 1, 2022	0%
Task 22 ~ <i>Submit Final Report, Annual Report, Final invoice and MBE/WBE report to the Department</i>	Project Manager; Boone County	July 31, 2022	0%

Measures of Success:

Pre- and post-survey results will be studied for comparisons of before-and-after knowledge

learned from workshops implemented in the project. Pre- and post-test results will be evaluated to determine participant knowledge gained from the any of the three educational workshops and/or related activities. Level of attendance and participation of all educational events will be tracked. Reduction in pollution will be calculated to determine the BMPs effectiveness and help the general public understand the principles of implementing NPS pollution reduction practices.

Evaluation/Feedback Mechanisms:

1. A pre- and post-survey will be given to participants of workshops to develop an understanding of the general public's perception of implementing stormwater retention practices.
2. A pre- and post-test will be administered to students and the general public to assess knowledge gained from lessons presented during any stormwater education activities.
3. Education/Outreach efforts will be quantified by amount of materials distributed and information requested. Evaluation of overall effectiveness and repeatability of outreach projects in the area will be accomplished through comprehensive pre- and post-project surveys of the general public included in the project.
4. Efforts will be made to evaluate the options for BMPs in the subwatersheds and to assess their effectiveness in the subwatersheds and potential influence on pollutant loading. Calculations of load reductions will be done both directly by continued monitoring in areas where a treatment is located and indirectly based on the application of modeling results to assumptions of load reduction strategies at the watershed-scale.

BMP Operation and Maintenance (if applicable):

Subrecipient will assure continued proper operation and maintenance of all NPS management practices that have been implemented and funded under this agreement. Such practices shall be operated and maintained for an appropriate number of years in accordance with commonly accepted standards. The subrecipient shall include a provision in every applicable sub-agreement or contract awarded under this subgrant requiring that the management practices for the project be properly operated and maintained.

VII. PROJECT BUDGET

Greater Bonne Femme Watershed Based Plan Development and Demonstration Project
Boone County Commission
 August 1, 2018 – July 31, 2022

Total Federal Contribution	\$ 145,597
Total Nonfederal Contribution	\$ 133,263
Total Project Cost	\$ 278,860
(See Attachment B for budget breakout.)	

VIII. PAYMENT SCHEDULE

- A. Reimbursement to the subgrantee for the tasks described in the Scope of Services will be made according to the following schedule:

MAXIMUM EXPENSES	REIMBURSEMENT SCHEDULE	SUBMIT TO	PROJECT PERIOD	INVOICE FORMAT
\$145,597	Quarterly	319 Nonpoint Source Unit	8/1/2018 – 7/31/2022	Attachment A-2

- B. Requests for reimbursement must be accompanied by a summary of the federal expenditures by budget category. For match reporting only, if applicable, detailed documentation (such as paid bills, time sheets, receipts, invoices, cost-share/incentive agreements, etc.) must be provided for cost-share and in-kind services. The Department reserves the right to require submittal of all supporting documentation from first time project recipients and recipients that have previously failed to meet grant requirements. Expenditures must be incurred within the budget period August 1, 2018 through July 31, 2022. See Attachment A-2, Invoice and Match Report, and Attachment D, General Terms and Conditions, for additional requirements.
- C. Invoices, including expenditure summaries, must be submitted at a minimum frequency of semi-annually. Final reimbursement will be made to the subgrantee upon documentation of adequate match and completion of all required quarterly reports and the final project report/evaluation. The subgrantee must request final reimbursement no later than 60 calendar days after the project end date at which time any remaining balance of project funds will be deobligated.
- D. Invoices shall be signed by the recipient's **Financial Officer/Manager** in order to receive payment. The recipient's Finance or Accounting Office shall designate a fiscal staff contact with the Department's Soil and Water Conservation Program, Nonpoint Source Unit.
- E. Match expenditures and documentation shall be submitted with quarterly invoices at least twice per year in accordance with the federal and match percentage ratio as described in the Project Funding section of the Financial Assistance Agreement signature page. Failure to provide match in proportion to the federal expenses biannually, at minimum, may result in denial of federal reimbursement or the Department requesting a refund of federal funds.
- F. Up to twenty percent (20%) of the total federal award amount may be withheld pending satisfactory completion of the final project report/evaluation and submission to the Department.

IX. REPORTING REQUIREMENTS

- A. Quarterly progress reports will be due November 15, February 15, May 15, and August 15

of each calendar year of the project period. Please send one **electronic** copy via the Internet to karen.westin@dnr.mo.gov. Reports will describe project status, compare progress to scheduled milestones, and explain any variances from expected progress. The reports shall follow the format shown on Attachment A-3, Quarterly Report.

- B. An **electronic** copy of an annual report must be submitted to the Department's project manager by October 15th each year throughout the project period and at the close of the project. The reports shall follow the format shown on Attachment A-4, Annual Report Worksheet.
- C. An **electronic** copy of the final product and final project report must be submitted to the Department's project manager by July 31, 2022, with a draft due by July 1, 2022. The final report, at a minimum, should describe accomplishments, how the goals/objectives described in the subgrant agreement were met, describe the tasks completed, products produced, and an assessment of the impact of the project in addressing NPS concerns. The report should make recommendations, where relevant, on how the results or experiences of the project could be applied elsewhere. A final budget should also be included that describes the funds spent, the match contribution, and leftover funds, if any.
- D. A copy of the annual audit report or relevant portions of the audit report that pertains to the project award are to be submitted to the Department's project manager, if required under Code of Federal Regulations, Title 2 Part 200—Uniform Administrative Requirements, Cost Principles, Subpart F Audit Requirements, and as described in the Department's General Terms and Conditions, Attachment D.
- E. Recipients are allowed to earn program income in order to defray the cost of project activities funded by a 319 subgrant. Program income must be documented and reported through the receipt and expenditure invoicing process. Program income generated from supported activities including fees for services, rental income acquired under the grant, proceeds from the sale of articles fabricated under the grant, registration fees for a 319 sponsored event such as conferences, workshops, and training are some examples that must be reported. Program income shall be deducted from the federal funds committed to this project equal to the amount gained by the program income.
- F. Recipients must request any needed time extension to the award no later than 90 days prior to the current project period expiration date. Failure to request an extension in this timely manner may result in denial of the extension request.
- G. Recipients with awards equal or greater than \$25,000 are required to submit a *Subrecipient Informational Form* (end of Attachment D) if their award period for the project exceeds 12 months. This form shall be updated and returned to the Department at the end of each 12-month period from the approved project start date.
- H. Recipient agrees that:
 - 1. Reports and documents developed as part of a project funded by a 319 assistance agreement shall contain the following statement:

“This project has been funded wholly or in part by the United States

Environmental Protection Agency under assistance agreement (number) to (recipient). The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.”

2. Signage developed as part of a project funded by a 319 assistance agreement shall contain the EPA logo. A graphic file of the EPA logo and specifications on its use will be provided by U.S. EPA for use by the grantee. If the physical design of the sign allows, it should also include the following text:
“This project has been funded through Section 319 of the Clean Water Act” **or** “This cooperative project has been funded in part through Section 319 of the Clean Water Act.”

3. Announcements through the web or print materials for workshops, conferences, demonstration days or other events as part of a project funded by a 319 assistance agreement shall contain the EPA logo. A graphic file of the EPA logo and specifications on its use will be provided by U.S. EPA for use by the grantee. If the physical design of the announcement allows, it should also include:
“This project/event has been funded through Section 319 of the Clean Water Act” **or** “This cooperative project/event has been funded in part through Section 319 of the Clean Water Act.”

448-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

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October Session of the October Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the

26th

day of October

20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve the Extension of the Stormwater Security Agreement and Erosion and Sediment Control Irrevocable Letter of Credit between the County of Boone and IUVO Construction, LLC. 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 October 2021.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

EXTENSION AGREEMENT

THIS AGREEMENT, effective September 10, 2021, is entered into by and between Boone County, Missouri, through its County Commission, a political subdivision of the State of Missouri, herein "County;" and IUVO Constructum, LLC., a corporation in the State of Missouri, herein "Developer" and INB, National Association, herein "Bank."

WHEREAS, Developer is conducting a building project to construct a new subdivision, Oak Hill Estates, herein "Project"; and

WHEREAS, Bank has issued an Irrevocable Letter of Credit to County on behalf of Developer, dated September 10, 2020, in the amount of \$133,324.73 to secure stormwater improvements associated with Project; and

WHEREAS, said Letter of Credit contemplates that the parties may agree to extend the expiration date of the Letter of Credit, which currently expires on September 10, 2021; and

WHEREAS the parties intend through this Extension Agreement to extend the expiration date of said Letter of Credit to September 10, 2022.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations in this agreement the parties agree as follows:

1. The Bank Letter of Credit dated September 10, 2020, in the amount of \$133,324.73, with an expiration date of September 10, 2022, is attached hereto and incorporated herein by reference.
2. The parties mutually agree to extend the September 10, 2020 Letter of Credit such that the new expiration date will be September 10, 2022.
3. All other terms of the Letter of Credit and attachments thereto shall remain unchanged and in full effect.
4. This Extension Agreement may be entered into in one or more counterparts which, when taken together, shall constitute the full Agreement of the parties.

SO, AGREED.

INB, NATIONAL ASSOCIATION:

By:



Chris Thoennes, Vice President

IUVO CONSTRUCTUM, LLC:

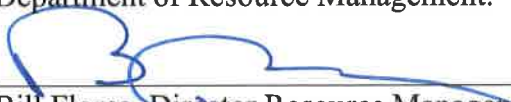
By:



Marti Rave, Manager

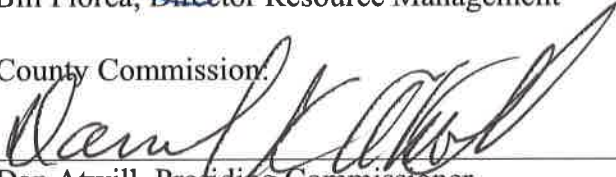
BOONE COUNTY:

Department of Resource Management:



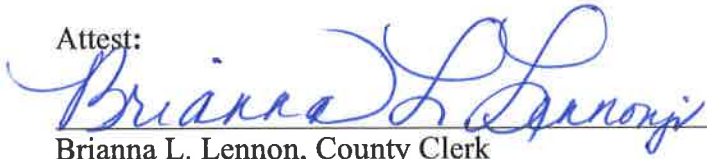
Bill Florea, Director Resource Management

County Commission:



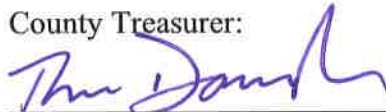
Dan Atwill, Presiding Commissioner

Attest:



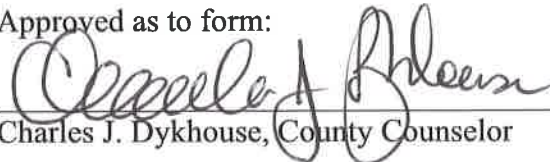
Brianna L. Lennon, County Clerk

County Treasurer:



Tom Darrough, County Treasurer

Approved as to form:



Charles J. Dykhouse, County Counselor

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ca.

September Session of the July Adjourned

Term. 2020

In the County Commission of said county, on the

29th

day of

September

20 20

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

Now on this day, the County Commission of the County of Boone does hereby approve the attached Erosion and Sediment Control Security Agreement and Irrevocable Letter of Credit between the County of Boone and IUVO Constructum, LLC. The terms of the agreement are stipulated in the attached security agreement.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Done this 29th day of September 2020.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Fred J. Parry
Fred J. Parry
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

Stormwater Erosion and Sediment Control Security Agreement

Date: August 31, 2020

Developer/Owner Name: IUVO Constructum, LLC
Address: 1709 Tullamore Ave., Ste B
Bloomington, IL 61704

Development: Oak Hill Estates

This agreement is made by and between the above-named developer (herein "Developer") and Boone County, Missouri, a political subdivision of the State of Missouri, through its Resource Management Department, (herein "County") and shall be effective on the above date when signed and approved by all persons listed below.

In consideration of the performance based by each party of their obligations described in this agreement, the parties agree to the following:

- 1. Background and Purpose of Agreement** – The Developer is the owner or authorized agent of the owner for the real estate contained within the development described above which is subject to the Boone County Stormwater Regulations. This agreement is made pursuant to Section 8.4 Performance and Guarantee, in the Stormwater Regulations of Boone County, Missouri in order to permit the Developer to disturb land on the development described above, and to assure County of the required erosion and sediment control and stormwater management. By entering into this agreement, the developer is agreeing to comply with the erosion and sediment plan described below in accordance with the County Stormwater Regulations and specifications and provide to County financial security in the event the developer fails to comply with the plan or complete the improvements within the time and manner provided for by this agreement.
- 2. Description of Improvements** – The Developer agrees to adhere to the Stormwater Pollution Prevention Plan (SWPPP) and Erosion and Sediment Control (ESC) Plans for Construction activities at Oak Hill Estates. The SWPPP and ESC was prepared by Crockett Engineering Consultants on August 15, 2020.
- 3. Time for Completion** – The Developer agrees to complete the land disturbance activities and stabilize the site as described in the SWPPP no later than the 24th day of August 2022, and all such improvements shall pass County inspection as of this date.
- 4. Security for Performance** – To secure the Developer's performance of its obligations under this agreement, Developer hereby agrees to provide the County with security in the amount of \$133,324.73, which County may use and apply for Completion of the above described improvements in the event the Developer fails to complete the above described improvements within the time or within manner required by County under its regulations.

The Security shall be provided to County as a condition precedent to the effectiveness of this agreement in the following form:

- Irrevocable standby letter of credit, with form to be approved by County and issued to Treasurer of Boone County, Missouri
5. **Use of Security** – The Developer hereby authorizes County to use, redeem, or otherwise obtain payment as applicable, from the security described above for purposes of completing improvements required of the Developer under this agreement in the event that such improvements are not completed within the time provided for by this agreement, or any extension thereof granted by County in its discretion, or in the event such improvements are not completed in accordance with regulatory requirements or specifications imposed by County. Developer authorizes County to cash the corporate surety bond contemplated herein upon written instructions from the duly elected and serving Treasurer of Boone County without further authorization or signature required by Developer. In the event Developer fulfills its obligations in the time and manner required by this agreement and obtains a satisfactory final inspection from the County prior to August 24, 2022, then County shall provide Developer with written proof that the requirements of this Security Agreement are satisfied, and the irrevocable letter of credit can be released to Developer. If no written proof has been provided to the financial institution issuing irrevocable letter of credit that Developer has complied with the requirements of this Agreement, however, then the financial institution shall, on August 24, 2022, or such extended period as mutually-agreed by the parties in writing, shall immediately transfer the balance of the irrevocable letter of credit to the account then-designated by the Boone County Treasurer. If the total sum of the corporate surety bond is not used for completion of any necessary permit items, then the remaining balance shall be paid to Developer within thirty (30) days of completion and acceptance of any required work, along with an itemization of charges detailing the expenditures made by the County.
 6. **Additional Sums Due** – In the event that the security provided herein is insufficient to complete the required improvements as determined by the County, Developer will, upon demand by the County accompanied by a detailed itemization of the requested additional sum, deposit with County such additional monies which, in the opinion of the County, will be required to complete the necessary improvements. In the event that Developer does not deposit the additional monies with the County within ten (10) days, the Developer shall be deemed in default of this Agreement.
 7. **Remedies Cumulative** – Exercise or waiver by the County of any enforcement action under this Agreement does not waive or foreclose any other or subsequent enforcement action whatsoever. The County shall be entitled to its costs, including reasonable attorneys' fees, in enforcement of Developer's obligations under this Agreement.
 8. **Authority of Representative Signatories** – Signatories to this agreement who execute this agreement in a representative capacity for a corporation, limited liability company or partnership, or other business entity, hereby affirmatively represent that they have obtained all resolutions or orders needed to enter in this agreement and are duly authorized to enter into this agreement and bind the parties which they represent to all terms and conditions herein.

9. **Binding Effect** – This agreement shall be binding upon the parties hereto in their respective heirs, personal representative, administrators, successors, and interest in successors in assigned offices. The County and Developer hereby accept this Agreement as a lawful and satisfactory Security Agreement.

In Witness Whereof the Developer and the County have executed this agreement to be effective on the day and year first above written.

ACKNOWLEDGED AND AGREED TO:

DEVELOPER/OWNER:

By: 

Printed Name: MARTI RAVE

Title: Manager

BOONE COUNTY, MISSOURI:

Department of Resource Management


Bill Perea, Director Resource Management

County Commission:

Daniel K. Atwill, Presiding Commissioner

Attest:
 by AV
Brianna L. Lennon, Boone County Clerk

County Treasurer

Tom Darrough, County Treasurer

Approved as to form:

C.J. Dykhouse, County Counselor



IRREVOCABLE LETTER OF CREDIT
NO. 20-00020
DATE: September 10, 2020

Amount: \$133,324.73

County of Boone
Attn: Director, Resource Management
801 E Walnut St, Rm. 315
Columbia, MO 65201

Ladies and Gentlemen:

We hereby authorize the County of Boone to draw on INB, National Association for the account of IUVO Constructum, LLC (hereinafter as "Owner" or "Developer") up to an aggregate amount of \$133,324.73 available by your drafts at sight. Your drafts must be accompanied by your invoice to Owner and accompanied by a Certificate for Drawing in substantially the form set out on Exhibit "A", which is attached hereto and incorporated by reference.

All drafts hereunder must be marked "Drawn under INB, National Association Letter of Credit #20-00020 dated September 10, 2020.

The amount of each draft drawn under this credit must be endorsed hereon, and the presentation of each draft, if negotiated, shall be a warranty by the negotiating bank that such endorsement has been made and that documents have been forwarded as herein requested. Partial drawings are permitted. All payments under this letter of credit will be made available to you at the counters of the loan issuer or immediately by wire transfer of immediately available funds to the account(s) designated by the Boone County Treasurer.

We hereby engage with the drawers, endorsers, and bona fide holders of drafts drawn under and in compliance with the terms of this credit that the same will be duly honored on due presentation and delivery of documents as specified if presented to this bank on or before September 10, 2021, provided further that upon such expiration, either at September 10, 2021, or such extended period as contemplated herein we shall immediately transfer the balance of the maximum available credit to you at the account then-designated by the Boone County Treasurer.

This letter of credit may be extended upon presentation of an agreement to extend, executed by the Developer/Owner and the County of Boone, and presented to INB, National Association within the 60-day period prior to the then-effective date of expiration of this letter of credit.

Upon our receipt, from time to time, from the County of Boone, of a written reduction certificate in substantially the same form as Exhibit "B", which is attached hereto and incorporated herein by reference, we are authorized to reduce the maximum available credit hereunder by the amount stated in such certificate, any such reduction to be effective only at our close of business on the date which we receive said written reduction certificate.



This letter of credit set forth in Part A of Form "A" and such uniform provisions in not in any way modified, amended, amplified or otherwise subject to any condition, instrument or agreement referred to herein, except that the conditions of Part "B" attached hereto are incorporated herein by reference as an integral part of this letter of credit.

Except as expressly provided herein, this credit is subject to the Uniform Customs and Practice for Documentary Credits 1993 revision The International Chamber of Commerce Publication 500.

Sincerely yours:

By: 

Chris Thoennes, Vice President

08/10/2020

Exhibit "A"
To Letter of Credit
Form of Certificate for Drawing

Boone County, Missouri letterhead

09/10/2020

INB, N.A.
322 East Capitol
Springfield, IL 62701
Attention: Steve Keenan, Senior VP

Re. **Bank Letter of Credit No.: 20-00020**
Dated: 09/10/2020
In Favor of Boone County, Missouri on behalf of IUVO Constructum, LLC

Gentlemen:

The undersigned, a duly authorized official of County of Boone, Missouri (the "Beneficiary"), hereby certifies to Landmark Bank (the "Bank"), with reference to Irrevocable Letter of Credit No. 20-00020 (the "Letter of Credit"; any capitalized terms used herein and not defined shall have their respective meanings as set forth in the said Letter of Credit) issued by the Bank in favor of the Beneficiary, that

1. The Account Party has failed to complete all improvements or fulfill all obligations required by the Subdivision Regulations, Stormwater regulations, or other applicable rules and regulations of the County of Boone.
2. A draft in the sum of \$_____ as requested by this Certificate is not in excess of the Maximum Available Credit under the Letter of Credit and shall result in a reduction of the Maximum Available Credit under the Letter of Credit.

Transfer the funds as stated above to the credit of the Boone County, Missouri to the following account, as instructed by the Boone County Treasurer: [INSERT BANK Account # _____], Attention: Boone County Treasurer.

IN WITNESS WHEREOF, the Beneficiary has executed and delivered this certificate this _____ day of _____.

BOONE COUNTY, MISSOURI

By: _____
Presiding Commissioner

APPROVED BY:

Attest

Stan Shawver, Director, Resource Management

Brianna L. Lennon, Boone County Clerk

Commission Order: _____

Exhibit "B"
To Letter of Credit
Form of Reduction Certificate

Boone County, Missouri letterhead

09/10/2020

INB, N.A.
322 East Capitol
Springfield, IL 62701
Attention: Steve Keenan, Senior VP

Re Bank Letter of Credit No.: 20-00020
Dated: 09/10/2020
In Favor of Boone County, Missouri on behalf of Developer/Owner

Gentlemen:

This certificate authorizes reduction in the amount of \$_____ of the above letter of credit. The remaining maximum available credit for this letter of credit is \$_____.

BOONE COUNTY, MISSOURI

By: _____
Presiding Commissioner

APPROVED BY:

Attest:

Stan Shawver, Director, Resource Management

Brianna L. Lennon, Boone County Clerk

Commission Order: _____

449-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

October Session of the October Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the

26th

day of October

20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve Contract 32-01OCT20 – Tires – Passenger Vehicles, Patrol Vehicles, Light Duty Trucks, and trailers term and supply awarded to Pomp’s Tire Service, Inc. and McKnight Tire Company, Inc. on October 22, 2020, commission order 482-2020.

This amendment will change the renewal terms from three (3) one-year to six (6) six-month terms due to increasing price volatility.

The first renewal term will begin October 1, 2021 and end March 31, 2022.

Invoices will be paid from Department 2040 – RB Maintenance Operations and Department 1251 - Sheriff, Account 59105 –Tires.

Done this 26th day of October 2021.

ATTEST:



Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner

Boone County Purchasing

Robert Wilson
Buyer



613 E. Ash St., Room 110
Columbia, MO 65201
Phone: (573) 886-4393
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Robert Wilson
DATE: October 26, 2021
RE: Amendment Number Two – *32-01OCT20 – TIRES – PASSENGER VEHICLES, PATROL VEHICLES, LIGHT DUTY TRUCKS, AND TRAILERS TERM AND SUPPLY*

Contract 32-01OCT20 – TIRES – PASSENGER VEHICLES, PATROL VEHICLES, LIGHT DUTY TRUCKS, AND TRAILERS TERM AND SUPPLY was approved by commission for award to Pomp's Tire Service, Inc. and McKnight Tire Company, Inc. on October 22, 2020, commission order 482-2020.

This amendment will change the renewal terms from three (3) one-year to six (6) six-month terms due to increasing price volatility.

The first renewal term will begin October 1, 2021 and end March 31, 2022.

Invoices will be paid from departments 2040 – RB Maintenance Operations and 1251 - Sheriff, account 59105 –Tires.

cc: Greg Edington, Road & Bridge
Gary German, Sheriff

Contract File

**CONTRACT AMENDMENT NUMBER TWO
FOR
TIRES – PASSENGER VEHICLES, PATROL VEHICLES, LIGHT DUTY TRUCKS, AND
TRAILERS – TERM & SUPPLY**

The Agreement **32-01OCT20** dated the 22ND day of October 2020 made by and between Boone County, Missouri and **Pomp's Tire Service, Inc.** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. Revise *Contract Period* to change the original three (3) one-year renewal terms to six (6) six-month renewal terms. The first renewal term shall begin October 1, 2021 and end March 31, 2022.
2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

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

POMP'S TIRE SERVICE, INC.

BOONE COUNTY, MISSOURI

By: DocuSigned by:
Joel Hansen
8426A9241738468...

By: Boone County Commission

Title: CFO _____

DocuSigned by:
Daniel K. Atwill
4411349E0079711
Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
[Signature]
17A1E0011
County Counselor

DocuSigned by:
Brianna L. Jensen
4411349E0079711
County Clerk

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) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

DocuSigned by:
Diana Beckford
5F1CB47D...
Signature

10/14/2021

Date

No encumbrance required

Appropriation Account

**CONTRACT AMENDMENT NUMBER TWO
FOR
TIRES – PASSENGER VEHICLES, PATROL VEHICLES, LIGHT DUTY TRUCKS, AND
TRAILERS – TERM & SUPPLY**

The Agreement **32-01OCT20** dated the 22ND day of October 2020 made by and between Boone County, Missouri and **McKnight Tire Company, Inc.** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. Revise *Contract Period* to change the original three (3) one-year renewal terms to six (6) six-month renewal terms. The first renewal term shall begin October 1, 2021 and end March 31, 2022.
2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

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

MCKNIGHT TIRE COMPANY, INC.

BOONE COUNTY, MISSOURI

By: DocuSigned by:
Matt Riddell
C148A485F3844E2...

By: Boone County Commission

Title: Retail Sales

DocuSigned by:
Daniel K. Atwill
44119E60918...
Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
[Signature]
134E6E60...
County Counselor

DocuSigned by:
Brianna L. Wilson
44119E60918...
County Clerk

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) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

DocuSigned by:
[Signature]
134E6E60...
Signature

10/14/2021

Date

No encumbrance required

Appropriation Account

450-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned

Term. 20 21

In the County Commission of said county, on the 26th day of October 20 21

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

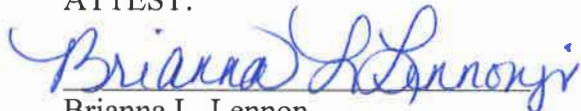
Now on this day, the County Commission of the County of Boone does hereby approve Amendment #1 to Contract 06-26JUL19 with Advanced Correctional Healthcare for Medical Services for the Boone County Jail that was awarded January 2, 2020 (Commission Order 4-2020) and revises the records retention requirement in the contract from three years to five years.

All other terms, conditions, including pricing of the original agreement remain unchanged.

Payment will be paid from Department: 1255 Corrections/Account: 85620 Other Medical

Done this 26th day of October 2021.

ATTEST:


Brianna L. Lennon
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

Boone County Purchasing

Liz Palazzolo
Senior Buyer



613 E. Ash, Room 109
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, CPPO, C.P.M.
DATE: October 12, 2021
RE: Amendment #1 to Contract 06-26JUL19 for Medical Services for the Boone County Jail – Boone County Sheriff's Office

Amendment #1 to contract 06-26JUL19 with Advanced Correctional Healthcare for Medical Services for the Boone County Jail that was awarded January 2, 2020 (Commission Order 4-2020) revises the records retention requirement in the contract from three years to five years.

All other terms, conditions, including pricing of the original agreement remain unchanged.

Payment will be paid from the following Department/Account:

- Department: 1255, Corrections/Account: 85620, Other Medical - \$684,733.38

/lp

cc: Major Gary German, Sheriff's Office
Leasa Quick, Sheriff's Office
Contract File

Commission Order: 450-2021

Date: 10.26.2021

**CONTRACT AMENDMENT NUMBER ONE
FOR
MEDICAL SERVICES - TERM & SUPPLY**

The Agreement **06-26JUL19** dated the 2nd day of January 2020 made by and between Boone County, Missouri and **Advanced Correctional Healthcare** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

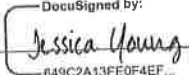
- 1. **REPLACE** paragraph 3.18.3 of the contract with the following:

3.18.3 Record Retention/Audits: The contractor shall retain all financial records and statements pertaining to the contract for a period of **five (5)** years from the close of each year's operation. The contractor's accounting procedures and internal financial controls shall conform to generally accepted accounting practices in order to ensure that medical supplies and operating costs including all labor costs can be readily determined and expenditures verified if requested by the County.

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

ADVANCED CORRECTIONAL HEALTHCARE

BOONE COUNTY, MISSOURI

By:  _____
DocuSigned by:
Jessica Young
049C2A13FE0F4EF...

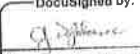
By: Boone County Commission

Title: President

 _____
DocuSigned by:
Daniel K. Atwill
Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

 _____
DocuSigned by:
County Counselor

 _____
DocuSigned by:
Brianna L. Hannon
County Clerk

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) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

Fund: 1255 - Account: 85620: \$684,733.38

 _____
DocuSigned by:
Danie...
F1C847D...

10/14/2021

Date

Appropriation Account

457-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

October Session of the October Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the

26th

day of October

20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve Request for Bid RFB 34-09SEP21, solicited bids for Deed Record and Index Books for the Boone County Recorder. The bid from Bear Graphics, Inc. of Sioux City, Iowa meets RFB requirements, has successfully provided the same books in the past for the Recorder's Office, and is acceptable to the Recorder's Office for award of a new contract.

The initial contract period will run from the October 21, 2021 through October 20, 2022.

Payment will be paid from Department 2800, Record Preservation Fund Activity/Account 23000 - Office Supplies.

Done this 26th day of October 2021.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

Boone County Purchasing

Liz Palazzolo
Senior Buyer



613 E. Ash, Room 109
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, CPPO, C.P.M.
DATE: October 14, 2021
RE: 34-09SEP21 – Deed Record and Index Books for the Boone County Recorder

Request for Bid RFB 34-09SEP21 solicited bids for Deed Record and Index Books for the Boone County Recorder. One bid and two “No Bids” were received. The bid from Bear Graphics, Inc. of Sioux City, Iowa meets RFB requirements, has successfully provided the same books in the past for the Recorder’s Office, and is acceptable to the Recorder’s Office for award of a new contract.

It is noted for the record that the County Purchasing Department tried to obtain competitive bids by advertising the RFB and posting it on Purchasing’s electronic-bidding website. Only the one bid was received.

The initial contract period will run from the October 21, 2021 through October 20, 2022.

Payment will be paid from Department 2800, Record Preservation Fund Activity/Account 23000 – Office Supplies: Total: \$ 4,686.50.

/lp

cc: Nora Dietzel, Recorder
Karen Johnson, Chief Deputy Recorder
File

**PURCHASE AGREEMENT
FOR
DEED RECORD AND INDEX BOOKS for the BOONE COUNTY RECORDER**

THIS AGREEMENT dated the 26th day of October 2021 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Bear Graphics, Inc.** 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 **Deed Record and Index Books**, County of Boone Request for Bid, bid number **34-09SEP21** in its entirety including the Introduction and General Conditions of Bidding, Technical Specifications, Bidder's Instructions and Evaluation, the un-executed Vendor Response and Pricing Pages, Certification Regarding Debarment and Boone County's Standard Terms and Conditions, as well as the Contractor's bid response dated **09/09/2021** executed by **Jeff Leverenz** on behalf of the Contractor, and e-mail clarification dated **10/09/21** from **Jeff Leverenz** 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 the 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, this Purchase Agreement, and the County's Request for **34-09SEP21** including the Introduction and General Conditions of Bidding, Technical Specifications, Bidder's Instructions and Evaluation, the un-executed Vendor Response and Pricing Pages, Certification Regarding Debarment, and Boone County's Standard Terms and Conditions shall prevail and control over the Contractor's bid response.

2. Contract Period - The contract period shall be **October 21, 2021 through October 20, 2022**. The County shall have three (3) one-year renewal options available after the initial contract period to renew the contract.

3. Purchase - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with Deed Record and Index Books as required in the RFB specifications and in conformity with the contract documents for the prices set forth in the Contractor's proposal response, as needed and as ordered by the County:

Item #	Description	Quantity	Unit Price Per Each Book/Binder
4.10.1	Indestructo Deed Book Binders per Section 2. Packaged 12 per Case	65	\$72.10
4.10.2	Indestructo Index Book Binders per Section 2. Packaged 6 per Case	6	\$90.00

4. Billing and Payment - All billing shall be invoiced to the Boone County Recorder's Office. Billings may only include the prices listed in the Contractor's proposal 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 proposal response to the specifications. The County agrees to pay all correct invoices within thirty (30) calendar days of receipt; the Contractor agrees to honor any cash or prompt payment discounts offered in its proposal response if the 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.

JJL

5. Delivery - The Contractor agrees to deliver pre-printed envelopes within 30-calendar days after receipt of order.

6. 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.

7. Entire Agreement - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other proposal or proposal specification or contractual agreement. This agreement may only be amended in writing by the Boone County Purchasing Office on behalf of the Boone County Collector using the same formality as this agreement.

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

- a. The County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. The County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products is 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.

DocuSigned by:
BEAR GRAPHICS, INC.
 DocuSigned by:
 Jeff Wenzel
 293025033C3543F...
 by Jeff Wenzel
 293025033C3543F...
 title Sales Rep

BOONE COUNTY, MISSOURI
 by: Boone County Commission
 DocuSigned by:
 Daniel K. Atwell
 293025033C3543F...
 Presiding Commissioner

APPROVED AS TO FORM:

DocuSigned by:
Gene E. Peterson
DocuSigned by:
7D71DEAEB9D74DD...
Gene E. Peterson
County Counselor

ATTEST:

DocuSigned by:
Khanna L. Lenson
DocuSigned by:
9207E2428FB946C...
Khanna L. Lenson
County Clerk

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) arising from this contract. (Note: Certification is not required if the terms of this contract do not create a measurable county obligation at this time.)

DocuSigned by:
Gene E. Peterson
by NA
EB91DB24AAAC49D...
10/15/2021 Fund/Account: 2800/23000: \$4,686.50

DocuSigned by:
Gene E. Peterson
by NA
Signature Date Appropriation
Account

452 -2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned

Term. 20 21

In the County Commission of said county, on the 26th day of October 20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve Amendment #3 to Contract 20-07NOV19 for Technical Assistance for the 9-Element Plan for the Greater Bonne Femme Watershed Project that was awarded January 16, 2020 (Commission Order 35-2020) and is being amended to add updates to the study and revise the contract period.

All other terms, conditions and prices of the original agreement remain unchanged.

Payment for updates to the study will be made using 319 Stormwater grant funds using the following Department/Account:


- Department 2142, DNR 319 Greater Bonne Femme/Account 71101 – Professional Services – Total: \$8,000.00

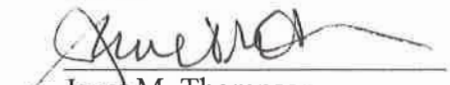
Done this 26th day of October 2021.

ATTEST:


 Brianna L. Lennon
 Clerk of the County Commission


 Daniel K. Atwill
 Presiding Commissioner


 Justin Aldred
 District I Commissioner


 Janet M. Thompson
 District II Commissioner

Boone County Purchasing

Liz Palazzolo
Senior Buyer



613 E. Ash, Room 109
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, CPPO, C.P.M.
DATE: October 19, 2021
RE: Amendment #3 to Contract 20-07NOV19 – Technical Assistance for the 9-Element Plan for the Greater Bonne Femme Watershed Project

Amendment #3 to contract 20-07NOV19 for Technical Assistance for the 9-Element Plan for the Greater Bonne Femme Watershed Project that was awarded January 16, 2020 (Commission Order 35-2020) is being amended to add updates to the study and revise the contract period.

All other terms, conditions and prices of the original agreement remain unchanged.

Payment for updates to the study will be made using 319 Stormwater grant funds using the following Department/Account:

- Department 2142, DNR 319 Greater Bonne Femme/Account 71101 – Professional Services – Total: \$8,000.00

/lp

cc: Contract File

Commission Order #: 452-2021

Date: 10.26.2021

**CONTRACT AMENDMENT NUMBER THREE
FOR
TECHNICAL ASSISTANCE for the 9-ELEMENT PLAN
for the GREATER BONNE FEMME WATERSHED**

The Agreement 20-07NOV19 dated the 16th day of January 2020 made by and between Boone County, Missouri and Geosyntec Consultants, Inc. for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

- 1. **ADD** Tasks 1 through 4 addressed in **Attachment One – Amendment Three** (i.e., the letter dated September 13, 2021 from Rishab Mahajan and Nick Muenks on behalf of the contractor) attached hereto and incorporated into the contract by reference for a total firm additional price of \$8,000.00:

TASK	DESCRIPTION
1	Address Issues with Modeling Files
2	Update Catchment Prioritization Index
3	Update BMP Selection and Load Reduction Estimates
4	Update Modeling Report
Total Price	\$8,000.00

- 2. **ADD** paragraph 3.4.15 as follows:

The contract period shall be **REVISED** to be **January 16, 2020 through January 15, 2022**. The contract will continue on a month-to-month basis until either party terminates the contract by providing the other party with thirty (30) calendar days prior written notice.

- 3. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement as previously amended shall remain in full force and effect.

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

GEOSYNTEC CONSULTANTS, INC.

BOONE COUNTY, MISSOURI

By: Matthew Bardol
DocuSigned by:
9A5E1B4C38ED4C8

By: Boone County Commission

Title: Senior Principal

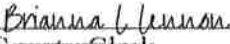
Daniel K. Atwill
DocuSigned by:
B4D714CE9FEEB
President/Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:

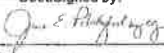

County Counselor

DocuSigned by:


County Clerk

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) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

Fund: 2142 - Account: 71101: \$8,000.00

DocuSigned by:  _____ Signature	10/18/2021 Date	_____ Appropriation Account
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CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned

Term. 20 21

In the County Commission of said county, on the 26th day of October 20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve the attached Sheriff's Office FY 2020 CESF-CAC – Boone County, Cyber Task Force Budget Amendment.

Done this 26th day of October 2021.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

**BOONE COUNTY, MISSOURI
REQUEST FOR BUDGET AMENDMENT**

10/8/21

EFFECTIVE DATE

FOR AUDITORS USE

(Use whole \$ amounts)

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
1253	37200	GF SHERIFF GRANTS	REGISTRATION		5,995
1253	70100	GF SHERIFF GRANTS	SOFTWARE SUBSCRIPTIONS		7,807
1253	3411	GF SHERIFF GRANTS	FEDERAL GRANT REIMBURSE		13,802
					27,604

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 establish a budget for the 2021 portion of the 2021/22 Coronavirus Emergency Supplemental Funding Crimes Against Children.



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: FY21 LESF CAC Supp. Grant



Auditor's Office



Agenda

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.

2021-2022 Coronavirus Emergency Supplemental Funding (CESF) Grant - Awarded
Crimes Against Children
October 21 - September 22

Description	Total	2021	2022	Action Date	Notes
Personnel					
N/A				Action Date	Notes
Personnel Benefits					
N/A				Action Date	Notes
Personnel - Overtime					
N/A				Action Date	Notes
Training/Travel					
Magnet Training Annual Pass (TAP)	\$ 5,995.00	\$ 5,995.00		asap	Heckmaster - One time purchase
IACIS Mobile Device Forensics Training	\$ 4,037.00		\$ 4,037.00	Apr	Heckmaster - One time purchase
Florida ICAC Conference	\$ 5,002.55		\$ 5,002.55	TBA	One time purchase
Equipment				Action Date	Notes
Forensic computer - Replacement	\$ 22,399.00		\$ 22,399.00	2022	One time purchase
Supplies/Operations				Action Date	Notes
N/A				Action Date	Notes
Contractual					
Cellebrite UFED Ultimate w/ Collector/Inspector License - Renewal	\$ 4,257.00	\$ 4,257.00		Nov	Yearly renewal
Magnet AXIOM - New	\$ 3,550.00	\$ 3,550.00		asap	Heckmaster - Yearly renewal
21-22 CESF Total *	\$ 45,240.55	\$ 13,802.00	\$ 31,438.55		

CERTIFIED COPY OF ORDER

454-2021

STATE OF MISSOURI

} ea.

October Session of the October Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 26th day of October 20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve the recommendations from the Job Classification Committee for changes to the Boone County Pay Plan for Budget Year 2022 contained within the attached "Recommendations from the Job Classification Committee" memo dated October 20, 2021.

Done this 26th day of October 2021.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Building Inspector Senior</u> <u>Building Inspector</u>	NEW: <input checked="" type="checkbox"/>	REVISED: <input checked="" type="checkbox"/>
<small>(Please check one)</small>		
REPORTS TO: <u>Chief Building Inspector</u>	FLSA: <u>Non-Exempt</u>	DATE: <u>06/2021-10/2021</u>
DEPARTMENT: <u>Resource Management</u>	JOB CODE: <u>206xxx</u>	

SUMMARY:

With general supervision, conducts building inspections and enforces and implements all aspects of the national building code and County regulations and amendments for both residential and commercial buildings.

ESSENTIAL FUNCTIONS:

*Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.*

Assists clients with understanding code requirements involved in planning and building minimum standards in residential and commercial applications; approves the installation of structural components and systems, such as foundations, floors, wall construction and coverings, insulation and energy components, roof-ceiling and fireplace construction, mechanical heating and cooling, which includes gas, electric and hydraulic piping, plumbing systems and all aspects of electrical and communication wiring.

Checks utility structures such as swimming pools and accessory buildings for compliance to minimum standards; answers questions regarding building planning, building components and alternative products and makes calculations in a variety of different areas for construction not requiring architectural or engineered plans

Reviews pre-plans and conducts commercial plan review to determine the sufficiency of building design in relation to size, and the communities' capacity to protect property and life based on national standards; reviews calculations and assumptions made by the designer;

checks life safety, occupancy, and accessibility standards by calculations, tables, national standards, fire safety codes, National Evaluation Reports (N.E.R.) reports and specifications, and communicates plan deficiencies to design professional and negotiates resolutions.

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Determines where sufficient information has been submitted in an existing building to ensure that changes can be made without decreasing the safety of the building.

Checks plumbing for capacity and compliance with use group and accessibility requirements; checks electrical calculations for capacity, wiring types, application specifications, sufficiency of service and special requirements for such things as elevators, alarms, emergency lighting, motors, wiring, transformer and other National Electrical Code requirements.

Inspects each phase of the building process for compliance with the plans and specifications, including building, energy, electrical, mechanical, plumbing, fire safety, and handicap accessibility.

Checks for proper installation and maintenance of stormwater and erosion control measures.

Assists in training lower-level employees to acquire knowledge, skills, and abilities necessary to perform the required job duties and obtain required ICC certifications.

KNOWLEDGE AND SKILLS:

1. ~~Advanced-Expert~~ knowledge of equipment, facilities, materials, methods, and procedures used in commercial and residential construction
2. ~~Advanced-Expert~~ knowledge of Boone County residential and commercial building codes.
3. ~~Advanced~~ knowledge of plans examination standards and techniques.
4. ~~Basic~~ knowledge of OSHA regulations and of safety procedures.
4. ~~Basic-Advanced~~ skill in planning scheduling and reviewing inspections.
5. ~~6.~~ Advanced skill in communicating with contractors to identify problems, coordinate work and respond to building schedules.
6. ~~7.~~ Advanced skill in reading and interpreting building plans and related documents.
7. ~~8.~~ Advanced skill in applying basic mathematical concepts to compute rate, ratio, and percent and to draw and interpret graphs.
8. ~~9.~~ Advanced skill in reading and interpreting sketches, diagrams, and blueprints.
9. ~~10.~~ Must have an ICC Inspector Certification and Commercial Combination Inspector certifications within one year of employment.

PHYSICAL DEMANDS:

The majority of work is performed in a general office setting and outside. Position-holder must possess vision to read printed materials and a computer screen, and hearing and speech to communicate in person and over the telephone. Must have clarity of vision at 20 feet or

more, 20 inches or less, three-dimensional vision, precise hand-eye coordination, and ability to identify and distinguish colors. May be required to work in hazardous traffic conditions or high/dangerous places.

Position requires CONTINUOUS sitting, upward and downward flexion of neck; fine finger dexterity and light to moderate finger pressure to manipulate keyboard, equipment controls, and other office equipment; pinch grasp to manipulate writing utensils. FREQUENT grasping to manipulate objects; side-to-side turning of neck; walking, standing, bending, stooping, kneeling, and reaching; heavy lifting of up to 75 lbs. when moving objects or equipment and transporting distances up to 50 yards; pushing/pulling, twisting at waist, and moderate wrist torque to twist equipment knobs and dials; driving. OCCASIONAL reaching above and at shoulder height.

WORK ENVIRONMENT:

This job operates in a variety of settings that include: a professional office, construction sites, and outside locations. This position routinely uses office equipment such as computers, calculators, multi-line telephones, photocopiers, large format printers and scanners, filing cabinets, and fax machines. May be exposed to wet/humid conditions, inclement outdoor weather, vibration, extreme temperatures, airborne particles/fumes, moving mechanical parts, very loud noise levels, or potentially hazardous materials. May be required to drive a County-owned vehicle to off-site locations and drive in inclement weather. This position is routinely in contact with the public and members of other entities. May be required to work additional hours outside of a normal business day.

MINIMUM QUALIFICATIONS:

5 years of experience in various aspects of the building trade and/or associate degree in Construction Management, Engineering, or related field. A minimum of two (2) years of experience as a Boone County Building Inspector or. Experience equivalent in other jurisdictions will be evaluated for equivalency. Must have ICC Residential Combination and Commercial Combination Inspector certifications. Must have a valid driver's license with an insurable driving record.

Associate Degree in Construction Management, Engineering, or related field, and 5 years of experience in various aspects of the building trade. Must have a valid driver's license with an insurable driving record.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Senior Cartographer</u>	NEW: <u>X</u>	REVISED: <u> </u> <small>(Please check one)</small>
REPORTS TO: <u>Assessor</u>	FLSA: <u>Non-Exempt</u>	DATE: <u>08/2021</u>
DEPARTMENT: <u>Assessment</u>	JOB CODE: <u>xxx</u>	

SUMMARY:

Under general supervision, is responsible for updating the digital parcel maps for the inventory of real property in Boone County utilizing ESRI GIS software. Updates ownership and mailing address information in the Assessment Administration (AA) database using deeds and other documents received from the Recorder of Deeds Office.

ESSENTIAL FUNCTIONS:

*Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.*

Maintain and update the digital parcel maps used for the assessment and inventory of real property by using deeds, plats, surveys, and other documents received from the Recorder of Deeds Office.

Continuously update information in the Assessment Administration (AA) database for all the real property records.

Create and print high quality customized maps utilizing ESRI GIS software to perform analysis and support various internal mapping projects.

Prepare maps and data records in response to external customer service mapping and data request.

Maintain and process payment records for external mapping and data request.

Research public records in the Recorder of Deeds Office to resolve any conflict of ownership or property boundaries.

Update all the layers for the Boone County Plat Book on an annual basis.

Perform all other duties as assigned.

KNOWLEDGE AND SKILL:

1. Extensive knowledge of county and state laws and regulations governing both real and personal property.
2. Extensive knowledge of Boone County policies and procedures.
3. Extensive knowledge of legal descriptions and how they affect the transfer of real property.
4. Extensive knowledge of Geographic Information System (GIS) applications, supporting systems, and databases.
5. Skill in research, writing, and communication in order to resolve conflict, convey complex information, and advance the work of the Assessor's Office
6. Skill in the use of personal computers and software specifically used for the Assessor's office.
7. Skill in analysis, problem solving, and mathematics.
8. Skill in working with and applying mathematical concepts such as percentages, ratios, and proportions to practical situations.
9. Skill in developing and maintaining cooperative working relationships with other county departments.
10. Ability to work independently and use good judgement.
11. Ability to multi-task with frequent interruption, prioritize work assignments, and resolve problems while maintaining excellent customer service.
12. Skill in presenting information and responding to questions from the public.

PHYSICAL DEMANDS:

Most of the work is performed in a professional office setting and is generally sedentary. Must possess vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Position requires continuous sitting, upward and downward flexion of neck; fine finger dexterity and light to moderate finger pressure to manipulate keyboard, equipment controls, and other office equipment; Frequent side-to-side turning of neck, walking, standing, bending and stooping, pushing/pulling, twisting at the waist, moderate wrist torque to twist equipment knobs and dials; lifting objects weighing 20-35 lbs. from below the waist to above the shoulders and transporting distances up to 50 feet. Occasional squatting, kneeling, reaching above and at shoulder height.

WORK ENVIRONMENT:

This job operates in a professional office environment. Professional attire required. This position routinely uses office equipment such as computers, calculators, multi-line telephones, photocopiers, large format printers and scanners, filing cabinets and fax machines. This position is routinely in contact with the public, other Boone County employees, elected officials, and members of other entities.

MINIMUM QUALIFICATIONS:

An Associate's degree in Engineering, Surveying, CAD or related field; or equivalent combination of experience and education (typically five years). The ability to obtain PMM

designation within one year of employment. Must have excellent communication and customer service skills as well as a strong ability to work independently and meet deadlines.

PREFERRED QUALIFICATIONS:

Professional Missouri Mapper (PMM) designation.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Lead Custodian Supervisor</u>	NEW: <u>X</u>	REVISED: <u>X</u> <small>(Please check one)</small>
REPORTS TO: <u>Manager Director, Facilities</u>	FLSA: <u>Non-Exempt</u>	DATE: <u>06/20/2021</u>
DEPARTMENT: <u>Housekeeping</u>		JOB CODE: <u>803</u>

SUMMARY:

Under general supervision, oversees, supervises, schedules, supervises and coordinates the activities of employees that clean and maintain County buildings, and performs cleaning tasks to maintain schedules and assist staff.

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ESSENTIAL FUNCTIONS:

Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

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Supervises employees in the Housekeeping Department; interviews and assists in the hiring of new employees; trains, coordinates and conducts ongoing training for employees and provides instructions and "on-the-job" training to staff; inspects completed work for conformance to standards; administers disciplinary action and resolves workers' problems or refers matters to Supervisor; consults with Director or Human Resources; records employees' hours worked on timecards or time sheets.

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In the absence of a full staff, cleans and polishes lighting fixtures, marble surfaces, and trim; cleans rooms, hallways, lobbies, lounges, rest rooms, corridors, elevators, stairways, locker rooms, and other work areas; sweeps, scrubs, waxes, and polishes hard floors; vacuums rugs, carpets, upholstered furniture and draperies; dusts furniture and equipment; polishes metalwork; washes walls, woodwork, windows, door panels, and sills; empties wastebaskets and cleans ashtrays.

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Transports trash to waste disposal area; replenishes bathroom supplies and replaces light bulbs.

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Maintains custodial reports, time sheets, and inventories of supplies.

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KNOWLEDGE AND SKILLS:

1. Advanced knowledge of cleaning processes and techniques.
2. Advanced knowledge of scheduling and supervisory approaches and techniques.
3. Advanced knowledge of Boone County Human Resources policies and procedures
4. Advanced knowledge of safety rules governing the use of equipment and hazardous materials.
5. Advanced skill in custodial cleaning techniques.
6. Advanced skill in operating cleaning equipment and supplies.
7. Advanced skill in organizing and scheduling work.

PHYSICAL DEMANDS:

Position requires CONTINUOUS talking and hearing side-to-side turning of neck, walking, standing, bending and stooping, pushing/pulling, twisting at waist, moderate wrist torque to twist equipment knobs, operate mechanical equipment; and performing work in unusual and sometimes difficult positions. Must have clarity of vision, three-dimensional vision, precise hand-eye coordination, and ability to identify and distinguish colors. FREQUENT squatting, kneeling, reaching above and at shoulder height, moderate grasping to manipulate objects; lifting objects weighing 50 lbs. from below waist to above shoulders and transporting distances up to 50 feet; sitting, upward and downward flexion of neck; fine finger dexterity and light to moderate finger pressure to manipulate equipment controls, and other office equipment; pinch grasp to manipulate writing utensils. Ability to operate a motor vehicle.

WORK ENVIRONMENT:

May be exposed to wet/humid conditions, inclement outdoor weather, vibration, extreme temperatures, mechanical oils, airborne particles/fumes, moving mechanical parts, potentially hazardous bodily fluids, or potentially hazardous or cancer-causing agents/chemicals. Exposed to moderate noise levels. This position is routinely in contact with the public, other Boone County employees, elected officials, and members of other entities.

MINIMUM QUALIFICATIONS:

High School Diploma or GED and three ~~five~~ years custodial and/or supervisory experience.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Associate Systems Administrator</u>	NEW: <u>X</u>	REVISED: <u>X</u>
	(Please check one)	
REPORTS TO: <u>Systems and Support Manager</u>	FLSA: <u>Exempt</u>	DATE: <u>08/2021</u>
DEPARTMENT: <u>Information Technology</u>		JOB CODE: <u>202xxx</u>

SUMMARY:

With ~~limited~~ supervision, installs and maintains enterprise servers, personal computers, network hardware, software systems, and operating systems, and provides technical assistance, training, and support to all system users.

ESSENTIAL FUNCTIONS:

*Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.*

Assist with Ddesignings, testsing, implementings, and maintainings enterprise-class servers and network infrastructure. Serves as a primary resource for the IT Helpdesk, Systems Support Analysts, and Programming staff in the development, implementation, administration and maintenance of information systems, computer programs and software applications.

Assist in Pperformsing enterprise capacity planning and performance tuning for technology systems; serves as a ~~primary~~ resource for disaster recovery on an enterprise level; ~~leads and~~ maintains assigned systems related to backup and recovery processes; assists withperforms security monitoring and developing s-response planssing.

Develops written technical documentation, internal operating procedures, and technical manuals, including instructions; conducts training programs covering infrastructure for other IT staff; updates technical manuals, training manuals, and system documentation.

Installs and maintains application software and computer hardware; provides technical assistance to systems support staff in accordance with applicable information systems policies, procedures, methods and techniques; troubleshoots and rectifies application software problems; evaluates new software and hardware and recommends changes as needed.

Performs other duties as assigned.

KNOWLEDGE AND SKILL:

1. Knowledge of the principles and practices of computer science.
2. ~~Considerable k~~Knowledge of personal computer hardware and software, and computer networks.
3. Knowledge of Boone County policies and procedures.
4. Knowledge Skill in planning, organizing and managing projects.
5. Skill in communicating orally and in writing, and in establishing and maintaining cooperative working relationships with other departments and the public.

PHYSICAL DEMANDS:

The majority of work is performed in a professional office setting and is generally sedentary. Must possess vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone.

Position requires CONTINUOUS sitting, upward and downward flexion of neck; fine finger dexterity and light to moderate finger pressure to manipulate keyboard, equipment controls, and other office equipment; pinch grasp to manipulate writing utensils. FREQUENT side-to-side turning of neck, walking, standing, bending and stooping, pushing/pulling, twisting at waist, moderate wrist torque to twist equipment knobs and dials; lifting objects weighing up to 25 lbs. from below waist to above shoulders and transporting distances up to 50 yards. OCCASIONAL squatting, kneeling, reaching above and at shoulder height, moderate grasping to manipulate objects; lifting objects weighing 20-35 lbs from below waist to above shoulders and transporting distances up to 50 feet.

MINIMUM QUALIFICATIONS:

CompTIA A+ Certification, Current CompTIA Network+, ~~and OR~~ Current CompTIA Server or ability to obtain certification within six months; High School Diploma or G.E.D. and five years of computer systems ~~administration or network maintenance~~ support or ~~and~~ design experience. Must have clear criminal record (excluding traffic violations).

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Automotive Equipment Mechanic Intern</u>	NEW: <u>X</u>	REVISED: <u>X</u>
<small>(Please check one)</small>		
REPORTS TO: <u>Fleet Superintendent</u>	FLSA: <u>Non-Exempt</u>	DATE: <u>06/20/201908/2021</u>
DEPARTMENT: <u>Road & Bridge</u>	JOB CODE: <u>701xxx</u>	

SUMMARY:

The Automotive Equipment Mechanic Intern performs ~~advanced~~basic-level maintenance and repair of County owned vehicles and heavy construction equipment. Responsibilities are performed under general supervision of Fleet Supervision.

ESSENTIAL FUNCTIONS:

*Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.*

Perform preventative maintenance, repair, and general overhaul of Auto/Heavy Duty/Small gasoline, diesel and Liquefied Petroleum gas (LP) engines and equipment, manual and automatic transmissions, rear ends, drive lines, clutch, hydraulic/Air brake and electrical systems, air conditioning and related equipment, fuel and cooling systems, hydraulic and pneumatic systems at a vehicle maintenance facility or the site of a vehicle breakdown.

Installs vehicle body components, decals and other accessories. Clean work areas, equipment, and tools. ~~Performs MVI safety inspections and ensures all vehicles are inspected as required by law.~~

~~Responsible for parts management, including ordering per County Purchasing Policy, verifying receipt of goods and accuracy of invoices, and maintaining appropriate inventory records.~~

Maintain accurate records of services/activities performed; complete forms ~~and maintain computer-based logs.~~ Repair and service small engines, such as chainsaws, lawn mowers, and related equipment.

May provide maintenance and repair work on stationary equipment, fixtures, and other equipment. Provides input to the Fleet Superintendent in the preparation/evaluation of bid specifications/quote solicitations for vehicles, equipment, and parts. Assist in loading, unloading, and securing materials and equipment.

Utilize electronic diagnostic equipment and corrective tools, including power tools, ignition scope, laptop computer, drill press, hydraulic press, torch, and welder. Ability to operate a forklift and other heavy equipment for the purpose of troubleshooting and repair.

Performs other duties as assigned.

KNOWLEDGE AND SKILL:

1. ~~Basic knowledge of steel fabrication methods~~
- 2.1. Advanced knowledge of the occupational hazards connected with vehicle maintenance and repair, including relevant safety standards and precautions
- 3.2. ~~Advanced k~~ Knowledge of the standard practices, methods, tools, materials, and equipment of the automotive and mechanical trades
- 4.3. Ability to read mechanical drawings/wiring schematics to determine parts requirements
- 5.4. Ability to use and maintain bench and hand tools, machines, and test equipment of the automotive and mechanical trades in a safe, efficient manner
- 6.5. Ability to troubleshoot and diagnose problems relating to the safe and effective operation of gasoline, diesel and liquefied petroleum gas (LP) vehicles and equipment

PHYSICAL DEMANDS:

Position requires FREQUENT standing, talking, hearing, bending, kneeling, stooping, crouching, climbing, standing, and pulling. Employee is constantly required to use hands and fingers to feel, handle or operate objects, tools, or controls; and reach with hands and arms, and move up and down from or to sitting or laying position on the floor. Requires significant physical stamina and endurance, including the ability to lift and carry up to 100 lbs., and operate hand tools. Requires clarity of vision, three-dimensional vision, ability to identify/identify/distinguish colors, and precise hand-eye coordination.

WORK ENVIRONMENT:

Requires indoor/outdoor work that involves exposure to extreme temperatures, rain, sleet, snow, dust, fumes, and hot/dangerous chemicals or materials. This position is exposed to wet/humid conditions, inclement outdoor weather, vibration, oils, moving mechanical parts, potentially hazardous bodily fluids, potentially hazardous or cancer-causing agents/chemicals, or very loud noises. May be required to work in confined spaces or hazardous traffic conditions.

~~Job requires overtime and nighttime work as needed and requires the ability to respond to emergency situations within a reasonable time period.~~

MINIMUM QUALIFICATIONS:

High School Diploma or equivalent. Minimum of ~~three years~~ six months experience in the maintenance and repair of gasoline, diesel, and LP vehicles, equipment. Must maintain a valid CDL, at least Class B, with air brake endorsement. Missouri State Vehicle Inspection

~~License (must be obtained within 1 year) and Freon Handler Certification, and Air Brake Repair Certification. Must provide own general hand tools and tool storage.~~

PREFERRED QUALIFICATIONS:

~~ASE training and certification~~

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Boone County Human Resources

Jenna Redel
Director, Human Resources
and Risk Management



613 E. Ash Street
Columbia, MO 65201
Phone: (573) 886-4405
Fax: (573) 886-4444

October 26, 2021

Recommendations from Job Classification Committee

The Job Classification Committee met in person and via Teams on August 31, September 2, and September 15, 2021 to review and discuss requests for new job classifications, pay range adjustment, and reclassification from all Boone County offices and departments for Budget Year 2022.

During those meetings the Committee met with and reviewed requests from the Assessor's Office, the Prosecutor's Office, Facilities Maintenance, the Sheriff's Office, Information Technology, Resource Management, and Road & Bridge. After discussion and review, the Committee agreed to bring forward the following recommendations to the Commission for changes to the Boone County Pay Plan effective January 1, 2022.

Establish an Auto-mechanic Intern classification (class code 303350) on pay range 16.

Establish a Senior Cartographer classification (class code 109610) on pay range 39, to allow the current Cartographer position (Range 35) to become a tiered position.

Establish an Associate Systems Administrator classification (class code 104650) on pay range 47, to allow the current Systems Administrator classification (Range 51) to have a lower, entry level tier.

Establish a Cybersecurity Administrator classification (class code 104650) on pay range 51.

Establish a Custodial Supervisor classification (class code 305000) on pay range 28.

Reclassify position 509 from Service Coordinator I (class code 101501) to Service Coordinator II (class Code 101500)

Adjust the pay range assigned to the Service Coordinator II classification (class code 101500) from Range 33 to Range 35.

Reclassify current Office Specialists (class code 102200) Range 22, Records Specialists (406500) Range 22, and Warrant Specialists (406300) to Sheriff's Services Specialists (406400) Range 24.

Reclassify positions 116 and 570 from Account Specialist IIIs to Administrative Coordinators (101400).

Adjust the Pay Range for Deputy Sheriff (401300) from Range 39 to Range 43.

Eliminate the classification of Senior Deputy Sheriff (401350) on range 43.

Adjust the pay range for Detention Officer (403300) from Range 32 to Range 36).

Eliminate the classification of Senior Detention Officer (403350) on Range 36.

Establish a Senior Building Inspector classification (class code 107200) on Range 38 to allow the Building Inspector classification, range 34) to become a tiered position.

Reclassify position 443, Witness Coordinator (501400) on range 25 to a Legal Assistant II (503300), range 29.

The job description for the new classifications are attached hereto.

Best Regards,

Jenna Redel