

231-2023

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 23

In the County Commission of said county, on the 6th day of June 20 23

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

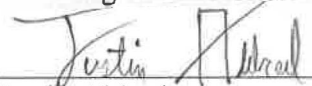
Now on this day, the County Commission of the County of Boone does hereby approve the Budget Revision for Department 1172 to transfer funds to cover outsourcing services.


Done this 6<sup>th</sup> day of June 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

## BOONE COUNTY, MISSOURI REQUEST FOR BUDGET REVISION

5/25/23

EFFECTIVE DATE

FOR AUDITORS USE

(Use whole \$ amounts)

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
1170	10100	GF IT Administration	Salaries & Wages	10,000	
1172	71100	GF IT Hardware & Software	Outsourced Services		10,000
<b>10,000</b>				<b>10,000</b>	

Describe the circumstances requiring this Budget Revision. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):

Revise budget to transfer funds from 1170 to 1172 to cover expenses related to outsourcing services.

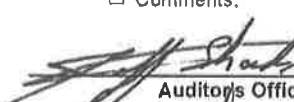
Cover class 7

Do you anticipate that this Budget Revision will provide sufficient funds to compete the year? YES or NO  
If not, please explain (use an attachment if necessary):

  
Requesting Official

-----  
TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached
- Unencumbered funds are available for this budget revision.
- Comments:

  
Auditor's Office

  
PRESIDING COMMISSIONER

  
DISTRICT I COMMISSIONER

*agenda*  
  
DISTRICT II COMMISSIONER

## CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT dated this 16<sup>th</sup> day of June, 2023 by and between **Boone County, Missouri**, a first-class county and political subdivision of the state of Missouri, by and through its County Commission, ("County") and **Ryan Irish**, (herein "Consultant").

IN CONSIDERATION OF the performance of the services rendered under this Agreement and payment for such services, the parties agree to the following:

1. **Agreement duration** – This contract shall be effective beginning May 23, 2023 and run through December 31, 2023, unless extended by mutual agreement.
2. **Services** – Consultant will provide consulting services to County as mutually agreed upon with respect to the operation of the County's IT systems.
3. **Compensation** – In consideration for the Consultant's provision of services under this agreement County agrees to compensate the Consultant for services rendered at the hourly rate of \$100.00 per hour.
4. **Not-To-Exceed Amount** – County's obligations under this contract for all fee payments to Consultant shall not exceed Ten Thousand Dollars (\$10,000.00) without prior, written approval of County.
5. **Invoices & Payment** – Invoices shall be sent to Julia Lutz, Deputy Director Boone County IT, who shall review, approve, and route invoices for further processing. Payments shall be made within thirty (30) days of receipt of invoice by County. Invoices shall be submitted periodically as mutually agreed upon by County and Consultant, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided.
6. **IT Access** – In order to facilitate Consultant in providing services under this Agreement, Boone County IT will provide Consultant's access to county network services through the duration of this Agreement.
7. **Service Level Agreement** –
  - a. The preferred initial contact method is email. I would like some details in the email to describe the issue, and what troubleshooting steps have been taken. If the question is more of a generic "how to", please just describe what you are needing to do or have done.
  - b. Response time should be the same business day, next business day at the latest.
  - c. In the case of an emergency, I will not always be able to immediately respond and could be several hours before I can respond.
  - d. For any project-based work, we both would agree to a scope of work (SOW) that would include what work needs to be done, steps to complete the project and a not to exceed number or hours needed.
  - e. All initial service requests will need to come from someone in IT management.

## CERTIFICATION OF INDIVIDUAL CONTRACTOR

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post-secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- X   1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.
2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.
3. I have provided a completed application for a birth certificate pending in the State of                   . Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

  
\_\_\_\_\_  
Ryan Irish

5-22-2023  
\_\_\_\_\_  
Date

Year	<u>2023</u>	Original Appropriation	<u>413,120.00</u>
Dept	<u>1170 GF IT ADMINISTRATION</u>	Revisions	<u>                    </u>
Acct	<u>10100 SALARIES &amp; WAGES</u>	Original + Revisions	<u>413,120.00</u>
Fund	<u>100 GENERAL FUND</u>	Expenditures	<u>138,107.40</u>
		Encumbrances	<u>                    </u>
Class/Account	<u>A ACCOUNT</u>	Actual To Date	<u>138,107.40</u>
Account Type	<u>E EXPENSE</u>	Remaining Balance	<u>275,012.60</u>
Normal Balance	<u>D DEBIT</u>	Shadow Balance	<u>264,764.60</u>

Expenditures by Period

January	<u>14,074.40</u>	July	<u>                    </u>
February	<u>28,148.80</u>	August	<u>                    </u>
March	<u>67,013.60</u>	September	<u>                    </u>
April	<u>18,680.00</u>	October	<u>                    </u>
May	<u>10,190.60</u>	November	<u>                    </u>
June	<u>                    </u>	December	<u>                    </u>

F2=Key Scr    F3=Exit    F5=Ledger Transactions    F7=Transactions    F9=Budget

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 23

In the County Commission of said county, on the 6th day of June 20 23

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

Now on this day, the County Commission of the County of Boone does hereby approve the request by Quayd C. Robertson and Rachel P. Robertson to vacate Lot 14 of County Downes Subdivision Block 1, Recorded in Plat Book 12, Page 42 of the Boone County Records, subject to the following condition:

1. Said vacation is not effective until the lot has been incorporated into a subdivision plat in accordance with Boone County Subdivision Regulations.


Done this 6<sup>th</sup> day of June 2023.

ATTEST:

  
 Brianna L. Lennon  
 Clerk of the County Commission

  
 Kip Kendrick  
 Presiding Commissioner

  
 Justin Aldred  
 District I Commissioner

  
 Janet M. Thompson  
 District II Commissioner

256-2023

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ca.

June Session of the April Adjourned

Term. 20 23

In the County Commission of said county, on the 6th day of June 20 23

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


Now on this day, the County Commission of the County of Boone does hereby **approve** a Request by Bradley L. Irwin and Dawnde A. Irwin to vacate Lots 5 and 6 of Hartley Properties Tract D subdivision, Recorded in Plat Book 11, Page 12 of the Boone County Records.


Done this 6<sup>th</sup> day of June 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 23

In the County Commission of said county, on the 6th day of June 20 23

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

Now on this day, the County Commission of the County of Boone does hereby **approve** a request by Faye Nowell on behalf of Linda Munden for a conditional use permit for a boarding kennel/daycare facility for dogs on 3.65 acres A-2 (agriculture) zoning district located at 5550 W Gillespie Bridge Road, Columbia, subject to the following conditions:

1. There be no more than fifteen (15) dogs at any one time on the property.
2. The permit is issued to Faye Nowell and shall be transferrable only to Linda Munden after a real estate transaction.
3. Business hours be by appointment only seven days a week.
4. No breeding or selling of animals would ever occur.

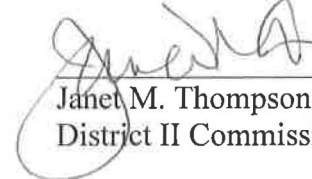
Done this 6<sup>th</sup> day of June 2023.

ATTEST:

  
 Brianna L. Lennon  
 Clerk of the County Commission

  
 Kip Kendrick  
 Presiding Commissioner

  
 Justin Aldred  
 District I Commissioner

  
 Janet M. Thompson  
 District II Commissioner



**Staff Report for County Commission**  
**RE: P&Z Agenda Items**  
**May 30, 2023**

**2. Request to by Quayd C. Robertson and Rachel P. Robertson to vacate Lot 14 of County Downes Subdivision Block 1, Recorded in Plat Book 12, Page 42 of the Boone County Records.**

A petition has been submitted by Quayd and Rachel Robertson to vacate Lot 14 of County Downes Subdivision Block I as recorded in Plat Book 12 Page 42 of Boone County Records.

County Downes Block I was platted in May of 1978. The petitioner's property is west and south of Lot 15A of County Downes and Pounds Place Subdivision Replat. It is the intent of the petitioners to obtain a portion of the neighboring lot, that adjoins their north property line, and incorporate it into their lot. The donating lot does not require vacation approval, but it will have to be replatted. This request is a subset of the previous vacation and replat, to clean-up some previous platting inconsistencies, that created the plat of County Downes And Pounds Place Subdivision Replat.

In accordance with Boone County Subdivision Regulations Section 1.8 the County Commission is required to conduct a public hearing prior to granting permission to vacate and replat a subdivision. Before granting permission, the Commission must find that the action will not adversely affect the character of the neighborhood, traffic conditions, circulation, the proper location, alignment and improvement of streets and roads within and adjacent to the subdivision, property values within the subdivision, public utility facilities and services and will not generally adversely affect the health, welfare or safety of persons owning or possessing real estate within the subdivision.

Character: The original character of the area was rectangular lots along the north side of Colchester Rd with a long narrow strip of land of limited utility. This strip was platted into Pounds Place as a "not for development" area several years later. In 2022 several of the lot owners that adjoined this narrow strip used the vacation and replat process to acquire portions of the narrow strip and incorporate that portion into their lots. Lot 14 did not avail itself of the opportunity at that time and has now come forward to acquire the portion of the narrow strip immediately north of the current property line. The request is consistent with the current neighborhood character.

Traffic: Granting the vacation request will not adversely affect future traffic conditions, circulation, location and alignment of streets within and adjacent to the subdivision. The result will have no net effect on traffic and circulation in the area.

Utilities and Property Values: County Downes is served by BCRSD with central sewer, Water District water and Boone Electric power. This request should have no effect on utilities nor property values.

Public Health, Safety, and Welfare: The vacation will not adversely affect public health, safety, and welfare. Since there is no net increase in density, there is no net change to fire and other emergency services.

The proposed concept is not detrimental to the character of the neighborhood, will not adversely affect future traffic conditions, circulation, location and alignment of streets within and adjacent to the subdivision, or adversely impact property values within the subdivision. There is no adverse effect on the public health and safety. Therefore, Staff recommends approval of this request subject to the following condition:

1. Said vacation is not effective until the lot proposed to be vacated has been incorporated into a subdivision plat in accordance with Boone County Subdivision Regulations.

**3. Request by Bradley L. Irwin and Dawnde A. Irwin to vacate Lots 5 and 6 of Hartley Properties Tract D subdivision, Recorded in Plat Book 11, Page 12 of the Boone County Records.**

A petition has been submitted by Bradley and Dawnde Irwin to vacate Lots 5 & 6 of Hartley Properties Tract D Subdivision as recorded in Plat Book 11 Page 12 of Boone County Records.

Hartley Properties Tract D Subdivision was platted in March of 1973. The petitioner's property is the two northern most lots of the plat. It is the intent of the petitioners to combine the two lots into a single platted lot.

In accordance with Boone County Subdivision Regulations Section 1.8 the County Commission is required to conduct a public hearing prior to granting permission to vacate and replat a subdivision. Before granting permission, the Commission must find that the action will not adversely affect the character of the neighborhood, traffic conditions, circulation, the proper location, alignment and improvement of streets and roads within and adjacent to the subdivision, property values within the subdivision, public utility facilities and services and will not generally adversely affect the health, welfare or safety of persons owning or possessing real estate within the subdivision.

Character: The original character of the area is a cluster of small properties located near the crossroads of Mount Zion Church Road, Hartley Road, and Flynt Lane. The area was given an Agriculture-Residential (A-R) zoning designation when the original zoning was designated in 1973 which would imply that the expectation was that the area would continue to develop with more density than the surrounding agricultural districts. The two lots proposed to be combined are to the north of a platted Right-of-Way for a public street that has yet to be built. The request is consistent with the current neighborhood character.

Traffic: Granting the vacation request will not adversely affect future traffic conditions, circulation, location and alignment of streets within and adjacent to the subdivision. The result will have no net effect on traffic and circulation in the area.

Utilities and Property Values: Hartley Properties Tract D Subdivision is served by individual onsite wastewater systems as no BCRSD central sewer is close, Water District #4 water and Boone Electric power. This request should have no effect on utilities nor property values.

Public Health, Safety, and Welfare: The vacation will not adversely affect public health, safety, and welfare. Since there is no net increase in density, there is no net change to fire and other emergency services.

The proposed concept is not detrimental to the character of the neighborhood, will not adversely affect future traffic conditions, circulation, location and alignment of streets within and adjacent to the subdivision, or adversely impact property values within the subdivision. There is no adverse effect on the public health and safety. Therefore, Staff recommends approval of this request subject to the following condition:

1. Said vacation is not effective until the lot proposed to be vacated has been incorporated into a subdivision plat in accordance with Boone County Subdivision Regulations.

**4. Request by Faye Nowell on behalf of Linda Munden for a conditional use permit (CUP) for a boarding kennel/ daycare facility for dogs on 3.65 acres. Agriculture (A-2) (Agriculture) zoning district located at 5550 W Gillespie Bridge Road, Columbia.**

The property is located off Gillespie Bridge Road and adjacent to the boundaries of the City of Columbia to the north and the south. The property is zoned A-2 agriculture. Adjacent zoning is as follows:

- North – City of Columbia Planned Development (PD)
- South – City of Columbia One-Family Dwelling (R-1)
- East – Single Family Residential (R-S)
- West – A-2

The zoning history is as follows:

- 2001 Rezoning from R-S to A-2 (Order 3-2001).
- May 2001 issuance of a Conditional Use Permit (CUP) for a dog kennel and dog day care facility
- December 2022 revision of Conditional Use Permit (Order 600-2022)

The CUP, as updated in 2022, includes the following conditions:

1. There be no more than fifteen (15) dogs at any one time on the property.
2. The permit is issued to Faye Nowell and shall be transferrable only to Robin Diebold after a real estate transaction.
3. Business hours will be by appointment only seven days a week.
4. No breeding or selling of animals would ever occur.

The application for the current CUP indicates that Ms. Nowell is retiring and would like to sell the property and the business to Ms. Munden. The current CUP is only transferable to Robin Diebold after a real estate

transaction. In order to modify the ownership condition, the applicants have applied for a revised CUP and identify Ms. Munden as the potential buyer.

The purpose of the condition that restricts transfer of the CUP is to ensure that any new owner/operator is aware of and agrees to abide by the operating restrictions under the CUP. With that assurance, the change of ownership will have no impact on the regulatory analysis that is based on the CUP criteria.

The applicants have not indicated an intent to modify any of the other conditions placed on the current CUP. Those conditions should not be changed and should be applied to this CUP request.

Staff notified 150 property owners of the request. The proposal scored 53 points on the point rating system.

Staff recommends approval of the request with the following conditions:

1. There be no more than fifteen (15) dogs at any one time on the property.
2. The permit is issued to Faye Nowell and shall be transferrable only to Linda Munden after a real estate transaction.
3. Business hours be by appointment only seven days a week.
4. No breeding or selling of animals would ever occur.