

County Auditor

Department Number 1110

Mission

The Boone County Auditor is an elected official responsible for establishing, implementing, and monitoring the accounting and budgeting systems of Boone County. The Boone County Auditor is responsible for preparing the County's official financial statements and coordinating the annual financial audit. As budget officer, the County Auditor is responsible for preparing and submitting a proposed annual budget to the County Commission, and preparing all related budget documents and schedules.

The County Auditor also monitors compliance with internal control procedures, oversees accounts payable activities, monitors and evaluates the condition of county budgets and funds, and certifies contracts and expenditures. The Boone County Auditor also maintains property records and conducts physical inventories.

Budget Highlights

There are no significant changes in this budget.

Goals and Objectives

Budget Year Objectives

- Provide budgetary oversight for the Courthouse Expansion Project.
- With the assistance of the IT department (Information Technology), design, test, and implement programming changes to the Accounts Payable system which will eliminate redundant data entry and improve staff efficiency.
- Expand the analytical tools used for monitoring and reporting aggregate and specific financial information to the County Commission.

Progress on Prior Year Objectives

- Complete the GASB 34 implementation for infrastructure assets (retroactive reporting). The County is required to comply with these provisions by FY 2007.
Response: Work on this project in conjunction with Public Works has continued. Completion deadlines for implementation in the FY 2007 financial statements and annual audit have been established.
- Provide budgetary oversight for the Courthouse Expansion Project and develop related operating budgets (construction to begin in FY 2007).
Response: This project is underway. Completion is scheduled for the end of fiscal year 2008.

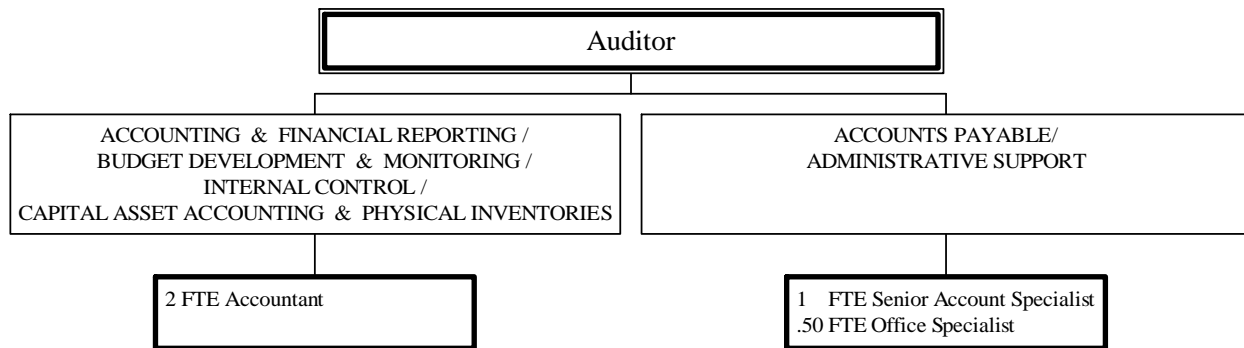
Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Number of County Budgets Established and Monitored	141	130	130
Number of Budget Revisions/Amendments Processed	141	130	140
Number of Purchase Orders Processed	387	410	400
Number of Payment Requisitions Processed	10,083	10,000	10,000
Number of Detail Lines on Payment Requisitions	19,434	18,500	19,000
Number of Contracts Certified	235	352	250
Number of Departments Inventoried		28	3
Recorded Value of Inventoried Assets (Millions)	\$59.1	\$60.4	\$60.6
Number of Assets Inventoried	7,322	7,400	7,500
Number of Personnel Action Forms Processed	948	890	930
Number of Employee Positions Monitored	440	442	442
Number of Federal/State Grants Monitored	42	55	45
Receipt of GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes
Receipt of GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes

Personnel Detail

Position Title	2006 Full-time Equivalent	2007 Full-time Equivalent	2008 Full-time Equivalent	2007-2008 Change
Auditor (Elected)	1.00	1.00	1.00	-
Accountant	2.00	2.00	2.00	-
Senior Account Specialist	1.00	1.00	1.00	-
Office Specialist	0.50	0.50	0.50	-
Total FTEs	4.50	4.50	4.50	-
Overtime	\$ 7,400	\$ 7,600	\$ 8,600	\$ 1,000

Organizational Chart



Annual Budget

1110 AUDITOR
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	CHARGES FOR SERVICES							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL REVENUES *****	0	0	0	0	0	0	0
	PERSONAL SERVICES							
10100	SALARIES & WAGES	204,085	214,914	216,686	217,011	0	217,011	0
10110	OVERTIME	4,277	7,600	7,600	8,600	0	8,600	13
10120	HOLIDAY WORKED	97	750	750	800	0	800	6
10200	FICA	14,932	17,079	16,403	17,320	0	17,320	1
10300	HEALTH INSURANCE	23,750	23,750	23,750	23,750	0	23,750	0
10325	DISABILITY INSURANCE	1,108	809	825	832	0	832	2
10350	LIFE INSURANCE	180	195	265	265	0	265	35
10375	DENTAL INSURANCE	1,625	1,780	1,780	1,780	0	1,780	0
10400	WORKERS COMP	910	940	940	967	0	967	2
10500	401(A) MATCH PLAN	1,950	2,925	1,938	2,925	0	2,925	0
	SUBTOTAL *****	252,916	270,742	270,937	274,250	0	274,250	1
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	711	930	850	930	0	930	0
23000	OFFICE SUPPLIES	1,983	1,900	2,100	1,900	0	1,900	0
23001	PRINTING	737	1,300	812	1,300	0	1,300	0
23050	OTHER SUPPLIES	0	100	0	100	0	100	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	200	500	200	0	200	0
	SUBTOTAL *****	3,432	4,430	4,262	4,430	0	4,430	0
	DUES TRAVEL & TRAINING							
37000	DUES	577	700	600	700	0	700	0
37200	SEMINARS/CONFEREN/MEETING	1,435	1,400	600	1,400	0	1,400	0
37210	TRAINING/SCHOOLS	362	0	0	0	0	0	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	1,078	1,050	500	1,050	0	1,050	0
37230	MEALS & LODGING-TRAINING	1,541	1,250	400	1,250	0	1,250	0
	SUBTOTAL *****	4,994	4,400	2,100	4,400	0	4,400	0
	UTILITIES							
48000	TELEPHONES	1,993	2,315	2,000	2,315	0	2,315	0
	SUBTOTAL *****	1,993	2,315	2,000	2,315	0	2,315	0
	VEHICLE EXPENSE							
59200	LOCAL MILEAGE	69	180	75	180	0	180	0
	SUBTOTAL *****	69	180	75	180	0	180	0
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	0	550	550	550	0	550	0
60200	EQUIP REPAIRS/MAINTENANCE	0	150	0	100	0	100	33-
	SUBTOTAL *****	0	700	550	650	0	650	7-
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	865	955	950	1,000	0	1,000	4
71500	BUILDING USE/RENT CHARGE	15,092	15,909	15,912	15,912	0	15,912	0
	SUBTOTAL *****	15,957	16,864	16,862	16,912	0	16,912	0
	FIXED ASSET ADDITIONS							
92000	REPLCMNT OFFICE EQUIP	0	7,500	7,130	0	0	0	0
	SUBTOTAL *****	0	7,500	7,130	0	0	0	0
	TOTAL EXPENDITURES *****	279,363	307,131	303,916	303,137	0	303,137	1-

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Human Resources

Department Number 1115

Mission

The County Commission created the Human Resources (HR) Department in 1994. This department provides support services to elected officials, department heads, and staff as it relates to human resource issues (excluding the Thirteenth Judicial Circuit). Services include, but are not limited to, ongoing evaluation of the job classification system, applicant screening, development and coordination of the County's Affirmative Action Plan, insuring compliance with federal and state employment laws, review and development of the County's Personnel Policy Manual, and coordination of training programs for county employees.

Budget Highlights

Employment advertising costs have increased significantly the past few years, requiring additional appropriations through budget revisions. Cost reduction measures were implemented in the 4th quarter 2007. The FY 2008 advertising appropriation reflects a \$10,000 increase over the original FY 2007 budget amount, but is less than expected actual costs for FY 2007.

Goals and Objectives

Budget Year Objectives

- **Centralized Recruitment Activities:** Coordinate posting and advertising of positions screening of applications, scheduling of interviews and checking references. Maintain documentation on selection and non-selection of candidates and communicate the results of hiring decisions to applicants. Review and modify recruitment activities to increase awareness of the county's job openings to attract a larger pool of well-qualified applicants.
- **Comprehensive Classification and Compensation Study:** Coordinate review of county positions to ensure proper placement in the county's Salary Plan. Research and report to County Commission. Monitor retention and recruitment trends; update/revise and create job descriptions as needed.
- **Personnel Policy Manual Update:** Review and update the manual in order to ensure legal compliance and the desires of elected officials and department heads. Publish updates on an as needed basis.
- **Affirmative Action Plan Update:** Complete EEO-4 Report and update the Affirmative Action Plan as necessary.
- **Centralized Training:** Provide training to employees to better prepare them for their role in the workforce.
- **Employee Retention Strategy:** Develop an employee retention strategy; reduce turnover and associated training costs. Analyze exit questionnaires. Recommend actions to reduce turnover and its associated costs.

- **Staff Development:** Participate in HR professional associations (i.e., Society for Human Resources Management, Human Resource Association of Central Missouri, Missouri Public Employer's Labor Relations Association, etc.) to continuously improve HR knowledge, skills and abilities and to enhance HR services.

Progress on Prior Year Objectives

- **Centralized Recruitment Activities:** Coordinate the posting and advertising of positions, screening of applications, scheduling of interviews and checking references. Maintain documentation on selection and non-selection of candidates and communicate the results of hiring decisions to applicants. Review and modify recruitment activities to increase awareness of the county's job openings to attract a larger pool of well-qualified applicants.
Response: As of June 30, 2007, HR has processed 742 applications in FY 2007. Radio ads are used to announce the Employee of the Quarter for Boone County, and a brief interview with that employee serves as a lead in to a recruitment ad. These radio ads also publicize the county's website.
- **Comprehensive Classification and Compensation Study:** Coordinate review of county positions to ensure proper placement in the county's Salary Plan. Research and report to County Commission. Monitor retention and recruitment trends; update/revise and create job descriptions as needed.
Response: A Market Update of the county's Salary Plan is underway. The County has contracted with Public Sector Personnel Consultants to do the market study and provide recommendations to county officials on Salary Plan changes. An implementation plan for consideration in FY 2008 will be developed if recommendations are adopted by the Commission. The Job Classification Committee recommended the Web Administrator position at pay range 43 be reclassified to Web Developer-Senior Programmer/Analyst position at pay range 47. Created, updated and revised job descriptions as necessary, and currently reformatting job descriptions to be published on the county website.
- **Personnel Policy Manual Update:** Review and update the manual in order to ensure legal compliance and the desires of elected officials and department heads. Publish updates on a semi-annual basis
Response: The Personnel Policy Manual is in the process of being reformatted for publication on the county website. Currently, revised Personnel Policy Manual pages are distributed to all employees as needed. Section 5.5 of the Personnel Policy Manual was revised and adopted July 26, 2007 to specify that an employee shall be entitled to retain all pay and per diem received for jury service.
- **Employee Retention Strategy:** Develop an employee retention strategy; reduce turnover and associated training costs. Analyze exit questionnaires. Recommend actions to reduce turnover and its associated costs.
Response: Compiled turnover rate information for Boone County over the last five years. Exit questionnaires are completed by employees who are leaving county government and the HR Director interviews those employees to ascertain reason(s) for resignation.

- **Affirmative Action Plan Update:** Complete EEO-4 Report and update the Affirmative Action Plan as necessary.
Response: Completed.
- **Centralized Training:** Provide training to employees to better prepare them for their role in the workforce.
Response: County-wide training for 2007 has been focused on technology training. The Information Technology (IT) Department has purchased hardware and software for individualized training purposes. IT has also scheduled training sessions for GroupWise in August and September 2007.
- **Staff Development:** Participate in HR professional associations (i.e., Society for Human Resources Management, Human Resource Association of Central Missouri, Missouri Public Employer's Labor Relations Association, etc.) to continuously improve HR knowledge, skills and abilities and to enhance HR services.
Response: Participation is on-going. Conference attendance in 2007 included the National Public Employer's Labor Relations conference in Scottsdale, AZ, and the Missouri Society for Human Resource Management conference at Lake Ozark.

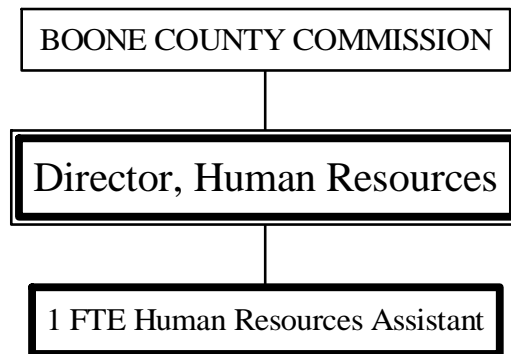
Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Number of Applications Received/Processed	1,643	1,484	1,500
Number of Job Postings	47	53	50
Number of Typing Tests Administered	549	396	472
Number of Job Announcements Mailed/Emailed	3,713	4,187	3,950
Number of Phone Calls Received by HR Asst (Approx)	2,357	2,474	2,425
Number of Visitors /Cust Greeted by HR Asst (Approx)	2,191	2,232	2,212
Number of Interviews Scheduled Through HR Office	124	130	127
Number of Criminal Background Searches Initiated	52	56	54
Number of Driving Record Searches Initiated	33	39	36
Number of 'Random PW Drug Screens Coordinated	24	24	24
Number of Random PW Alcohol Screens Coordinated	12	12	12
Number of Pre-Employment PW Drug Screens Coordinated	11	10	10
Number of Training Committee Meetings Facilitated	3	4	6
Number of Personnel Advisory Committee Mtgs Facilitated	3	4	4
Number of Job Classification Committee Mtgs Facilitated	4	6	6
Number of New Employee Orientations Facilitated	3	0	0
Number of Exit Interviews Performed	11	12	12
Number of Interns Trained/Supervised	1	2	2

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Director, Human Resources	1.00	1.00	1.00	-
Human Resources Assistant	1.00	1.00	1.00	-
Total FTEs	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>-</u>
Overtime	\$ 2,000	\$ 4,000	\$ 4,000	\$ -

Organizational Chart



Annual Budget

1115 HUMAN RESOURCES
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3510	CHARGES FOR SERVICES COPIES	0	0	10	0	0	0	0
	SUBTOTAL *****	0	0	10	0	0	0	0
	TOTAL REVENUES *****	0	0	10	0	0	0	0
	PERSONAL SERVICES							
10100	SALARIES & WAGES	93,784	100,461	100,461	96,479	3,266	96,542	3-
10110	OVERTIME	2,972	4,000	4,000	4,000	0	4,000	0
10120	HOLIDAY WORKED	80	0	0	0	0	0	0
10200	FICA	7,352	7,991	7,991	7,686	250	7,691	3-
10300	HEALTH INSURANCE	9,500	9,500	9,500	9,500	0	9,500	0
10325	DISABILITY INSURANCE	492	373	373	369	0	369	1-
10350	LIFE INSURANCE	72	78	78	106	0	106	35
10375	DENTAL INSURANCE	650	712	712	712	0	712	0
10400	WORKERS COMP	420	434	434	429	14	429	1-
10500	401(A) MATCH PLAN	1,300	1,170	1,170	1,170	0	1,170	0
	SUBTOTAL *****	116,624	124,719	124,719	120,451	3,530	120,519	3-
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	1,909	1,660	1,660	1,959	1,790	1,959	18
23000	OFFICE SUPPLIES	673	1,400	1,400	1,400	0	1,400	0
23001	PRINTING	780	1,000	1,000	1,000	0	1,000	0
23050	OTHER SUPPLIES	605	645	950	950	0	950	47
23850	MINOR EQUIP & TOOLS (<\$1000)	694	0	0	0	0	0	0
	SUBTOTAL *****	4,663	4,705	5,010	5,309	1,790	5,309	12
	DUES TRAVEL & TRAINING							
37000	DUES	440	550	550	550	0	550	0
37200	SEMINARS/CONFEREN/MEETING	1,685	12,600	11,735	5,000	0	5,000	60-
37210	TRAINING/SCHOOLS	275	1,005	1,000	1,100	0	1,100	9
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	782	550	800	800	0	800	45
37230	MEALS & LODGING-TRAINING	1,289	1,185	1,500	1,500	0	1,500	26
	SUBTOTAL *****	4,471	15,890	15,585	8,950	0	8,950	43-
	UTILITIES							
48000	TELEPHONES	902	1,050	1,050	1,050	0	1,050	0
48050	CELLULAR TELEPHONES	278	350	350	350	0	350	0
	SUBTOTAL *****	1,180	1,400	1,400	1,400	0	1,400	0
	VEHICLE EXPENSE							
59200	LOCAL MILEAGE	12	100	100	100	0	100	0
	SUBTOTAL *****	12	100	100	100	0	100	0
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	603	500	500	800	0	800	60
	SUBTOTAL *****	603	500	500	800	0	800	60
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	5,772	6,000	6,000	6,000	0	6,000	0
71500	BUILDING USE/RENT CHARGE	4,855	4,883	4,883	4,883	0	4,883	0
	SUBTOTAL *****	10,627	10,883	10,883	10,883	0	10,883	0
	OTHER							
83100	AWARDS	429	1,000	1,000	1,000	0	1,000	0
84010	RECEPTION/MEETINGS	88	500	500	500	0	500	0
84300	ADVERTISING	43,383	65,000	65,000	45,000	0	45,000	30-
	SUBTOTAL *****	43,901	66,500	66,500	46,500	0	46,500	30-
	FIXED ASSET ADDITIONS							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	182,086	224,697	224,697	194,393	5,320	194,461	13-

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Purchasing

Department Number 1118

Mission

The Purchasing Department strives to establish formal criteria and purchasing regulations establishing equality and protection of public interest while, at the same time, assuring that regulations are not excessive, conflicting, or do not impose undue costs. The development, content, and approval of all purchasing policies, regulations and procedures, as established by the Department, shall be common among departments, where possible, and shall be consistent with commonly accepted purchasing principles. All purchasing shall acquire the benefits of competition to the maximum extent practical, through the use of formal advertising or sealed bids, where applicable, with the intent to encourage submission of bids by any and all qualified suppliers. The Department of Purchasing shall establish and maintain ethical and impartial relations with all suppliers to enhance prestige, while achieving the goals and objectives regarding purchasing activities.

Budget Highlights

There are no significant changes to this budget.

Goals and Objectives

Budget Year Objectives

- Work with Information Technology (IT) to enhance the on-line purchasing system by enabling bids to be accepted electronically. Use of this process would be restricted to simple bids. Vendors would submit bids via the internet for which a bid tabulation spreadsheet would be automatically created.
- Work with IT to add a reverse auction feature to the on-line purchasing system.

Progress on Prior Year Objectives

- Work with IT to enhance the on-line purchasing system by enabling bids to be accepted electronically. Use of this process would be restricted to simple bids. Vendors would submit bids via the internet for which a bid tabulation spreadsheet would automatically be created.
Response: In progress. Further progress can resume after Web Developer position in IT has been filled.
- Work with IT adding a reverse auction feature to the on-line purchasing system.
Response: In progress. Further progress can resume after Web Developer position in IT has been filled.
- Add the Purchasing Policy Manual to the Purchasing section of the Boone County website.
Response: Completed. A list of products, services, and vendors approved for Sole Source purchases was also added.

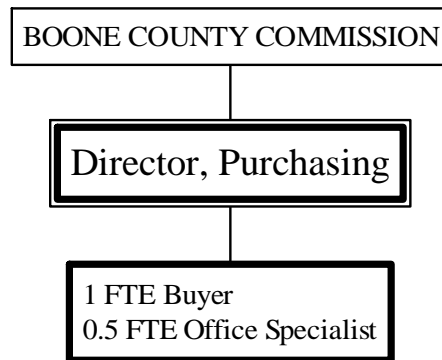
Performance Measures

Performance Measure	2006	2007	2008
	Actual	Estimated	Projected
Number of Bids Prepared	77	100	90
Number of Proposals Prepared	12	5	6
Number of Contracts Completed	141	150	120
Number of Term & Supply Contracts Issued	39	30	27
Number of Purchase Requisitions Processed (Includes fixed asset purchases not acquired through sealed bids)	55	58	80
Number of Term & Supply Contracts Renewed	112	50	80

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Director, Purchasing	1.00	1.00	1.00	-
Buyer	1.00	1.00	1.00	-
Office Specialist	0.50	0.50	0.50	-
Total FTEs	2.50	2.50	2.50	-
Overtime	\$ 1,500	\$ 1,500	\$ 1,500	\$ -

Organizational Chart



Annual Budget

1118 PURCHASING
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
PERSONAL SERVICES								
10100	SALARIES & WAGES	116,093	121,924	122,904	119,002	0	119,002	2-
10110	OVERTIME	910	1,500	1,367	1,500	0	1,500	0
10200	FICA	8,496	9,441	9,084	9,218	0	9,218	2-
10300	HEALTH INSURANCE	9,500	14,250	14,250	14,250	0	14,250	0
10325	DISABILITY INSURANCE	541	441	441	442	0	442	0
10350	LIFE INSURANCE	72	117	159	159	0	159	35
10375	DENTAL INSURANCE	650	1,068	1,068	1,068	0	1,068	0
10400	WORKERS COMP	500	512	512	514	0	514	0
10500	401(A) MATCH PLAN	1,300	1,755	1,300	1,755	0	1,755	0
SUBTOTAL *****		138,064	151,008	151,085	147,908	0	147,908	2-
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	135	165	165	165	0	165	0
23000	OFFICE SUPPLIES	448	700	700	700	0	700	0
23001	PRINTING	237	300	150	300	0	300	0
23050	OTHER SUPPLIES	584	400	400	400	0	400	0
23850	MINOR EQUIP & TOOLS (<\$1000)	207	587	587	450	0	450	23-
SUBTOTAL *****		1,613	2,152	2,002	2,015	0	2,015	6-
DUES TRAVEL & TRAINING								
37000	DUES	920	610	610	610	0	610	0
37200	SEMINARS/CONFEREN/MEETING	330	980	980	980	0	980	0
37210	TRAINING/SCHOOLS	540	500	500	500	0	500	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	289	746	746	759	0	759	1
37230	MEALS & LODGING-TRAINING	875	2,160	2,160	2,160	0	2,160	0
SUBTOTAL *****		2,955	4,996	4,996	5,009	0	5,009	0
UTILITIES								
48000	TELEPHONES	1,436	1,629	1,629	1,629	0	1,629	0
48050	CELLULAR TELEPHONES	0	360	0	480	480	960	166
SUBTOTAL *****		1,436	1,989	1,629	2,109	480	2,589	30
VEHICLE EXPENSE								
59025	MOTOR VEHICLE TITLE EXP	0	0	33	33	0	33	0
59200	LOCAL MILEAGE	611	1,159	1,000	900	0	900	22-
SUBTOTAL *****		611	1,159	1,033	933	0	933	19-
EQUIP & BLDG MAINTENANCE								
60050	EQUIP SERVICE CONTRACT	848	948	555	357	0	357	62-
SUBTOTAL *****		848	948	555	357	0	357	62-
CONTRACTUAL SERVICES								
71500	BUILDING USE/RENT CHARGE	7,148	7,190	7,190	7,190	0	7,190	0
SUBTOTAL *****		7,148	7,190	7,190	7,190	0	7,190	0
OTHER								
84010	RECEPTION/MEETINGS	0	300	300	300	0	300	0
84300	ADVERTISING	1,337	1,700	1,700	1,700	0	1,700	0
SUBTOTAL *****		1,337	2,000	2,000	2,000	0	2,000	0
FIXED ASSET ADDITIONS								
SUBTOTAL *****		0	0	0	0	0	0	0
TOTAL EXPENDITURES *****		154,015	171,442	170,490	167,521	480	168,001	2-

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County Commission

Department Number 1121

Mission

The County Commission is an elected three-member governing body consisting of a District I (Southern) Commissioner, a District II (Northern) Commissioner, and the Presiding Commissioner. The Commission establishes County policy; approves and adopts the annual budget for all County operations; approves actual expenditures for each department; supervises the operations of Public Works which includes Facilities and Grounds Maintenance, Planning and Building Inspections, Human Resources, Purchasing, Information Technology; ensures County-wide compliance with numerous statutory requirements; and, acts as liaison with County boards, commissions, and other governmental entities.

Budget Highlights

There are no significant changes to this budget.

Goals and Objectives

Budget Year Objectives

- **Capital Projects:** The Courthouse remodeling and expansion project is projected to be completed by December 2008. A bid will be put out for FY 2008 to add an Americans with Disabilities Act (ADA) restroom and refresh the upstairs of the former Ford, Parshall & Baker law offices into space housing the Prosecuting Attorney's IV-D Child Support unit currently located in a leased space on 8th street.
- **Storm Water Ordinances:** The County will implement a land disturbance permit and finalize the design manual for the ordinance. The operating permit suggests the County will implement a stormwater website, train stream teams to identify illicit discharges and develop a post construction ordinance.
- **Fairgrounds Management and Development:** A covered arena has been donated to Boone County and will be erected on-site adjacent to the main coliseum. Further study of long range management of the Fairgrounds will continue.
- **Atkins Tract:** Preliminary design will begin on the Waco Road extension which will ultimately provide the primary access point into the Atkins Tract Park.
- **Capital Road and Bridge Projects:** The Boone County Commission will appoint a work group whose members are citizens, representatives from municipal governments and chambers of commerce to identify road and bridge capital needs and recommend the mechanisms for prioritization and funding of those capital needs. The intent of the Commission is to present an initiative to the voters in 2008.

Progress on Prior Year Objectives

- **Capital Projects: Expansion and remodeling of the Boone County Courthouse and Annex, which began late in the year 2006.** Time lines will establish other capital projects approved by the (1/5cent) capital improvement tax passed by the Boone County Voters in April 2006.
Response: Expansion and remodeling of the Boone County Courthouse and Annex officially started October 1, 2007. The project was within budget at that time. The 1/5 cent finding source is lagging behind projections, however, interest on the funds to date have covered the expected shortfall. The first floor of the Guaranty Land Title Building has been transformed into the Boone County Alternative Sentencing Center, housing Mental Health, Drug, and Re-Entry Court staff.
- **Reauthorization of Public Works Funding Initiative (Road and Bridge Tax):** The (1/2 cent) sales tax funding for Boone County roads and bridges expires in the year 2008. It is the intention of the Commission to present a renewal to the voters in 2007 to continue funding the Public Works Department. The Boone County Commission will appoint a citizen committee to examine future capital improvements of the Boone County road's infrastructure, and report back to the Boone County Commission with recommendations regarding priority and needs.
Response: With the support of municipalities, chambers of commerce and citizen participants, the ½ cent sales tax for roads and bridges was renewed with approval of 81% of voters in the November 6, 2007 election. The committee of citizens, municipalities and chambers of commerce recommended that capital needs, prioritization and funding mechanism be studied further in 2008, and a detailed proposal be presented to voters.
- **Fairgrounds Management & Development:** The County Commission will use consultant's data to develop a management strategy to maximize the potential uses for the Fairgrounds.
Joint efforts by the City of Columbia and Boone County are on-going in the development of recreational baseball and softball fields on the Atkins tract. The plan is to perform all site and grading necessary for the development of the baseball/softball fields and construct two fields under the first phase of this project. Projected completion will be mid-summer of 2007.
Response: The County Commission received the Market Demand and Financial Feasibility Study, and will further study and formally adopt the study to begin implementing recommendations as funding allows in order to maximize the potential uses of the Fairgrounds.
The City of Columbia and Boone County entered in to a Parks Management Agreement for the development and operation of the Atkins Tract. Construction has begun on phase one of the recreational development and this phase will be completed in 2008. The City and County donated a section of the Atkins Tract to the Boone County Regional Library District for the construction of a new branch library.
- **Storm Water Ordinances:** The County Commission will adopt and implement a land disturbance ordinance to start the implementation of the Environmental Protection Agency (EPA) Phase II regulations. The

Commission plans to identify funding sources for the implementation and ongoing maintenance of the required regulations and infrastructure in 2007.

Response: The County Commission renewed a commitment to managing storm water runoff and water quality by submitting a renewal to the Department of Natural Resources for the joint permit with the City of Columbia and University of Missouri. The land disturbance ordinance is to be adopted by year end to meet the permit requirements. The Commission is also reviewing a proposed stream buffer ordinance submitted by the Storm Water Task Force for consideration.

- **Comprehensive Master Plan Update:** The Boone County Planning and Zoning Commission reviewed the comprehensive Master Plan in 2006. A list of areas needing revisions was submitted to the County Commission and planning staff. The planning staff is evaluating the internal capacity needed to make the suggested revisions. Revised components outside the ability of current staff will be completed by an outside consultant.

Response: The Boone County Commission amended the Master Plan in 2007 by adopting the Bonne Femme Watershed Plan. A planning consultant has been retained to review the subdivision regulations. Intergovernmental cooperation has increased through monthly meetings of the County Commission and the Columbia City Manager that often focus on communication and development issues. A dialogue between the Columbia and Boone County Planning and Zoning Commissions has begun.

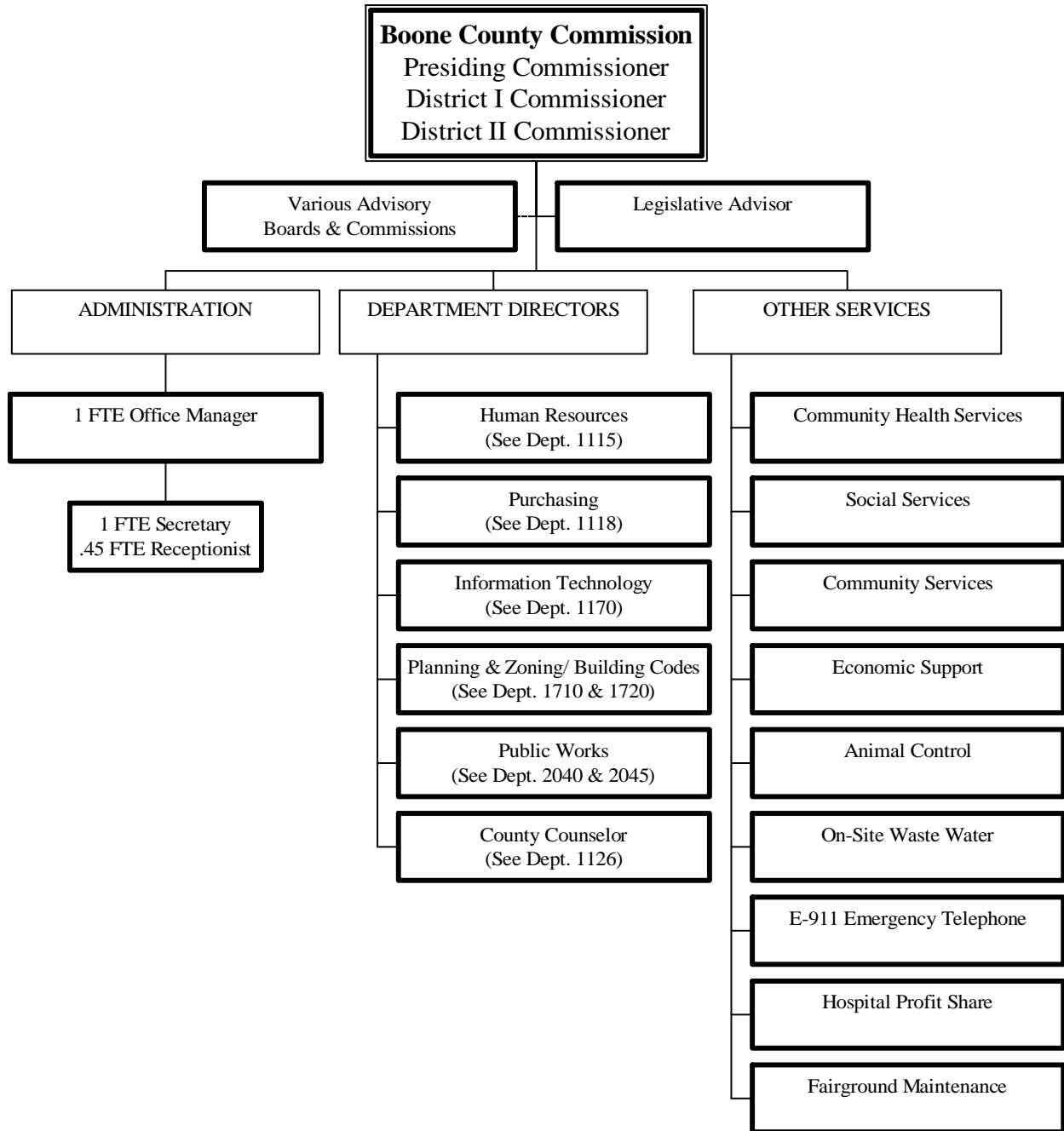
Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Unavailable			

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Presiding Commissioner (Elected)	1.00	1.00	1.00	-
Commissioner District I (Elected)	1.00	1.00	1.00	-
Commissioner District II (Elected)	1.00	1.00	1.00	-
Office Manager	1.00	1.00	1.00	-
Secretary	1.00	1.00	1.00	-
Receptionist	0.45	0.45	0.45	-
Total FTEs	5.45	5.45	5.45	-

Organizational Chart



Annual Budget

1121 COUNTY COMMISSION
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
PERSONAL SERVICES								
10100	SALARIES & WAGES	307,012	324,095	308,312	324,599	0	324,599	0
10200	FICA	23,774	25,866	24,060	25,948	0	25,948	0
10300	HEALTH INSURANCE	23,750	23,750	23,750	23,750	0	23,750	0
10325	DISABILITY INSURANCE	1,577	1,147	1,147	1,157	0	1,157	0
10350	LIFE INSURANCE	180	195	195	265	0	265	35
10375	DENTAL INSURANCE	1,625	1,780	1,780	1,780	0	1,780	0
10400	WORKERS COMP	1,395	1,442	1,442	1,456	0	1,456	0
10500	401(A) MATCH PLAN	1,950	2,925	1,325	2,925	0	2,925	0
10850	VEHICLE ALLOWANCE	12,914	14,023	14,023	14,601	0	14,601	4
SUBTOTAL *****		374,178	395,223	376,034	396,481	0	396,481	0
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	315	514	485	425	0	425	17-
23000	OFFICE SUPPLIES	840	850	650	850	0	850	0
23001	PRINTING	0	1,000	650	750	0	750	25-
23050	OTHER SUPPLIES	0	100	152	150	0	150	50
23850	MINOR EQUIP & TOOLS (<\$1000)	367	750	1,074	500	0	500	33-
SUBTOTAL *****		1,524	3,214	3,011	2,675	0	2,675	16-
DUES TRAVEL & TRAINING								
37000	DUES	225	225	225	210	0	210	6-
37200	SEMINARS/CONFEREN/MEETING	1,416	2,400	700	1,200	0	1,200	50-
37210	TRAINING/SCHOOLS	0	500	0	250	0	250	50-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	905	1,600	750	1,600	0	1,600	0
37230	MEALS & LODGING-TRAINING	1,166	2,500	750	1,000	0	1,000	60-
SUBTOTAL *****		3,712	7,225	2,425	4,260	0	4,260	41-
UTILITIES								
48000	TELEPHONES	3,658	3,660	4,300	4,200	0	4,200	14
48050	CELLULAR TELEPHONES	2,235	3,960	3,000	3,000	0	3,000	24-
SUBTOTAL *****		5,894	7,620	7,300	7,200	0	7,200	5-
VEHICLE EXPENSE								
59000	MOTORFUEL/GASOLINE	856	1,125	950	1,000	0	1,000	11-
59100	VEHICLE REPAIRS	1,081	1,500	1,000	1,000	0	1,000	33-
59200	LOCAL MILEAGE	1,488	1,400	1,400	1,400	0	1,400	0
SUBTOTAL *****		3,426	4,025	3,350	3,400	0	3,400	15-
EQUIP & BLDG MAINTENANCE								
60050	EQUIP SERVICE CONTRACT	671	775	775	850	0	850	9
60200	EQUIP REPAIRS/MAINTENANCE	57	200	50	100	0	100	50-
SUBTOTAL *****		728	975	825	950	0	950	2-
CONTRACTUAL SERVICES								
71100	OUTSIDE SERVICES	0	200	0	200	0	200	0
71101	PROFESSIONAL SERVICES	25,235	25,995	25,995	25,995	0	25,995	0
71500	BUILDING USE/RENT CHARGE	24,330	25,651	25,651	25,651	0	25,651	0
SUBTOTAL *****		49,565	51,846	51,646	51,846	0	51,846	0
OTHER								
83100	AWARDS	91	350	100	350	0	350	0
84010	RECEPTION/MEETINGS	1,273	2,000	1,000	1,500	0	1,500	25-
84300	ADVERTISING	0	250	0	250	0	250	0
84400	PUBLIC NOTICES	0	250	125	1,750	0	1,750	600
SUBTOTAL *****		1,364	2,850	1,225	3,850	0	3,850	35
TOTAL EXPENDITURES *****		440,395	472,978	445,816	470,662	0	470,662	0

Decimal values have been truncated.

County Association Dues

Department Number 1122

Mission

The County Commission is responsible for the County Association Dues budget. The purpose of this budget is to provide payment of dues for Boone County's membership in the following associations and organizations:

- National Association of Counties (NACO)
- Missouri Association of Counties (MAC)
- City of Columbia Chamber of Commerce
- City of Centralia Chamber of Commerce
- City of Ashland Chamber of Commerce
- City of Sturgeon Chamber of Commerce
- City of Hallsville Chamber of Commerce
- Mid Missouri Tourism Council
- Mid Missouri Regional Planning Committee
- International Council of Shopping Centers

The budget also provides appropriations for elected official attendance at the following events:

- NACO Annual Conference (2-4 attendees, depending on cost)
- NACO Legislative Conference (1-2 attendees, depending on cost)
- MAC Annual Conference (4-6 County officials, based on historical experience)
- MAC Legislative Conference (3-5 County officials, based on historical experience)

Budget Highlights

There are no significant changes to this budget.

Annual Budget

1122 COUNTY ASSOCIATION DUES
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	DUES TRAVEL & TRAINING							
37000	DUES	27,046	28,000	27,448	27,900	0	27,900	0
37200	SEMINARS/CONFEREN/MEETING	2,410	3,595	2,300	4,640	0	4,640	29
37210	TRAINING/SCHOOLS	112	0	0	0	0	0	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	1,509	2,395	2,395	2,182	0	2,182	8-
37230	MEALS & LODGING-TRAINING	3,211	7,327	7,327	9,712	0	9,712	32
	SUBTOTAL *****	34,289	41,317	39,470	44,434	0	44,434	7
	TOTAL EXPENDITURES *****	34,289	41,317	39,470	44,434	0	44,434	7

Decimal values have been truncated.

Emergency and Contingency

Department Number 1123

Mission

The County Commission administers this budget. It reflects the statutorily required appropriation equal to 3% of General Fund expenditures. This appropriation is to be used for unforeseen emergencies and requires a unanimous vote of the County Commission. The original appropriation is reflected in this budget with amounts being transferred to the appropriate departmental budget throughout the year, as approved by the Commission. Therefore, the amounts appearing for prior years reflect unspent emergency appropriations.

Budget Highlights

This budget includes the statutorily-mandated emergency appropriation. The amount included for emergency is funded from accumulated resources (i.e., fund balance) rather than from current revenues.

The budget also includes contingency funds for security software, pending a recommendation from the Information Technology Advisory Committee (ITAC) and final approval by the commission.

Annual Budget

1123 EMERGENCY & CONTINGENCY
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	OTHER							
86800	EMERGENCY	0	441,014	0	750,000	0	750,000	70
86850	CONTINGENCY	0	11,052	0	0	0	3,620	67-
	SUBTOTAL *****	0	452,066	0	750,000	0	753,620	66
	TOTAL EXPENDITURES *****	0	452,066	0	750,000	0	753,620	66

Decimal values have been truncated.

Centralia Office

Department Number 1125

Mission

Several years ago, the County Commission entered into an agreement with the Boone Hospital Board of Trustees for the joint construction of a medical clinic in the City of Centralia. The County Commission authorized capital improvement appropriations to fund one-half of the construction costs. Upon completion, the County Commission assumed occupancy of a portion of the building along with a pro-rata share of utilities, maintenance, and other shared costs. The county-owned and occupied space is used for county administrative functions.

Budget Highlights

There are no significant changes to this budget.

Annual Budget

1125 CENTRALIA OFFICE
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
48000	UTILITIES TELEPHONES	703	800	720	780	0	780	2-
	SUBTOTAL *****	703	800	720	780	0	780	2-
	EQUIP & BLDG MAINTENANCE							
	SUBTOTAL *****	0	0	0	0	0	0	0
71500	CONTRACTUAL SERVICES BUILDING USE/RENT CHARGE	7,525	6,989	6,989	8,533	0	8,533	22
	SUBTOTAL *****	7,525	6,989	6,989	8,533	0	8,533	22
	TOTAL EXPENDITURES *****	8,228	7,789	7,709	9,313	0	9,313	19

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County Counselor

Department Number 1126

Mission

The County Counselor is appointed by the County Commission and serves as lawyer for the government of Boone County. State statutes authorize the appointment of a County Counselor in first class counties operating without a special charter. The County Counselor is responsible for providing the government of Boone County and its elected and appointed officials with general legal representation on civil law matters as prescribed by Missouri state statutes.

Budget Highlights

There are no significant changes to this budget.

Goals and Objectives

Budget Year Objectives

- Implement Civil Administrative Fine Schedule and Administrative Appeal System for various County regulations enforcements.
- Continue, to the extent requested, to provide County officials and departments with legal review and analysis of internal operating policies and procedures for the purpose of preventing legal problems and claim avoidance.
- Continue to assist Planning & Building Inspection and Public Works departments with completion and codification of storm water control regulations.
- Continue to codify various land use regulations into a single code.
- Continue the conversion of paper file archive into an image file archive.

Progress on Prior Year Objectives

- Revise the Health Code to include Epidemic and Pandemic regulations and enforcement mechanisms.
Response: Completed.
- Implement Civil Administrative Fine Schedule and Administrative Appeal System for various County regulations enforcements.
Response: Ongoing.
- Continue, to the extent requested, to provide County officials and departments with legal review and analysis of internal operating policies and procedures for the purpose of preventing legal problems and claim avoidance.
Response: Ongoing.

- Continue to assist Planning & Building Inspection and Public Works departments with completion and codification of storm water control regulations.
Response: Ongoing.
- Continue to codify various land use regulations into a single code.
Response: Ongoing.
- Continue the conversion of paper file archive into an image file archive.
Response: Ongoing.

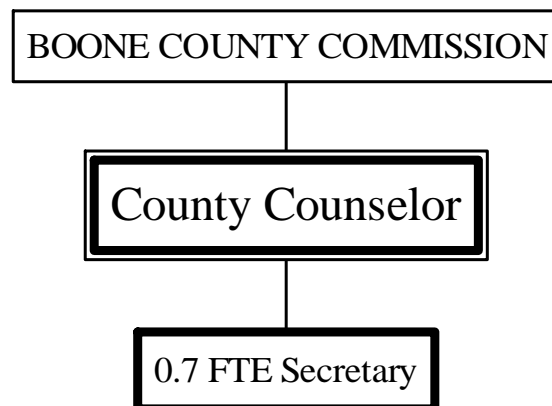
Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Unavailable			

Personnel Detail

Position Title	2006 Full-time Equivalent	2007 Full-time Equivalent	2008 Full-time Equivalent	2007-2008 Change
County Counselor	1.00	1.00	1.00	-
Secretary	0.60	0.70	0.70	-
Total FTEs	1.60	1.70	1.70	-

Organizational Chart



Annual Budget

1126 COUNTY COUNSELOR OFFICE
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3528	CHARGES FOR SERVICES REIMB PERSONNEL/PROJECTS	23,576	15,000	15,000	15,000	0	15,000	0
	SUBTOTAL *****	23,576	15,000	15,000	15,000	0	15,000	0
	TOTAL REVENUES *****	23,576	15,000	15,000	15,000	0	15,000	0
	PERSONAL SERVICES							
10100	SALARIES & WAGES	113,575	119,963	120,071	121,100	0	121,100	0
10200	FICA	8,507	9,177	8,987	9,264	0	9,264	0
10300	HEALTH INSURANCE	9,500	9,500	9,500	9,500	0	9,500	0
10325	DISABILITY INSURANCE	591	434	434	443	0	443	2
10350	LIFE INSURANCE	72	78	106	106	0	106	35
10375	DENTAL INSURANCE	650	712	712	712	0	712	0
10400	WORKERS COMP	565	597	597	615	0	615	3
10500	401(A) MATCH PLAN	1,275	1,170	1,300	1,170	0	1,170	0
	SUBTOTAL *****	134,736	141,631	141,707	142,910	0	142,910	0
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	4,267	4,350	4,350	4,567	0	4,567	4
23000	OFFICE SUPPLIES	576	750	750	750	0	750	0
23001	PRINTING	26	300	300	300	0	300	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	500	500	500	0	500	0
	SUBTOTAL *****	4,870	5,900	5,900	6,117	0	6,117	3
	DUES TRAVEL & TRAINING							
37000	DUES	25	223	223	223	0	223	0
37210	TRAINING/SCHOOLS	104	500	500	500	0	500	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	89	250	250	250	0	250	0
	SUBTOTAL *****	218	973	973	973	0	973	0
	UTILITIES							
48000	TELEPHONES	772	900	900	900	0	900	0
	SUBTOTAL *****	772	900	900	900	0	900	0
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	61	100	100	50	0	50	50-
	SUBTOTAL *****	61	100	100	50	0	50	50-
	CONTRACTUAL SERVICES							
71000	INSURANCE AND BONDS	0	0	0	280	0	280	0
71101	PROFESSIONAL SERVICES	1,010	850	2,500	850	0	850	0
71105	LEGAL SERVICES	21,789	12,000	10,350	12,000	0	12,000	0
71500	BUILDING USE/RENT CHARGE	4,936	4,964	4,964	4,964	0	4,964	0
	SUBTOTAL *****	27,735	17,814	17,814	18,094	0	18,094	1
	OTHER							
84801	TRANSCRIPTS-CIVIL	50	250	250	250	0	250	0
	SUBTOTAL *****	50	250	250	250	0	250	0
	TOTAL EXPENDITURES *****	168,444	167,568	167,644	169,294	0	169,294	1

Decimal values have been truncated.

County Clerk Summary

Department Numbers 1131, 1132, 2300

Description

The Boone County Clerk provides services that are primarily funded with appropriations from the General Fund and supplemented with additional revenues derived from a 5% election fee. These fees are accounted for in the Election Services Fund, a statutory special revenue fund. The General Fund appropriations are included in two separate budgets: County Clerk, department number 1131, and Election and Registration, department number 1132. The Election Services Fund appropriations are included in the Election Services budget, department number 2300. Detailed information is presented for each of these budgets on the following pages.

The County Commission establishes and approves the appropriations for department number 1131 and department number 1132; the County Clerk establishes and approves the appropriations for department number 2300.

Budget Summary

Fund	Dept	Department Name	2006	2007	2008	2008	2008	2008
			Actual	Projected	Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total
100	1131	County Clerk	\$ 294,208	\$ 304,788	\$ 290,541	\$ 29,368	\$ 400	\$ 320,309
100	1132	Election & Registration	1,058,785	692,919	395,396	1,102,223	30,025	1,527,644
230	2300	Election Services	4,093	26,830	-	91,800	7,500	99,300
231	2310	HAVA Requirements Pmts Grant	1,117,646	-	-	-	-	-
231	2311	Election Reform Payments Grant	9,952	-	-	-	-	-
231	2312	Voting Access for Disabilities Grant	5,101	2,610	-	-	-	-
232	2320	Election Equipment Replacement	-	-	-	-	-	-
Total			\$ 2,489,785	\$ 1,027,147	\$ 685,937	\$ 1,223,391	\$ 37,925	\$ 1,947,253

Personnel Summary

Fund	Dept	Department Name	2006	2007	2008
			Full-time Equivalent	Full-time Equivalent	Full-time Equivalent
100	1131	County Clerk	5.25	5.25	5.75
100	1132	Election & Registration	7.77	7.77	9.44
230	2300	Election Services	-	-	-
231	2310	HAVA Requirements Pmts Grant	-	-	-
231	2311	Election Reform Payments Grant	-	-	-
231	2311	Voting Access for Disabilities Grant	-	-	-
232	2320	Election Equipment Replacement	-	-	-
Total FTEs			13.02	13.02	15.19

County Clerk

Department Number 1131

Mission

The County Clerk is an elected official responsible for keeping accurate records of the orders, rules, and proceedings of the County Commission. In addition, the County Clerk is responsible for inspecting and reviewing all voter precinct boundaries within the County and conducting elections (refer to department number 1132 to review the operating budget for Elections and Voter Registration). Other administrative responsibilities of the Clerk include maintaining payroll files, administering employee benefits, administering the Records Management budget (refer to department number 1196), and procuring adequate insurance and bonding for the County's assets and elected officials (refer to department number 1191—Insurance and Safety).

Budget Highlights

The budget includes funding to increase the part-time (.50FTE) Benefits Analyst position to full time (1.0 FTE) position. The budgetary impact is approximately \$16,000. There are no other significant changes to the budget.

Goals and Objectives

Budget Year Objectives

- Unavailable.

Progress on Prior Year Objectives

- Unavailable.
Response: Unavailable.

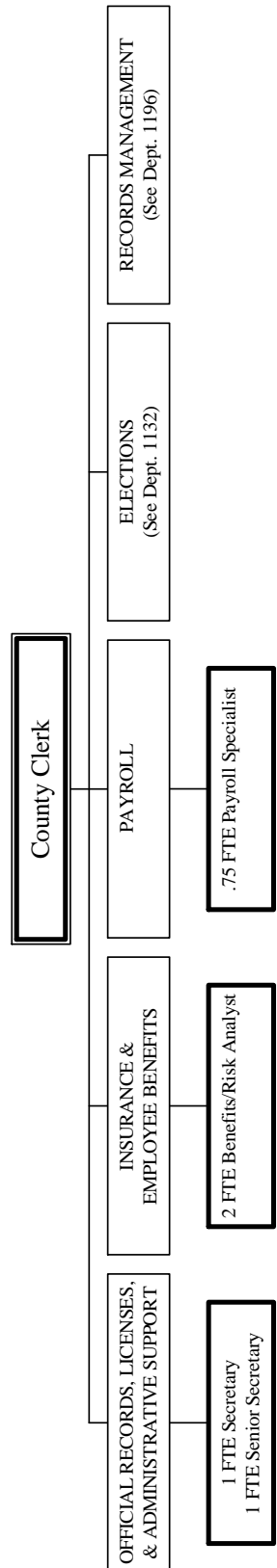
Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Unavailable			

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
County Clerk (Elected)	1.00	1.00	1.00	-
Benefits/Risk Analyst	1.50	1.50	2.00	0.50
Secretary	1.00	1.00	1.00	-
Payroll Specialist	0.75	0.75	0.75	-
Senior Secretary	1.00	1.00	1.00	-
Total FTEs	5.25	5.25	5.75	0.50

Organizational Chart



Annual Budget

1131 COUNTY CLERK
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3316	LICENSES AND PERMITS LICENSES OTHER	3,078	3,100	3,100	3,100	0	3,100	0
	SUBTOTAL *****	3,078	3,100	3,100	3,100	0	3,100	0
	CHARGES FOR SERVICES							
3510	COPIES	143	150	50	100	0	100	33-
3569	OTHER FEES	2,832	2,700	2,800	2,800	0	2,800	3
3580	TAX SUPPLEMENT FEES	19,357	22,500	20,000	20,000	0	20,000	11-
	SUBTOTAL *****	22,333	25,350	22,850	22,900	0	22,900	9-
	MISCELLANEOUS							
3890	MISCELLANEOUS	31	0	0	0	0	0	0
	SUBTOTAL *****	31	0	0	0	0	0	0
	TOTAL REVENUES *****	25,442	28,450	25,950	26,000	0	26,000	8-
	PERSONAL SERVICES							
10100	SALARIES & WAGES	215,708	237,132	223,632	221,407	14,726	236,133	0
10110	OVERTIME	1,922	2,000	0	0	0	0	0
10120	HOLIDAY WORKED	172	0	0	0	0	0	0
10200	FICA	15,419	17,607	17,107	16,937	1,127	18,064	2
10300	HEALTH INSURANCE	28,500	28,500	28,500	28,500	0	28,500	0
10325	DISABILITY INSURANCE	1,104	811	811	815	55	870	7
10350	LIFE INSURANCE	213	234	234	318	0	318	35
10375	DENTAL INSURANCE	1,950	2,136	2,136	2,136	0	2,136	0
10400	WORKERS COMP	913	942	942	947	63	1,010	7
10500	401(A) MATCH PLAN	3,775	4,010	3,510	3,510	0	3,510	12-
	SUBTOTAL *****	269,678	293,372	276,872	274,570	15,971	290,541	0
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	598	1,100	1,100	1,100	0	1,100	0
23000	OFFICE SUPPLIES	2,507	3,600	3,600	3,600	0	3,600	0
23001	PRINTING	150	750	750	750	0	750	0
23050	OTHER SUPPLIES	827	500	500	500	0	500	0
	SUBTOTAL *****	4,083	5,950	5,950	5,950	0	5,950	0
	DUES TRAVEL & TRAINING							
37000	DUES	225	400	400	400	0	400	0
37200	SEMINARS/CONFEREN/MEETING	500	1,200	1,200	1,200	0	1,200	0
37210	TRAINING/SCHOOLS	183	250	250	250	0	250	0
	SUBTOTAL *****	908	1,850	1,850	1,850	0	1,850	0
	UTILITIES							
48000	TELEPHONES	1,925	2,700	2,700	2,700	0	2,700	0
	SUBTOTAL *****	1,925	2,700	2,700	2,700	0	2,700	0
	VEHICLE EXPENSE							
59200	LOCAL MILEAGE	0	700	300	700	0	700	0
	SUBTOTAL *****	0	700	300	700	0	700	0
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	745	900	900	900	0	900	0
60200	EQUIP REPAIRS/MAINTENANCE	0	100	0	100	0	100	0
	SUBTOTAL *****	745	1,000	900	1,000	0	1,000	0
	CONTRACTUAL SERVICES							
71000	INSURANCE AND BONDS	0	50	150	50	0	50	0
71100	OUTSIDE SERVICES	2,433	1,000	0	1,000	0	1,000	0
	SUBTOTAL *****	16,748	16,166	15,266	16,168	0	16,168	0
	OTHER							
84400	PUBLIC NOTICES	118	1,000	950	1,000	0	1,000	0
	SUBTOTAL *****	118	1,000	950	1,000	0	1,000	0
	FIXED ASSET ADDITIONS							
91100	FURNITURE AND FIXTURES	0	0	0	0	400	400	0
	SUBTOTAL *****	0	0	0	0	400	400	0
	TOTAL EXPENDITURES *****	294,208	322,738	304,788	303,938	16,371	320,309	0

Elections and Registration

Department Number 1132

Mission

This budget is administered by the County Clerk and includes appropriations for the operations of the County Election and Voter Registration Office.

Budget Highlights

This budget reflects increases approved in FY 2006 for staffing increases and warehouse storage space for election equipment. These costs, totaling approximately \$130,000 in FY 2007, will continue into the foreseeable future.

This budget includes funding for rolling cars, a security system, a copier replacement, and pager replacement. Appropriations for these items total approximately \$30,000.

The budget includes approximately \$914,000 to conduct the April, August, and November elections. Election costs have increased significantly as the County has responded to the mandates of HAVA (Help Americans Vote Act).

Goals and Objectives

Budget Year Objectives

- Unavailable.

Progress on Prior Year Objectives

- Unavailable.
Response: Unavailable.

Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Unavailable			

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Elections Manager	1.00	1.00	1.00	-
Voting Systems Manager	1.00	1.00	1.00	-
Polling Place Operations Manager	1.00	1.00	1.00	-
Senior Elections Specialist	1.00	1.00	-	(1.00)
Principal Elections Specialist	1.00	1.00	1.00	-
Elections Specialist	1.00	1.00	2.00	1.00
Office Specialist	1.00	1.00	1.00	-
Elections Clerk Part-time Pool	0.77	0.77	1.44	0.67
Elections Office Specialist Part-time Pool	-	-	1.00	1.00
Total FTEs	<u>7.77</u>	<u>7.77</u>	<u>9.44</u>	<u>1.67</u>

Annual Budget

1132 ELECTION & REGISTRATION
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
INTERGOVERNMENTAL REVENUE								
3411	FEDERAL GRANT REIMBURSE	523-	0	0	0	0	0	0
3451	STATE REIMB-GRANT/PROGRAM/OTHR	1,199	0	0	0	0	0	0
SUBTOTAL *****		676	0	0	0	0	0	0
CHARGES FOR SERVICES								
3510	COPIES	99	90	100	100	0	100	11
3526	REIMBURSEMENT FOR ELECTION	24,737	9,000	14,000	32,000	24,000	32,000	255
SUBTOTAL *****		24,836	9,090	14,100	32,100	24,000	32,100	253
MISCELLANEOUS								
3830	SALES	1,274	400	500	1,500	0	1,500	275
3887	ADMIN & INDIRECT COST REIMB	19,768	700	6,000	24,000	0	24,000	328
3890	MISCELLANEOUS	400	350	200	400	0	400	14
SUBTOTAL *****		21,443	1,450	6,700	25,900	0	25,900	686
TOTAL REVENUES *****		46,956	10,540	20,800	58,000	24,000	58,000	450
PERSONAL SERVICES								
10100	SALARIES & WAGES	201,803	271,055	287,555	327,716	0	327,716	20
10110	OVERTIME	6,364	0	0	0	0	0	0
10200	FICA	14,338	21,997	21,997	25,070	0	25,070	13
10300	HEALTH INSURANCE	28,500	33,250	33,250	33,250	0	33,250	0
10325	DISABILITY INSURANCE	969	970	970	1,003	0	1,003	3
10350	LIFE INSURANCE	198	273	273	371	0	371	35
10375	DENTAL INSURANCE	1,950	2,492	2,492	2,492	0	2,492	0
10400	WORKERS COMP	889	1,198	1,198	1,399	0	1,399	16
10500	401(A) MATCH PLAN	3,250	4,095	4,095	4,095	0	4,095	0
SUBTOTAL *****		258,263	335,330	351,830	395,396	0	395,396	17
MATERIALS & SUPPLIES								
22500	SUBSCRIPTIONS/PUBLICATIONS	561	0	0	0	0	0	0
23000	OFFICE SUPPLIES	7,826	10,500	10,500	10,500	0	10,500	0
23001	PRINTING	7,976	12,000	12,000	12,000	0	12,000	0
23005	ELECTION SUPPLIES	20,684	16,000	21,000	21,000	0	21,000	31
23050	OTHER SUPPLIES	0	1,500	2,100	3,500	0	3,500	133
SUBTOTAL *****		37,048	40,000	45,600	47,000	0	47,000	17
DUES TRAVEL & TRAINING								
37000	DUES	895	1,200	1,200	1,200	0	1,200	0
37200	SEMINARS/CONFEREN/MEETING	1,943	2,000	2,000	2,000	0	2,000	0
37210	TRAINING/SCHOOLS	112	250	250	250	0	250	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	1,079	1,450	1,200	1,450	0	1,450	0
37230	MEALS & LODGING-TRAINING	956	1,800	1,800	1,800	0	1,800	0
SUBTOTAL *****		4,987	6,700	6,450	6,700	0	6,700	0
UTILITIES								
48000	TELEPHONES	4,174	6,000	6,000	9,000	0	9,000	50
48050	CELLULAR TELEPHONES	1,815	2,000	2,000	2,000	0	2,000	0
SUBTOTAL *****		5,989	8,000	8,000	11,000	0	11,000	37
VEHICLE EXPENSE								
59200	LOCAL MILEAGE	315	850	300	850	0	850	0
SUBTOTAL *****		315	850	300	850	0	850	0
EQUIP & BLDG MAINTENANCE								
60050	EQUIP SERVICE CONTRACT	745	1,700	0	2,500	0	2,500	47
60200	EQUIP REPAIRS/MAINTENANCE	0	250	0	250	0	250	0
SUBTOTAL *****		745	1,950	0	2,750	0	2,750	41
CONTRACTUAL SERVICES								
71000	INSURANCE AND BONDS	0	0	0	200	0	200	0
71100	OUTSIDE SERVICES	15	0	0	0	0	0	0
71101	PROFESSIONAL SERVICES	0	0	0	15,000	0	15,000	0
71500	BUILDING USE/RENT CHARGE	52,645	44,894	44,894	44,893	24,000	44,893	0
71505	BUILDING LEASE CHARGES	45,867	57,850	57,850	57,997	0	57,997	0
71525	STORAGE CHARGES	1,750	0	0	0	0	0	0
71600	EQUIP LEASES & METER CHR	171	200	0	200	0	200	0
SUBTOTAL *****		100,448	102,944	102,744	118,290	24,000	118,290	14

Elections and Registration

Dept. No. 1132

1132 ELECTION & REGISTRATION
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	OTHER							
84400	PUBLIC NOTICES	1,470	250	0	1,500	0	1,500	500
85900	COUNTY ELECTION EXPENSE	578,076	165,000	165,000	914,133	0	914,133	454
	SUBTOTAL *****	<u>579,547</u>	<u>165,250</u>	<u>165,000</u>	<u>915,633</u>	<u>0</u>	<u>915,633</u>	<u>454</u>
	FIXED ASSET ADDITIONS							
91000	OFFICE EQUIPMENT	0	13,100	12,995	0	70,500	7,900	39-
91300	MACHINERY & EQUIPMENT	0	44,000	0	0	0	0	0
92300	REPLCMENT MACH & EQUIP	71,440	0	0	0	22,125	22,125	0
	SUBTOTAL *****	<u>71,440</u>	<u>57,100</u>	<u>12,995</u>	<u>0</u>	<u>92,625</u>	<u>30,025</u>	<u>47-</u>
	TOTAL EXPENDITURES *****	1,058,785	718,124	692,919	1,497,619	116,625	1,527,644	112

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Election Services

Department Number 2300

Mission

This budget was established mid-year 1999 to account for revenues received pursuant to the provisions of RSMo 115.065. It accounts for a charge, not to exceed 5%, which is levied to all entities participating in any election, as well as transaction fees paid to the County by the State of Missouri. The revenues may be used for training programs, election supplies and equipment, and any other costs incurred for the general improvement of elections. The County Clerk administers this fund.

Budget Highlights

Transaction fee revenue paid by the State is subject to annual state appropriation. The County received transaction fee revenue in FY 2007 and expects to receive a small amount in FY 2008. Revenues from the 5% charge are expected and are estimated based on three elections (April, August, and November).

Annual Budget

2300 ELECTION SERVICES
230 ELECTION SERVICES FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
INTERGOVERNMENTAL REVENUE								
3451	STATE REIMB-GRANT/PROGRAM/OTHR	0	0	27,313	9,000	0	9,000	0
	SUBTOTAL *****	0	0	27,313	9,000	0	9,000	0
CHARGES FOR SERVICES								
3526	REIMBURSEMENT FOR ELECTION	36,712	0	17,000	41,000	0	41,000	0
	SUBTOTAL *****	36,712	0	17,000	41,000	0	41,000	0
INTEREST								
3711	INT-OVERNIGHT	171	0	275	275	0	275	0
3712	INT-LONG TERM INVEST	671	0	1,125	1,125	0	1,125	0
3798	INC/DEC IN FV OF INVESTMENTS	2,345	0	3,750	3,750	0	3,750	0
	SUBTOTAL *****	3,188	0	5,150	5,150	0	5,150	0
	TOTAL REVENUES *****	39,901	0	49,463	55,150	0	55,150	0
DUES TRAVEL & TRAINING								
37200	SEMINARS/CONFEREN/MEETING	0	6,000	6,000	6,000	0	6,000	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	0	4,000	4,000	4,000	0	4,000	0
37230	MEALS & LODGING-TRAINING	0	2,800	2,800	800	0	800	71-
37235	MEALS & LODGING - OTHER	0	2,000	2,000	2,000	0	2,000	0
	SUBTOTAL *****	0	14,800	14,800	12,800	0	12,800	13-
UTILITIES								
48050	CELLULAR TELEPHONES	1,634	2,000	2,000	2,000	0	2,000	0
	SUBTOTAL *****	1,634	2,000	2,000	2,000	0	2,000	0
CONTRACTUAL SERVICES								
71101	PROFESSIONAL SERVICES	0	0	0	7,000	0	7,000	0
	SUBTOTAL *****	0	0	0	7,000	0	7,000	0
OTHER								
86850	CONTINGENCY	0	57,970	0	70,000	0	70,000	20
	SUBTOTAL *****	0	57,970	0	70,000	0	70,000	20
FIXED ASSET ADDITIONS								
91301	COMPUTER HARDWARE	2,458	7,530	7,530	7,500	0	7,500	0
91400	AUTO/TRUCKS	0	2,500	2,500	0	0	0	0
	SUBTOTAL *****	2,458	10,030	10,030	7,500	0	7,500	25-
	TOTAL EXPENDITURES *****	4,092	84,800	26,830	99,300	0	99,300	17

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Federal HAVA Election Project

Department Numbers 2310, 2311, 2312

Mission

The County Clerk administers this budget. It accounts for grant funding received pursuant to the Help Americans Vote Act.

Budget Highlights

There are no amounts appropriated in FY 2008.

Annual Budget

2310 HAVA REQUIREMENTS PAYMTS GRANT
231 FEDERAL HAVA ELECTION FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	INTERGOVERNMENTAL REVENUE							
3411	FEDERAL GRANT REIMBURSE	888,700	0	9,820	0	0	0	0
	SUBTOTAL *****	888,700	0	9,820	0	0	0	0
	INTEREST							
3711	INT-OVERNIGHT	10	0	19	0	0	0	0
3712	INT-LONG TERM INVEST	36	0	66	0	0	0	0
3798	INC/DEC IN FV OF INVESTMENTS	138	0	86	0	0	0	0
	SUBTOTAL *****	185	0	171	0	0	0	0
	OTHER FINANCING SOURCES							
3913	OTI: FROM GENERAL FUND	0	103,826	103,245	0	0	0	0
	SUBTOTAL *****	0	103,826	103,245	0	0	0	0
	TOTAL REVENUES *****	888,885	103,826	113,236	0	0	0	0
	FIXED ASSET ADDITIONS							
91300	MACHINERY & EQUIPMENT	1,107,826	0	0	0	0	0	0
91301	COMPUTER HARDWARE	8,895	0	0	0	0	0	0
91302	COMPUTER SOFTWARE	924	0	0	0	0	0	0
	SUBTOTAL *****	1,117,645	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	1,117,645	0	0	0	0	0	0

Decimal values have been truncated.

Annual Budget

2311 ELECTION REFORM PAYMENTS GRANT
231 FEDERAL HAVA ELECTION FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	INTERGOVERNMENTAL REVENUE							
3411	FEDERAL GRANT REIMBURSE	9,550	0	0	0	0	0	0
	SUBTOTAL *****	9,550	0	0	0	0	0	0
	INTEREST							
3711	INT-OVERNIGHT	33	0	0	0	0	0	0
3712	INT-LONG TERM INVEST	177	0	0	0	0	0	0
3798	INC/DEC IN FV OF INVESTMENTS	354	0	0	0	0	0	0
	SUBTOTAL *****	566	0	0	0	0	0	0
	TOTAL REVENUES *****	10,117	0	0	0	0	0	0
	FIXED ASSET ADDITIONS							
91300	MACHINERY & EQUIPMENT	9,951	0	0	0	0	0	0
	SUBTOTAL *****	9,951	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	9,951	0	0	0	0	0	0

Decimal values have been truncated.

Annual Budget

2312 VOTING ACCESS FOR DISABL GRANT
 231 FEDERAL HAVA ELECTION FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	INTERGOVERNMENTAL REVENUE							
3411	FEDERAL GRANT REIMBURSE	4,917	2,510	2,509	0	0	0	0
	SUBTOTAL *****	4,917	2,510	2,509	0	0	0	0
	INTEREST							
3711	INT-OVERNIGHT	12	0	5	0	0	0	0
3712	INT-LONG TERM INVEST	52	0	17	0	0	0	0
3798	INC/DEC IN FV OF INVESTMENTS	178	0	77	0	0	0	0
	SUBTOTAL *****	244	0	99	0	0	0	0
	TOTAL REVENUES *****	5,161	2,510	2,608	0	0	0	0
	MATERIALS & SUPPLIES							
23005	ELECTION SUPPLIES	4,917	2,510	2,509	0	0	0	0
	SUBTOTAL *****	4,917	2,510	2,509	0	0	0	0
	OTHER							
86900	MISCELLANEOUS	182	102	101	0	0	0	0
	SUBTOTAL *****	182	102	101	0	0	0	0
	TOTAL EXPENDITURES *****	5,100	2,612	2,610	0	0	0	0

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Election Equipment Replacement Activity

Department Number 2320

Mission

The County Clerk administers this budget. This budget accounts for revenues billed and received for use of county-owned election equipment during elections as well as for election equipment replacement appropriations.

Budget Highlights

There are no significant changes to this budget.

Annual Budget

2320 ELECTION EQUIP REPLCMNT ACTVTY
232 ELECTION EQUIP REPLCMNT FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3526	CHARGES FOR SERVICES REIMBURSEMENT FOR ELECTION	0	0	20,000	0	0	0	0
	SUBTOTAL *****	0	0	20,000	0	0	0	0
	INTEREST							
3711	INT-OVERNIGHT	0	0	20	20	0	20	0
3712	INT-LONG TERM INVEST	0	0	120	120	0	120	0
3798	INC/DEC IN FV OF INVESTMENTS	0	0	280	280	0	280	0
	SUBTOTAL *****	0	0	420	420	0	420	0
	TOTAL REVENUES *****	0	0	20,420	420	0	420	0

Decimal values have been truncated.

County Treasurer

Department Number 1140

Mission

The County Treasurer is an elected official responsible for receiving, disbursing and investing all funds for the County and ensuring that monies are correctly segregated into separate funds as required by law. Electronic funds receipts and disbursements are handled by the County Treasurer. All general obligation bonds and revenue bonds for Boone County are issued by the County Treasurer. The County Treasurer is also responsible for disbursing tax dollars to various political subdivisions and tracking said information for audit purposes. The County Treasurer provides oversight for several non-financial projects including the Community Art Displays for public buildings.

Budget Highlights

There are no significant changes to this budget.

Goals and Objectives

Budget Year Objectives

- Unavailable

Progress on Prior Year Objectives

- Unavailable
Response: Unavailable.

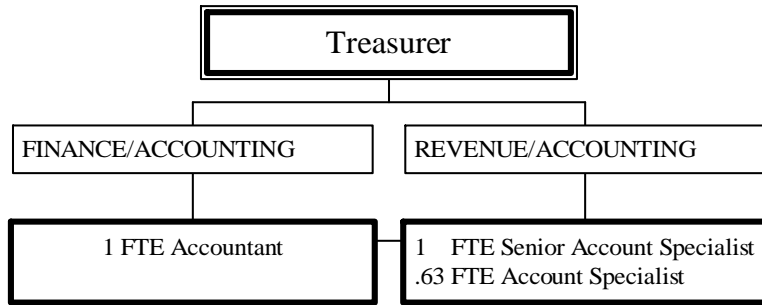
Performance Measures

Performance Measure	2006	2007	2008
	Actual	Estimated	Projected
Number of Receipts Issued	4,616	4,800	5,000
Number of Manual Non-Vendor Checks	176	180	190
Number of Manual Vendor Checks	435	450	460
Number of Prosecuting Attorney Bad Checks	2,003	1,800	2,000
Number of Criminal Cost Checks	4	4	4
Number of Criminal Cost Bills	682	610	650
Number of Out of County Cash Bonds	379	400	410
Number of Restitution Checks	51	54	60
Number of Manual Worker's Comp Checks	20	10	10
Number of Imported Worker's Comp Checks (Uhlmeyer)	593	750	800
Number of Jury Service Checks	1,928	2,400	2,500
Number of Accounts Payable Checks	8,300	8,000	8,100
Number of Payroll Checks	2,625	2,300	2,200
Number of Payroll Direct Deposits	8,699	8,710	8,800
Number of Funds	103	100	100
Interest Received (All Funds)	\$1,814,195.42	\$2,200,000	\$1,900,000
Number of General/Special Obligation Bonds	8	8	9
Number of Travel Credit Cards	3	0	0
Number of Purchasing Cards	50	62	65
Number of Active NIDS	13	13	14
Number of NIDS in Construction	1	3	4
Number of Employees-Fitness Program	31	25	25

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Treasurer (Elected)	1.00	1.00	1.00	-
Accountant	1.00	1.00	1.00	-
Senior Account Specialist	1.00	1.00	1.00	-
Account Specialist	0.45	0.63	0.63	-
Total FTEs	3.45	3.63	3.63	-
Overtime	\$ 200	\$ 300	\$ 300	\$ -

Organizational Chart



Annual Budget

1140 TREASURER
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3510	CHARGES FOR SERVICES COPIES	0	10	0	0	0	0	0
	SUBTOTAL *****	0	10	0	0	0	0	0
	INTEREST							
3710	INTEREST	6,458	6,000	10,000	0	0	0	0
3711	INT-OVERNIGHT	12,104	12,000	11,000	11,000	0	11,000	8-
3712	INT-LONG TERM INVEST	49,171	52,500	40,000	45,000	0	45,000	14-
3723	INT - NIDS	3,899	1,000	900	500	0	500	50-
3724	INT - OTHER ENTITIES	215	500	50	50	0	50	90-
3798	INC/DEC IN FV OF INVESTMENTS	174,295	108,950	156,600	108,950	0	108,950	0
	SUBTOTAL *****	246,145	180,950	218,550	165,500	0	165,500	8-
	TOTAL REVENUES *****	246,145	180,960	218,550	165,500	0	165,500	8-
	PERSONAL SERVICES							
10100	SALARIES & WAGES	164,564	177,592	177,686	178,624	0	178,624	0
10110	OVERTIME	340	300	250	300	0	300	0
10200	FICA	11,866	13,613	12,775	13,687	0	13,687	0
10300	HEALTH INSURANCE	14,250	19,000	19,000	19,000	0	19,000	0
10325	DISABILITY INSURANCE	811	670	670	659	0	659	1-
10350	LIFE INSURANCE	108	156	212	212	0	212	35
10375	DENTAL INSURANCE	975	1,424	1,424	1,424	0	1,424	0
10400	WORKERS COMP	710	805	770	765	0	765	4-
10500	401(A) MATCH PLAN	1,950	2,405	1,938	2,340	0	2,340	2-
	SUBTOTAL *****	195,575	215,965	214,725	217,011	0	217,011	0
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	544	750	800	910	0	910	21
23000	OFFICE SUPPLIES	759	300	350	400	0	400	33
23001	PRINTING	1,485	2,000	1,700	1,900	0	1,900	5-
23050	OTHER SUPPLIES	1,287	1,200	1,200	1,300	0	1,300	8
23850	MINOR EQUIP & TOOLS (<\$1000)	397	150	150	150	0	150	0
	SUBTOTAL *****	4,474	4,400	4,200	4,660	0	4,660	5
	DUES TRAVEL & TRAINING							
37000	DUES	577	500	588	600	0	600	20
37200	SEMINARS/CONFEREN/MEETING	660	800	700	800	0	800	0
37210	TRAINING/SCHOOLS	0	100	0	100	0	100	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	979	1,100	500	800	0	800	27-
37230	MEALS & LODGING-TRAINING	1,325	1,000	500	1,000	0	1,000	0
	SUBTOTAL *****	3,542	3,500	2,288	3,300	0	3,300	5-
	UTILITIES							
48000	TELEPHONES	1,646	2,000	1,500	1,800	0	1,800	10-
	SUBTOTAL *****	1,646	2,000	1,500	1,800	0	1,800	10-
	VEHICLE EXPENSE							
59200	LOCAL MILEAGE	0	50	0	50	0	50	0
	SUBTOTAL *****	0	50	0	50	0	50	0
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	498	625	636	625	0	625	0
60200	EQUIP REPAIRS/MAINTENANCE	0	100	80	100	120	220	120
	SUBTOTAL *****	498	725	716	725	120	845	16
	CONTRACTUAL SERVICES							
70050	SOFTWARE SERVICE CONTRACT	6,400	6,600	6,600	6,600	0	6,600	0
71107	BANK/CREDIT CARD SERVICE FEES	35,142	37,500	37,500	37,600	0	37,600	0
71108	CHECK PRINTING CHARGES	2,662	2,400	2,400	2,400	0	2,400	0
71500	BUILDING USE/RENT CHARGE	14,359	15,140	15,140	15,140	0	15,140	0
	SUBTOTAL *****	58,564	61,640	61,640	61,740	0	61,740	0
	FIXED ASSET ADDITIONS							
91100	FURNITURE AND FIXTURES	9,920	0	0	0	0	0	0
92000	REPLCMENT OFFICE EQUIP	2,307	0	0	0	5,200	5,200	0
	SUBTOTAL *****	12,227	0	0	0	5,200	5,200	0
	TOTAL EXPENDITURES *****	276,530	288,280	285,069	289,286	5,320	294,606	2

Collector of Revenue Summary

Department Numbers 1150 and 2110

Description

The Boone County Collector of Revenue provides services that are primarily funded with appropriations from the General Fund and supplemented with additional revenues derived from delinquent fees and commissions. These fees are accounted for in the Tax Maintenance Fund, a statutory special revenue fund. The General Fund appropriations are included in the Collector budget, department number 1150, and the Tax Maintenance Fund appropriations are included in the Tax Maintenance budget, department number 2110. Detailed information is presented for each of these budgets on the following pages.

The County Commission establishes and approves the appropriations for department number 1150; the Collector of Revenue establishes and approves the appropriations for department number 2110.

Budget Summary

Fund	Dept	Department Name	2006	2007	2008	2008	2008	2008
			Actual	Projected	Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total
100	1150	Collector	\$ 403,023	\$ 422,292	\$ 395,580	\$ 67,101	\$ -	\$ 462,681
211	2110	Tax Maintenance	118,700	122,035	1,959	189,803	-	191,762
Total			<u>\$ 521,723</u>	<u>\$ 544,327</u>	<u>\$ 397,539</u>	<u>\$ 256,904</u>	<u>\$ -</u>	<u>\$ 654,443</u>

Personnel Summary

Fund	Dept	Department Name	2006	2007	2008
			Full-time Equivalent	Full-time Equivalent	Full-time Equivalent
100	1150	Collector	8.25	8.25	8.25
211	2110	Tax Maintenance	0.08 a	0.08 a	0.08 a
Total FTEs			<u>8.33</u>	<u>8.33</u>	<u>8.33</u>

a 1 Full-time Equivalent Sr. Programmer Analyst was added to the Information Technology Department (No. 1170) to be reimbursed from the Tax Maintenance Fund.

Collector of Revenue

Department Number 1150

Mission

The Boone County Collector of Revenue is the elected official responsible for collecting current and delinquent property taxes for the State, County, and the various political subdivisions having authorized property tax levies within the County. The Collector is responsible for the accounting and distribution of all collections to the various taxing entities. The Collector of Revenue for Boone County collects, accounts for, and distributes more than 74 different taxes, licenses, and levies for more than 34 separate taxing entities. Beginning mid year, 2001, the Collector began collecting property taxes for the City of Centralia. With that addition, property taxes for all the cities in Boone County are now collected by the County Collector. In addition to property taxes, the Collector collects liquor, auctioneer, and merchant licensing fees, and special assessments imposed by flood levee districts, watershed districts, and neighborhood improvement districts. By law, the Collector must use any legal means to collect delinquent taxes, fees, and special assessments.

The Collector's Office provides services relating to processing tax payments from escrowed accounts held by mortgage holders on behalf of real estate owners. Primary tax records are maintained and held for public use within the Collector's Office and on public terminals located within the Boone County Government Center. Complete records for 1993 and prior years are available on microfilm. Upon request, tax record searches are performed by the Collector's Office for a nominal fee.

By law, the Collector shall coordinate the purification of tax data flows from the offices of the Recorder, Clerk and Assessor with that of the Collector of Revenue in cooperation with the data processing center.

Budget Highlights

There are no significant changes in this budget.

Goals and Objectives

Budget Year Objectives

- Automate the process to post tax payments received on-line and through the Interactive Voice Response (IVR) phone system. Currently all on-line and IVR payments are entered manually on a daily basis. This can be a very time consuming process during the busy tax season months. Past collection data suggests the number of payments made on-line and through IVR will continue to increase. The volume of on-line and IVR payments increased 25% and 125%, respectively, from 2005 to 2006. The total collections for on-line and IVR payments increased 26% and 160%, respectively, over the same period. By automating this process, the amount of time needed by staff to process and reconcile payments will be reduced and receipts can be mailed out to taxpayers timely.

- Develop a process that will allow taxpayers the ability to obtain a paid duplicate receipt on-line. The Collector's Office receives many requests and inquiries from taxpayers as to whether they can obtain duplicate receipts on-line. It would be a great service to the taxpayers if a process can be developed that allows taxpayers to visit the Collector's website at their convenience and download/print a duplicate copy of their paid receipt. However, measures would need to be in place to still collect the statutory charge of \$1.00 per duplicate receipt.
- Develop a more in-depth and user friendly entity display for tax collections within the tax menu. The current entity display program needs to be redeveloped so that the information contained is more accessible and user friendly. The entity display should be a source of tax amounts to be collected and to be distributed. The entity display should accurately track the tax and penalty collections, distributions, and disbursements for the entities that the Collector's Office collects. It should also be a reference for entity amounts that have been added, voided, refunded, and protested. Once completed, the entity display will be a valuable resource to handle many outside audit requests for taxing entities as well as many internal uses such as compiling the annual settlement for the Collector's Office.
- Create and implement procedures for tracking and setting up Nuisance Abatements. Currently this process is manual and requires coordination among all offices to identify and assemble documents needed for historical/informational files and set up files (in office, and AS400); implement a method to track and document each step in the process, and then import the information into the tax file so bills can be generated annually.
- Automate the Neighborhood Improvement District (NID) pay off/lien release process. Develop a notification process of NID liens to be released so they are recorded timely and reflect the release dates in the NID files on the AS400 system.

Progress on Prior Year Objectives

- Automate the posting of monthly installment payments for those taxpayers who enrolled to have the payment automatically withdrawn via Automated Clearing House (ACH) from their bank account each month. Currently all monthly ACH payments are manually entered in to the installment plan file by office staff. It is hopeful that payment information supplied by the bank and Treasurer's Office can be captured by the AS400 and posted to the corresponding installment plans. There are currently over 600 parcels enrolled in the plan, of which approximately two-thirds are signed up for ACH debits. By automating this process, the amount of time needed by staff to process and reconcile payments will be reduced.
Response: This goal has successfully been completed and implemented, and has proven to be very beneficial to the offices of both Collector and Treasurer. Once confirmation of the ACH payment is received from the Treasurer's Office, the installment plan records are instantly updated by the Collector's Office with one transaction. This has drastically cut the time needed by office staff to process and reconcile the installment payments.

There are currently 381 parcels that are signed up to have the monthly payments submitted by ACH.

- Create a form that will allow taxpayers to enroll in the real estate installment plan via the internet/e-mail. Taxpayers wishing to sign up could input the required information into a form available online. Once the information is entered into the appropriate fields, the taxpayer would click submit, and the Collector's Office would receive an e-mail notification of the enrollment with the data. When the installment plan data is processed, a confirmation of enrollment e-mail can be sent back to the taxpayers. This may reduce some of the paper and postage costs associated with administering the plan. Certain security measures will have to be in place since the data being transmitted would contain taxpayers' bank information.

Response: This goal may be completed by the end of 2007. Turnover within the web development position has put this on hold temporarily. However, it is expected to be completed in time for taxpayers to utilize for 2008 installment plans.

- Create procedures for handling Chapter 100 qualified taxpayers. The procedures for the billing, collection, and distribution of taxes for companies that are granted tax breaks, or incentives under Chapter 100 will need to be established. FY 2006 will be the first year the program will be used for a Boone County taxpayer. It can be assumed that most of the processes will be handled manually the first year. Hopefully, automation of many of the procedures can be developed once an understanding of the needs of the Chapter 100 program is gained.

Response: This program did not begin in 2006. It has been carried over to 2007.

- Automate the homestead preservation process. FY 2006 is the first year for processing the Homestead Preservation Credit. One staff member will be processing all of the credits in 2006. With automation, more staff members will be able to process the credits resulting in better efficiency and coverage in case of absences.

Response: This has been completed, and two additional staff members have been instructed on processing Homestead Preservation Credits.

- Enhance the merchant's license receipt process by upgrading the receipt generation process to print in real time rather than overnight. This will minimize the time now spent on tracking which businesses received the hand stamped receipt when paid in person and which businesses must be mailed the generated receipt.

Response: Steps have been taken to upgrade the merchant's license process. The application has been updated to allow an e-mail address to be entered and programming to include this as part of the AS400 file has been initiated. Formatting a new license is also in the design process/programming stage. This should be implemented for the 2008 licenses. The objective of printing the license at the time of payment will be part of the new look and process.

Performance Measures

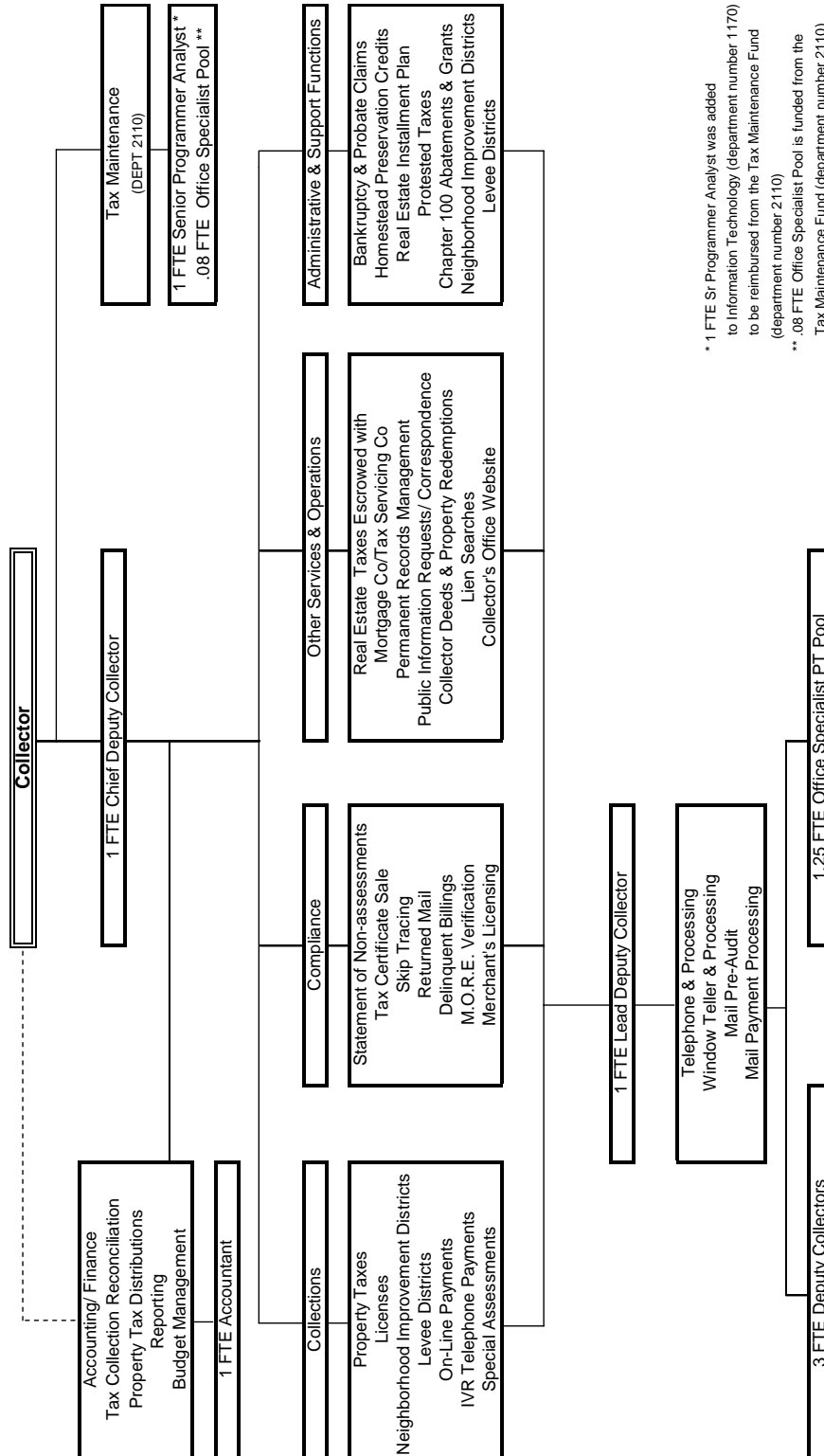
Performance Measure	2006*	2007*	2008*
	Actual	Estimated	Projected
Number of Real Estate Property Tax Bills Collected	57,771	58,925	60,105
Number of Real Estate Parcels on Installment Payments	619	710	775
Number of Delinquent Real Estate Prop. Tax Bills Mailed	10,935	13,662	16,401
Number of Personal Property Tax Bills Collected	59,970	60,870	61,785
Number of Merchant Licenses Collected	2,393	2,450	2,500
Number of Cash Drawers Balanced	2,050	2,225	2,400
Number of In-Person Customers	32,985	34,906	34,830
Number of Statements of Non-Assessment	10,612	10,770	10,930
Number of Bankruptcy Claims, Notices, Filings & Dischgs	1,228	1,249	1,250
Number of Probate Claims and Satisfactions Filed	63	79	99
Number of Telephone Calls	19,637	21,000	21,000
Number of Address Changes	11,378	11,755	12,000
Number of Rejection Notices Generated	1,253	1,378	1,390
Number of Legal Descriptions Created for Tax Sale Advertising	224	250	250
Number of Properties Subject to Tax Sale/Number Sold	201/7	221/10	220/10
Number of Checks Generated	796	820	850
Number of Credit Card Transactions In Person & By Mail	1,997	2,225	2,480
Number of Returned Checks	99	95	92
Number of Duplicate Receipts Issued	10,636	10,955	11,285
Number of Bills Collected (All Types)	120,852	123,270	125,735
Number of Lien Releases Created and Recoded on NIDs	30	10	10
Number of Parcels With Homestead Preservation Credits	469	34	22
Number of M.O.R.E. Program Verifications	3,571	4,150	4,500
Number of Bills Collected by IVR (6 months only)	1,141	1,325	1,525
Number of Bills Paid Online	2,815	3,250	3,700
Total Collections By IVR	\$351,397	\$424,000	\$488,000
Total Collections Online	\$1,054,262	\$1,137,500	\$1,295,000
Total Collections (In Millions)	\$125.6	\$130.6	\$135.8

*The County's fiscal year is indicated in the table heading; however, the Collector's fiscal year runs March 1 through February 28. Performance measure data is collected and reported according to the Collector's fiscal year, which ends two months after the County's fiscal year.

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Collector (Elected)	1.00	1.00	1.00	-
Chief Deputy Collector	1.00	1.00	1.00	-
Accountant	1.00	1.00	1.00	-
Lead Deputy Collector	1.00	1.00	1.00	-
Deputy Collector	2.00	3.00	3.00	-
Account Specialist	1.00	-	-	-
Office Specialist Pool	1.25	1.25	1.25	-
Total FTEs	8.25	8.25	8.25	-
Overtime	\$ 3,825	\$ 3,825	\$ 3,825	\$ -

Organizational Chart



*1 FTE Sr Programmer Analyst was added to Information Technology (department number 1170) to be reimbursed from the Tax Maintenance Fund (department number 2110)
 **.08 FTE Office Specialist Pool is funded from the Tax Maintenance Fund (department number 2110)

Annual Budget

1150 COLLECTOR
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	LICENSES AND PERMITS							
3311	LIQUOR	97,775	97,830	112,682	118,316	0	118,316	20
3312	AUCTION	650	500	500	600	0	600	20
3313	MERCHANTS AND MANUFACTURE	12,040	12,525	12,280	12,525	0	12,525	0
	SUBTOTAL *****	110,466	110,855	125,462	131,441	0	131,441	18
	INTERGOVERNMENTAL REVENUE							
3493	FOREST CROPLAND PILT	418	420	420	420	0	420	0
	SUBTOTAL *****	418	420	420	420	0	420	0
	CHARGES FOR SERVICES							
3506	CERTIFICATE OF REDEMPTION FEE	0	2	2	2	0	2	0
3508	DUPLICATE TAX RECEIPT	9,183	9,690	9,412	9,650	0	9,650	0
3509	DEED FEE	4	15	15	15	0	15	0
3510	COPIES	119	250	325	400	0	400	60
3511	COST OF TAX SALE REIMBURS	12,449	13,500	15,893	17,000	0	17,000	25
3528	REIMB PERSONNEL/PROJECTS	22,590	0	0	0	0	0	0
3550	COMMISSIONS	1,319,244	1,325,292	1,398,399	1,461,327	0	1,461,327	10
3560	COLLECTION FEES	1,274	1,428	1,349	1,402	0	1,402	1-
3577	COLL DEL FEES & COMM	143,315	124,745	163,871	180,260	0	180,260	44
	SUBTOTAL *****	1,508,181	1,474,922	1,589,266	1,670,056	0	1,670,056	13
	INTEREST							
3710	INTEREST	28,636	17,031	34,017	34,017	0	34,017	99
	SUBTOTAL *****	28,636	17,031	34,017	34,017	0	34,017	99
	MISCELLANEOUS							
3894	RETURNED CHECK PENALTY	3,259	2,500	2,500	2,500	0	2,500	0
	SUBTOTAL *****	3,259	2,500	2,500	2,500	0	2,500	0
	TOTAL REVENUES *****	1,650,961	1,605,728	1,751,665	1,838,434	0	1,838,434	14
	PERSONAL SERVICES							
10100	SALARIES & WAGES	275,968	318,616	289,528	322,864	0	322,864	1
10110	OVERTIME	3,064	3,825	2,950	3,825	0	3,825	0
10120	HOLIDAY WORKED	201	500	500	0	0	0	0
10200	FICA	20,731	24,705	21,935	24,991	0	24,991	1
10300	HEALTH INSURANCE	32,063	33,250	33,250	33,250	0	33,250	0
10325	DISABILITY INSURANCE	1,324	1,124	1,124	1,094	0	1,094	2-
10350	LIFE INSURANCE	225	273	371	371	0	371	35
10375	DENTAL INSURANCE	2,194	2,492	2,492	2,492	0	2,492	0
10400	WORKERS COMP	1,316	1,363	1,363	1,398	0	1,398	2
10500	401(A) MATCH PLAN	2,425	4,160	2,575	4,095	0	4,095	1-
10510	CERF-EMPLOYER PD CONTRIBUTION	1,161	1,150	1,128	0	0	1,200	4
10600	UNEMPLOYMENT BENEFITS	5,266	3,177	2,625	0	0	0	0
	SUBTOTAL *****	345,941	394,635	359,841	394,380	0	395,580	0
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	347	400	400	450	0	450	12
23000	OFFICE SUPPLIES	2,583	2,200	2,200	2,750	0	2,750	25
23001	PRINTING	14,029	13,650	13,650	12,750	0	12,750	6-
23017	COMPUTER PAPER	0	0	0	3,400	0	3,400	0
23850	MINOR EQUIP & TOOLS (<\$1000)	397	1,000	1,000	1,000	0	1,000	0
	SUBTOTAL *****	17,357	17,250	17,250	20,350	0	20,350	17
	DUES TRAVEL & TRAINING							
37200	SEMINARS/CONFEREN/MEETING	700	775	775	825	0	825	6
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	261	500	500	550	0	550	10
37230	MEALS & LODGING-TRAINING	520	570	570	625	0	625	9
	SUBTOTAL *****	1,482	1,845	1,845	2,000	0	2,000	8
	UTILITIES							
48000	TELEPHONES	2,968	3,200	3,500	3,500	0	3,500	9
	SUBTOTAL *****	2,968	3,200	3,500	3,500	0	3,500	9
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	1,077	845	845	945	0	945	11
60200	EQUIP REPAIRS/MAINTENANCE	138	500	500	500	0	500	0
	SUBTOTAL *****	1,215	1,345	1,345	1,445	0	1,445	7

Collector of Revenue

Dept. No. 1150

1150 COLLECTOR
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	CONTRACTUAL SERVICES							
71000	INSURANCE AND BONDS	254	100	100	100	0	100	0
71100	OUTSIDE SERVICES	699	1,050	750	900	0	900	14-
71500	BUILDING USE/RENT CHARGE	18,648	19,661	19,661	19,661	0	19,661	0
	SUBTOTAL *****	19,602	20,811	20,511	20,661	0	20,661	0
	OTHER							
84400	PUBLIC NOTICES	3,982	4,000	4,893	5,385	0	5,385	34
84500	TITLE SEARCH	10,444	13,500	13,107	13,760	0	13,760	1
86898	OVER AND SHORT	28	0	0	0	0	0	0
	SUBTOTAL *****	14,455	17,500	18,000	19,145	0	19,145	9
	FIXED ASSET ADDITIONS							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	403,023	456,586	422,292	461,481	0	462,681	1

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Collector Tax Maintenance

Department Number 2110

Mission

The Collector Tax Maintenance fund was created pursuant to RSMo 52.312-317 and it accounts for additional delinquent fees and commissions authorized by state statute. The Boone County Collector of Revenue approves the annual budget and administers the fund.

Budget Highlights

This budget includes reimbursement to the General Fund for the payroll and benefit costs pertaining to one Senior Programming Analyst position in the Information Technology (IT) Department (department number 1170). The additional programmer position was added to the IT budget mid-year 2002, pursuant to a contract between the Collector and the County Commission. The budget includes appropriations for a variety of operating expenses as well.

Please refer to department number 1150, Collector of Revenue, for Goals and Objectives, Progress on Prior Year Objectives, Performance Measures, and the Organizational Chart.

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Senior Programmer Analyst	- *	- *	- *	-
Office Specialist Pool	0.08	0.08	0.08	-
Total FTEs	0.08	0.08	0.08	-

* 1 FTE Sr. Programmer Analyst was added to Information Technology (department number 1170) to be reimbursed from the Tax Maintenance Fund (department number 2110)

Annual Budget

2110 COLLECTOR TAX MAINT ACTIVITY
 211 COLLECTOR TAX MAINTENANCE FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3577	COLL DEL FEES & COMM	143,315	124,700	163,871	180,260	0	180,260	44
	SUBTOTAL *****	143,315	124,700	163,871	180,260	0	180,260	44
	INTEREST							
3710	INTEREST	2,759	2,760	1,533	1,533	0	1,533	44-
3711	INT-OVERNIGHT	447	366	541	541	0	541	47
3712	INT-LONG TERM INVEST	1,749	1,522	1,703	1,703	0	1,703	11
3798	INC/DEC IN FV OF INVESTMENTS	6,066	4,000	7,725	7,725	0	7,725	93
	SUBTOTAL *****	11,022	8,648	11,502	11,502	0	11,502	33
	TOTAL REVENUES *****	154,337	133,348	175,373	191,762	0	191,762	43
	PERSONAL SERVICES							
10100	SALARIES & WAGES	2,643	1,814	1,814	1,814	0	1,814	0
10200	FICA	202	138	138	138	0	138	0
10400	WORKERS COMP	7	7	7	7	0	7	0
	SUBTOTAL *****	2,853	1,959	1,959	1,959	0	1,959	0
	MATERIALS & SUPPLIES							
23000	OFFICE SUPPLIES	3,259	300	300	300	0	300	0
23015	COMPUTER SUPPLIES	0	200	200	200	0	200	0
23050	OTHER SUPPLIES	551	200	200	200	0	200	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	200	246	200	0	200	0
	SUBTOTAL *****	3,810	900	946	900	0	900	0
	DUES TRAVEL & TRAINING							
37000	DUES	175	250	250	250	0	250	0
37200	SEMINARS/CONFEREN/MEETING	150	750	750	750	0	750	0
37210	TRAINING/SCHOOLS	0	5,700	5,700	4,500	0	4,500	21-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	1,070	2,400	2,400	2,400	0	2,400	0
37230	MEALS & LODGING-TRAINING	1,943	4,000	4,000	4,000	0	4,000	0
37235	MEALS & LODGING - OTHER	670	200	200	200	0	200	0
37240	REGISTRATION/TUITION	1,395	1,000	1,000	1,000	0	1,000	0
	SUBTOTAL *****	5,403	14,300	14,300	13,100	0	13,100	8-
	CONTRACTUAL SERVICES							
71000	INSURANCE AND BONDS	0	25	25	25	0	25	0
71100	OUTSIDE SERVICES	12,323	1,920	1,920	2,350	0	2,350	22
71101	PROFESSIONAL SERVICES	88,051	67,718	68,020	70,966	0	70,966	4
71105	LEGAL SERVICES	0	10,000	10,000	10,000	0	10,000	0
	SUBTOTAL *****	100,374	79,663	79,965	83,341	0	83,341	4
	OTHER							
83917	OTO: TO GENERAL FUND	13,867	0	21,484	0	0	0	0
86850	CONTINGENCY	0	33,652	0	76,916	0	76,916	128
	SUBTOTAL *****	13,867	33,652	21,484	76,916	0	76,916	128
	FIXED ASSET ADDITIONS							
91100	FURNITURE AND FIXTURES	4,296	0	0	0	0	0	0
91301	COMPUTER HARDWARE	1,623	1,133	1,132	11,000	0	11,000	870
91302	COMPUTER SOFTWARE	408	0	0	1,326	0	1,326	0
92100	REPLCMENT FURN & FIXTURES	0	2,249	2,249	0	0	0	0
92301	REPLC COMPUTER HDWR	0	2,251	0	3,220	0	3,220	43
	SUBTOTAL *****	6,328	5,633	3,381	15,546	0	15,546	175
	TOTAL EXPENDITURES *****	132,637	136,107	122,035	191,762	0	191,762	40

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Recorder of Deeds Summary

Department Numbers 1160 and 2800

Description

The Boone County Recorder of Deeds provides services that are primarily funded with appropriations from the General Fund and supplemented with additional revenues derived from special fees authorized by statute. These fees are accounted for in the Record Preservation Fund, a statutory special revenue fund. The General Fund appropriations are included in the Recorder of Deeds budget, department number 1160, and the Record Preservation Fund appropriations are included in the Record Preservation budget, department number 2800. Detailed information is presented for each of these budgets on the following pages.

The County Commission establishes and approves the appropriations for department number 1160; the Recorder of Deeds establishes and approves the appropriations for department number 2800.

Budget Summary

Fund	Dept	Department Name	2006	2007	2008	2008	2008	2008
			Actual	Projected	Class 1 Personal Services	Classes 2-8 Other Services and Charges	Class 9 Capital Outlay	Total
100	1160	Recorder	\$ 516,307	\$ 533,857	\$ 431,923	\$ 118,135	\$ -	\$ 550,058
280	2800	Storage & Preservation	90,916	183,967	-	345,310	47,320	392,630
Total			<u>\$ 607,223</u>	<u>\$ 717,824</u>	<u>\$ 431,923</u>	<u>\$ 463,445</u>	<u>\$ 47,320</u>	<u>\$ 942,688</u>

Personnel Summary

Fund	Dept	Department Name	2006	2007	2008
			Full-time Equivalent	Full-time Equivalent	Full-time Equivalent
100	1160	Recorder	9.00	9.00	9.00
280	2800	Storage & Preservation	-	-	-
Total FTEs			<u>9.00</u>	<u>9.00</u>	<u>9.00</u>

Recorder of Deeds

Department Number 1160

Mission

The Recorder of Deeds is an elected official mandated to provide a timely and efficient process for public users to record documents, and to preserve them for historical retrieval and legal review.

The records archived include real estate, uniform commercial code, marriage license, tax liens, servicemen's discharge papers, and other miscellaneous filing systems. The Recorder functions as the collector of data that is the basis for the assessment and property tax revenue system in the County. In addition to general revenue, the Recorder's Office acts as a fee agent for several special funds and user's fees for both the County and State.

Budget Highlights

Some of the operating appropriations are reduce, which is a result of lower recording volume and activity. Other than this, there are no significant changes in this budget.

Goals and Objectives

Budget Year Objectives

- Unavailable.

Progress on Prior Year Objectives

- Unavailable.
Response: Unavailable.

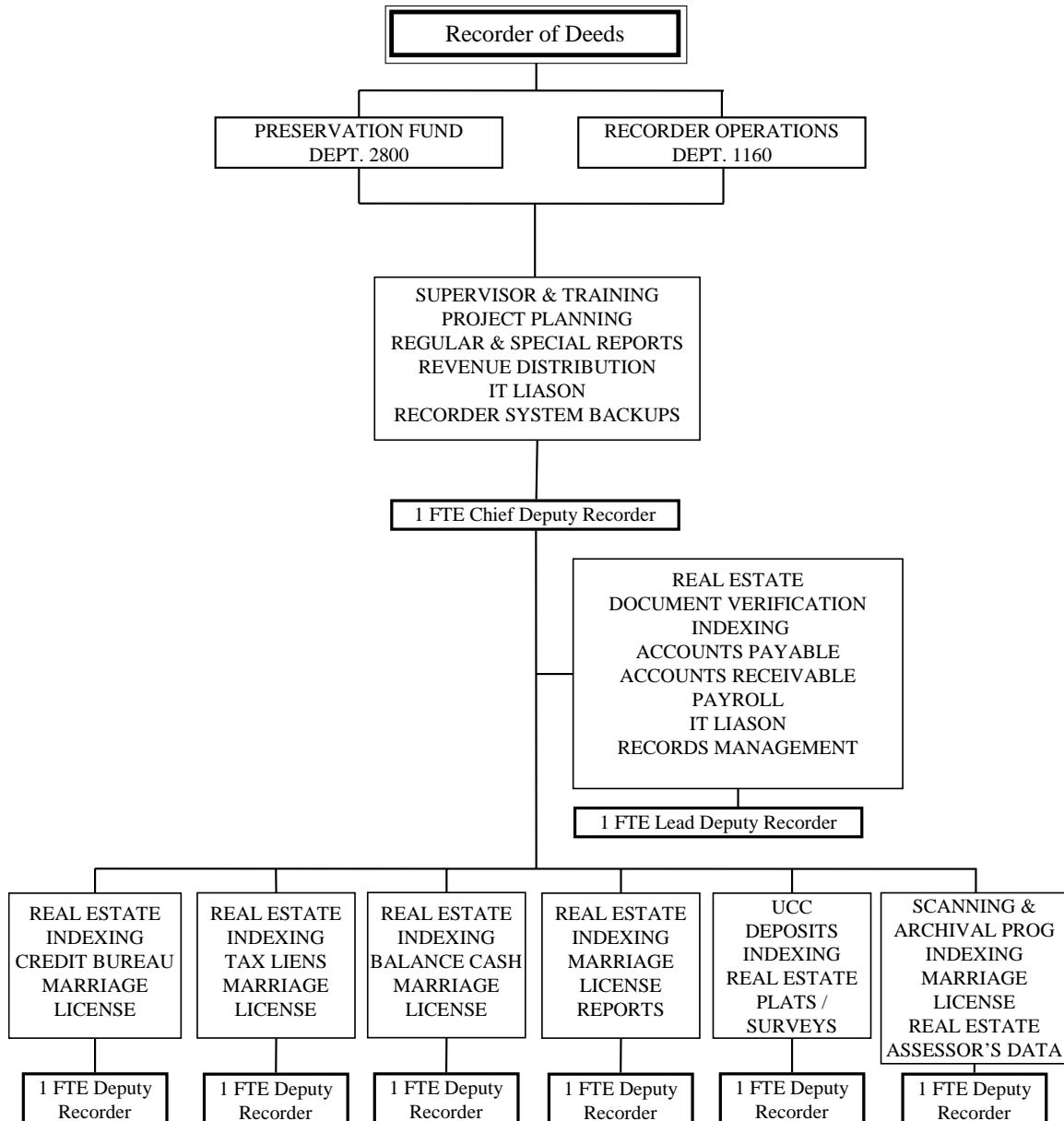
Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Real Estate	35,205	34,200	32,345
Marriage Licenses	1,084	1,075	1,050

Personnel Detail

Position Title	2006 Full-time Equivalent	2007 Full-time Equivalent	2008 Full-time Equivalent	2007-2008 Change
Recorder (Elected)	1.00	1.00	1.00	-
Chief Deputy Recorder	1.00	1.00	1.00	-
Lead Deputy Recorder	1.00	1.00	1.00	-
Deputy Recorder	6.00	6.00	6.00	-
Total FTEs	9.00	9.00	9.00	-
Overtime	\$ 2,500	\$ 2,500	\$ 2,500	\$ -

Organizational Chart



Annual Budget

1160 RECORDER
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3315	LICENSES AND PERMITS MARRIAGE	19,876	19,800	19,200	19,500	0	19,500	1-
	SUBTOTAL *****	19,876	19,800	19,200	19,500	0	19,500	1-
	CHARGES FOR SERVICES							
3510	COPIES	60,600	56,100	73,518	45,843	0	45,843	18-
3561	UCC FEES	50	100	0	0	0	0	0
3562	REAL ESTATE FEES	758,440	742,480	675,010	573,758	0	573,758	22-
	SUBTOTAL *****	819,091	798,680	748,528	619,601	0	619,601	22-
	TOTAL REVENUES *****	838,967	818,480	767,728	639,101	0	639,101	21-
	PERSONAL SERVICES							
10100	SALARIES & WAGES	325,947	344,715	337,616	348,122	0	348,122	0
10110	OVERTIME	4,885	2,500	2,000	2,500	0	2,500	0
10120	HOLIDAY WORKED	341	0	0	0	0	0	0
10200	FICA	23,537	26,561	24,817	26,822	0	26,822	0
10300	HEALTH INSURANCE	42,750	42,750	42,750	42,750	0	42,750	0
10325	DISABILITY INSURANCE	1,702	1,253	1,284	1,287	0	1,287	2
10350	LIFE INSURANCE	324	351	477	477	0	477	35
10375	DENTAL INSURANCE	2,925	3,204	3,204	3,204	0	3,204	0
10400	WORKERS COMP	1,411	1,456	1,456	1,496	0	1,496	2
10500	401(A) MATCH PLAN	5,125	5,265	5,125	5,265	0	5,265	0
	SUBTOTAL *****	408,950	428,055	418,729	431,923	0	431,923	0
	MATERIALS & SUPPLIES							
22500	SUBSCRIPTIONS/PUBLICATIONS	324	470	430	430	0	430	8-
23000	OFFICE SUPPLIES	10,127	12,250	9,500	10,100	0	10,100	17-
23001	PRINTING	1,482	1,500	1,500	1,500	0	1,500	0
	SUBTOTAL *****	11,933	14,220	11,430	12,030	0	12,030	15-
	DUES TRAVEL & TRAINING							
37000	DUES	450	350	350	350	0	350	0
37200	SEMINARS/CONFEREN/MEETING	0	650	400	650	0	650	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	1,384	1,200	1,707	1,200	0	1,200	0
37230	MEALS & LODGING-TRAINING	2,412	2,200	2,030	2,200	0	2,200	0
37240	REGISTRATION/TUITION	1,710	875	931	875	0	875	0
	SUBTOTAL *****	5,957	5,275	5,418	5,275	0	5,275	0
	UTILITIES							
48000	TELEPHONES	4,272	4,800	4,800	4,800	0	4,800	0
	SUBTOTAL *****	4,272	4,800	4,800	4,800	0	4,800	0
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	12,199	18,150	15,300	16,950	0	16,950	6-
	SUBTOTAL *****	12,199	18,150	15,300	16,950	0	16,950	6-
	CONTRACTUAL SERVICES							
71500	BUILDING USE/RENT CHARGE	59,925	63,180	63,180	63,180	0	63,180	0
71600	EQUIP LEASES & METER CHR	13,763	16,300	13,500	15,900	0	15,900	2-
	SUBTOTAL *****	73,688	79,480	76,680	79,080	0	79,080	0
	FIXED ASSET ADDITIONS							
92000	REPLCMENT OFFICE EQUIP	694-	3,500	1,500	0	0	0	0
92100	REPLCMENT FURN & FIXTURES	0	5,400	0	0	0	0	0
	SUBTOTAL *****	694-	8,900	1,500	0	0	0	0
	TOTAL EXPENDITURES *****	516,306	558,880	533,857	550,058	0	550,058	1-

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Record Preservation

Department Number 2800

Mission

This special revenue fund accounts for fees collected pursuant to RSMo 59.319 for record storage, microfilming, and preservation activities and projects. The Recorder of Deeds is the appropriating authority for this fund.

Budget Highlights

This budget provides supplemental funding to the annual operating budget for the Recorder of Deeds which is established by the County Commission in the General Fund (see department number 1160). FY 2008 appropriations include amounts related to record storage and preservation including supplies, training and travel, annual maintenance and support of the Recorder's operating software, archival restoration, conversion of prior years microfilm records to imaged records, professional services related to the development of a business continuity plan, and various new and replacement computer hardware and other equipment.

Please refer to department number 1160, Recorder of Deeds, for Goals and Objectives, Progress on Prior Year Objectives, and Performance Measures.

Annual Budget

2800 STORAGE & PRESERVATION
280 RECORD PRESERVATION FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3569	CHARGES FOR SERVICES OTHER FEES	139,368	126,500	124,037	105,430	0	105,430	16-
	SUBTOTAL *****	139,368	126,500	124,037	105,430	0	105,430	16-
	INTEREST							
3711	INT-OVERNIGHT	1,032	700	1,260	1,100	0	1,100	57
3712	INT-LONG TERM INVEST	4,015	3,640	4,080	3,670	0	3,670	0
3798	INC/DEC IN FV OF INVESTMENTS	14,046	7,260	16,590	14,900	0	14,900	105
	SUBTOTAL *****	19,094	11,600	21,930	19,670	0	19,670	69
	MISCELLANEOUS							
3835	SALE OF COUNTY FIXED ASSET	0	0	3	0	0	0	0
	SUBTOTAL *****	0	0	3	0	0	0	0
	TOTAL REVENUES *****	158,462	138,100	145,970	125,100	0	125,100	9-
	MATERIALS & SUPPLIES							
23000	OFFICE SUPPLIES	9,924	10,500	8,500	10,500	4,500	15,000	42
23020	MICROFILM/FILM	669	1,400	1,000	1,400	0	1,400	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	0	0	4,500	0	4,500	0
	SUBTOTAL *****	10,593	11,900	9,500	16,400	4,500	20,900	75
	DUES TRAVEL & TRAINING							
37000	DUES	840	625	625	625	0	625	0
37200	SEMINARS/CONFEREN/MEETING	400	800	1,205	1,200	0	1,200	50
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	3,034	4,400	4,000	4,400	0	4,400	0
37230	MEALS & LODGING-TRAINING	8,839	8,360	6,600	8,360	0	8,360	0
37240	REGISTRATION/TUITION	2,490	2,325	1,750	2,325	0	2,325	0
	SUBTOTAL *****	15,604	16,510	14,180	16,910	0	16,910	2
	CONTRACTUAL SERVICES							
70050	SOFTWARE SERVICE CONTRACT	0	30,000	20,000	20,000	0	20,000	33-
71100	OUTSIDE SERVICES	35,273	65,500	35,500	75,500	0	75,500	15
71101	PROFESSIONAL SERVICES	70,000	97,000	52,000	92,000	0	92,000	5-
	SUBTOTAL *****	105,273	192,500	107,500	187,500	0	187,500	2-
	OTHER							
86850	CONTINGENCY	0	140,000	0	120,000	0	120,000	14-
86910	PY ENCUMBRANCES NOT USED	0	0	21,420-	0	0	0	0
	SUBTOTAL *****	0	140,000	21,420-	120,000	0	120,000	14-
	FIXED ASSET ADDITIONS							
91100	FURNITURE AND FIXTURES	0	27,000	0	0	27,000	27,000	0
91301	COMPUTER HARDWARE	0	3,200	3,200	0	0	0	0
91302	COMPUTER SOFTWARE	4,374	62,000	62,000	0	2,000	2,000	96-
92301	REPLC COMPUTER HDWR	25,069	27,300	9,007	0	18,320	18,320	32-
	SUBTOTAL *****	29,443	119,500	74,207	0	47,320	47,320	60-
	TOTAL EXPENDITURES *****	160,915	480,410	183,967	340,810	51,820	392,630	18-

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Information Technology

Department Number 1170

Mission

The Information Technology (IT) Department implements Boone County's adopted Strategic Information Technology Plan. The Information Technology Advisory Committee (ITAC) in conjunction with the IT staff develops the vision and desired direction of information technology and provides a plan with recommendations to the County Commissioners for consideration and adoption. In addition, the Department conducts research to identify new cost saving developments resulting in improved operational efficiencies. Also, the Department provides critical tactical information technology solutions, systems design, programming services and support to county offices.

The Thirteenth Judicial Circuit Court provides its own information technology support services as part of the Court Services budget (department number 1210).

Budget Highlights

The budget contains all appropriations necessary to accomplish the goals and objectives set forth below. As a result of the revenue shortfall, only essential equipment replacements have been funded this year. As a result, this budget includes approximately \$66,000 for computer-related fixed asset purchases, which is significantly reduced from prior years (\$248,000 in FY 2007 and \$334,000 in FY 2006). The \$1.3 million for routine personnel and operations appropriations is consistent with funding levels of prior years. Combined, the total budget is \$1.37 million. Additional funding for computer technology projects is provided through various special revenue funds such as the Assessment Fund, the Record Preservation Fund, the Law Enforcement Services Fund and the Road and Bridge Fund.

Goals and Objectives

Budget Year Objectives

- Continue on-going core operations and technical support of all offices and departments throughout the County.
- Continue on-going core programming and programming maintenance for all offices and departments throughout the County.
- Add i5 disks in production partition for image data staging for better backups.
- Add i5 disks in development partition for growth and performance.
- Add i5 disks in Sheriff Department partition for growth and performance.
- Install iSCHSI HBA card in SANS which will support jumbo frames and a 30% performance improvement over current Adaptec cards.

- Add SATA II hard drives required for additional capacity for remote journaling.
- Purchase Cisco Catalyst 2960G-24TC 20 port switch to enhance performance for Geographic Information System (GIS) users.
- Purchase disk space manager to be used to report on files on the file server.
- Purchase Cisco 1841 router for backup.
- Purchase and install 2 UPS needed to protect switch and router at Child Support and Public Works.
- Replace three standard desktop personal computers (PCs) which are known problems.
- Replace three printers and one laptop.
- Purchase annual maintenance for old printer that is being retained.
- Replace one CVSA laptop for background checks and investigations with Sheriff's Department.
- Upgrade computer voice stress analyzer software to CSVA II.
- Replace four servers with two becoming VMWARE ESX servers, one GIS dedicated web and for the mobile video systems.
- Purchase VMWARE ESX and Virtual Center Server software.
- Provide VMWARE training.
- Purchase three MS Windows OS licenses for server consolidation project.
- Replace GEOXH Handheld as the current unit does not support the newest operating system and has limited storage space for GIS datasets.
- Update modems, cables, and memory for 21 MDTs for Sheriff's Department.
- Purchase Document Management Services as a follow-up to the Naviline upgrade.
- H T E to convert our custom apps to Naviline as a follow-up to upgrade.
- Purchase one standard desktop PC and four laptops.
- Replace 42" plotter.
- Purchase one server for Reverse Proxy which is needed for the new way ESRI handles web traffic.
- Purchase three data plans for PDAs, replacing current pager service.

- Purchase and install Cisco 4400 Wireless Controller (12 devices) with support and training.
- Purchase and install ArcPad for Trimble and Replication Backup software.
- Purchase Barcode scanner and printer for Public Works parts inventory.
- Implement Check Imaging Project by replacing two PCs with 19" LCDs and purchasing two check scanners.
- Finish and implement payroll system rewrite.

Progress on Prior Year Objectives

- Continue on-going core operations and technical support of all offices and departments throughout the County.
Response: Ongoing.
- Continue on-going core programming and programming maintenance for all offices and departments throughout the County.
Response: Ongoing.
- Add a new 48-port gigabit network core switch and increase capacity of current core switch.
Response: Completed
- Add 8-port Keyboard-Video-Monitor (KVM) switches in the Information Technology and Sheriff's Department server rooms to consolidate monitors, keyboards and mice.
Response: Completed.
- Upgrade Geographic Information System (GIS) server to MS SQL 2005.
Response: Completed.
- Network the Prosecuting Attorney's office copier.
Response: Completed.
- Upgrade network intrusion detection and firewall security systems.
Response: Completed.
- Add disk drives in 2 servers for hot spares in RAID set.
Response: Completed.
- Add disk drives to current Storage Area Network (SAN) and add a new SAN unit.
Response: Completed.
- Replace 41 standard desktop Personal Computers (PCs) as part of the five year replacement plan.
Response: Completed.
- Replace 1 PC with RAID-protected PC.
Response: Completed.

- Replace 1 laptop, 4 printers, 2 servers and 2 scanners.
Response: Completed.
- Replace 14 standard desktop CRT monitors with LCD flat panel monitors.
Response: Completed.
- Replace 1 CRT monitor with LCD flat panel monitor for GIS editing.
Response: Completed.
- Install AS400 Advanced Job Scheduler.
Response: Completed.
- Purchase new laptop and projector for Johnson Building.
Response: Completed.
- Purchase OCR software for Johnson Building copier.
Response: Completed.
- Purchase KATS software to track canines at the Sheriff's Department.
Response: Software not purchased.
- Provide JAVA training for AS400 programmers.
Response: Completed.
- Purchase and implement Change Management system for the AS400.
Response: Purchased and installed in 2007. Training and implementation to be completed in 2008.
- Evaluate software for remote communications for Planning and Building.
Response: Completed.
- Finish and implement payroll system rewrite.
Response: Project is still in progress with completion expected in 2008.
- Take a physical count of all computer equipment, and implement bar coding in the process.
Response: Completed.
- Evaluate and recommend future platform for website development.
Response: Web Taskforce has been established and will continue to evaluate website development and platform changes as needed.
- Continue to work with Facilities Maintenance to find a software replacement for Maximo.
Response: Completed.
- Help Public Works implement document imaging with RVI.
Response: Completed.
- Install and configure Guardian Save on Sheriff's Department AS400 partition.
Response: Completed.

- Finish installation of multimedia in chambers.
Response: Completed.
- Support upgrade of HTE software to Naviline for Sheriff's Department.
Response: Completed.
- Help implement hardware and HTE data interfaces for Karpel Case Management system for Prosecuting Attorney.
Response: Completed.

Performance Measures

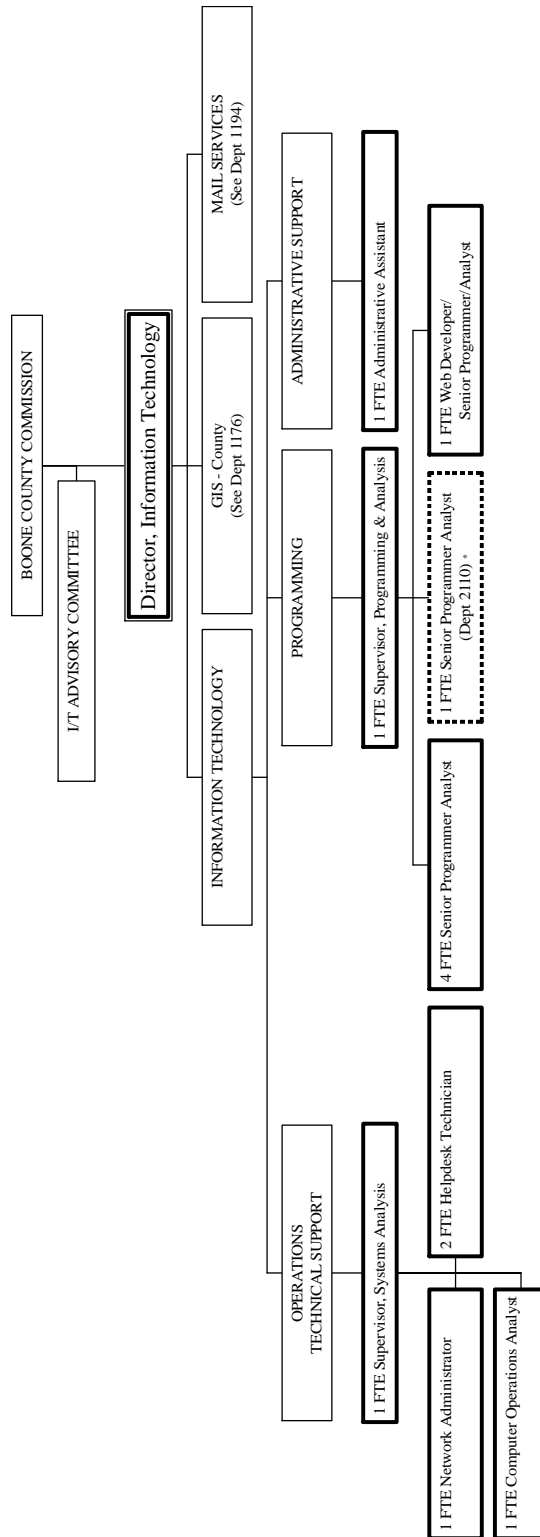
Performance Measure	2006	2007	2008
	Actual	Estimated	Projected
Number of Pieces of Email SPAM	1,731,838	5,822,000	8,000,000
Number of Email Viruses Stopped	3,727	5,000	7,000
Inbound Pieces of Email	3,012,776	7,457,000	10,000,000
Outbound Pieces of Email	220,010	261,000	280,000
Total Number of Email Attachments	395,091	285,000	300,000
Number of Times 0700 Report Viewed on Web	97,958	116,316	125,000
Number of Times Active Felony Warrants Viewed on Web	18,237	21,000	25,000
Number of Times Current Inmate Roster Viewed on Web	N/A	N/A	N/A
Number of Times Registered Offenders List Viewed on Web	26,429	31,601	35,000
Work Orders Completed–Helpdesk Emergencies	1,104	813	1,100
Work Orders Completed–Helpdesk Non-Emergencies	2,366	2,829	3,000
Work Orders Completed–Operations	123	125	300
Work Orders Completed–Programming Projects	435	440	450
Number of Personal Computers Supported	274	295	300

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Director, Information Technology	1.00	1.00	1.00	-
Supervisor, Systems Analysis	1.00	1.00	1.00	-
Network Administrator	1.00	1.00	1.00	-
Supervisor, Programming & Analysis	1.00	1.00	1.00	-
Computer Operations Analyst	1.00	1.00	1.00	-
Senior Programmer Analyst	5.00 ^a	5.00 ^a	5.00 ^a	-
Web Developer/Sr. Prog. Analyst	1.00	1.00	1.00	-
Helpdesk Technician	2.00	2.00	2.00	-
Administrative Assistant	1.00	1.00	1.00	-
Total FTEs	14.00	14.00	14.00	-
Overtime	\$ 2,500	\$ 3,500	\$ 3,500	\$ -

^a 1 FTE Sr. Programmer Analyst was added to Information Technology (department number 1170) to be reimbursed from the Tax Maintenance Fund (department number 2110)

Organizational Chart



* 1 FTE Sr. Programmer Analyst was added to Information Technology (department number 1170) to be reimbursed from the Tax Maintenance Fund (department number 2110)

Annual Budget

1170 INFORMATION TECHNOLOGY
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3528	CHARGES FOR SERVICES REIMB PERSONNEL/PROJECTS	64,960	67,718	67,718	67,718	0	67,718	0
	SUBTOTAL *****	64,960	67,718	67,718	67,718	0	67,718	0
3835	MISCELLANEOUS SALE OF COUNTY FIXED ASSET	57,000	0	0	0	0	0	0
	SUBTOTAL *****	57,000	0	0	0	0	0	0
	TOTAL REVENUES *****	121,960	67,718	67,718	67,718	0	67,718	0
10100	PERSONAL SERVICES SALARIES & WAGES	758,612	788,964	721,924	779,642	0	779,642	1-
10110	OVERTIME	1,786	3,500	3,500	3,500	0	3,500	0
10200	FICA	57,557	60,623	53,741	59,910	0	59,910	1-
10300	HEALTH INSURANCE	66,500	66,500	66,500	66,500	0	66,500	0
10325	DISABILITY INSURANCE	3,930	2,844	2,844	2,873	0	2,873	1
10350	LIFE INSURANCE	504	546	742	742	0	742	35
10375	DENTAL INSURANCE	4,550	4,984	4,984	4,984	0	4,984	0
10400	WORKERS COMP	3,187	3,306	3,306	3,339	0	3,339	0
10500	401(A) MATCH PLAN	6,240	8,190	5,658	8,190	0	8,190	0
10510	CERF-EMPLOYER PD CONTRIBUTION	3,670	3,778	2,752	0	0	3,000	20-
	SUBTOTAL *****	906,537	943,235	865,951	929,680	0	932,680	1-
22500	MATERIALS & SUPPLIES SUBSCRIPTIONS/PUBLICATIONS	1,633	1,294	1,294	1,700	0	1,700	31
23000	OFFICE SUPPLIES	863	2,500	2,500	2,500	0	2,500	0
23001	PRINTING	0	200	200	200	0	200	0
23015	COMPUTER SUPPLIES	4,459	4,000	4,000	4,000	0	4,000	0
23016	MAGNETIC MEDIA	8,789	8,720	8,720	5,200	0	5,200	40-
23017	COMPUTER PAPER	3,019	3,000	4,000	4,000	0	4,000	33
23018	PRINTER SUPPLIES	63,366	60,000	68,000	70,000	0	70,000	16
23050	OTHER SUPPLIES	6,701	4,000	4,000	4,000	0	4,000	0
23850	MINOR EQUIP & TOOLS (<\$1000)	2,372	1,000	1,233	1,000	0	1,000	0
	SUBTOTAL *****	91,205	84,714	93,947	92,600	0	92,600	9
37000	DUES TRAVEL & TRAINING DUES	615	975	975	975	0	975	0
37200	SEMINARS/CONFEREN/MEETING	6,770	6,103	6,103	6,195	0	6,195	1
37210	TRAINING/SCHOOLS	12,243	22,485	18,600	13,735	6,200	19,935	11-
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	3,519	6,250	6,000	4,290	250	4,540	27-
37230	MEALS & LODGING-TRAINING	9,265	12,778	9,458	12,537	1,414	13,951	9
	SUBTOTAL *****	32,413	48,591	41,136	37,732	7,864	45,596	6-
48000	UTILITIES TELEPHONES	9,295	8,145	8,388	8,400	0	8,400	3
48002	DATA COMMUNICATIONS	9,501	15,612	14,289	12,862	1,584	14,446	7-
	SUBTOTAL *****	18,796	23,757	22,677	21,262	1,584	22,846	3-
59000	VEHICLE EXPENSE MOTORFUEL/GASOLINE	15	0	0	0	0	0	0
59200	LOCAL MILEAGE	30	500	500	500	0	500	0
	SUBTOTAL *****	45	500	500	500	0	500	0
60050	EQUIP & BLDG MAINTENANCE EQUIP SERVICE CONTRACT	53,338	57,787	57,787	46,543	1,000	47,543	17-
60200	EQUIP REPAIRS/MAINTENANCE	1,124	2,000	2,000	2,000	0	2,000	0
	SUBTOTAL *****	54,462	59,787	59,787	48,543	1,000	49,543	17-
70050	CONTRACTUAL SERVICES SOFTWARE SERVICE CONTRACT	77,925	93,584	93,584	107,353	0	107,353	14
71100	OUTSIDE SERVICES	19,767	18,438	18,438	19,020	0	19,020	3
71101	PROFESSIONAL SERVICES	4,978	5,000	6,500	5,000	0	5,000	0
71500	BUILDING USE/RENT CHARGE	30,792	32,468	32,468	32,468	0	32,468	0
71600	EQUIP LEASES & METER CHR	1,232	1,248	1,248	1,248	0	1,248	0
	SUBTOTAL *****	134,695	150,738	152,238	165,089	0	165,089	9
	OTHER							
	SUBTOTAL *****	0	0	0	0	0	0	0

Information Technology

Dept. No. 1170

1170 INFORMATION TECHNOLOGY
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	FIXED ASSET ADDITIONS							
91100	FURNITURE AND FIXTURES	0	470	494	0	0	0	0
91301	COMPUTER HARDWARE	140,785	26,471	26,471	0	12,610	11,000	58-
91302	COMPUTER SOFTWARE	7,548	45,844	45,844	0	21,473	19,105	58-
92100	REPLCMENT FURN & FIXTURES	0	515	515	0	0	0	0
92301	REPLC COMPUTER HDWR	124,636	169,568	169,568	0	66,563	33,450	80-
92302	REPLC COMPUTER SOFTWARE	4,748	5,000	5,000	0	2,408	2,408	51-
	SUBTOTAL *****	277,718	247,868	247,892	0	103,054	65,963	73-
	TOTAL EXPENDITURES *****	1,515,876	1,559,190	1,484,128	1,295,406	113,502	1,374,817	11-

Decimal values have been truncated.

GIS – Consortium

Department Number 1175

Mission

The Geographic Information System (GIS) was the outgrowth of a multi-year research and development effort of a consortium comprised of Boone County, the City of Columbia, and Boone Electric Cooperative. All phases of the initial consortium project have been completed. The Consortium jointly funded the development of digital base maps which provide the foundational framework for a county-wide GIS system. The Boone County Information Technology Department serves as project manager and fiscal agent for the GIS project. The GIS Department's mission is to maintain the Consortium GIS server, maintain the "master" address database, and support Consortium members in their GIS efforts. Please refer to department number 1176 for a review of Boone County's budget pertaining to the development of GIS applications specific to Boone County offices.

Budget Highlights

This budget includes funding for supplies, maintenance and support contracts, and consulting services. There are no significant changes to this budget.

Goals and Objectives

Budget Year Objectives

- Maintain continued access to Consortium shared data.
- Develop and maintain standards for GIS data development and accuracy throughout the Consortium.
- Train and advise Consortium members on the use of GIS.

Progress on Prior Year Objectives

- Maintain continued access to Consortium shared data.
Response: Access to GIS data for Consortium members is made through a Consortium shared, centralized server. A GIS Program Manager was needed to maintain the GIS Consortium server. Alternative methods were used to transfer GIS information to entities outside the Consortium. This included the creation of CD-ROMs and the use of an external hard drive.
- Develop and maintain standards for GIS data development and accuracy throughout the Consortium.
Response: The Boone County GIS Program Manager developed standards for GIS data development to ensure ease of use and accuracy for all Consortium members. The Boone County GIS Program Manager oversees these standards.
- Train and advise Consortium members on the use of GIS.
Response: Consortium members were trained on how to use the GIS data, and how to create individual layers using GIS standards. The Boone County GIS Manager created maps and manuals to aid in the training process.

Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Work Orders Completed for Consortium Users	41	45	50
Number of Consortium Members Supported	44	47	50
Number of Consortium Server Dataset Updates	365	365	365

Annual Budget

1175 GIS - CONSORTIUM
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3525	REIMB. SPECIAL PROJECTS	797	0	0	0	0	0	0
	SUBTOTAL *****	797	0	0	0	0	0	0
	TOTAL REVENUES *****	797	0	0	0	0	0	0
	MATERIALS & SUPPLIES							
23016	MAGNETIC MEDIA	0	929	264	1,000	0	1,000	7
	SUBTOTAL *****	0	929	264	1,000	0	1,000	7
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	797	3,000	1,200	3,000	0	3,000	0
	SUBTOTAL *****	797	3,000	1,200	3,000	0	3,000	0
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	0	4,000	0	7,000	0	7,000	75
	SUBTOTAL *****	0	4,000	0	7,000	0	7,000	75
	FIXED ASSET ADDITIONS							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	797	7,929	1,464	11,000	0	11,000	38

Decimal values have been truncated.

GIS – County

Department Number 1176

Mission

The Geographic Information System (GIS) is the outgrowth of a multi-year research and development effort of Boone County, the City of Columbia, and Boone Electric Cooperative. Boone County's Information Technology Department serves as project manager and fiscal agent for the GIS project. (Please refer to department number 1175 for a review of the GIS-Consortium budget.) The GIS – County Department's mission is to create new GIS layers and develop applications to use in conjunction with the newly created layers. The GIS – County Department will provide continued support of the current and future GIS layers and will train the end users of the applications created.

Budget Highlights

There are no significant changes to this budget.

Goals and Objectives

Budget Year Objectives

- Develop new GIS layers according to a prioritized list.
- Coordinate spring flight to update county-wide digital orthophotos and import deliverables into the County GIS.
- Develop a Land Grade layer map to be used as a base agriculture land assessment.
- Continue development of GIS applications.
- Add ESRI 3D Analysis extension license.
- Develop custom data entry forms for the Trimble GPS unit to streamline field data collection and ensure data integrity.
- Develop and maintain standards for GIS data development to ensure ease of use and accuracy.
- Train county employees on the use of GIS.
- Train county employees on use of the Trimble GPS unit to capture and attribute features in the field.

Progress on Prior Year Objectives

- Develop new GIS layers according to a prioritized list.
Response: Development of new GIS layers is ongoing. A Master Address Database (map) was completed in February 2007 and is being maintained with cooperation from all addressing entities in Boone County.

- Coordinate spring flight to update county-wide digital orthophotos and import deliverables into the County GIS.
Response: An RFP was released, awarded, and a flight was performed in the spring of 2007. GIS staff is currently performing quality control of the deliverables. It is expected that the deliverables will be imported into the County GIS and viewable to users by the end of November 2007.
- Develop a Land Grade layer map to be used as a base agriculture land assessment.
Response: The development of a Land Grade layer (map) will be completed by the end of the year 2007 to be used as a base agriculture land assessment.
- Continue development of GIS applications.
Response: Research is ongoing on application development. Custom Internet Mapping applications and web-based database applications have been developed for the County Clerk, Collector, Assessor, Public Works and Planning and Building.
- Add additional ArcEditor licenses.
Response: All additional licenses have been added.
- Develop custom data entry forms for the Trimble GPS unit to streamline field data collection and ensure data integrity.
Response: Multiple custom field applications were developed for Public Works and Planning and Building staff.
- Develop and maintain standards for GIS data development to ensure ease of use and accuracy.
Response: This included the continued development of Federal Geographic Data Committee metadata for all GIS datasets and maintenance of the custom Dataset Catalog for the GIS website. The development of GIS standards is ongoing.
- Train county employees on the use of GIS.
Response: Ongoing.
- Train county employees on use of the Trimble GPS unit to capture and attribute features in the field.
Response: Training was conducted on an as-needed basis to assist departments in their field data acquisition needs.

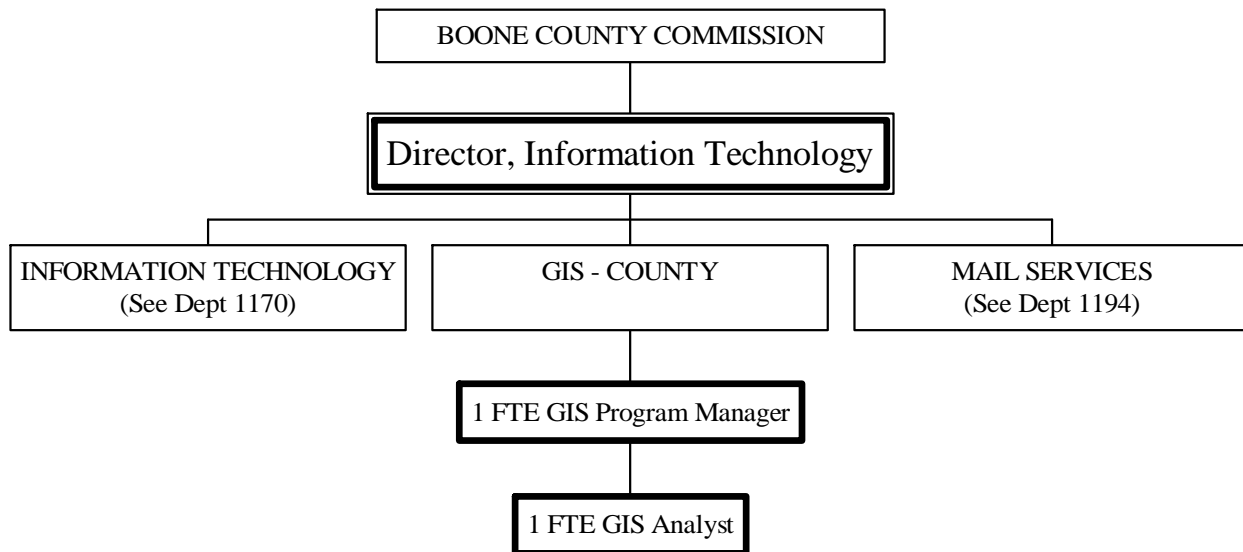
Performance Measures

Performance Measure	2006	2007	2008
	Actual	Estimated	Projected
Number of Internet Maps Served on the Web	1,749,134	1,871	1,971,700
Work Orders Completed–GIS Users	212	295	280
Word Orders Completed–Consortium Users	41	60	75
Word Orders Completed–Miscellaneous Users	30	38	40
Number of Desktop GIS Users Supported	22	24	28

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
GIS Program Manager	1.00	1.00	1.00	-
GIS Analyst	1.00	1.00	1.00	-
Total FTEs	2.00	2.00	2.00	-

Organizational Chart



Annual Budget

1176 GIS - COUNTY
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3569	CHARGES FOR SERVICES OTHER FEES	155	0	150	0	0	0	0
	SUBTOTAL *****	155	0	150	0	0	0	0
	TOTAL REVENUES *****	155	0	150	0	0	0	0
	PERSONAL SERVICES							
10100	SALARIES & WAGES	91,471	97,248	97,183	98,212	0	98,212	0
10200	FICA	6,606	7,439	7,067	7,513	0	7,513	0
10300	HEALTH INSURANCE	9,500	9,500	9,500	9,500	0	9,500	0
10325	DISABILITY INSURANCE	473	347	359	359	0	359	3
10350	LIFE INSURANCE	72	78	106	106	0	106	35
10375	DENTAL INSURANCE	650	712	712	712	0	712	0
10400	WORKERS COMP	378	403	403	418	0	418	3
10500	401(A) MATCH PLAN	650	1,170	638	1,170	0	1,170	0
	SUBTOTAL *****	109,801	116,897	115,968	117,990	0	117,990	0
	MATERIALS & SUPPLIES							
23000	OFFICE SUPPLIES	1,029	200	1,510	200	0	200	0
23001	PRINTING	69	50	25	50	0	50	0
23016	MAGNETIC MEDIA	450	125	45	125	0	125	0
23017	COMPUTER PAPER	441	2,050	1,700	2,050	0	2,050	0
23018	PRINTER SUPPLIES	589	200	175	200	0	200	0
23050	OTHER SUPPLIES	0	0	0	250	0	250	0
23850	MINOR EQUIP & TOOLS (<\$1000)	0	0	0	100	0	100	0
	SUBTOTAL *****	2,580	2,625	3,455	2,975	0	2,975	13
	DUES TRAVEL & TRAINING							
37000	DUES	0	150	0	150	0	150	0
37200	SEMINARS/CONFEREN/MEETING	500	2,000	2,475	2,000	0	2,000	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	751	2,000	500	2,000	0	2,000	0
37230	MEALS & LODGING-TRAINING	2,601	1,500	1,500	1,500	0	1,500	0
	SUBTOTAL *****	3,852	5,650	4,475	5,650	0	5,650	0
	UTILITIES							
48000	TELEPHONES	608	632	632	650	0	650	2
	SUBTOTAL *****	608	632	632	650	0	650	2
	VEHICLE EXPENSE							
59200	LOCAL MILEAGE	0	50	50	75	0	75	50
	SUBTOTAL *****	0	50	50	75	0	75	50
	EQUIP & BLDG MAINTENANCE							
60050	EQUIP SERVICE CONTRACT	0	100	0	0	0	0	0
	SUBTOTAL *****	0	100	0	0	0	0	0
	CONTRACTUAL SERVICES							
70050	SOFTWARE SERVICE CONTRACT	14,200	21,500	21,500	23,200	600	23,200	7
71100	OUTSIDE SERVICES	0	1,000	1,000	1,000	0	1,000	0
71500	BUILDING USE/RENT CHARGE	3,828	4,035	4,035	4,035	0	4,035	0
71600	EQUIP LEASES & METER CHR	154	175	156	175	0	175	0
	SUBTOTAL *****	18,182	26,710	26,691	28,410	600	28,410	6
	FIXED ASSET ADDITIONS							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	135,025	152,664	151,271	155,750	600	155,750	2

Decimal values have been truncated.

Non-Departmental

Department Number 1190

Mission

The County Auditor and County Treasurer administer this budget. It reflects revenues and expenditures that are not directly related to specific departments or programs. This budget includes appropriations for items such as parking leases, outside audit services, cost allocation services, debt retirement for county facilities, and operating transfers to or from the General Fund.

Budget Highlights

The property tax rate for the General Fund was voluntarily reduced from \$0.13 per \$100 assessed valuation to \$0.12 per \$100 assessed valuation for fiscal years 2005, 2006, and 2007. The FY 2008 Budget includes continuation of the 12-cent levy plus an additional 2-cent levy that may be required due to lagging sales tax revenues and increased election costs. The additional 2-cent levy would provide approximately \$436,000. The County Commission will set the property tax rate in September 2008. The budget assumes 3% growth in assessed valuation.

Sales tax revenues for FY 2007 were forecast assuming a 4% growth rate; however, lagging receipts are falling significantly below expected amounts such that current year revenues are projected to grow at approximately 0.5%. The FY 2008 budget also assumes a 0.5% growth rate, which has been applied to the current year projection. This growth rate is significantly lower than prior years, which reflected annual growth rates of 4.5%, 6.9%, 4.7%, and 3.8% for fiscal years 2006, 2005, 2004, 2003, respectively.

In April 2001, the County Commission and the Boone Hospital Board of Trustees approved an operating lease for Boone Hospital Center. The terms of the lease were modified in December 2006. The annual lease payments paid to the County pursuant to the terms of the lease are included in this budget.

This budget accounts for the cost of the County's annual external financial audit and the annual cost allocation plan, which is used to document the County's indirect costs and serve as a basis for claiming reimbursement for indirect costs. It also accounts for downtown parking lot rental fees.

This budget accounts for the debt service required by the Series 2003 Refunding and Improvement Special Obligation Bond. These bonds, issued in 2003, retired the outstanding principle and interest on the Series 1993 Government Center Bonds (approximately \$1.9 million) and provided new construction funds in the amount of \$3.19 million. Annual principle and interest payments total approximately \$420,000 with a final payment of \$774,800 to be made in 2018. The annual debt service requirement is largely unchanged from the Series 1993 issue; however, the final maturity was extended from 2007 to 2018.

The County acquired land and buildings in 2004 through issuing special obligation bonds. The buildings are currently leased and are not used for

county operations, with the lease payments allocated toward debt service payments. The bonds will eventually be retired from proceeds from the 3-year 1/5-cent capital improvement sales tax which voters approved and is effective October 2006 through September 2009. However, in the interim and to the extent that lease revenues fall short of the required debt service payment, an operating transfer from the General Fund will be required, which is accounted for in this budget. An operating transfer of approximately \$82,000 was required in FY 2007 and an additional transfer in the amount of \$113,000 is included in the FY 2008 budget.

Other than the operating transfer described above, there are no significant changes to this budget.

Annual Budget

1190 NON-DEPARTMENTAL
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
PROPERTY TAXES								
3001	REAL ESTATE CY	1,902,196	1,975,000	2,020,000	2,426,600	0	2,426,600	22
3002	PERSONAL PROPERTY CY	421,002	442,000	440,000	535,500	0	535,500	21
3003	RAILROAD AND UTILITY CY	82,526	81,000	82,500	96,250	0	96,250	18
3004	REPLACEMENT SURTAX/GEN CY	194,530	175,000	195,000	195,000	0	195,000	11
3011	REAL ESTATE PY	38,465	34,000	34,000	34,000	0	34,000	0
3012	PERSONAL PROPERTY PY	39,643	37,000	37,000	37,000	0	37,000	0
3013	RAILROAD & UTILITY PY	144	0	0	0	0	0	0
	SUBTOTAL *****	2,678,509	2,744,000	2,808,500	3,324,350	0	3,324,350	21
SALES TAXES								
3110	SALES TAXES	11,511,803	12,137,000	11,570,000	11,627,000	0	11,627,000	4-
	SUBTOTAL *****	11,511,803	12,137,000	11,570,000	11,627,000	0	11,627,000	4-
FRANCHISE TAXES								
3210	MEDIACOM	104,529	104,000	108,000	110,000	0	110,000	5
3220	CHARTER COMMUNICATIONS	71,365	72,000	71,200	71,200	0	71,200	1-
	SUBTOTAL *****	175,894	176,000	179,200	181,200	0	181,200	2
INTERGOVERNMENTAL REVENUE								
3445	FINANCIAL INSTITUTION TAX	6,361	5,000	6,000	6,000	0	6,000	20
3446	COUNTY STOCK INSURANCE	12,023	10,000	9,770	10,000	0	10,000	0
3490	FISH & WILDLIFE PILT	1,864	1,000	1,725	1,500	0	1,500	50
3491	NATL FOREST PILT	9,876	5,000	6,000	6,000	0	6,000	20
3492	BUREAU OF LAND MGMT PILT	4,819	5,400	5,173	5,100	0	5,100	5-
	SUBTOTAL *****	34,944	26,400	28,668	28,600	0	28,600	8
CHARGES FOR SERVICES								
3550	COMMISSIONS	6	10	0	10	0	10	0
3576	NEIGHBRHD IMPVMT DIST FEE	4,491	0	0	0	0	0	0
	SUBTOTAL *****	4,497	10	0	10	0	10	0
INTEREST								
3710	INTEREST	29,278	25,800	29,000	30,175	0	30,175	16
3718	INT-SALES TAX	29,537	20,000	28,000	28,000	0	28,000	40
3719	INT-FINANCIAL INST TAX	123	75	260	75	0	75	0
3720	INT- UNCLAIMED FEES	1,216-	0	0	0	0	0	0
3724	INT - OTHER ENTITIES	17,457	13,161	13,161	9,892	0	9,892	24-
	SUBTOTAL *****	75,180	59,036	70,421	68,142	0	68,142	15
MISCELLANEOUS								
3820	LAND & BLDG RENT/LEASE	180,412	183,491	183,491	186,760	0	186,760	1
3821	BLDG RENT	28,893	33,570	28,893	34,710	0	34,710	3
3822	OTHER LEASE REVENUE	0	0	3,510	42,000	0	42,000	0
3823	HOSPITAL LEASE	1,528,104	1,566,306	1,566,918	1,606,091	0	1,606,091	2
3835	SALE OF COUNTY FIXED ASSET	2,846-	3,000	5,000	3,000	0	3,000	0
3850	UNCLAIMED FEES	0	500	0	100	0	100	80-
3882	RESTITUTION REIMB	1,240	0	3,000	0	0	0	0
3887	ADMIN & INDIRECT COST REIMB	160,446	160,800	156,000	156,000	0	156,000	2-
3891	DIVIDENDS/REBATES	160	200	850	900	0	900	350
	SUBTOTAL *****	1,896,410	1,947,867	1,947,662	2,029,561	0	2,029,561	4
OTHER FINANCING SOURCES								
3912	OTI: FROM DEBT SERVICE FUND	62,058	0	0	0	0	0	0
3917	OTI: FROM SPECIAL REVENUE FUND	13,867	0	21,484	0	0	0	0
	SUBTOTAL *****	75,925	0	21,484	0	0	0	0
	TOTAL REVENUES *****	16,453,166	17,090,313	16,625,935	17,258,863	0	17,258,863	0
MATERIALS & SUPPLIES								
23050	OTHER SUPPLIES	20	750	100	250	0	250	66-
	SUBTOTAL *****	20	750	100	250	0	250	66-
UTILITIES								
48100	NATURAL GAS	0	1,900	750	3,500	0	3,500	84
48200	ELECTRICITY	1,194	3,800	2,500	2,100	0	2,100	44-
48300	WATER	33	190	200	540	0	540	184
48400	SOLID WASTE	236	1,040	1,000	2,160	0	2,160	107
48600	SEWER USE	48	208	250	540	0	540	159
	SUBTOTAL *****	1,513	7,138	4,700	8,840	0	8,840	23

Non-Departmental

Dept. No. 1190

1190 NON-DEPARTMENTAL
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
59300	VEHICLE EXPENSE PARKING	18,235	19,140	16,000	18,390	0	18,390	3-
	SUBTOTAL *****	18,235	19,140	16,000	18,390	0	18,390	3-
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	520	750	610	750	0	750	0
71101	PROFESSIONAL SERVICES	98,920	131,000	121,670	111,880	0	111,880	14-
71105	LEGAL SERVICES	0	5,000	2,000	5,000	0	5,000	0
71211	A/E FEES	0	32,685	32,685	0	0	0	0
71500	BUILDING USE/RENT CHARGE	47,915	60,561	58,652	61,457	0	61,457	1
	SUBTOTAL *****	147,355	229,996	215,617	179,087	0	179,087	22-
	OTHER							
83919	OTO: TO CAPITAL PROJECT FUND	2,550,000	0	0	0	0	0	0
83920	OTO: TO DEBT SERVICE FUND	0	13,800	81,740	113,000	0	113,000	718
83922	OTO: TO SPECIAL REVENUE FUND	0	103,826	103,326	0	0	0	0
84050	DEBT RETIREMENT-PRINCIPLE	270,000	275,000	275,000	280,000	0	280,000	1
84100	INTEREST EXPENSE	144,915	139,465	139,465	133,215	0	133,215	4-
86500	LEASE INCENTIVES	0	43,000	43,000	0	0	0	0
86897	FICA/FED W/H OVER AND SHORT	39-	0	20	0	0	0	0
86898	OVER AND SHORT	17	100	10	100	0	100	0
86900	MISCELLANEOUS	2,800	4,000	3,500	4,000	0	4,000	0
86910	PY ENCUMBRANCES NOT USED	8,045-	0	3,500-	0	0	0	0
	SUBTOTAL *****	2,959,648	579,191	642,561	530,315	0	530,315	8-
	FIXED ASSET ADDITIONS							
91200	BUILDINGS & IMPROVEMENTS	0	401,950	431,950	0	0	0	0
91800	LAND	0	363,550	363,550	0	0	0	0
	SUBTOTAL *****	0	765,500	795,500	0	0	0	0
	TOTAL EXPENDITURES *****	3,126,772	1,601,715	1,674,478	736,882	0	736,882	53-

Decimal values have been truncated.

Insurance and Safety

Department Number 1191

Mission

The County maintains broad form insurance coverage for property and casualty, general liability, public official's errors and omissions, law enforcement errors and omissions, and other insurance as necessary. Boone County is a member of the Mid America Regional Council Insurance Trust (MARCIT), a self-insured group of Missouri and Kansas governmental entities. Insurance policies are purchased for coverage not available through the trust.

The County Clerk administers this budget, and it includes appropriations for safety programs as well as the portion of insurance premiums allocated to the General Fund. Insurance premiums are also allocated to the Road and Bridge Fund (department numbers 2040 and 2045) and the Assessment Fund (department number 2010). Insurance activity, including appropriations for deductibles, is included in the Insurance Claim Activity budget (department number 1195).

The County self-insures workers compensation risk. Amounts for worker's compensation premium are included in the personnel appropriations in the respective budgets and paid to the County's internal service fund for workers' compensation (see department number 6020).

Budget Highlights

The appropriations reflect expected premium increases of approximately 14%. There are no other significant changes in this budget.

Annual Budget

1191 INSURANCE & SAFETY
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	INTERGOVERNMENTAL REVENUE							
	SUBTOTAL *****	0	0	0	0	0	0	0
	MISCELLANEOUS							
3891	DIVIDENDS/REBATES	6,963	13,900	17,736	0	0	0	0
	SUBTOTAL *****	6,963	13,900	17,736	0	0	0	0
	TOTAL REVENUES *****	6,963	13,900	17,736	0	0	0	0
	MATERIALS & SUPPLIES							
23000	OFFICE SUPPLIES	26	0	0	0	0	0	0
23050	OTHER SUPPLIES	0	900	900	900	0	900	0
23850	MINOR EQUIP & TOOLS (<\$1000)	7,924	845	3,500	5,600	0	5,600	562
	SUBTOTAL *****	7,951	1,745	4,400	6,500	0	6,500	272
	DUES TRAVEL & TRAINING							
37200	SEMINARS/CONFEREN/MEETING	0	650	195	600	0	600	7-
37210	TRAINING/SCHOOLS	0	5,000	1,927	5,000	0	5,000	0
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	126	0	1,536	0	0	0	0
37230	MEALS & LODGING-TRAINING	0	0	1,989	0	0	0	0
	SUBTOTAL *****	126	5,650	5,647	5,600	0	5,600	0
	CONTRACTUAL SERVICES							
71001	AUTO PHYSICAL DAMAGE INS	3,056	5,000	3,266	5,000	0	5,000	0
71002	AUTO LIABILITY INS	36,395	38,000	25,286	56,000	0	56,000	47
71003	INLAND MARINE INS	239	1,000	108	1,000	0	1,000	0
71004	PROPERTY INSURANCE	80,779	85,000	88,281	92,000	0	92,000	8
71006	ERRORS & OMISSIONS INS	56,519	61,000	31,528	61,000	0	61,000	0
71007	LAW ENFORCEMENT INS	42,306	101,081	251,876	176,000	0	176,000	74
71008	GENERAL LIABILITY INS	196,884	206,000	85,568	176,000	0	176,000	14-
71009	D.P. EQUIP-INSURANCE	6,032	6,000	6,557	6,000	0	6,000	0
71010	CRIME INSURANCE	8,762	9,100	19,705	13,000	0	13,000	42
71011	PUBLIC OFFICIALS BOND	6,335	12,205	7,500	7,500	0	7,500	38-
	SUBTOTAL *****	437,310	524,386	519,675	593,500	0	593,500	13
	TOTAL EXPENDITURES *****	445,388	531,781	529,722	605,600	0	605,600	13

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Employee Benefits

Department Number 1192

Mission

This budget contains appropriations for employee benefits that are not otherwise included in individual departmental budgets. This budget includes amounts for (1) administrative fees for the County's Cafeteria Plan, (2) unemployment benefits, and (3) an Employee Assistance Plan (EAP). Boone County reimburses the State for the actual cost of the unemployment benefits it provides to former county employees. A lump sum is appropriated in this budget and is subsequently transferred to the applicable departmental budget as actual costs are incurred.

Budget Highlights

There are no significant changes to this budget.

Annual Budget

1192 EMPLOYEE BENEFITS								%CHG
100 GENERAL FUND								FROM
ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	PY BUD
3890	MISCELLANEOUS	0	0	9,712	0	0	0	0
	SUBTOTAL *****	0	0	9,712	0	0	0	0
	TOTAL REVENUES *****	0	0	9,712	0	0	0	0
	PERSONAL SERVICES							
10600	UNEMPLOYMENT BENEFITS	96	4,540	13,054	0	0	20,000	340
	SUBTOTAL *****	96	4,540	13,054	0	0	20,000	340
	CONTRACTUAL SERVICES							
71101	PROFESSIONAL SERVICES	10,479	12,000	10,794	12,000	0	12,000	0
71104	ADMINISTRATIVE SERVICES	7,978	8,700	8,400	8,700	0	8,700	0
	SUBTOTAL *****	18,457	20,700	19,194	20,700	0	20,700	0
	OTHER							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL EXPENDITURES *****	18,554	25,240	32,248	20,700	0	40,700	61

Decimal values have been truncated.

Mail Services

Department Number 1194

Mission

The Director of Information Technology administers this department and its budget. This budget accounts for the costs incurred in providing centralized mail services for all County offices. The Department collects and delivers inter-office correspondence and U.S. Postal Services mail.

Budget Highlights

There are no significant changes to this budget.

Goals and Objectives

Budget Year Objectives

- Continue on-going mail services support of all offices and departments throughout the County.

Progress on Prior Year Objectives

- Continue on-going mail services support of all offices and departments throughout the County.
Response: Ongoing.

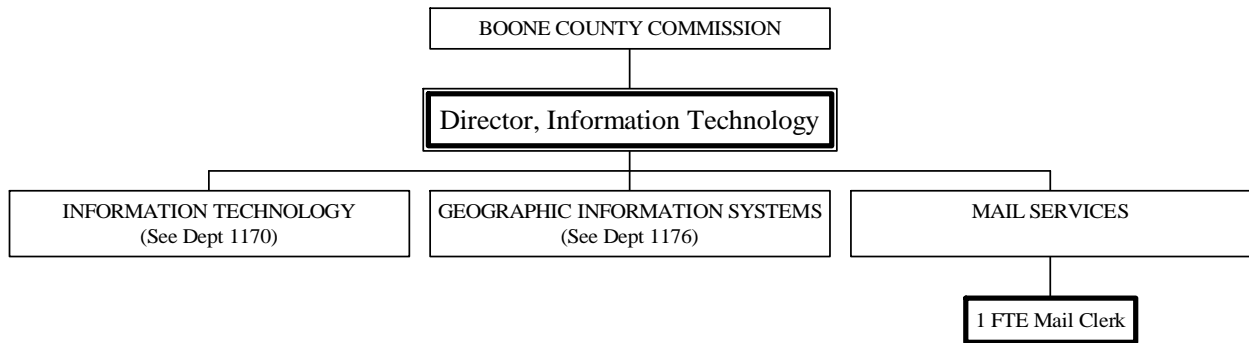
Performance Measures

Performance Measure	2006	2007	2008
	Actual	Estimated	Projected
Number of Pieces of Out-Going Mail Processed	591,623	610,000	640,000

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Mail Clerk	2.00	1.00	1.00	-
Total FTEs	<u>2.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>
Overtime	\$ 500	\$ 200	\$ 200	\$ -

Organizational Chart



Annual Budget

1194 MAIL SERVICES
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
PERSONAL SERVICES								
10100	SALARIES & WAGES	28,297	24,083	23,771	24,348	0	24,348	1
10110	OVERTIME	410	200	200	200	0	200	0
10200	FICA	2,188	1,857	1,804	1,877	0	1,877	1
10300	HEALTH INSURANCE	6,729	4,750	4,750	4,750	0	4,750	0
10325	DISABILITY INSURANCE	141	86	89	89	0	89	3
10350	LIFE INSURANCE	45	39	53	53	0	53	35
10375	DENTAL INSURANCE	460	356	356	356	0	356	0
10400	WORKERS COMP	781	1,020	1,020	1,064	0	1,064	4
10500	401(A) MATCH PLAN	230	585	0	585	0	585	0
10600	UNEMPLOYMENT BENEFITS	2,636	0	0	0	0	0	0
	SUBTOTAL *****	41,920	32,976	32,043	33,322	0	33,322	1
MATERIALS & SUPPLIES								
22000	POSTAGE	218,019	260,000	162,000	202,000	0	202,000	22-
22500	SUBSCRIPTIONS/PUBLICATIONS	0	100	100	100	0	100	0
23000	OFFICE SUPPLIES	607	400	400	400	0	400	0
23850	MINOR EQUIP & TOOLS (<\$1000)	26	400	100	100	0	100	75-
	SUBTOTAL *****	218,653	260,900	162,600	202,600	0	202,600	22-
DUES TRAVEL & TRAINING								
37200	SEMINARS/CONFEREN/MEETING	0	0	25	200	0	200	0
	SUBTOTAL *****	0	0	25	200	0	200	0
UTILITIES								
48000	TELEPHONES	415	400	420	420	0	420	5
48050	CELLULAR TELEPHONES	19	50	50	50	0	50	0
	SUBTOTAL *****	434	450	470	470	0	470	4
VEHICLE EXPENSE								
59000	MOTORFUEL/GASOLINE	1,990	2,500	2,500	2,500	0	2,500	0
59100	VEHICLE REPAIRS	898	600	600	600	0	600	0
59105	TIRES	301	0	0	0	0	0	0
	SUBTOTAL *****	3,190	3,100	3,100	3,100	0	3,100	0
EQUIP & BLDG MAINTENANCE								
	SUBTOTAL *****	0	0	0	0	0	0	0
CONTRACTUAL SERVICES								
70050	SOFTWARE SERVICE CONTRACT	4,200	4,500	4,500	4,500	0	4,500	0
71100	OUTSIDE SERVICES	16,955	37,000	43,000	45,000	0	45,000	21
71500	BUILDING USE/RENT CHARGE	7,458	7,864	7,864	7,864	0	7,864	0
71600	EQUIP LEASES & METER CHRG	1,154	0	0	0	0	0	0
	SUBTOTAL *****	29,767	49,364	55,364	57,364	0	57,364	16
OTHER								
	SUBTOTAL *****	0	0	0	0	0	0	0
FIXED ASSET ADDITIONS								
92300	REPLCMENT MACH & EQUIP	0	0	0	0	875	0	0
	SUBTOTAL *****	0	0	0	0	875	0	0
	TOTAL EXPENDITURES *****	293,966	346,790	253,602	297,056	875	297,056	14-

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Records Management Services

Department Number 1196

Mission

The County Clerk administers this budget and it accounts for the costs incurred in providing centralized records storage and management services to all county offices.

Budget Highlights

This budget was established in 1996, at the completion of the Records Storage Facility, which is located in the remodeled Johnson Building.

Previously, this budget included an appropriation for off-site storage. The off-site storage is currently used only by the Circuit Clerk's Office (department number 1221), therefore, the appropriation has been moved to that budget.

Goals and Objectives

Budget Year Objectives

- Unavailable.

Progress on Prior Year Objectives

- Unavailable.

Response: Unavailable.

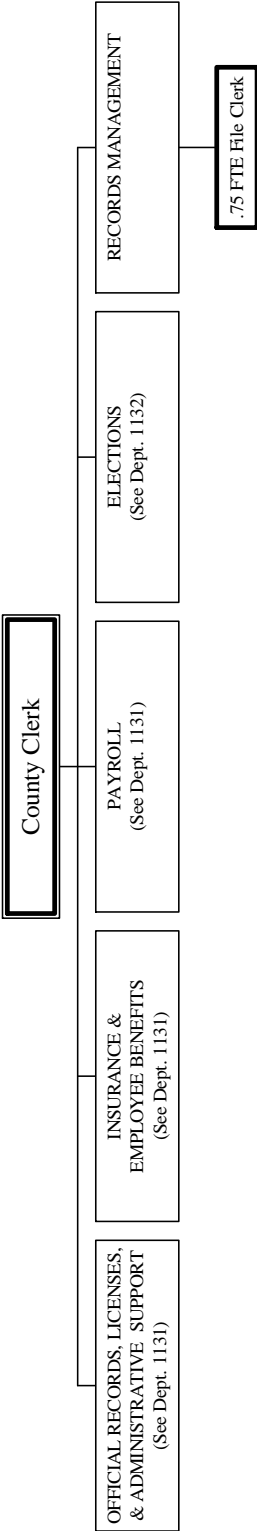
Performance Measures

Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Unavailable			

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
File Clerk	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>-</u>
Total FTEs	<u><u>0.75</u></u>	<u><u>0.75</u></u>	<u><u>0.75</u></u>	<u><u>-</u></u>

Organizational Chart



Annual Budget

1196 RECORDS MANAGEMENT SERVICES
100 GENERAL FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	PERSONAL SERVICES							
10100	SALARIES & WAGES	15,721	17,438	16,882	16,832	0	16,832	3-
10200	FICA	1,202	1,334	1,291	1,287	0	1,287	3-
10300	HEALTH INSURANCE	2,375	4,750	4,750	4,750	0	4,750	0
10325	DISABILITY INSURANCE	32	62	62	62	0	62	0
10350	LIFE INSURANCE	15	39	53	53	0	53	35
10375	DENTAL INSURANCE	163	356	356	356	0	356	0
10400	WORKERS COMP	72	72	72	72	0	72	0
10500	401(A) MATCH PLAN	0	585	0	585	0	585	0
	SUBTOTAL *****	19,581	24,636	23,466	23,997	0	23,997	2-
	MATERIALS & SUPPLIES							
23000	OFFICE SUPPLIES	674	900	0	900	0	900	0
	SUBTOTAL *****	674	900	0	900	0	900	0
	UTILITIES							
48000	TELEPHONES	354	400	360	400	0	400	0
	SUBTOTAL *****	354	400	360	400	0	400	0
	EQUIP & BLDG MAINTENANCE							
60200	EQUIP REPAIRS/MAINTENANCE	0	200	100	200	0	200	0
	SUBTOTAL *****	0	200	100	200	0	200	0
	CONTRACTUAL SERVICES							
71500	BUILDING USE/RENT CHARGE	27,434	27,737	27,737	27,737	0	27,737	0
	SUBTOTAL *****	27,434	27,737	27,737	27,737	0	27,737	0
	OTHER							
83160	RECYCLING & DUMP FEES	2,620	5,000	0	5,000	0	5,000	0
	SUBTOTAL *****	2,620	5,000	0	5,000	0	5,000	0
	TOTAL EXPENDITURES *****	50,665	58,873	51,663	58,234	0	58,234	1-

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Special Projects

Citizen Contributions

Department Numbers 2000, 2001, 2002

Mission

This budget was established to account for citizen contributions received by the County and to be used for various facility projects that would not otherwise have been funded. Projects that have been funded in the past include the courthouse mural project and the Roger B. Wilson Memorial. The County Commission administers this budget.

Budget Highlights

During FY 2005, the County Commission amended the Courthouse Square-Miscellaneous Projects budget (department number 2002) to account for the expenses and revenue related to the additional sales of Blocks of Time. Completion is expected by the end of FY 2007. There are no appropriations for FY 2008.

Annual Budget

2002 CH SQUARE-MISC. PROJECTS								
200 SPEC BLDG PROJ CITIZEN CONTRIB								
ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
	INTEREST							
3711	INT-OVERNIGHT	11	12	12	12	0	12	0
3712	INT-LONG TERM INVEST	46	50	50	50	0	50	0
3798	INC/DEC IN FV OF INVESTMENTS	162	0	180	180	0	180	0
	SUBTOTAL *****	220	62	242	242	0	242	290
	MISCELLANEOUS							
	SUBTOTAL *****	0	0	0	0	0	0	0
	TOTAL REVENUES *****	220	62	242	242	0	242	290
	CONTRACTUAL SERVICES							
71100	OUTSIDE SERVICES	0	1,000	0	0	0	0	0
	SUBTOTAL *****	0	1,000	0	0	0	0	0
	FIXED ASSET ADDITIONS							
91100	FURNITURE AND FIXTURES	0	0	0	0	1,000	0	0
	SUBTOTAL *****	0	0	0	0	1,000	0	0
	TOTAL EXPENDITURES *****	0	1,000	0	0	1,000	0	0

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County Assessor

Department Number 2010

Mission

The Assessor is an elected official responsible for developing and maintaining a current list of all taxable real and tangible personal property in Boone County and assessing the property annually. Assessed valuation provides the tax base for property taxes levied by the County and its various political subdivisions. The Assessor's Office processes annual declaration forms for all tangible personal property to Boone County residents. The Assessor also performs tax mapping by maintaining and updating property lines based upon warranty deeds received from the Boone County Recorder of Deeds.

Budget Highlights

The State of Missouri significantly reduced the reimbursement revenue to counties in 2002, dropping the per parcel rate from \$6.20 to \$5.50 and then reducing it again in FY 2003 to \$5.00. In addition, the state "froze" the parcel counts. In FY 2005, the state began an effort to restore the funding and the current rate is \$6.00 per parcel and the County is approved for a parcel count of 60,000.

The FY 2008 budget includes funding for new and replacement computer hardware, replacement office furniture, and funding for a summer intern position.

Goals and Objectives

Budget Year Objectives

- Unavailable.

Progress on Prior Year Objectives

- Provide outstanding service in the most cost efficient manner possible.
Response: Unavailable.
- Update Digital Orthohotography.
Response: Unavailable.

Performance Measures

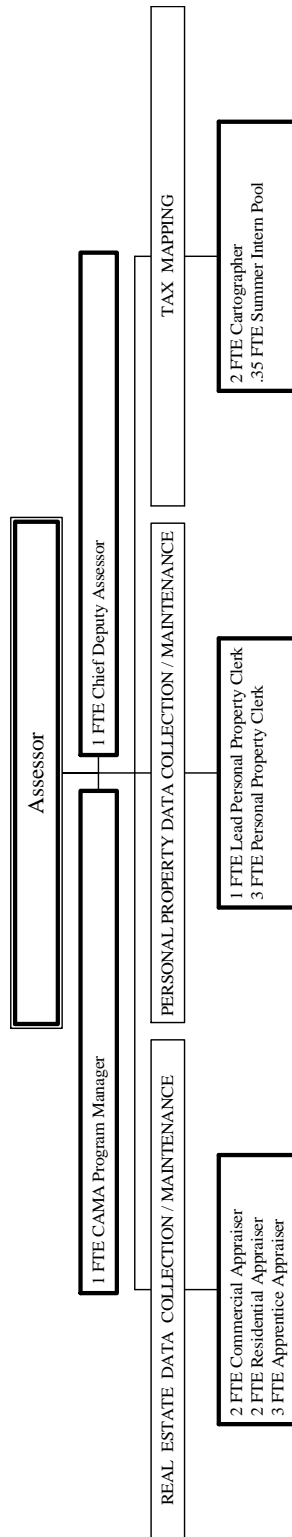
Performance Measure	2006 Actual	2007 Estimated	2008 Projected
Unavailable			

Personnel Detail

Position Title	2006	2007	2008	2007-2008
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	Change
Assessor (Elected)	1.00	1.00	1.00	-
CAMA Program Manager	1.00	1.00	1.00	-
Appraiser/Commercial	2.00	2.00	2.00	-
Appraiser/Residential	2.00	2.00	2.00	-
Appraiser/Apprentice	3.00	3.00	3.00	-
Cartographer	2.00	2.00	2.00	-
Chief Deputy	1.00	1.00	1.00	-
Lead Personal Property Clerk	1.00	1.00	1.00	-
Personal Property Clerk	3.00 ^a	3.00 ^a	3.00	-
Office Specialist	- ^a	- ^a	-	-
Summer Intern Pool	-	-	0.35	0.35
Total FTEs	16.00	16.00	16.35	0.35
Overtime	\$ 25,000	\$ 30,000	\$ 30,000	\$ -

^a The Office Specialist position was reclassified to Personal Property Clerk

Organizational Chart



Annual Budget

2010 ASSESSMENT
201 ASSESSMENT FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
3461	INTERGOVERNMENTAL REVENUE STATE REIMBURS-ASSESSMENT	472,808	349,027	350,000	360,000	0	360,000	3
	SUBTOTAL *****	472,808	349,027	350,000	360,000	0	360,000	3
3550	CHARGES FOR SERVICES COMMISSIONS	752,201	772,000	789,000	810,000	0	810,000	4
	SUBTOTAL *****	752,201	772,000	789,000	810,000	0	810,000	4
3710	INTEREST							
3711	INTEREST	1,670	1,500	3,000	3,000	0	3,000	100
3712	INT-OVERNIGHT	1,752	1,000	1,700	1,700	0	1,700	70
3712	INT-LONG TERM INVEST	6,913	6,130	6,130	6,130	0	6,130	0
3798	INC/DEC IN FV OF INVESTMENTS	23,990	14,150	24,000	24,000	0	24,000	69
	SUBTOTAL *****	34,327	22,780	34,830	34,830	0	34,830	52
3830	MISCELLANEOUS SALES	12,757	10,000	15,200	12,000	0	12,000	20
3835	SALE OF COUNTY FIXED ASSET	3,800	0	75	0	0	0	0
3880	CONTRIBUTIONS	0	0	25,538	0	0	0	0
	SUBTOTAL *****	16,557	10,000	40,813	12,000	0	12,000	20
	TOTAL REVENUES *****	1,275,894	1,153,807	1,214,643	1,216,830	0	1,216,830	5
10100	PERSONAL SERVICES SALARIES & WAGES	561,591	636,143	574,589	631,961	7,200	639,161	0
10110	OVERTIME	23,017	30,000	30,000	30,000	0	30,000	0
10200	FICA	41,797	50,960	44,021	50,640	551	51,191	0
10300	HEALTH INSURANCE	66,500	71,250	71,250	71,250	0	71,250	0
10325	DISABILITY INSURANCE	2,920	2,397	2,397	2,433	0	2,433	1
10350	LIFE INSURANCE	504	585	585	795	0	795	35
10375	DENTAL INSURANCE	4,550	5,340	5,340	5,340	0	5,340	0
10400	WORKERS COMP	16,256	18,735	18,735	18,269	0	18,269	2-
10500	401(A) MATCH PLAN	8,450	8,775	7,925	8,775	0	8,775	0
10510	CERF-EMPLOYER PD CONTRIBUTION	1,332	1,412	1,329	0	0	1,400	0
	SUBTOTAL *****	726,920	825,597	756,171	819,463	7,751	828,614	0
22000	MATERIALS & SUPPLIES POSTAGE	25,117	55,000	25,000	30,000	0	30,000	45-
22500	SUBSCRIPTIONS/PUBLICATIONS	3,844	4,500	4,500	4,500	0	4,500	0
23000	OFFICE SUPPLIES	2,888	3,100	3,100	3,100	0	3,100	0
23001	PRINTING	5,452	9,000	7,000	9,000	0	9,000	0
23017	COMPUTER PAPER	1,031	5,000	4,000	5,000	0	5,000	0
23018	PRINTER SUPPLIES	1,802	3,600	3,000	3,600	0	3,600	0
23022	MAPPING SUPPLIES	372	3,500	3,000	3,500	0	3,500	0
23050	OTHER SUPPLIES	669	500	700	700	0	700	40
23850	MINOR EQUIP & TOOLS (<\$1000)	0	1,950	1,900	2,000	0	2,000	2
	SUBTOTAL *****	41,179	86,150	52,200	61,400	0	61,400	28-
37000	DUES TRAVEL & TRAINING DUES	2,135	2,800	2,800	2,800	0	2,800	0
37200	SEMINARS/CONFEREN/MEETING	1,085	4,285	4,000	4,285	0	4,285	0
37210	TRAINING/SCHOOLS	1,120	8,190	8,000	8,190	3,000	11,190	36
37220	TRAVEL (AIRFARE, MILEAGE, ETC)	67	1,500	1,400	1,500	500	2,000	33
37230	MEALS & LODGING-TRAINING	465	4,000	3,800	4,000	1,165	5,165	29
	SUBTOTAL *****	4,872	20,775	20,000	20,775	4,665	25,440	22
48000	UTILITIES TELEPHONES	5,049	5,800	5,800	5,800	0	5,800	0
48050	CELLULAR TELEPHONES	417	1,200	1,200	1,200	0	1,200	0
	SUBTOTAL *****	5,466	7,000	7,000	7,000	0	7,000	0
59000	VEHICLE EXPENSE MOTORFUEL/GASOLINE	2,937	3,000	3,000	4,000	0	4,000	33
59100	VEHICLE REPAIRS	1,902	3,650	3,600	3,650	0	3,650	0
59105	TIRES	0	0	80	0	0	0	0
59200	LOCAL MILEAGE	8	1,750	1,750	1,750	0	1,750	0
	SUBTOTAL *****	4,848	8,400	8,430	9,400	0	9,400	11
60050	EQUIP & BLDG MAINTENANCE EQUIP SERVICE CONTRACT	4,438	5,297	5,300	7,320	284	7,604	43
60200	EQUIP REPAIRS/MAINTENANCE	0	3,320	3,000	3,320	0	3,320	0
	SUBTOTAL *****	4,438	8,617	8,300	10,640	284	10,924	26

County Assessor

Dept. No. 2010

2010 ASSESSMENT
201 ASSESSMENT FUND

ACCT	DESCRIPTION	2006 ACTUAL	2007 BUDGET + REVISIONS	2007 PROJECTED	2008 CORE REQUEST	2008 SUPPLEMENTAL REQUEST	2008 ADOPTED BUDGET	%CHG FROM PY BUD
CONTRACTUAL SERVICES								
70050	SOFTWARE SERVICE CONTRACT	3,750	10,497	10,000	11,007	0	11,007	4
71000	INSURANCE AND BONDS	14,321	15,000	15,000	15,000	0	15,000	0
71100	OUTSIDE SERVICES	37,329	20,000	20,000	20,000	0	20,000	0
71101	PROFESSIONAL SERVICES	69,906	180,000	103,000	100,000	2,090	102,090	43-
71105	LEGAL SERVICES	8,000	8,000	8,000	8,000	0	8,000	0
71500	BUILDING USE/RENT CHARGE	43,760	46,137	46,137	46,137	0	46,137	0
71600	EQUIP LEASES & METER CHRG	0	60	60	60	0	60	0
SUBTOTAL *****		177,066	279,694	202,197	200,204	2,090	202,294	27-
OTHER								
84400	PUBLIC NOTICES	1,029	3,200	3,000	3,200	0	3,200	0
86800	EMERGENCY	0	5,000	0	5,000	0	5,000	0
86850	CONTINGENCY	0	66,400	0	61,400	0	61,400	7-
SUBTOTAL *****		1,029	74,600	3,000	69,600	0	69,600	6-
FIXED ASSET ADDITIONS								
91000	OFFICE EQUIPMENT	1,775	0	0	0	0	0	0
91100	FURNITURE AND FIXTURES	7,332	570	0	0	0	0	0
91301	COMPUTER HARDWARE	23,418	5,600	5,458	0	10,878	10,878	94
91302	COMPUTER SOFTWARE	0	9,700	8,000	0	2,541	2,541	73-
92100	REPLCMENT FURN & FIXTURES	0	1,530	849	0	1,600	1,600	4
92301	REPLC COMPUTER HDWR	11,459	34,700	27,016	0	26,000	26,000	25-
SUBTOTAL *****		43,985	52,100	41,323	0	41,019	41,019	21-
TOTAL EXPENDITURES *****		1,009,807	1,362,933	1,098,621	1,198,482	55,809	1,255,691	7-

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