

**TERM OF COMMISSION:** November Session of the August Adjourned Term

**PLACE OF MEETING:** Hearing Room One, Boone County Courthouse

**PRESENT WERE:** Presiding Commissioner Don Stamper  
District I Commissioner Karen M. Miller  
Deputy County Clerk Michelle Malaby  
Auditor and Chief Budget Officer June Pitchford

The budget hearing was called to order at 1:34 p.m. Budget hearing minutes consist of discussion not addressed in budget narratives and spreadsheets, copies of which are on file in the office of the Boone County Clerk.

**SUBJECT: Human Resources (Organization 1115)**

Human Resources Director Mark Stone was present.

Ms. Pitchford suggested the Commission determine if Court Administration plans to use the Human Resources Director's services. Funds have been included in the Human Resources Department budget for advertisements.

**SUBJECT: Public Defender (Organization)**

In response to a question from Ms. Pitchford, Commissioner Stamper stated the Public Defender's office provides for housekeeping in their area.

**SUBJECT: Establishment of a Capital Replacement Fund**

Turning to a discussion of departments budgeting a rent charge to be placed in a fund for capital repairs and maintenance, Commissioner Miller stated she believes the practice is necessary. Without it the County will not have funds in place to make major repairs or additions.

Ms. Pitchford stated to the extent the Public Defender provides their own housekeeping, there needs to be a two-tiered rent charge. The same situation exists with the Juvenile Justice Center. They provide most of their own housekeeping and maintenance.

Commissioner Stamper stated they could still budget a capital replacement cost, based on their square footage. He does not believe a rent charge should be established until 1996.

Ms. Pitchford stated it will be implemented for 1995. The amount is dependent upon the budget for Facilities Maintenance. Housekeeping, grounds maintenance and facilities maintenance costs will be prorated among departments based on square footage. A component will be added for capital replacement. Part of the reason for using a core/supplemental budget approach this year is because there are a lot of other issues on the table. Departments realize this change is coming. A commitment was made to the establish the Human Resources Department as a new program. Another commitment was made to establish facilities maintenance. Everything else will have to be evaluated in terms of priorities. Since the transition of offices to the new administrative building has been delayed, the rent charge for those departments could be implemented once the offices are relocated. She has discussed the concept of creating an internal service fund with the outside audit firm, Williams-Keepers. They felt the reasoning for doing so is sound. User charges will need to be evaluated each year. Once there is a history, costs could be allocated based upon usage.

**SUBJECT: Planning and Building Inspection (Organization 1271 and 1272)**

Director of Planning and Building Inspection Stan Shawver reviewed his budget narrative.

Impact fees were discussed.

Director Shawver stated he has discussed with the Treasurer the possibility of the Collector collecting their fees. Their busiest time of year is the Collector's slowest and vice versa.

The meeting adjourned at 2:22 p.m.

Attest:

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Don Stamper  
Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner

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Linda Vogt  
District II Commissioner

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June Pitchford  
Boone County Auditor