

244-2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

May Session of the April Adjourned

Term. 20 25

In the County Commission of said county, on the 6th day of May 20 25

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

Now on this day, the County Commission of the County of Boone does hereby enter into the record a Proclamation recognizing May 4-10, 2025, as International Compost Awareness Week.

Done this 6th day of May 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

245-2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

May Session of the April Adjourned

Term. 20 25


In the County Commission of said county, on the 6th day of May 20 25

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

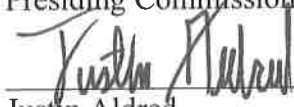
Now on this day, the County Commission of the County of Boone does hereby approve the attached Surplus Disposal as requested by the Purchasing Department.

Done this 6th day of May 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

**Boone County Purchasing**  
**Brijanna Purdy**  
Purchasing Assistant



5551 Tom Bass Rd  
Columbia, MO 65201  
Phone: (573) 886-4394

**MEMORANDUM**

**TO:** Boone County Commission  
**FROM:** Brijanna Purdy  
**RE:** Surplus Disposal  
**DATE:** April 25, 2025

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

	<b>Asset #</b>	<b>Description</b>	<b>Make &amp; Model</b>	<b>Department</b>	<b>Condition of Asset</b>
<b>1.</b>	<b>8801</b>	<b>1968 Fruehauf 5000 Gallon Trailer</b>	<b>Freuhauf Tanker</b>	<b>ROAD &amp; BRIDGE</b>	<b>FAIR</b>
<b>2.</b>	<b>20532</b>	<b>Henderson Water Tank Unit</b>	<b>Henderson Tank</b>	<b>ROAD &amp; BRIDGE</b>	<b>FAIR</b>
<b>3.</b>	<b>16996</b>	<b>Portable Radio</b>	<b>Motorola</b>	<b>ROAD &amp; BRIDGE</b>	<b>FAIR</b>
<b>4.</b>	<b>16467</b>	<b>Portable Radio</b>	<b>Motorola</b>	<b>ROAD &amp; BRIDGE</b>	<b>FAIR</b>
<b>5.</b>	<b>16466</b>	<b>Portable Radio</b>	<b>Motorola</b>	<b>ROAD &amp; BRIDGE</b>	<b>FAIR</b>
<b>6.</b>	<b>NO TAG</b>	<b>MISC COMPUTER ACCESSORIES</b>	<b>NA</b>	<b>IT</b>	<b>RECYCLE THROUGH MRC</b>
<b>7.</b>	<b>22694</b>	<b>KONES CRANE HOIST</b>	<b>NA</b>	<b>ROAD &amp; BRIDGE</b>	<b>LIKE NEW</b>

8.	20017	INGERSOLL RAND D85ECA 100 AIR DRIER	NA	ROAD & BRIDGE	RECYCLE THROUGH MRC
9.	22160	PORTACOOOL	NA	ROAD & BRIDGE	FAIR
10.	NA	PHONE STAND AND POWER CHORDS	NA	IT	RECYCLE THROUGH MRC
11.	NA	BATTERY	NA	IT	RECYCLE THROUGH MRC
12.	NA	MICE AND KEYBOARDS	NA	IT	RECYCLE THROUGH MRC
13.	NA	7' X 2' X 10" WOODEN BOOKCASE	NA	ROAD & BRIDGE	TRASH
14.	0713	4 DRAWER WOODEN FILE CABINET	GLOBE WREN	ROAD & BRIDGE	FAIR
15.	6211	WALNUT ARM CHAIR	NA	ROAD & BRIDGE	POOR (TRASH)
16.	10742	CONCRETE BULL FLOAT	NA	ROAD & BRIDGE	VERY POOR (TRASH)
17.	6317	LIETZ AUTO LEVEL	NA	ROAD & BRIDGE	BROKEN (TRASH)
18.	11917	WORKSTATION	NA	ROAD & BRIDGE	BROKEN (TRASH)
19.	2099	CHAIR WITH METAL TRIM	NA	ROAD & BRIDGE	RECYCLE BY MRC

<b>20.</b>	<b>2091</b>	<b>CHAIR WITH METAL TRIM</b>	<b>NA</b>	<b>ROAD &amp; BRIDGE</b>	<b>RECYCLE BY MRC</b>
<b>21.</b>					
<b>22.</b>					
<b>23.</b>					

cc: Heather Acton, Jacob Flowers, Auditor Surplus File

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4-9-2025

Fixed Asset Tag Number: 8801

Description of Asset: 1968 Fruehauf 5000gallon trailer

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): OMH961864

Condition of Asset: fair condition

Reason for Disposition: Scheduled Replacement, replace with truck mounted unit

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date 11/9/94

G/L Account for Proceeds 2040-3836 J

Original Acquisition Amount 4318.00

Original Funding Source 2741

Account Group 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/6/2025

Signature 

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APR 14 2025

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4-9-2025

Fixed Asset Tag Number: 20532

Description of Asset: Henderson water tank unit

Requested Means of Disposal:  Sell    Trade-In    Recycle/Trash    Other, Explain:

Other Information (Serial number, etc.): EDFN8595

Condition of Asset: fair condition

Reason for Disposition: Scheduled Replacement, replace with truck mounted unit

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding?  YES    NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES    NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature [Handwritten Signature]

**To be Completed by: AUDITOR**

Original Acquisition Date 10/17/16

G/L Account for Proceeds 2040-3835 J

Original Acquisition Amount 25,883.00

Original Funding Source 2741

Account Group 1604

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer   Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade    Auction    Sealed Bids

Other   Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/16/2025

Signature [Handwritten Signature]

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BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/14/2025

Fixed Asset Tag Number: 16996

Description of Asset: Motorola portable radio

Requested Means of Disposal:  Sell    Trade-In    Recycle/Trash    Other, Explain:

Other Information (Serial number, etc.): Model: AAH50KDC9AA2AN;SN:018TKLT247

Condition of Asset: Fair

Reason for Disposition: Lifecycle replacement

Location of Asset and Desired Date for Removal to Storage: NA


Was asset purchased with grant funding?    YES    NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?    YES    NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature \_\_\_\_\_



To be Completed by: AUDITOR

Original Acquisition Date           <1000          

G/L Account for Proceeds           1190-3836 J          

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer      Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

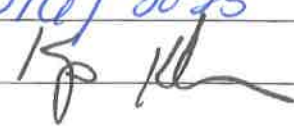
\_\_\_\_\_ Trade      \_\_\_\_\_ Auction      \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other      Explain \_\_\_\_\_

Commission Order Number           245-2025          

Date Approved           5/16/2025          

Signature \_\_\_\_\_



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BOONE COUNTY  
AUDITOR



**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/14/2025

Fixed Asset Tag Number: 16467

Description of Asset: Motorola portable radio

Requested Means of Disposal:  Sell     Trade-In     Recycle/Trash     Other, Explain:

Other Information (Serial number, etc.): Model: AAH50KDC9AA2AN;SN:018THZK502

Condition of Asset: Fair

Reason for Disposition: Lifecycle replacement

Location of Asset and Desired Date for Removal to Storage: NA

Was asset purchased with grant funding?  YES     NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES     NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature



To be Completed by: AUDITOR

Original Acquisition Date <1000

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer      Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade      \_\_\_\_\_ Auction      \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other      Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/16/2025

Signature 

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APR 14 2025

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/14/2025

Fixed Asset Tag Number: 16466

Description of Asset: Motorola portable radio

Requested Means of Disposal:  Sell    Trade-In    Recycle/Trash    Other, Explain:

Other Information (Serial number, etc.): Model: AAH50KDC9AA2AN;SN:018THZJ810

Condition of Asset: Fair

Reason for Disposition: Lifecycle replacement

Location of Asset and Desired Date for Removal to Storage: NA

Was asset purchased with grant funding?    YES    NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?    YES    NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature \_\_\_\_\_

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**APR 14 2025**

BOONE COUNTY  
AUDITOR

To be Completed by: AUDITOR

Original Acquisition Date           <1000          

G/L Account for Proceeds           1190-3836 J          

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer      Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade      \_\_\_\_\_ Auction      \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other      Explain \_\_\_\_\_

Commission Order Number           245-2025          

Date Approved           5/14/2025          

Signature \_\_\_\_\_

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 4-11-25

Fixed Asset Tag Number: N/A

Description of Asset: Misc PC Accessories

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: used

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: ASAP GC Room 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: IT

Signature: 

**To be Completed by: AUDITOR**

Original Acquisition Date: N/A

G/L Account for Proceeds: 1190-3836 J

Original Acquisition Amount: 

Original Funding Source: 

Account Group: 

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number: 245-2025

Date Approved: 5/6/2025

Signature: 

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APR 14 2025

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/16/2025

Fixed Asset Tag Number: 22694

Description of Asset: Kones Crane Hoist

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 58220348

Condition of Asset: like new

Reason for Disposition: never used no longer needed

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APR 15 2025

BOONE COUNTY  
AUDITOR

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2042 Road & Bridge Fleet Ops

Signature 

To be Completed by: AUDITOR

Original Acquisition Date 8/6/18

G/L Account for Proceeds 2040-3836 J

Original Acquisition Amount 3,691.78

Original Funding Source 2741

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved  5/6/2025

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 12-27-2024

Fixed Asset Tag Number: 20017

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Description of Asset: Ingersoll Rand D85ECA 100 air drier

APR 15 2025

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): WCH1007581

Condition of Asset: non- working

Reason for Disposition: cost to repair exceeds cost to replace( unit model is discontinued, limited parts availability)

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature 

To be Completed by: AUDITOR

Original Acquisition Date 3/11/16

G/L Account for Proceeds 2040-3836 J

Original Acquisition Amount 2,200.00

Original Funding Source 2741

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5-6-2025



**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/16/2025

Fixed Asset Tag Number: 22160

Description of Asset: Portacool

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 554892

Condition of Asset: Fair

Reason for Disposition: no longer needed

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APR 15 2025

BOONE COUNTY  
AUDITOR

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2042 Road & Bridge Fleet Ops

Signature [Signature]

**To be Completed by: AUDITOR**

Original Acquisition Date 6/5/17

G/L Account for Proceeds 2040-3836 J

Original Acquisition Amount 2,500.00

Original Funding Source 2741

Account Group 1604

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved [Signature] 5/6/2025

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 3-28-25

Fixed Asset Tag Number: N/A

Description of Asset: Phone stand and power chords

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: used

Reason for Disposition: No longer needed


Location of Asset and Desired Date for Removal to Storage: ASAP in GC Rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: IT

Signature: 

**To be Completed by: AUDITOR**

Original Acquisition Date: N/A

G/L Account for Proceeds: 1190-3836 J

Original Acquisition Amount: 

Original Funding Source: 

Account Group: 

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

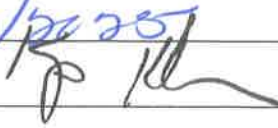
Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number: 245-2025

Date Approved: 5/6/2025

Signature: 

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MAR 31 2025

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office



Date: 3-21-25

Fixed Asset Tag Number: N/A

Description of Asset: Battery

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Used

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: GI RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: IT

Signature:

**To be Completed by: AUDITOR**

Original Acquisition Date: N/A

G/L Account for Proceeds: 1190-3836 F

Original Acquisition Amount:

Original Funding Source:

Account Group:

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number: 245-2025

Date Approved: 5/6/2025

Signature:

RECEIVED

MAR 24 2025

BOONE COUNTY  
AUDITOR



# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office



Date: 3-21-25

Fixed Asset Tag Number: N/A

Description of Asset: Mice and Keyboards

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Used

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: GC RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: FT

Signature: 

**To be Completed by: AUDITOR**

Original Acquisition Date: N/A

G/L Account for Proceeds: 1190-3836 J

Original Acquisition Amount: \_\_\_\_\_

Original Funding Source: \_\_\_\_\_

Account Group: \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_


Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number: 245-2025

Date Approved: 5/16/2025

Signature: 

RECEIVED

MAR 24 2025

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 10/2/2024

Fixed Asset Tag Number: None

Description of Asset: 7' x 2' x 10" wooden bookcase

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): NA

Condition of Asset: Poor

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: NA

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836-J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/16/2025

Signature 

RECEIVED

APR 16 2025

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 10/2/2024

Fixed Asset Tag Number: 0713

Description of Asset: 4 drawer wooden file cabinet

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): Globe Wren

Condition of Asset: Fair

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: NA

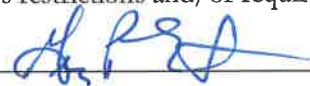
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date <1000

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 245 2025

Date Approved 5/16/2025

Signature 

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APR 16 2025

BOONE COUNTY  
AUDITOR



**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**

*Complete, sign, and return to Auditor's Office*

Date: 3/28/22

Fixed Asset Tag Number: 10742

Description of Asset: Concrete bull float

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): N/A

Condition of Asset: very poor

Reason for Disposition:

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date <1000

G/L Account for Proceeds 1190-3836J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/16/2025

Signature 



# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 3-21-22

Fixed Asset Tag Number: 6317

Description of Asset: Lietz Auto Level

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 116062

Condition of Asset: Used **BROKEN**

Reason for Disposition: upgraded to newer equipment

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass Rd (ready for immediate removal)

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date 11000

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/6/2025

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 10/2/2024

Fixed Asset Tag Number: 11917

Description of Asset: Workstation

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): Advantage

Condition of Asset: Poor

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: NA

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature 

**RECEIVED**

**APR 16 2025**

BOONE COUNTY  
AUDITOR

**To be Completed by: AUDITOR**

Original Acquisition Date <1000

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/16/2025

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 10/2/2024

Fixed Asset Tag Number: 2099

Description of Asset: Chair-Black Fabric w-metal trim

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): chair

Condition of Asset: Poor

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: NA

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date 1000

G/L Account for Proceeds 1190-3836J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 245-3825

Date Approved 5/16/2025

Signature 

**RECEIVED**

**APR 16 2025**

BOONE COUNTY  
AUDITOR



# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 10/2/2024

Fixed Asset Tag Number: 2091

Description of Asset: Chair-Black Fabric w-metal trim

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): chair

Condition of Asset: Poor

RECEIVED

Reason for Disposition: Item no longer needed

APR 16 2025

Location of Asset and Desired Date for Removal to Storage: NA

BOONE COUNTY  
AUDITOR

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature [Handwritten Signature]

**To be Completed by: AUDITOR**

Original Acquisition Date <1000

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 245-2025

Date Approved 5/16/2025

Signature [Handwritten Signature]

246 -2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

May Session of the April Adjourned

Term. 20 25


In the County Commission of said county, on the 6th day of May 20 25

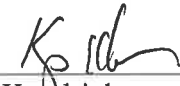
the following, among other proceedings, were had, viz:

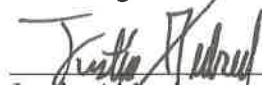
Now on this day, the County Commission of the County of Boone does hereby approve the attached Computer Disposal as requested by the Purchasing Department.

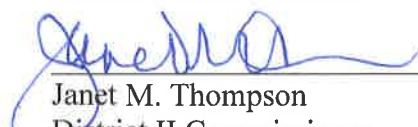
Done this 6th day of May 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

Brijanna Purdy  
Purchasing Assistant



5551 Tom Bass RD  
Columbia, MO 65201  
Phone: (573) 886-4394

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Brijanna Purdy  
RE: Computer and Peripheral Surplus Disposal  
DATE: April 25, 2025

The Purchasing Departments requests permission to dispose of the following list of surplus PC & Peripheral equipment through MRC Recycling Center. MRC Recycling will pick up our surplus for \$100.00 per truckload. Extra charges may apply for items like televisions, freon removal, etc. I have enclosed a schedule of possible fees. They are a State of Missouri, DNR Level Four recycling center. No computer items are land-filled. Purchasing will obtain a Certificate of Destruction, and we will let them know that we want everything recycled, not reused, so nothing ends up in the landfill.

Prior to Computer surplus coming to Purchasing for disposal, Information Technology has removed the hard drives for destruction by their department. Their procedure for PC disposal is:

Once all the data is copied or recovered for the user, IT removes the hard drive and memory from the PC. The memory is held to be used for upgrading other PCs in the county that can benefit. IT sometimes removes parts that can be used as spare if the model is current enough. (i.e. Power Supplies, Video Cards, etc.) The hard drive is held for a minimum of 30 days in case a user identifies something missing. After 30 days IT may reuse the hard drive-in other county PCs if there are failures. If a hard drive goes unused or fails and IT needs to physically dispose of it, they drill a 5/8" hole through the drive and the data platters. Once IT has a collection of "drilled" drives, they deliver them to PC recycling vendor, MRC Recycling Center.

MRC Recycling Center certifies that they have picked up the following items and that all items will be recycled, not reused, so nothing ends up in the landfill.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

	Asset #	Description	Make & Model	Department	Condition of Asset	Serial #
1.	15515	DESKTOP PC	COMPAQ	JJC	USED	2UA61704ZR
2.	18062	SERVER NETWORK	HP PROLIANT DL380G7	IT	Used	USE22688WP
3.	21910	23 IN MONITOR	HP	IT	USED	6CM7050783

4.	22628	PC WORKSTAT ION	HP	ROAD & BRIDGE	USED	2UA80324WK
5.	22912	PC WORKSTAT ION	HP	IT	USED	2UA82028L5
6.	23453	LAPTOP	DELL	AUDITOR	USED	9TKTVT2
7.	23489	PC WORKSTAT ION	HP	IT	Used	MXL9115DH1
8.	23569	PC WORKSTAT ION	HP	IT	Used	MXL91550VF
9.	23580	PC WORKSTAT ION	HP	IT	Used	MXL9155110
10	23585	PC WORKSTAT ION	HP	AUDITOR	USED	MXL91550LK
11	23586	PC WORKSTAT ION	HP	IT	Used	MXL91550LS
12	23587	PC WORKSTAT ION	HP	IT	Used	MXL91550LJ
13	23971	PC WORKSTAT ION	HP	IT	Used	MXL9454FBM
14	23981	PC WORKSTAT ION	HP	PA	USED	MXL9454FBG
15	23983	PC WORKSTAT ION	HP	IT	Used	MXL9454FBL
16	23988	PC WORKSTAT ION	HP	IT	Used	MXL9454FBN
17	23989	PC WORKSTAT ION	HP	IT	Used	MXL9454F99
18	23991	PC WORKSTAT ION	HP	ROAD & BRIDGE	USED	MXL9454FBF
19	24013	PC WORKSTAT ION	HP	TREASURE	USED	MXL9454FB2

20	24124	ACCESS POINT	CISCO	IT	Used	FTX2403P016
21	24125	ACCESS POINT	CISCO	IT	Used	FTX2403P016
22	25086	PC WORKSTAT ION	HP	IT	Used	5CD2162PHV

# BOONE COUNTY



## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/20/2025

FIXED ASSET TAG NUMBER: 00023580

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: DESIGN & CONSTRUCTI SIGNATURE: 

**RECEIVED**

**MAR 24 2025**

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/06/24

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-5025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY



**COPY**

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/19/2025

FIXED ASSET TAG NUMBER: 00022912

DESCRIPTION: HP ELITEDESK 800 G3  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: STORMWATER SIGNATURE: *[Signature]*

**RECEIVED**

**MAR 24 2025**

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2018/07/16

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 829.00

ORIGINAL FUNDING SOURCE 2731, 2741

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/16/2025

SIGNATURE *[Signature]*

# BOONE COUNTY



COPY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/17/2025

FIXED ASSET TAG NUMBER: 00023988

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PUBLIC ADMINISTRATOR SIGNATURE: 

RECEIVED

MAR 24 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 



# BOONE COUNTY



COPY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/17/2025

FIXED ASSET TAG NUMBER: 00023587

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: COUNTY COMMISSION SIGNATURE: 

RECEIVED

MAR 24 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/07/22

G/L ACCOUNT FOR PROCEEDS 1190-3836 5

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/16/2025

SIGNATURE 

# BOONE COUNTY



COPY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/17/2025

FIXED ASSET TAG NUMBER: 00023569

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**RECEIVED**

OTHER INFORMATION: \_\_\_\_\_

**MAR 24 2025**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

BOONE COUNTY  
AUDITOR

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PLANNING & ZONING SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/06/17

G/L ACCOUNT FOR PROCEEDS 1190-3836J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

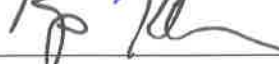
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY



**COPY**

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/11/2025

FIXED ASSET TAG NUMBER: 00021910

DESCRIPTION: HP P232  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**RECEIVED**

OTHER INFORMATION: \_\_\_\_\_

**MAR 24 2025**

CONDITION OF ASSET: PURCHASE DATE

BOONE COUNTY  
AUDITOR

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: SHERIFF SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2017/04/17

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 128.66

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 02/25/2025

FIXED ASSET TAG NUMBER: 00023586

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: *Roger Wilson*

RECEIVED  
MAR 24 2025  
BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/07/22

G/L ACCOUNT FOR PROCEEDS 1190-3836 5

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/16/2025

SIGNATURE *Roger Wilson*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/28/2025

FIXED ASSET TAG NUMBER: 00018062

DESCRIPTION: HP PROLIANT DL380  
SERVER NETWORK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

RECEIVED

MAR 31 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2012/08/01

G/L ACCOUNT FOR PROCEEDS 1190-3835 J

ORIGINAL ACQUISITION AMOUNT 5,472.12

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/28/2025

FIXED ASSET TAG NUMBER: 00024125

DESCRIPTION: CISCO 3702-2E-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

RECEIVED

MAR 31 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2020/02/17

G/L ACCOUNT FOR PROCEEDS 2700-3836 *J*

ORIGINAL ACQUISITION AMOUNT 1,873.20

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/28/2025

FIXED ASSET TAG NUMBER: 00024124

DESCRIPTION: CISCO 3702-2E-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

RECEIVED

MAR 31 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2020/02/17

G/L ACCOUNT FOR PROCEEDS 2700-3836 F

ORIGINAL ACQUISITION AMOUNT 1,873.20

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/26/2025

FIXED ASSET TAG NUMBER: 00025086

DESCRIPTION: HP PROBOOK 450 G9  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PROSECUTING ATTORNI SIGNATURE: 

RECEIVED

MAR 31 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2022/07/04

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 1,276.01

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/26/2025

FIXED ASSET TAG NUMBER: 00023489

DESCRIPTION: HP PRODESK 400 MINI G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: COUNTY COUNSELOR O SIGNATURE: 

**RECEIVED**  
**MAR 31 2025**  
BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/04/29

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 620.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

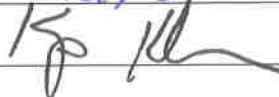
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/26/2025

FIXED ASSET TAG NUMBER: 00023971

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: COUNTY COUNSELOR O SIGNATURE: 

RECEIVED

MAR 31 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/4/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/26/2025

FIXED ASSET TAG NUMBER: 00023983

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PROSECUTING ATTORNI

SIGNATURE: 

RECEIVED

MAR 31 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/12/31

G/L ACCOUNT FOR PROCEEDS 1190-38365

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 03/26/2025

FIXED ASSET TAG NUMBER: 00023989

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PUBLIC ADMINISTRATOR SIGNATURE: 

RECEIVED

MAR 31 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_


INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 04/07/2025

FIXED ASSET TAG NUMBER: 00023453

DESCRIPTION: DELL XPS 15 9570  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: AUDITOR

SIGNATURE: 

RECEIVED

APR 14 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/04/01

G/L ACCOUNT FOR PROCEEDS 1190-3836 *J*

ORIGINAL ACQUISITION AMOUNT 1,547.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 04/08/2025

FIXED ASSET TAG NUMBER: 00023981

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PROSECUTING ATTORNI

SIGNATURE: \_\_\_\_\_

RECEIVED

APR 14 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE \_\_\_\_\_

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 04/07/2025

FIXED ASSET TAG NUMBER: 00024013

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: TREASURER

SIGNATURE: 

RECEIVED

APR 14 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836 5

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 04/01/2025

FIXED ASSET TAG NUMBER: 00022628

DESCRIPTION: HP ELITEDESK 800 G3  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: 

RECEIVED

APR 14 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2018/03/05

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 792.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 04/01/2025

FIXED ASSET TAG NUMBER: 00023991

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: 

RECEIVED

APR 14 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 246-2025

DATE APPROVED 5/6/2025

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 04/01/2025

FIXED ASSET TAG NUMBER: 00023585

DESCRIPTION: HP ELITEDESK 800 G4  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: AUDITOR

SIGNATURE: 

RECEIVED

APR 14 2025

BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL ACQUISITION DATE 2019/07/22

G/L ACCOUNT FOR PROCEEDS 1190-3836 J

ORIGINAL ACQUISITION AMOUNT 820.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 2410-2025

DATE APPROVED 5/6/2025

SIGNATURE 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 04/08/2025 Fixed Asset Tag Number: 15515  
Description of Asset: Desktop PC / Compaq dc5100  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 2UA61704ZR  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

**RECEIVED**  
**APR 14 2025**  
**BOONE COUNTY  
AUDITOR**

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1242-Juvenile Justice Center SIGNATURE:         

To be Completed by: AUDITOR

Original Acquisition Date     <1000     G/L Acct for Proceeds     1190-3836       
Original Acquisition Amount     ↓      
Original Funding Source     ↓      
Account Group     ↓    

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

     Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department: \_\_\_\_\_  
Individual: \_\_\_\_\_  
     Trade      Auction      Sealed Bids  
     Other Explain \_\_\_\_\_

Commission Order Number     246-2025      
Date Approve:     5/6/2025      
Signature

247 -2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

May Session of the April Adjourned

Term. 20 25

In the County Commission of said county, on the 6th day of May 20 25

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

Now on this day, the County Commission of the County of Boone does hereby approve the award of County Contract C000989 awarded from cooperative contract 111424-PRC with PropertyRoom.com of Frederick, Maryland for the Boone County Sheriff's Office. The contract is set out in the attached and the Presiding Commissioner is authorized to sign the same.

Done this 6th day of May 2025.

ATTEST:



Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M  
Senior Buyer



5551 S. Tom Bass Road  
Columbia, MO 65202  
Phone: (573) 886-4392

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Liz Palazzolo, Senior Buyer  
DATE: April 29, 2025  
RE: Award C000989 from Cooperative Contract 111424-PRC –Auction  
Services with Related Solutions for the Boone County Sheriff's Office

Purchasing requests permission to award contract C000989 using cooperative contract 111424-PRC for Auction Services with Related Solutions established by Sourcewell with the PropertyRoom.Com., Inc. of Frederick, Maryland for the Boone County Sheriff's Office. The Boone County Sheriff's Office requests use of the contract to dispose of unclaimed property resulting from law enforcement activities.

The contract period will run March 19, 2025 through January 27, 2029 with three (3) one-year renewal options available.

Coding that will be used for transactions is 1228 – General Fund Sheriff/Detention Administration/3831 – Sale of Evidence/Unclaimed Property – No Cost to the County for this service.

/lp

c: Major Gary German  
Contract File

**PURCHASE AGREEMENT  
FOR  
AUCTION SERVICES WITH RELATED SOLUTIONS**

**THIS AGREEMENT**, Contract **C000989** awarded from cooperative contract 111424-PRC, dated the 6th day of May 2025 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **PropertyRoom.com, Inc.** herein "Vendor."

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

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for **Auction Services with Related Solutions**, in compliance with all bid specifications and any addenda issued for the Sourcwell contract **111424-PRC** including Sourcwell Pricing (**Attachment One**), the Asset Disposition Services Agreement (**Attachment Two**) and the Standard Terms and Conditions of Boone County, Missouri. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with the bid response may be permanently maintained in the County Purchasing Office file if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, Sourcwell contract **111424-PRC**, and the Standard Terms and Conditions of Boone County, Missouri shall prevail and control over the PropertyRoom.com's bid response.
2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with **Auction Services with Related Solutions**, as specified and priced in Sourcwell contract **111424-PRC**. Fees for services follow in **Attachment One**. There shall be no cost to the County.
3. **Contract Term** - This agreement shall commence on **March 19, 2025 and extend through January 27, 2029** subject to the provisions for termination specified below. The contract has three (3) one-year renewal options available.
4. **Payment for Service** - The **PropertyRoom.com, Inc.** shall be compensated for all **Auction Services with Related Solutions** services provided to the Boone County Sheriff's Department in accordance with the fee schedule in **Attachment One**. All payments to the **PropertyRoom.com, Inc.** shall be paid from the sale of surplus items sold by the **PropertyRoom.com, Inc.** as provided for surplus auction by the Boone County Sheriff's Department. The **PropertyRoom.com, Inc.** shall provide the Boone County Sheriff's Department with a statement identifying the surplus items auctioned for the Department, the sales price, all fees assessed by the **PropertyRoom.com, Inc.** as assessed in accordance with **Attachment One**, and any remaining residual monetary amount from the sale that will be paid to the Boone County Sheriff's Department. No additional fees for paperwork processing, labor, or taxes shall be included as additional charges in excess of the charges shown in **Attachment One**.
5. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.
6. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. The County may terminate this agreement due to a material breach of any term or condition of this agreement, or
- b. The County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products is delayed or products delivered are not in conformity with bidding specifications or variances authorized by the County, or
- c. Termination for Convenience – The county may terminate this Agreement for any reason or no reason upon sixty (60) days' written notice to the contractor, or
- d. If appropriations are not made available and budgeted for any calendar year.

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

**PROPERTYROOM.COM, INC.**

**BOONE COUNTY, MISSOURI**

Signed by:  
 by Baron Thompson  
33AC825A3C17475...  
 title CEO

by: Boone County Commission  
 DocuSigned by:  
[Signature]  
57400BED06434D4...  
 Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:  
[Signature]  
7D71DEAE89D74DD...  
 County Counselor

Signed by:  
Brianna L. Linnon  
D267E242BFB948C...  
 County Clerk

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

1228/3831: No Cost to County

DocuSigned by:  
Kyle Rieman by dl  
8E8FE1148A274E1...  
 Signature 4/29/2025 Date 1228/3831: No Cost to County Appropriation Account



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

May Session of the April Adjourned

Term. 20 25

County of Boone

} ea.

In the County Commission of said county, on the

6th

day of May

20 25

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

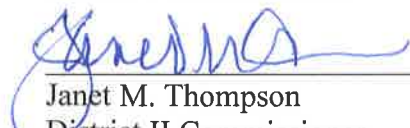
Now on this day, the County Commission of the County of Boone does hereby approve the Budget Amendment for Department 1253 for the MOICAC Task Force Grant Funds.

Done this 6th day of May 2025.

ATTEST:



Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner  
Justin Aldred  
District I Commissioner  
Janet M. Thompson  
District II Commissioner

RECEIVED

APR 18 2025

BOONE COUNTY AUDITOR

BOONE COUNTY, MISSOURI
REQUEST FOR BUDGET AMENDMENT

4/17/25

EFFECTIVE DATE

FOR AUDITORS USE

(Use whole \$ amounts)

Table with 6 columns: Dept, Account, Fund/Dept Name, Account Name, Transfer From Decrease, Transfer To Increase. Contains 4 rows of budget data.

26,736

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

To budget the second year of MOICAC award.

Handwritten signature of the requesting official.

Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

A schedule of previously processed Budget Revisions/Amendments is attached

A fund-solvency schedule is attached.

Comments: 2025 MOICAC

Agenda

Handwritten signature of the Auditor's Office official.

Auditor's Office

Handwritten signature of the Presiding Commissioner.

PRESIDING COMMISSIONER

Handwritten signature of the District I Commissioner.

DISTRICT I COMMISSIONER

Handwritten signature of the District II Commissioner.

DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. NOTE: The 10-day period may not be waived.
The Budget Amendment may not be approved prior to the Public Hearing



## MISSOURI INTERNET CRIMES AGAINST CHILDREN TASK FORCE

101 Sheriff Dierker Court • O'Fallon, MO 63366  
P: 636-949-1848 • F: 636-949-3059 • [cybercrime@moicac.org](mailto:cybercrime@moicac.org)

December 4, 2024

Award # 15PJDP-23-GK-05178-MECP

Sheriff Dwayne Carey  
Boone County Sheriff's Office  
2121 County Drive  
Columbia, MO 65202

Missouri ICAC is pleased to inform you that your agency has sub-awarded grant funding under the PROTECT Act through the Missouri ICAC Task Force. The **BOONE COUNTY SHERIFF'S OFFICE** will receive funding in the amount of **\$14,000.00** to cover the purchase of equipment and/or training. By accepting the funds awarded, your agency agrees to the following conditions:

1. **Adherence to the ICAC Investigative & Operational Standards Guide and any grant special conditions that pertain to your agency.**
2. **Complete all statistical reporting requirements as outlined by the Office of Juvenile Justice & Delinquency Prevention.**
3. **Thoroughly review task force Cyber Tip assignments, determine investigative priorities and select cases for investigation. See section six of the ICAC Task Force Operational and Investigative Standards.**
4. **Ensure all investigative officers participating in your regional task force utilize de-confliction accounts through ICAC COPS and ICAC Data System.**
5. **Ensure all officers participating in your regional task force complete the required online courses outlined in the Missouri ICAC Membership Letter.**
6. **Ensure any agency in your regional task force who will benefit from ICAC funding has a current Memorandum of Understanding on file with Missouri ICAC.**

Agencies shall submit a "Request to Expend Funds" form detailing how the sub-grant funding will be used and written approval must be received prior to expending any funds. No reasonable request of sub-awarded funds will be denied, but purchases made without written approval are subject to denial of reimbursement.

As a rule, it is incumbent on the agency to first expend funds and request reimbursement through the MO ICAC Task Force. Arrangements may be made if an agency is unable to cover the initial expenditure of funds. Monthly or quarterly requests for reimbursement are preferred. Final requests must be submitted by mail or emailed to Kessa Sims ([ksims@sccmo.org](mailto:ksims@sccmo.org)) no later than **August 31, 2025**.

Any equipment purchased using ICAC funds, with a cost of **\$1,000.00** or more, will receive an asset tag. Tags will be mailed to your agency to affix to the items. Tagged items will be verified during on-site visits by MO ICAC staff. When the items are permanently taken out of service, notify MO ICAC to obtain instructions on the disposition of the item.

Please do not hesitate to contact me should you have any questions or concerns in this matter,  
Lieutenant Adam Caupp.



249-2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

May Session of the April Adjourned

Term. 20 25

In the County Commission of said county, on the 6th day of May 20 25


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


Now on this day, the County Commission of the County of Boone does hereby **approve** a request by Kenneth W. and Dawn M. Lancaster to vacate and replat Tracts 3, 4, and 5 of McGlasson Subdivision recorded in Book 11, Page 299 in the records of the Boone County Recorder of Deeds, subject to the following conditions:

1. Said vacation is not effective until the lot and right-of-way proposed to be vacated have been incorporated into a subdivision plat in accordance with Boone County Subdivision Regulations and said plat is recorded in the Records of Boone County Missouri.

Done this 6th day of May 2025.

ATTEST:

  
 Brianna L. Lennon  
 Clerk of the County Commission

  
 Kip Kendrick  
 Presiding Commissioner

  
 Justin Aldred  
 District I Commissioner

  
 Janet M. Thompson  
 District II Commissioner

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ca.

May Session of the April Adjourned

Term. 20 25

In the County Commission of said county, on the 6th day of May 20 25

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

Now on this day the County Commission of the County of Boone does hereby **approve** a request by West Creek Properties, LLC to rezone to Planned Two-Family Residential (R-DP) on 1.51 acres located at 6850 S Coneflower Ave, Columbia.

And

Now on this day the County Commission of the County of Boone does hereby **approve** a request by West Creek Properties, LLC to approve a Revised Review Plan and Preliminary Plat for Lot C-1 Newtown Subdivision on 1.51 acres located at 6850 S Coneflower Ave, Columbia, subject to the following conditions:

1. Draft covenants/trust agreement must be finalized to the satisfaction of the Director of Resource Management prior to any acceptance of a Final Plan for this development for any future P&Z Commission agenda.
2. The note on sheet 2 "Common Area Maintenance" shall be altered to replace the words "concurrently with" with "prior to" in order to make the review plan consistent with condition 1 above.
3. The covenants/trust agreement must contain at a minimum but is not limited to:
  - a. Provisions for the proper and continuous maintenance and supervision of said common land by a trustee and payment for such maintenance and supervision by means of annual or more frequent assessments against lots and provision for assessment secured by assessment liens enforceable by foreclosure. The finalized version is to be concurrently recorded with the associated Final Plat. (Subdivision Regulations Appendix B 1.4 Common Land)
  - b. Provisions for snow removal from the Private Drive on Lot C100.
  - c. Provide specifications and cross section proposed for construction of the Private Drive.
  - d. Provisions for generalized maintenance of the Private Drive and the Development Sign on Lot C100 including funding and frequency.
  - e. Provision for major maintenance/replacement/reconstruction of the Private Drive including funding and frequency.
  - f. Provisions to guarantee repair of damage due to utility work.
  - g. Dispute resolution for when owners disagree about issues related to the maintenance or funding related to the common Lots C100 and C101.

Done this 6th day of May 2025.

# CERTIFIED COPY OF ORDER

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STATE OF MISSOURI }  
County of Boone } ea.

Term. 20

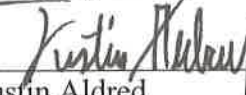
In the County Commission of said county, on the  
the following, among other proceedings, were had, viz:

day of 20

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner



**Staff Report for County Commission**  
**RE: P&Z Agenda Items**  
**April 29, 2025**

The Planning and Zoning Commission reviewed Agenda Items 1, 3, and 4, at its April 17, 2025, meeting. The minutes of that meeting and the Boone County Zoning and Subdivision Regulations are incorporated into the record of this meeting.

**1. Lancaster - Vacation. (open public hearing)**

A petition has been submitted by Kenneth & Dawn Lancaster to vacate Tracts 3, 4 & 5 of McGlasson Subdivision recorded in Plat Book 11 Page 299 of the records of the Boone County Missouri Recorder of Deeds, and to replat into a single lot.

McGlasson Subdivision was recorded on August 25<sup>th</sup>, 1977. The plat consists of five tracts at the intersection of Flint Hill School Road and N. Old Highway 63. Tracts 3 & 4 have frontage on N. Old Highway 63 and Tract 5 has frontage upon Flint Hill School Road, which is a publicly dedicated privately maintained roadway.

A home, built primarily on Tract 5, is constructed over the lot line between Tracts 4 and 5, as well as several utility easements. It is the intent of the petitioner to replat the three existing tracts into a single 3.3(+/-)-acre lot. This will remove the existing internal lot lines and portions of existing utility easements that conflict with the location of the home. The replat will also allow for a building permit to be issued for an addition to the home.

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

Character: The area consists of a mixture of mostly single-family dwelling units on parcels ranging from ¼-acre to nearly 18-acres. Tracts 1 & 2 of McGlasson Subdivision were replatted into the subdivision plat known as Heuer's Café in May of 2018, containing one lot of 1.02 acres. The proposed replat is consistent with the established character of the area.

Traffic: Granting the vacation request will not adversely affect future traffic conditions, circulation, location and alignment of streets within and adjacent to the subdivision. The replat will not change the roadway or access. With no additional lots created and the elimination of two existing lots there should be a net reduction in traffic from what was expected from the original plat.

Utilities and Property Values: The existing home is served currently by utilities and has an on-site wastewater lagoon for sewage service. There is no indication that the vacation and replat will have any negative impact to the utilities, easements, or property values of the neighborhood.

Public Health, Safety, and Welfare: The vacation will not adversely affect public health, safety, and welfare. This vacation and replat will contribute to the orderly development of the area since the vacation will only go into effect with the recording of the replat, and the proposed replat will have to fully comply with the current subdivision regulations before it can be approved.

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

1. Said vacation is not effective until the lot and right-of-way proposed to be vacated have been incorporated into a subdivision plat in accordance with Boone County Subdivision Regulations and said plat is recorded in the Records of Boone County Missouri.

## **2. West Creek Properties – Rezoning, Review Plan and Preliminary Plat. (open public hearing)**

The Planning and Zoning Commission conducted a public hearing on this request at its April 17, 2025, meeting. A motion recommending approval was approved by a unanimous vote (8-0).

The property is located at 6855 S. Coneflower Avenue, Columbia. The zoning is Planned Two-Family Residential (R-DP) which was rezoned in 2019 from Planned General Commercial (C-GP) which had a limit to the Neighborhood Commercial (C-N) uses. The C-GP designation was the result of the 1998 rezoning from A-2.

Adjacent property is zoned as follows:

- North – Planned Single-Family Residential (R-SP)
- South – A-2
- East – R-SP
- West – Planned Agriculture Residential (A-RP) then City Zoning across High Pointe Lane

The request is to rezone the approximately 1.51-acres, which is described as Lot C-1 of Newtown Subdivision Final Plat Block 5, to enable replatting this lot into 12 zero-lot-line residential lots: eight will have frontage on and direct access to Coneflower Avenue, while four lots have no public road frontage and are proposed to use common lot C100 for access to Coneflower. The existing approved R-DP plan shows the same 12 units in three buildings but without the provision to subdivide into individual lots. The area sought to be rezoned is currently vacant.

The Master Plan identifies a “sufficiency of resources” test for determining whether there are sufficient resources available for the needs of the proposal. The sufficiency of resources test provides a “gatekeeping” function. Failure to pass the test should result in denial of a request. Success in passing the test should allow the request to be considered and evaluated based on accepted planning principles.

The resources typically used for this analysis can generally be broken down into three categories, Utilities, Transportation, and Public Safety Services.

**Utilities:**

The area proposed for rezoning will be served by the Boone County Regional Sewer District (BCRSD) sewer facility. The BCRSD has earmarked capacity for twelve, 2-bedroom unit dwellings.

Consolidated Water provides water in the area and there are some upgrades or relocations shown on the plan that will need to be coordinated with the District and will be completed at the developer’s expense.

Boone Electric provides power and has facilities that will need to be re-worked and/or relocated at the developer’s expense, some of which are noted on the plan graphic.

Stormwater: Development of the site will be required to comply with the Boone County Stormwater Regulations. There is some designated Floodplain on the property, but the proposed development is not proposed to encroach on the 100-year Floodplain.

**Transportation:**

The property has frontage on both State Route K and Coneflower Avenue but only has access to Coneflower. Both roads are hard surface publicly maintained roadways. Lots 5-12 are proposed to have direct frontage on and access to Coneflower Avenue. Lots 1-4 front onto common lot C100 which will contain the hard-surface dust-free private driving lane serving as access to these four lots. There should be no additional traffic impact since the unit type and number is the same as is currently approved.

**Public Safety Services:** The site is within 2.1 road miles of the Boone County Fire Protection District Station 8 on Route K near Rock Bridge Elementary.

**Zoning Analysis:**

The Master Plan designates this property for residential use. The proposed use is consistent with that designation.

Lots 5-12 meet the sufficiency of resources test for service availability or potential availability. However, it has not been fully shown how lots 1-4 and the common lots meet the test. A note on page 2 of the plan indicates a generalized strategy for maintenance of the common lots and access drive for proposed lots 1-4.

The subdivision regulations require the draft covenants be provided with a preliminary plat. The covenants have not been provided. Rather than reject the submittal entirely, staff will propose conditions that will need to be fully resolved prior to any Final Plan submission being accepted for a future agenda.

The central sewer provision has not been changed since the 2019 rezoning and the BCRSD has reserved capacity for twelve 2-bedroom units. This capacity has been acquired from the BCRSD.

The most significant change in this proposal is that small lots are being proposed without frontage on and direct access to public roads. The subdivision regulations are generally structured to limit the use of private access easements or private roadways to large-lot land divisions and to prohibit small lot creation in general that doesn't have direct frontage on and access to public roads.

The subdivision regulations do provide a mechanism to propose the use of private roadways as an exception. The Commission does have authority to approve the use of private drives to access lots less than 5-acres in size, when the development is proposed as a major plat within a planned development. However, this makes the development approval discretionary unlike approval for a standard subdivision.

As stated previously, the general concept of land division envisioned in the adopted subdivision regulations starts with a presumption that land divisions will be conducted using public roadways to access platted lots. There are only a few exceptions to the requirement of use of public roads in subdivisions and those exceptions diminish as the proposed lot sizes become smaller with the only mechanism being the planned development & major plat.

The requirements to use public roadways exist to ensure that the most basic need of access to the lots is guaranteed by a public entity to avoid potential civil conflict. Structuring land use regulation to require public road access is one of the features that levels the socioeconomic playing field of land ownership.

When proposing use of a private access drive as part of a planned development and major plat there is a burden on the applicant to show two things. First, the proposal guarantees proper and normal maintenance in perpetuity. That includes covering eventual replacement of the feature, such as the private driving surface at the end of the material's lifespan. Conversely, with public roadways there is no need to show this because it is a public function and not the responsibility of the lot owners.

This maintenance guarantee is normally done through a trust agreement and or covenants and must provide adequate funding to cover these costs even under non-ideal conditions. This is why draft covenants are required as part of the submission and review. Approval should be withheld until the costs and methods, that would otherwise be a public obligation, are shown to be completely covered by the private trust agreement and or covenants.

Second, there is the question of whether the proposed use of private access drives is appropriate as sound development. In this instance, it does appear that the development would lose two proposed units if the development style used for proposed lots 5-12 was simply extended further north to Route K where all lots would have both public road frontage and access. The potential loss of density has an impact on affordability since there would be fewer lots upon which to distribute the development costs.

It might have been possible to create some form of "eyebrow or bump-out" design on Coneflower Avenue to get to the same 12 lots without the private drive. But it is also likely that such an alternate design would have pushed more of the development area further to the west into the more sensitive portions of the lot. In this case the design proposed does seem to be sympathetic to the geographic features of the lot, especially when coupled with the specific limitations on access.

The following primary concerns remain:

- Neither the proposed trust agreement/covenants have been submitted and so there is no way to evaluate whether the maintenance mechanisms proposed are adequate, nor is there any numerical cost information to evaluate whether the proposal fully accounts for all the costs.

Despite this hesitation, staff supports the proposal with conditions. This is because most of the proposed development uses fully public infrastructure, specifically lots 5-12 and the private roadway proposed for lots 1-4 seems to be a design decision based predominately on specific features of the site.

The proposed conditions relate to ensuring long-term management and maintenance of the private access drive specific to this proposal.

Staff notified 84 property owners about this request. The property scored 66 points on the rating system.

Staff recommended **approval** of the rezoning, Revised Review Plan and Preliminary Plat subject to the following three conditions:

1. Draft covenants/trust agreement must be finalized to the satisfaction of the Director of Resource Management prior to any acceptance of a Final Plan for this development for any future P&Z Commission agenda.
2. The note on sheet 2 “Common Area Maintenance” shall be altered to replace the words “concurrently with” with “prior to” in order to make the review plan consistent with condition 1 above.
3. The covenants/trust agreement must contain at a minimum but is not limited to:
  - a. Provisions for the proper and continuous maintenance and supervision of said common land by a trustee and payment for such maintenance and supervision by means of annual or more frequent assessments against lots and provision for assessment secured by assessment liens enforceable by foreclosure. The finalized version is to be concurrently recorded with the associated Final Plat. (Subdivision Regulations Appendix B 1.4 Common Land)
  - b. Provisions for snow removal from the Private Drive on Lot C100.
  - c. Provide specifications and cross section proposed for construction of the Private Drive.
  - d. Provisions for generalized maintenance of the Private Drive and the Development Sign on Lot C100 including funding and frequency.
  - e. Provision for major maintenance/replacement/reconstruction of the Private Drive including funding and frequency.
  - f. Provisions to guarantee repair of damage due to utility work.
  - g. Dispute resolution for when owners disagree about issues related to the maintenance or funding related to the common Lots C100 and C101.

#### **4. Brandywine Creek – Preliminary Plat (report only)**

The Planning and Zoning Commission conducted a public hearing on this request at its March 20, 2025, meeting. A motion recommending approval was approved by a unanimous vote.

The subject property is on the north side of Brandywine Creek Road, approximately 2 miles south of the city limits of Columbia. It is approximately 40 acres in size and zoned Agriculture-2 (A-2). The surrounding property is zoned as follows:

North – Agriculture 1 (A-1)

South – A-2

East – A-1 and A-2

West – A-2

The A-2 zoning was rezoned from A-1 in 1976. The A-1 zoning is original 1973 zoning. This preliminary plat shows nine buildable lots and one common lot. 8 of the lots front on to Brandywine Creek Road, with the final lot in the northeastern portion of the property on Tom Bass Road.

Lots 2 through 9 will have frontage on and direct access to Brandywine Creek Road. Lot 1 has frontage on and direct access to Tom Bass Road. The common lot has access across Lot 1 to Tom Bass Road. The applicant has submitted a request to waive the traffic study requirement.

The subject property is in Consolidated Public Water Service District #1, the Boone Electric Cooperative service area, and the Southern Boone County Fire Protection District. There is a 4” water main along Brandywine Creek. It is insufficient to meet fire flows, although fire flows can be improved by upgrading the 4” line to a 6” line. The waterline upgrade must be completed prior to receipt and acceptance of the final plat.

The proposal intends to use soil absorption systems for on-site wastewater. The applicant has enclosed documentation showing two workable sites on each lot that can support such systems. The applicant has submitted a wastewater cost-benefit analysis.

The property scored 62 points on the rating system.

Staff recommends approval of the preliminary plat and waiver requests.



251-2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

May Session of the April Adjourned

Term. 20 25


In the County Commission of said county, on the 6th day of May 20 25

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

Now on this day, the County Commission of the County of Boone does hereby acknowledge and approve that Boone County Office of Emergency Management received permission from Resource Management to place an Outdoor Warning Siren within the Boone County Right-of-Way at N. Brown Station Rd and Spiva Crossing.

Done this 6th day of May 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

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May Session of the April Adjourned

Term. 20 25


In the County Commission of said county, on the 6th day of May 20 25

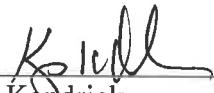
the following, among other proceedings, were had, viz:


Now on this day, the County Commission of the County of Boone does hereby acknowledge and approve that Boone County Office of Emergency Management received permission from Resource Management to place an Outdoor Warning Siren within the Boone County Right-of-Way at 2180 Fenton Road.

Done this 6th day of May 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

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County of Boone } ea.

May Session of the April Adjourned

Term. 20 25

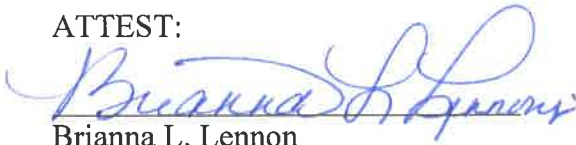
In the County Commission of said county, on the 6th day of May 20 25

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

Now on this day, the County Commission of the County of Boone does hereby acknowledge and approve that Boone County Office of Emergency Management received permission from Resource Management to place an Outdoor Warning Siren within the Boone County Right-of-Way at 7060 Kircher Road.

Done this 6th day of May 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

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STATE OF MISSOURI

May Session of the April Adjourned

Term. 20 25

County of Boone

} ea.

In the County Commission of said county, on the

6th

day of May

20 25

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

Now on this day, the County Commission of the County of Boone does hereby deny the request for an Outdoor Warning Siren Placement at 4620 Roemer Road.

Done this 6th day of May 2025.

ATTEST:

Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner  
Justin Aldred  
District I Commissioner  
Janet M. Thompson  
District II Commissioner

**Staff Report for County Commission**  
**RE: Outdoor Warning Siren Hearing Agenda Items**  
**April 29, 2025**

**Summary**

The Boone County Office of Emergency Management (OEM), in coordination with the County's siren system provider, has conducted a review of current outdoor warning siren coverage using the 2020 U.S. Census overlay. Several coverage gap areas were identified. In accordance with the County's adopted Outdoor Warning Siren Policy, proposed locations for new sirens were selected based on accessibility, infrastructure availability, optimal coverage, elevation and future growth. This report outlines the identified sites. Please see attached to this report the Siren Placement Policy adopted by the Boone County Commission.

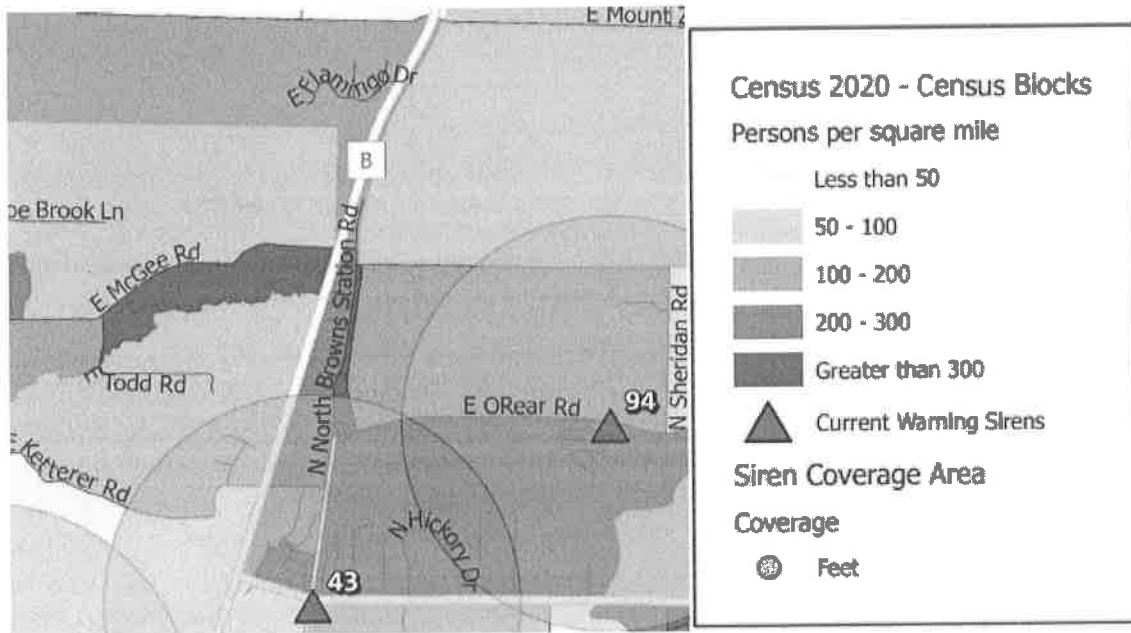
### North Brown Station near Spiva Crossing Site

OEM staff and the county's siren system provider identified a **coverage area deficiency** near this location after analyzing the current outdoor warning siren system map with the most recent 2020 U.S. Census data overlay. Field surveys were conducted in accordance with the Outdoor Warning Siren Policy adopted by the County Commission.

Although efforts were made to select a location away from residential structures, no alternative site sufficiently met the service needs or policy requirements.

A site was identified across the street from 9415 N. Brown Station Road, using the Boone County Right-of-Way. This location offers the necessary infrastructure, ease of maintenance access, effective coverage to the underserved area, and optimal elevation for maximum siren reach.

**Installing a siren at this location is critical to closing an existing public safety vulnerability in an area where immediate outdoor alerting is currently unavailable.**

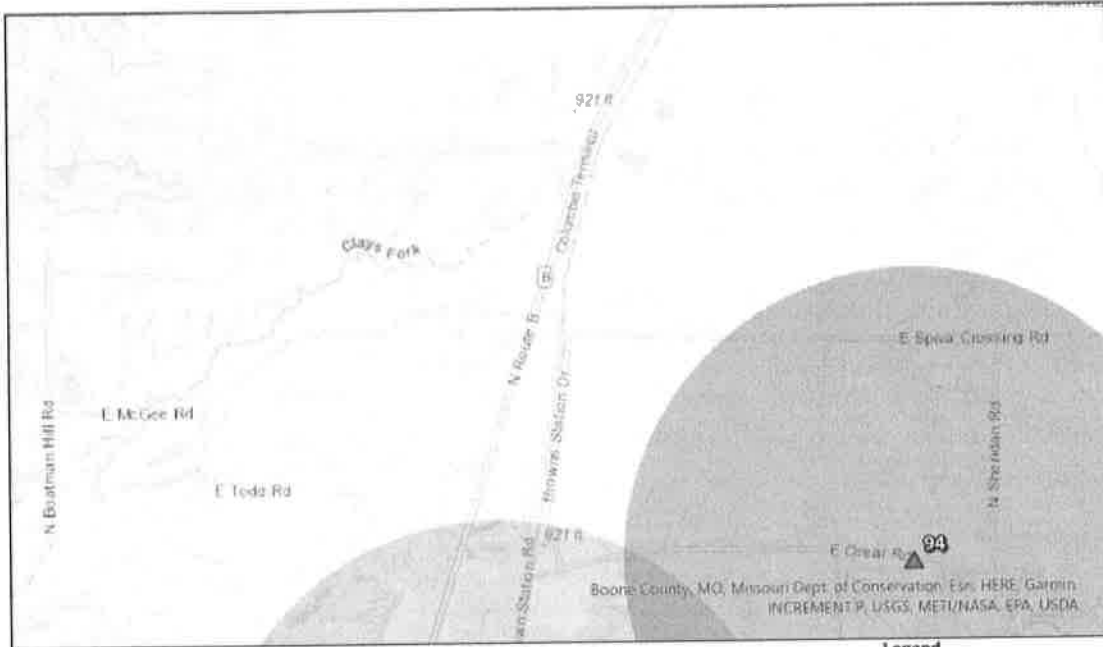


N. Brown Station Road and Spiva Crossing map with census data



This map with yellow symbol depicts proposed location of site on Brown Station near Spiva Crossing



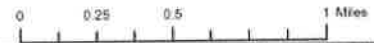


Current

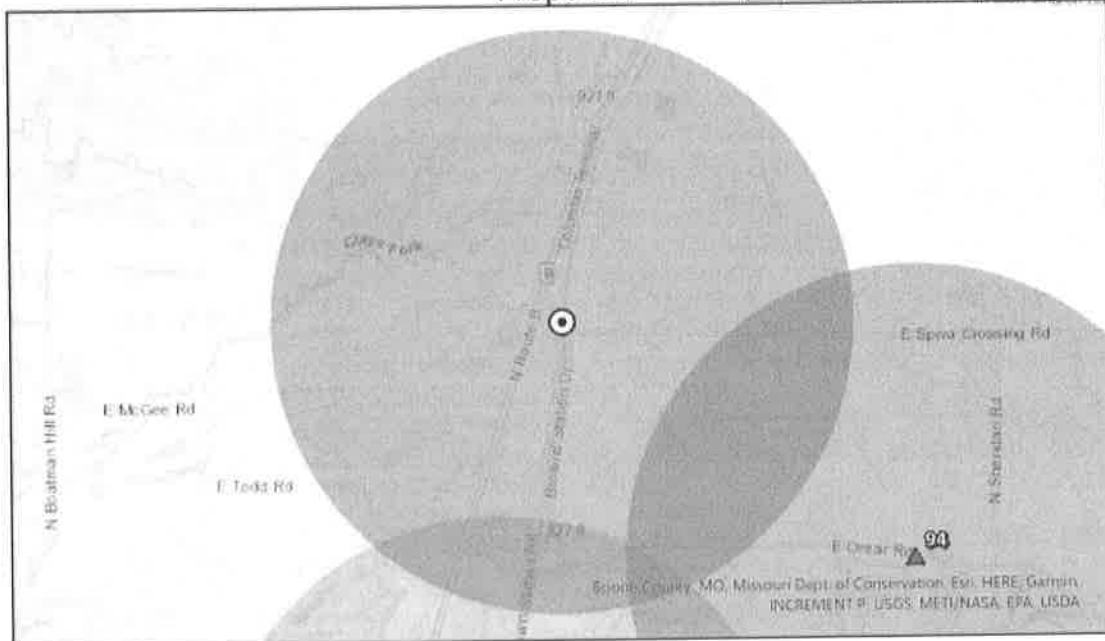
**Brown Station Rd  
Siren Site**

**Legend**

- ▲ Current Warning Sirens
- Proposed Siren Location
- Current Siren - Estimated Coverage Area
- Proposed Siren - Estimated Coverage Area



Proposed



## 2180 Fenton Road Site

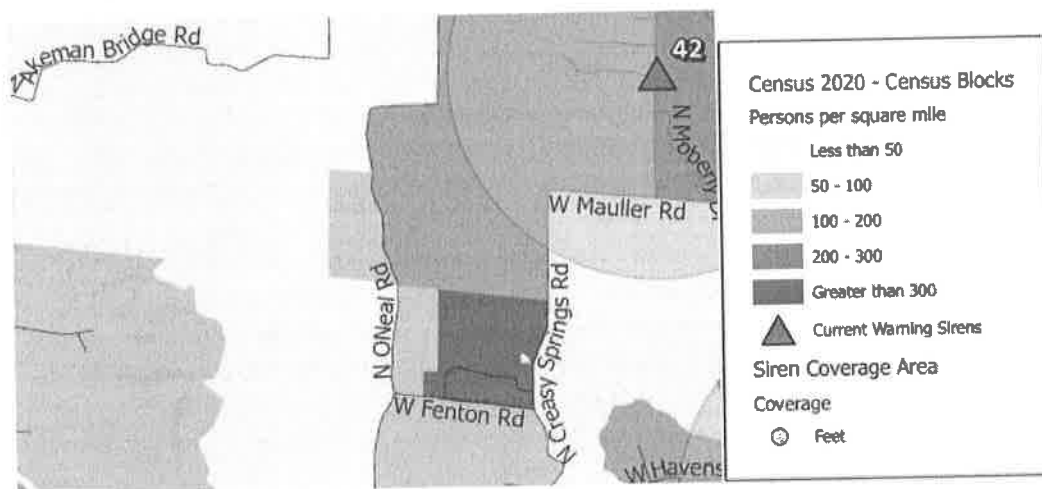
OEM staff and the county's siren system provider identified a **service area shortfall** at this location through the 2020 U.S. Census data overlay and siren coverage analysis.

A thorough field review and site search were conducted in compliance with the Outdoor Warning Siren Policy.

Despite a diligent search for alternatives away from residences, no other location met the criteria for full coverage and policy adherence.

A site adjacent to 2180 Fenton Road was found within Boone County Right-of-Way that meets all infrastructure, accessibility, and elevation standards.

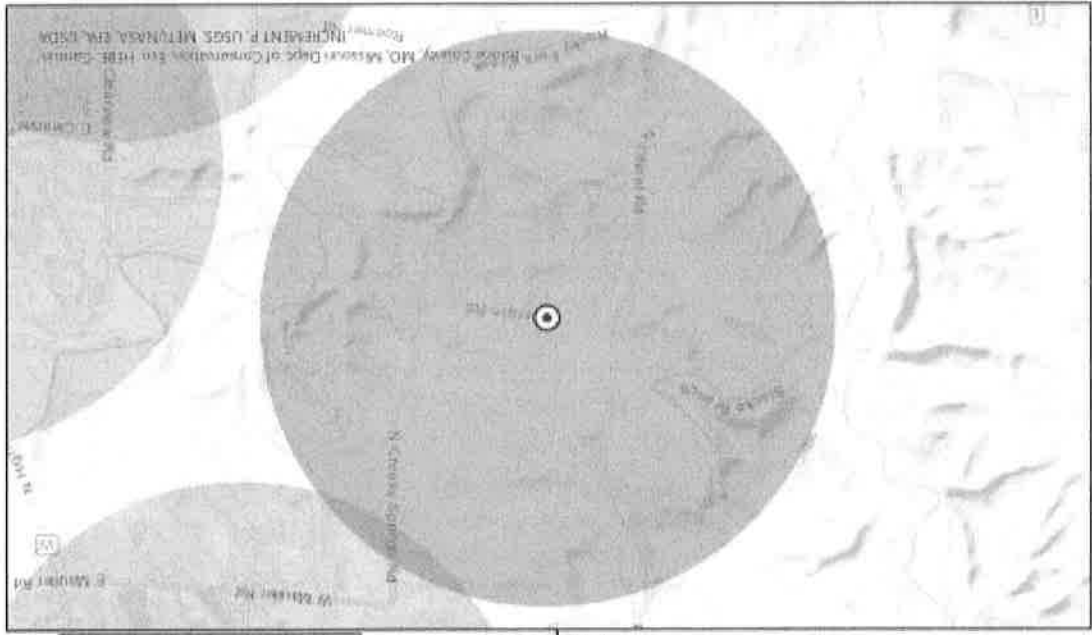
**Approving this site will ensure that critical outdoor warning capabilities are extended to a population currently left vulnerable during severe weather events.**



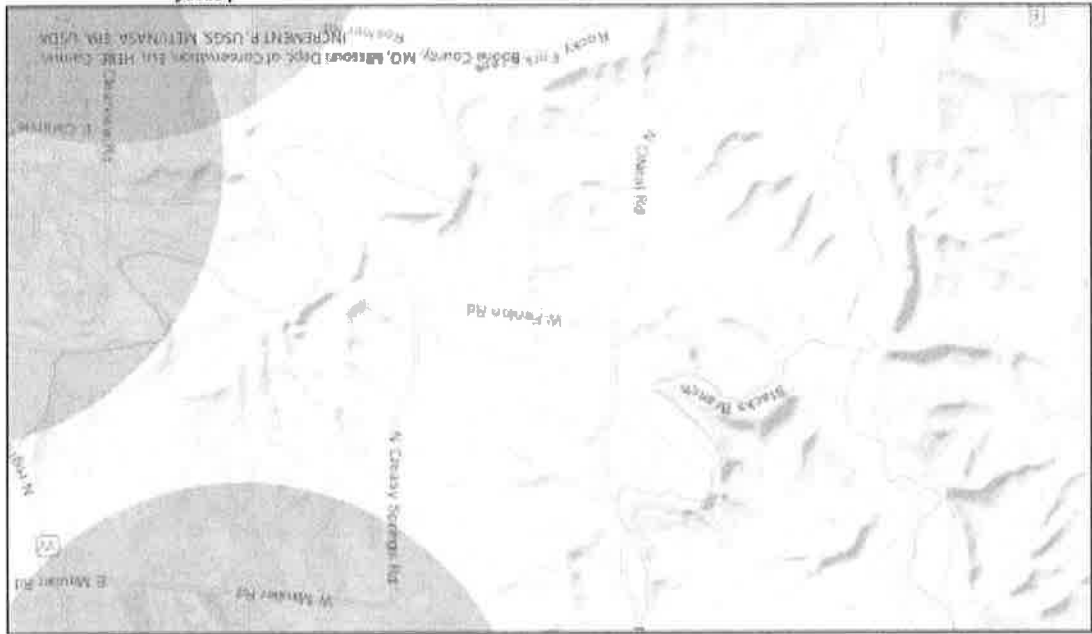
Fenton Road map site looking at census data



This map with the yellow symbol identifies proposed site location on Fenton Road



Fenton Road  
Siren Site



## 7060 Kircher Road Site

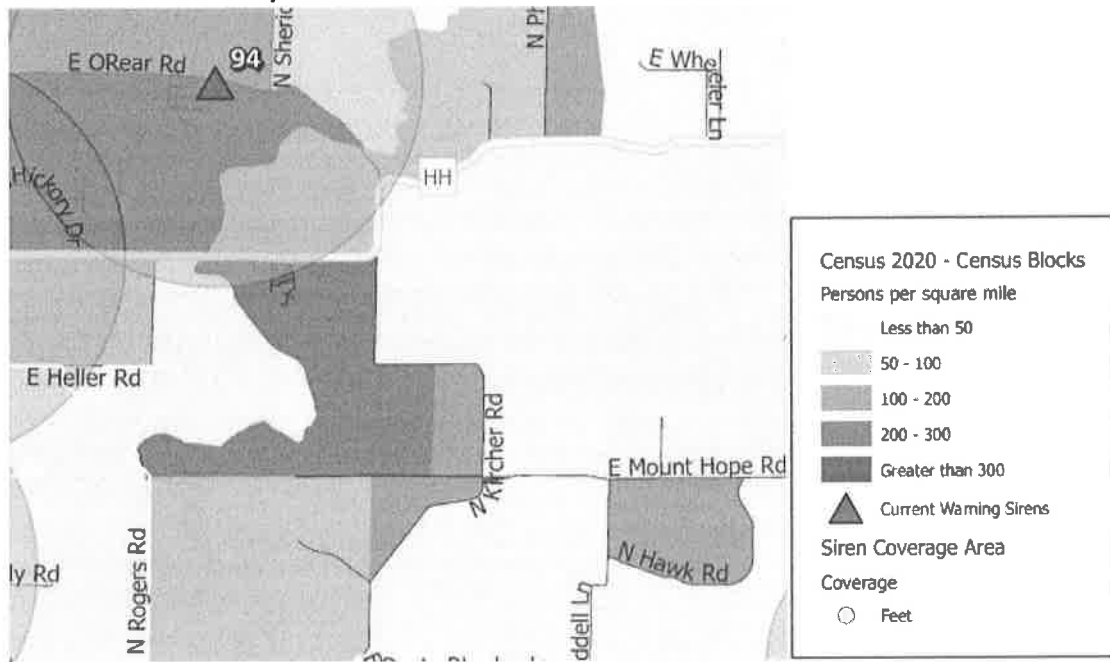
OEM staff and the county's siren system provider identified a **deficient coverage area** near this site through a review of the current outdoor warning siren system coverage map using 2020 U.S. Census data.

Following the Outdoor Warning Siren Policy, a detailed field survey was conducted to determine a suitable location.

Despite attempts to find a site away from residential structures, no alternative location met the required service criteria or provided adequate siren coverage.

A site south of 7060 Kircher Road, using Boone County Right-of-Way, was determined to be optimal due to available infrastructure, ease of maintenance access, and favorable elevation for effective coverage.

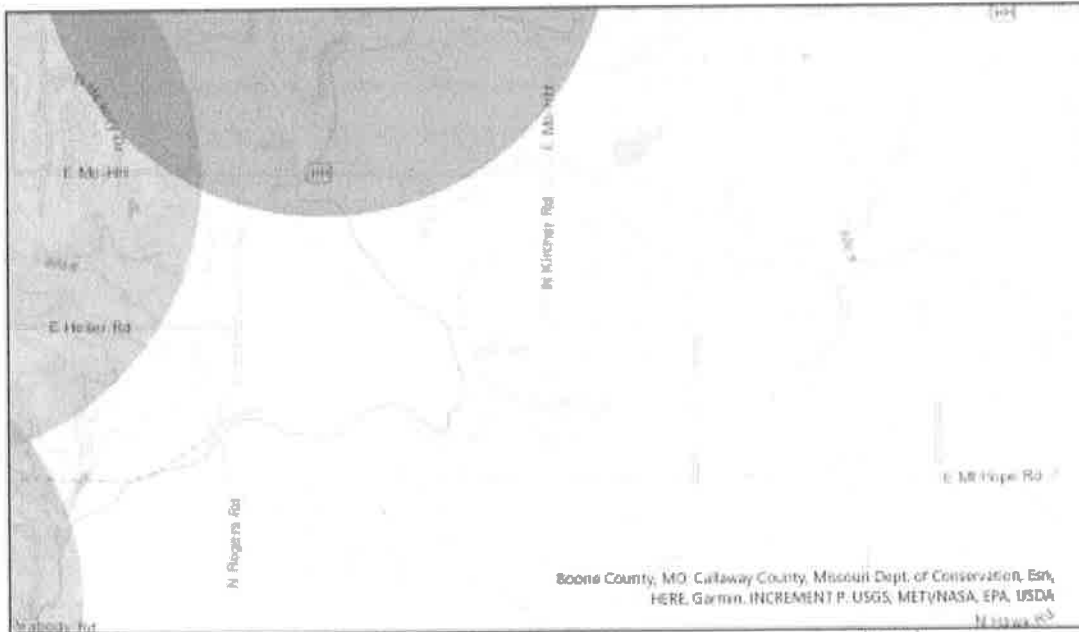
**Installing a siren at this site will close a key service gap and ensure equitable warning coverage for residents in a currently underserved area.**



Kircher Road site map looking at census data



This map with the yellow symbol identifies proposed site location on Kircher Road



Current

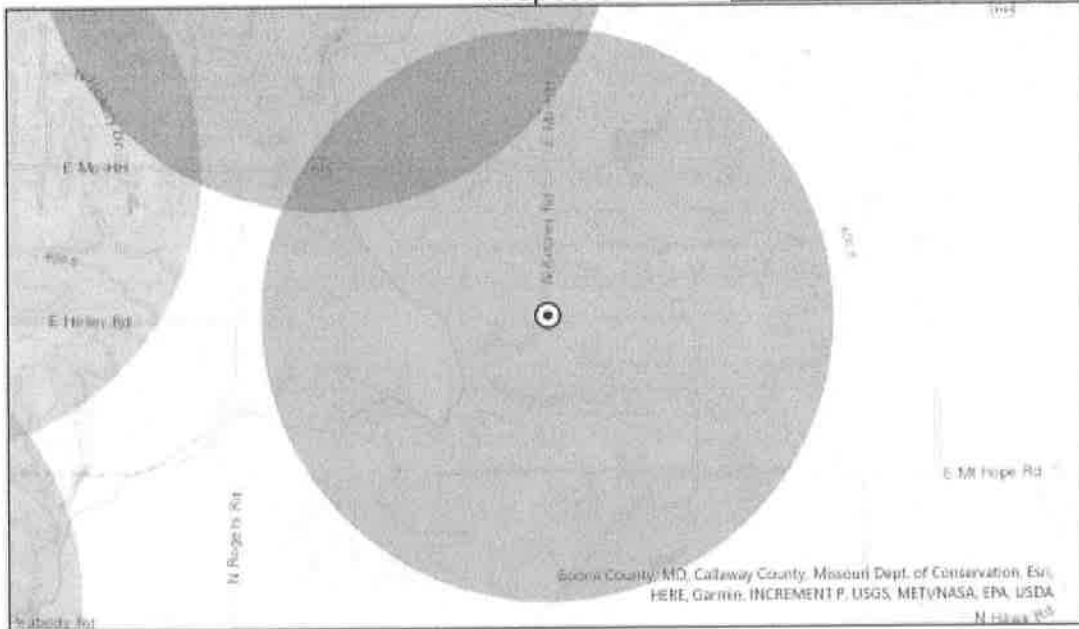
### Kircher Road Siren Site

Legend

- ▲ Current Warning Sirens
- Proposed Siren Location
- Current Siren - Estimated Coverage Area
- Proposed Siren - Estimated Coverage Area



Proposed



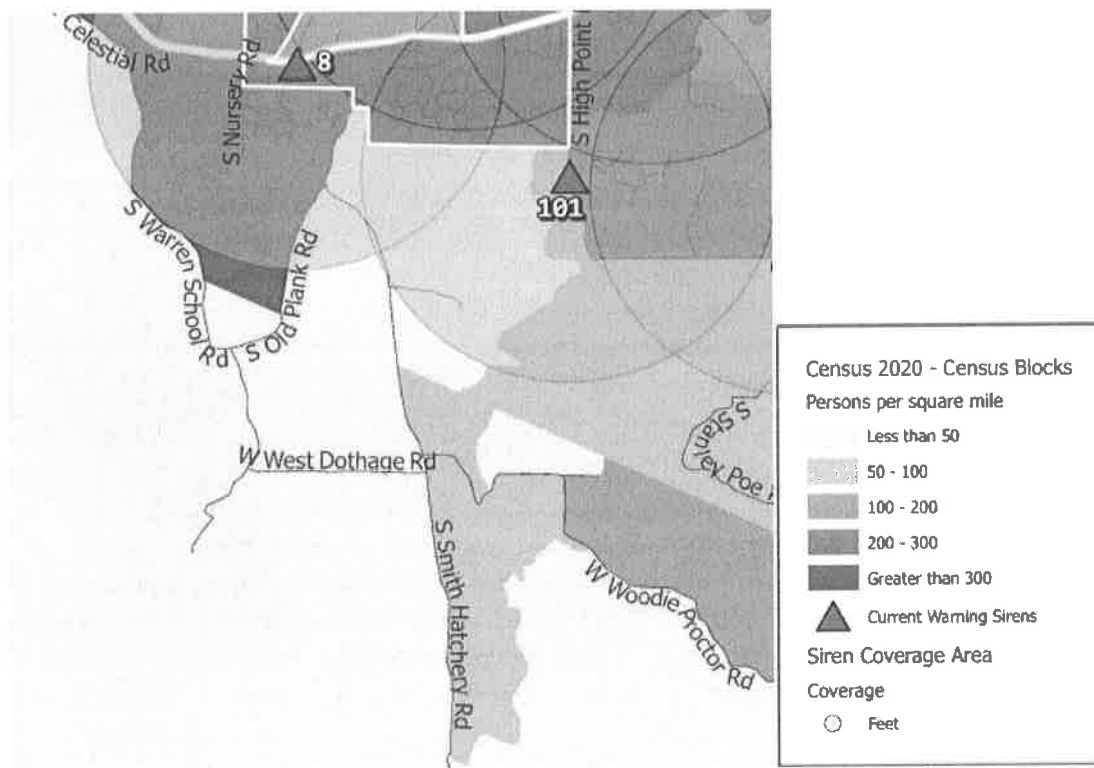


### Smith Hatchery near Dothage Site

OEM staff and the county's siren system provider identified an area of **anticipated residential growth** and current coverage need near this location through forward-looking planning and siren coverage analysis.

We conducted a field review under the Outdoor Warning Siren Policy and attempted to avoid close proximity to residences, but no other location satisfied both current and future service demands. A site across from 9400 Smith Hatchery Road, utilizing Boone County Right-of-Way, was determined to be ideal for infrastructure access, maintenance needs, coverage, and elevation.

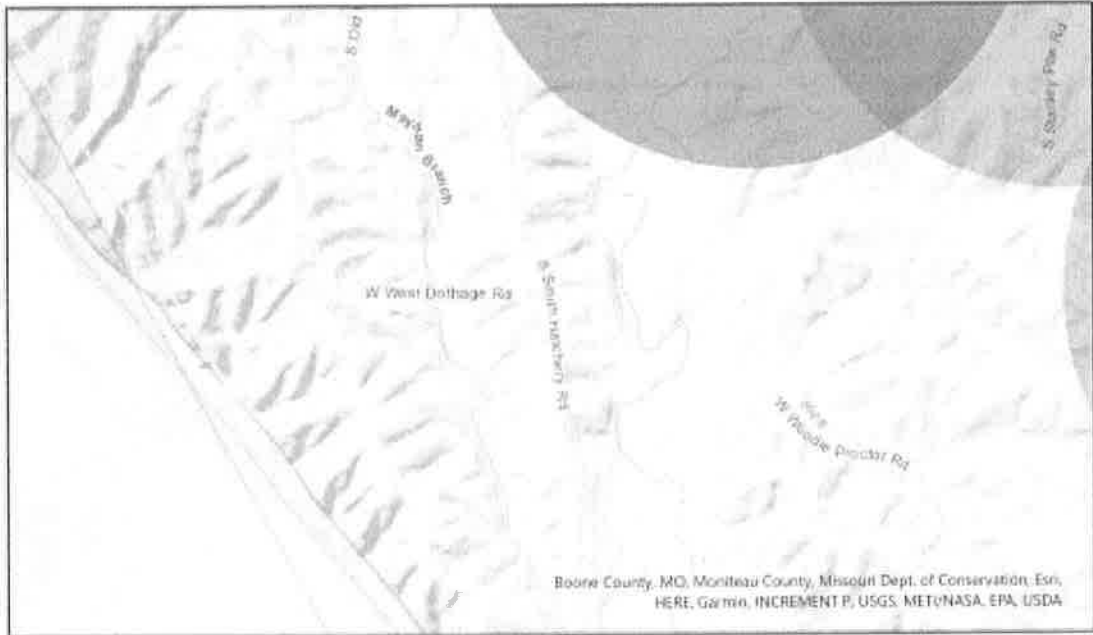
**This siren will proactively support community resilience by covering both existing homes and new developments, ensuring that growing populations are not subject to risk.**



Smith Hatchery Site map looking at census data



This map with the yellow symbol identifies the proposed site location on Smith Hatchery Road



Current

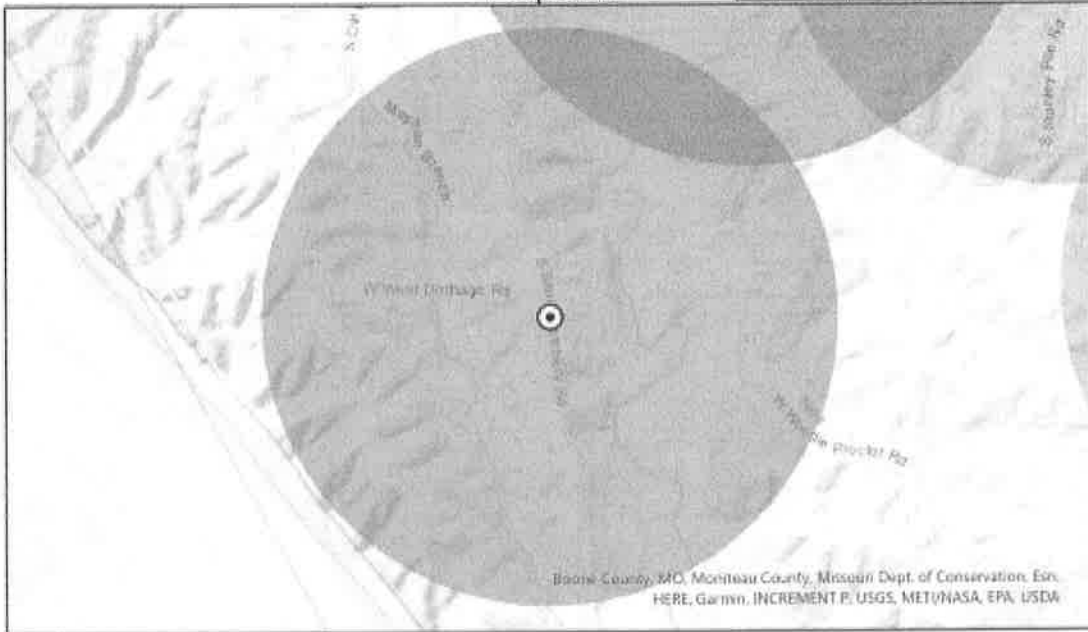
**Smith Hatchery Rd  
Siren Site**

Legend

- ▲ Current Warning Sirens
- Proposed Siren Location
- Current Siren - Estimated Coverage Area
- Proposed Siren - Estimated Coverage Area



Proposed



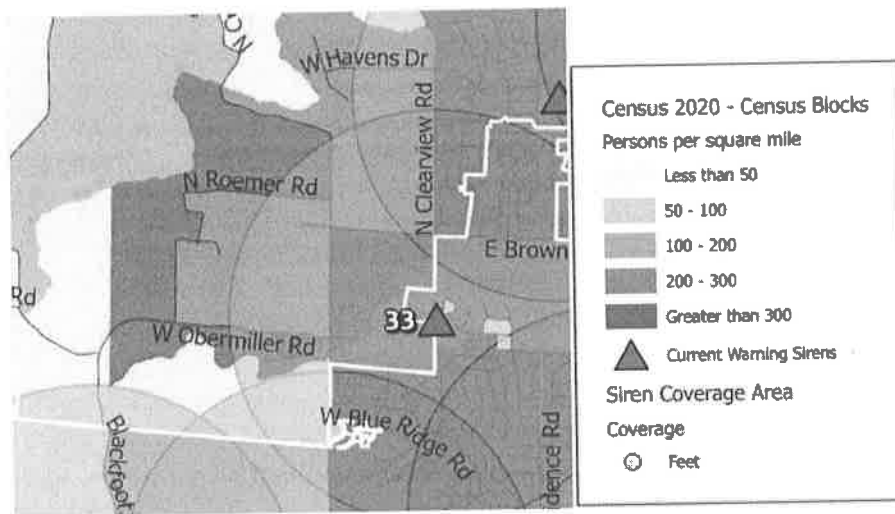
## 4620 Roemer Road Site

OEM staff and the county's siren system provider identified a **coverage area need** affecting the Creasy Springs Road, Obermiller Road, and Roemer Road areas, based on the current outdoor warning siren system coverage map overlaid with 2020 U.S. Census data.

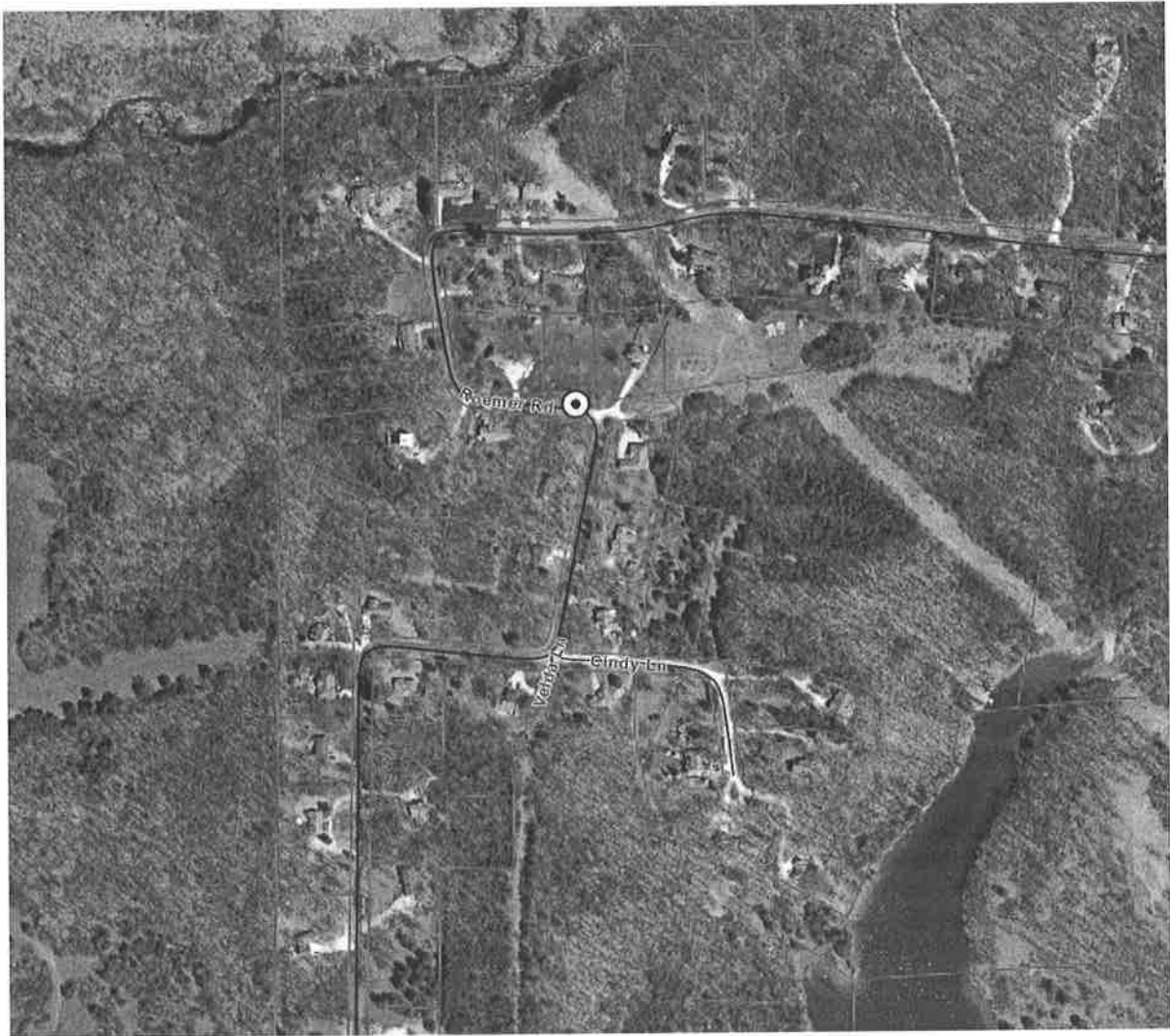
After a comprehensive field evaluation in accordance with the Outdoor Warning Siren Policy, a location just south of the residence at 4620 Roemer Road, within Boone County Right-of-Way, was determined to be suitable.

The site meets all necessary criteria including infrastructure availability, favorable elevation, and maintenance accessibility.

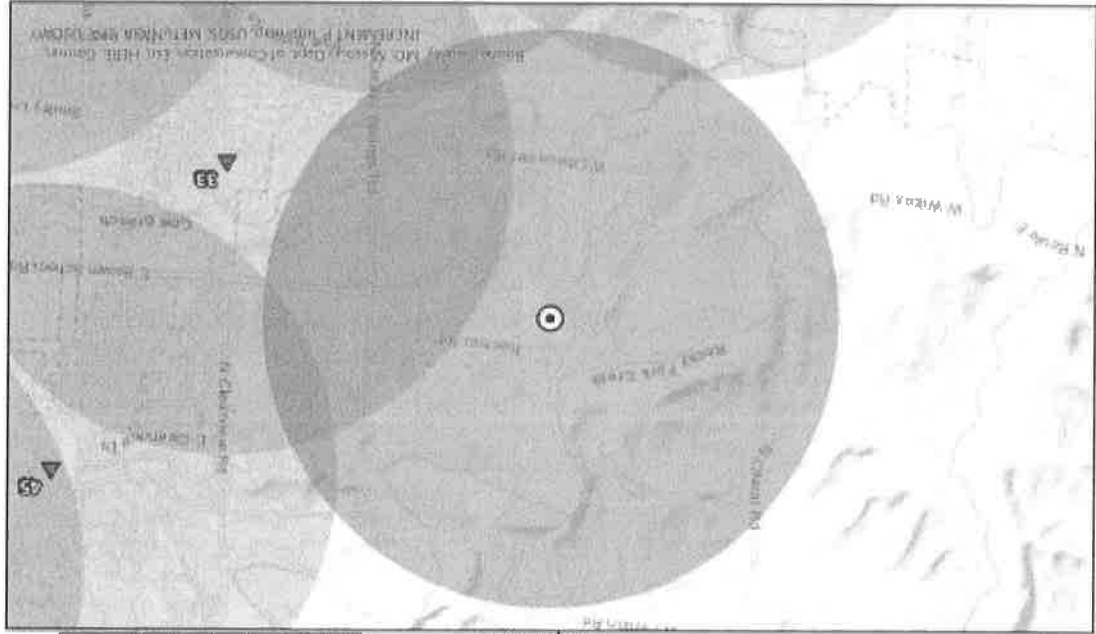
**This siren will provide essential coverage to Roemer Road as well as the currently unserved areas of Creasy Springs Road and Obermiller Road. Approval of this location will eliminate a known outdoor alerting deficiency and enhance emergency preparedness for residents in all three areas.**



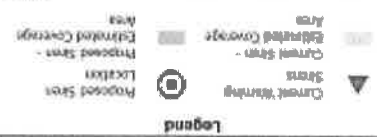
Roemer road site map looking at census data



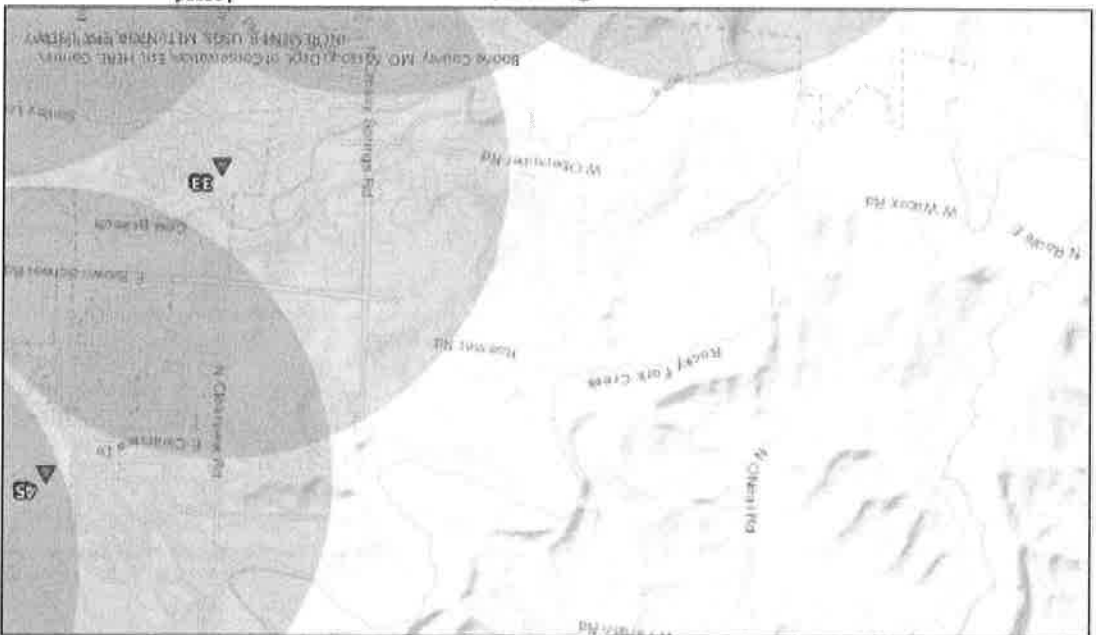
This map with the yellow symbol identifies the proposed site location on Roemer Road



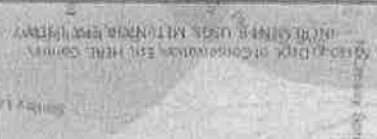
Proposed



Roemer Rd  
Siren Site



Current



**Conclusion**

The proposed siren locations address identified coverage gaps, follow County policy for site selection, and provided critical public safety enhancements. Each site was carefully chosen after field verification, infrastructure assessment, and consideration of surrounding residential proximity.

Approval and installation of these sirens will enhance outdoor warning system coverage and increase the resiliency of Boone County's emergency notification capabilities.



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ca.

July Session of the July Adjourned

Term. 20 23

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

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

Now on this day, the County Commission of the County of Boone does hereby adopt the attached Outdoor Warning Siren Policy & Procedures.

Done this 20<sup>th</sup> day of July 2023.

ATTEST:

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

*Kip Kendrick*  
Kip Kendrick  
Presiding Commissioner

*Justin Aldred*  
Justin Aldred  
District I Commissioner

*Janet M. Thompson*  
Janet M. Thompson  
District II Commissioner

**Boone County Office of Emergency Management**  
**Policy and Procedures**  
**Outdoor Warning Siren Placement**

**Background:**

The County operates and maintains an extensive siren system designed to provide effective, uniform outdoor warning coverage for emergency notification to the public.

Identifying suitable locations for future siren placement requires several factors to be considered. The primary objective is to site the equipment to provide coverage in currently unprotected or under protected areas of the county.

Other site considerations for optimal siren performance and effectiveness include elevation, proximity and height of adjacent structures, underground and overhead utilities, and accessibility and infrastructure to support installation and maintenance.

**Policy:**

It is the policy of the Office of Emergency Management (OEM) to provide adequate outdoor warning in Boone County. System buildout prioritizes more highly populated areas, and locations where large numbers of people congregate for outdoor recreation or activities.

Initial site assessment for siren placement focuses on properties associated with public schools, public parks, public safety properties, places of worship, public works infrastructure facilities such as water and sewer plants, and public rights-of-way nonadjacent to private residences. If no other viable options for placement exist, jurisdictional easements and rights-of-way in the vicinity of residences are considered.

**Procedures:**

- A. **Existing sirens** will continue to be serviced, updated, and replaced without additional site review considerations.
- B. **For proposed new siren locations:**
  - 1. OEM will first work with the County's contracted siren system provider to identify future siren sites using computer prediction models and physical inspection of potential sites.
  - 2. Once a location is deemed feasible, OEM will make contact via email, US mail, phone, door hanger notice or in person to get verbal permission from the private property owner/representative, or from the governmental jurisdiction in which the site is located, to place a marker stake at the site as a first step for evaluation for potential siren placement (Appendix A). If the stake will be placed in an easement or right-of-way, permission is not required, though the property owner will be notified and advised of the pending placement. OEM will notify

the Commission of the proposed addresses or locations where the survey stakes will be placed.

3. Following Commission feedback and a minimum of five business days post-notification to the property owner(s) or representative(s), the siren contractor will place a stake on the property and contact Missouri One Call to complete design utility locates.
4. Once the site is staked, utility locates have confirmed no interference with underground utilities, and the governmental body or property owner has verbally agreed to siren placement, OEM will mail a notice to all property owners within 200 feet of the boundary of the property where the installation will be occurring (Appendix B). Information included in the notice will advise the recipients of their right to request a public hearing regarding the siren placement, along with a date by which the request must be made.
5. ***If a public hearing is requested***, OEM will contact the County Clerk's office and request the hearing be placed on the agenda for the Commission along with the addresses of the proposed locations. An OEM representative will attend the public hearing to present the outdoor warning siren site proposal report and answer any questions concerning the proposed locations and the siren system in general. The Commission will consider the placement priorities including, but not limited to, the following when voting to accept or deny the site option: public versus private land; proximity to residential structures; population density and uses of coverage area; geographic properties supporting effective siren performance; no impediment by utilities; and accessibility and infrastructure to support installation and maintenance.
  - a) If the Commission votes to approve a proposed siren site following a public hearing, OEM will move forward with securing the proper agreements or permits to install the siren. If the agreement or permit requires Commission signatures, OEM will contact the County Clerk to place these items of business on the Commission agenda for approval and signatures. Once the permits or agreements are approved by the Commission, OEM will coordinate the installation with the County's siren system contracted provider to schedule the installations.
  - b) If the Commission votes to deny a proposed siren site following a public hearing, OEM will discontinue the pursuit of placing a siren in the identified area of the county until they receive direction from the Commission to do otherwise.
  - c) OEM will communicate the Commission's decision to the property owners located within 200 feet of the proposed site.

6. After a Commission vote to approve a proposed siren site, or if there is no request for public hearing, the following procedures will be followed for project authorization:

- a) For a site located on private property, the county will draft an agreement to be approved by the Commission after signature by the property owner.
- b) For a site on property owned by a municipality located within Boone County, site development will require an agreement drafted by the municipality and signed by the Commission that will be valid after two reads by the municipality's governing body.
- c) For a site on private property with a municipality governed right-of-way, site development will require an agreement drafted by the municipality and signed by the Commission that will be valid after two reads by the municipality's governing body.
- d) For a site located on property owned by the State of Missouri under the auspices of the Department of Natural Resource, the Department of Conservation, or the University of Missouri, site development will require an agreement drafted by the state agency involved and signed by the Commission. ***There will be no sites considered on Missouri Department of Transportation rights-of-way.***
- e) For a site on a Boone County transportation right-of-way, the only requirement is a permit granted by Boone County Resource Management. OEM will also place the site project on the Commission agenda for approval.
- f) OEM will communicate the Commission's decision to the property owners located within 200 feet of the proposed site.

7. Upon completion of the siren installation, OEM will complete an after-install site inspection to ascertain any customer satisfaction issues.

Appendix A – Notice to Property Owner

**[Date]**

Boone County Office of Emergency Management  
2145 County Drive  
Columbia, MO. 65201

**RE: [Proposed Siren Site Location]**

Dear **[Property Owner/Governmental Authority]**:

Boone County Office of Emergency Management (OEM) is requesting permission to access and evaluate the property at **[location]** for potential placement of an outdoor warning siren to enhance public safety for the citizens of and visitors to Boone County. The proposed site is identified on the included map.

Within 5 business days of receiving your response, OEM will access the site and place a marker stake. Missouri One Call will then be contacted to assess for and identify underground utilities at the identified location.

If the site evaluation meets the requirements to support siren installation, a notice will be sent to all owners of property within 200 feet of the proposed location detailing the project and offering an opportunity to request a public hearing to present support or opposition to the Boone County Commission. After the public hearing, the Commission will forward its final recommendation to the OEM.

**[If not on easement or right of way]** Upon approval of the project by the Commission, OEM will be contacting you to finalize the official agreement, after which the siren installation will commence.

**[If on easement or right of way]** Upon approval of the project by the Commission, you will be notified of OEM's intent to place the siren, and installation will commence.

Please feel free to contact us for further information.

Sincerely,

*[Signature]*

Christopher Kelley - Director  
(573) 554-7908

[ckelley@boonecountymmo.org](mailto:ckelley@boonecountymmo.org)

Appendix B – Notice to Adjacent Property Owners

**[Date]**

Boone County Office of Emergency Management  
2145 County Drive  
Columbia, MO. 65201

**RE: [Proposed Siren Site Location]**

Dear **[Property Owner]**:

This letter is to notify the owners of properties within 200 feet of **[location]** that the Boone County Office of Emergency Management (OEM) is intending to install an outdoor warning siren on that site to enhance public safety for the citizens of and visitors to Boone County. The site is identified on the included map.

A public hearing to the Boone County Commission may be requested to present your support or opposition regarding this project. To request a hearing, contact the Office of Emergency Management by email at [em@boonecountymo.org](mailto:em@boonecountymo.org) or phone at (573) 554-7900. The request must be received by OEM no later than **[date]**.

Please feel free to contact us for further information.

Sincerely,

***[Signature]***

Christopher Kelley - Director  
(573) 554-7908  
[ckelley@boonecountymo.org](mailto:ckelley@boonecountymo.org)