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**FEBRUARY 17, 2026 - MINUTES OF THE  
BOONE COUNTY REGIONAL SEWER DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING  
BOONE COUNTY GOVERNMENT CENTER  
801 E WALNUT ST, COLUMBIA MO**

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**Trustees Present:** Randy Chann, Chair (v)  
Dave Bennett, Vice Chair  
Brian Burks, Secretary  
Bill Watkins, Trustee  
Justin Aldred, Trustee (v)

**Others Present:** Jesse Stephens, Executive Director  
John Fraser, Finance Manager  
Daniel Cunningham, Project Manager  
Drew Perkins, Communication Manager  
Jason Horton, O&M Supervisor  
Bill Florea, Boone County Resource Management  
Chris Pieper, Blitz, Bardgett & Deutsch, General Counsel (v)  
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel  
David McIntosh, Public  
Jane Nichols, Public  
Linsey Cook (v), Public  
Michael (v), Public

The meeting was held in person and as a GoToMeeting (v) with telephone conference.

Dave Bennett, Vice Chair, called the meeting to order at 5:30 p.m. He noted that the majority of members were present and that there was a quorum.

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**ADOPTION OF THE AGENDA**

Bennett noted that Item I.3. would be addressed between Item G. & H. Bennet asked if there was a revised agenda and was informed that the agenda had not been revised.

***MOTION: On a motion by Watkins and a second by Chann, the Board moved to approve the agenda as presented. Burks and Aldred weren't present for the vote. All other trustees present voted in favor. Motion carried.***

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**APPROVAL OF MINUTES OF JANUARY 20, 2026 BOARD MEETING**

The minutes of the January 20th Board Meeting were included in the packet. Bennett asked if there were any questions or comments and there were none.

***MOTION: On a motion by Watkins and a second by Chann, the Board moved to approve the minutes as presented. Burks and Aldred weren't present for the vote. All other trustees present voted in favor. Motion carried.***

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## **PUBLIC COMMENT**

There was no Public Comment

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## **OLD BUSINESS**

Under Old Business, the Board revisited discussion stemming from the October performance review and requested a written follow-up addressing progress on previously identified future action items. The Board reiterated its desire for clearer alignment between long-term strategic goals and day-to-day operational execution. Trustees emphasized the importance of defining and articulating a concise organizational vision centered on delivering reliable, cost-effective sewer services while maintaining regulatory compliance and financial sustainability.

Discussion focused on the need to translate that vision into a structured operational framework that can guide management decision-making across departments. Board members noted that establishing measurable objectives and defined performance indicators would provide clearer accountability and help ensure that strategic priorities are consistently advanced. The potential use of visual reporting tools—such as dashboards, charts, or summary metrics—was discussed as a way to monitor progress, track performance trends, and provide the Board with a more transparent view of organizational outcomes over time.

The Board expressed interest in receiving additional documentation or structured reporting that connects strategic initiatives to measurable results. No formal action was taken, but the discussion reflected the Board’s intent to continue refining long-range planning and performance tracking as part of ongoing governance oversight.

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## **PLANNING AND ZONING UPDATE**

The Board received the monthly Planning and Zoning update summarizing recent development activity and permit trends within Boone County. The Planning and Zoning Commission agenda for February 19, 2026 included one rezoning request involving approximately 66 acres on West Botner Road, a final development plan for Spencer Hills Plat 4, and five subdivision plats, including Windmill Way, Ravenwood Plat 2B, The Cedars Plat 1, Higher Ground Subdivision Plat 3, and Haithcoat Subdivision. Staff noted that these projects are generally consistent with previously identified growth areas and do not present any immediate conflicts with District infrastructure planning.

The January 2026 construction report reflected a total of 50 building permits issued, consisting of 8 residential, 2 commercial, and 40 additions or alterations, indicating that remodeling and alteration activity continues to represent a substantial share of overall permit volume. Construction location mapping showed activity distributed throughout the county, with concentrations near existing municipal boundaries and transportation corridors.

Revenue comparisons and valuation summaries presented in the report demonstrated moderate permit revenue for January 2026 relative to prior years, remaining within the five-year average range. Staff advised that while month-to-month totals fluctuate, development trends remain steady and align with assumptions used in capital planning and system capacity forecasting. The Board received the update for informational purposes and discussed the continued importance of monitoring permit trends as they relate to long-term infrastructure planning.

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## **EXECUTIVE DIRECTOR UPDATE**

### ***Headquarters Renovation + Boone Electric Lease***

The Executive Director reported that final design work for the Headquarters Renovation project is progressing. Two design meetings have occurred since the January Board meeting, with an additional meeting scheduled later in February. The design team anticipates submitting construction drawings for permit review in early March, with review comments expected approximately two to three weeks thereafter. Staff expressed optimism that the construction permit could be obtained by late March or early April.

The Board also discussed the proposed lease arrangements with Boone Electric Cooperative to accommodate operations during construction. The lease includes two components: use of the vacant building located at 909 Business Loop 70 for temporary relocation of the majority of staff, and a smaller office space within Boone Electric's main facility to allow customer service personnel to assist walk-in customers during the billing transition. The second lease component is intended to help facilitate a smooth transition as billing responsibilities shift from Boone Electric to the District. Due to remaining variables regarding construction start timing, the Executive Director indicated he would request Board approval of the leases and discretion to coordinate exact start dates with Boone Electric. Staff anticipates initiating the lease approximately two to three weeks prior to construction to allow adequate time for relocation of furniture and equipment.

### ***AWMP/CIP & Stakeholder Engagement & User Rate Study***

The Executive Director provided an update on the District's Area-Wide Management Plan (AWMP) and Capital Improvements Plan (CIP), advising the Board that staff met with the Missouri Department of Natural Resources (DNR) following submission of the District's request to appear on the April 2026 Clean Water Commission agenda. DNR requested that the District postpone its appearance until the July Commission meeting to allow additional time for staff review and preparation of a formal recommendation. A follow-up meeting with DNR staff was scheduled for February 20, and the Executive Director noted that obtaining a formal staff support letter would be beneficial prior to appearing before the Commission. Due to ongoing discussions and regulatory clarification, particularly related to the Joint Tier-2 authority with the City of Columbia, the Director recommended holding formal Board approval of the updated plan until after the upcoming DNR meeting.

The Director also reported that work on the User Rate Study continues to progress. Staff have been refining long-range financial projections tied to capital improvement sequencing and potential financing strategies in advance of a future bond election. Two primary scenarios are being evaluated for the South Route K project: construction of a new treatment plant or connection to the City of Columbia via pump station. The treatment plant option would result in a significantly higher long-term debt service obligation compared to the connection alternative. Financial modeling is being structured to maintain three key objectives: (1) preserve approximately 150 days of operating cash to strengthen financing terms; (2) maintain a minimum debt service coverage ratio of 1.10 as required by bond covenants; and (3) implement the smallest possible levelized year-over-year rate increases for customers. The Board discussed these scenarios and emphasized the importance of balancing regulatory compliance, infrastructure investment, and rate stability as planning efforts continue.

### ***Engineering Jop Posting Update***

The Executive Director provided an update on recruitment efforts for the Engineering position. He reported that approximately 26 candidates have applied to date, with roughly four applicants possessing varying levels of direct experience in wastewater collections and treatment, and one candidate meeting the qualifications outlined for the Engineering Manager role. Initial interviews are scheduled to occur during the last week of February, with second-round interviews to follow thereafter.

The Director also noted that the anticipated hiring timeline is being coordinated with the District's planned relocation to the Boone Electric temporary office space to ensure adequate workspace availability upon hire. He advised the Board that he would continue to provide updates as the interview process progresses and as a hiring recommendation approaches.

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## **OPERATIONS UPDATE**

### ***January '26 O&M Summary***

The Board received the January 2026 Operations and Maintenance Report summarizing system maintenance activity and field operations. During the month, crews completed 55,001 feet of SL-Rat line maintenance, 5,392 feet of root sawing, and 3,166 feet of CCTV inspection. No district main blockages were reported. One lift station pump was pulled for service at the El Rey Lift Station, where a new check valve was installed.

Staff responded to 16 pressure sewer service calls, primarily within Woodland, Lake Capri, and Hill Creek subdivisions, along with a smaller number of calls in Brookfield, Arrowhead, Brown Station, Kinkade, and Clear Creek. Two private gravity service calls were reported, both determined to be private-side issues. No contract service calls or wastewater treatment plant/lift station alarm calls were recorded for the month.

The report also noted that 318 Missouri One Call locate requests were received, with 152 located during the reporting period. Sludge hauling activity included approximately 5,000 gallons removed from the South Route K facility, with staff limiting vacuum truck usage pending arrival of the new truck. Three District NPDES permits remain expired and under review, along with expired permits for Ashland and Hartsburg. Ongoing activities include sludge processing, continued SL-Rat maintenance, clay tile and ductile line replacement near Gretchen Lane, and new construction projects at The Cedars, Ravenwood, Car Condos, and Lot C-2 in Newtown. The construction permit for the Highfield Acres project has been granted by DNR. Contract operations in Ashland continue, with one employee assigned full time through April 30, 2026.

### ***January '26 Service Call Labor Report***

The Board reviewed the January 2026 Service Call Labor Report, which documented 18 total service calls during the month. Of those, 16 were related to pressure sewer systems and 2 involved private gravity systems, with no district gravity, lift station, treatment plant, locate-only, or contract service calls reported. Service activity occurred across multiple subdivisions, including Hillcreek, Kinkade Crossings, Lake Capri, Clear Creek, Woodlands, Brown Station Drive, Cedar Lake, Arrowhood Lake Estates, and Brookfield.

Total labor costs for January service call activity were approximately \$10,325, with pressure system calls accounting for the majority of time and expense. The report also reflected an average service call cost of approximately \$551, reinforcing the ongoing operational impact of pressure sewer systems on staffing and overtime utilization. The Board acknowledged the continued trend of pressure-related service demand and discussed its relevance to long-term maintenance planning and rate structure considerations.

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## **FINANCE UPDATE**

### ***Auditor Correspondence to the Board of Trustees***

The Board received formal audit communication correspondence from Sikich CPA LLC related to the District's financial statement audit for the year ended December 31, 2025. The correspondence outlined the auditors' responsibilities under generally accepted auditing standards, including required communications with those charged with governance prior to and during the audit process. The engagement letter and scope documentation describe the audit of the District's business-type activities and financial statements, as well as preparation of the management letter.

The audit fee for the 2025 fiscal year is established at a fixed amount of \$25,000, with any additional services outside the defined scope billed at established hourly rates. The correspondence also identified required significant audit risk considerations, including management override of controls and improper revenue recognition due to fraud. The auditors clarified that these risks are standard considerations in all financial statement audits and do not indicate identified fraud. The Board acknowledged receipt of the communication and noted that members may be contacted directly as part of required governance inquiries during the audit process.

### ***2025 Financial Reports***

The Finance Manager presented the preliminary financial statements for the year ended December 31, 2025, noting that reconciliation work is approximately 95% complete and the records have been submitted to the District's auditors. The new financial dashboard format was introduced to provide a consolidated, high-level view of operating performance, debt metrics, cash position, and capital activity in a single-page summary.

#### **Operating Performance**

Total revenue for 2025 was \$5,875,000, representing a 4% increase over 2024 and approximately 1% below budget. The increase was primarily attributable to a mid-year 2.5% user fee adjustment and a 17% increase in contracted service revenue.

Total operating expenses were \$3,811,000, essentially flat compared to the prior year and 6% below budget. Variances reflected lower labor costs (14% below budget) and reduced administrative and general expenses (10% below budget), partially offset by higher utility, vehicle repair, and certain treatment-related costs.

As a result, Net Operating Income totaled \$2,063,714, an increase of approximately 13% over 2024.

#### **Non-Operating Activity & Equity**

The District recognized \$2,446,427 in contributed system revenue, primarily related to donated assets, which significantly increased total equity. After accounting for depreciation, interest expense, bond-related expenses, and other non-operating items, total equity increased by \$3,113,842, bringing ending equity to \$23,683,363.

#### **Debt & Coverage**

Total debt service payments for 2025 were \$957,000, consisting of approximately \$774,000 in principal and \$183,000 in interest. The District achieved a Debt Service Coverage Ratio (DSCR) of 2.2, substantially exceeding the bond covenant requirement of 1.10 and reflecting strong operating capacity relative to annual debt obligations. Long-term debt at year-end totaled \$11,194,821, with total liabilities of \$12,729,337.

#### **Cash Position & Liquidity**

Total cash and investments at year-end were \$5,255,000, representing a 14% increase over 2024, with overall cash increasing 39% during the period due primarily to savings from the 2022 refinancing of prior bond series.

The District ended the year with 215 days of cash on hand, exceeding the 120–180 day benchmark typically associated with favorable bond ratings and competitive financing terms.

### **Cash reserves are categorized as:**

- Available (unrestricted) cash
- Board-designated cash
- Restricted cash for future capital requirements (Budget Stabilization Fund)
- Restricted investments held for debt service

### **Capital Assets & Investments**

Total assets as of December 31, 2025 were \$36,412,700, including:

- \$50,563,942 in fixed assets
- (\$20,465,102) accumulated depreciation
- Current assets of \$5,962,932

Capital additions during the year included:

- \$178,000 acquired by cash
- \$241,000 acquired through financing
- \$31,000 funded through grants
- \$2.4 million in donated systems

### **Long-Range Financial Planning**

The report also reiterated that estimated long-term capital requirements to meet clean water compliance standards total approximately \$72.5 million, with projected financing structured through a combination of cash reserves and debt issuance. Management emphasized that maintaining strong liquidity, favorable DSCR, and controlled operating expenses will remain critical as the District prepares for significant future capital investment.

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## **COMMUNICATIONS UPDATE**

### ***January/February 2026 Marketing Campaigns***

The Board received an update regarding the January–February 2026 customer communication campaign related to the District’s transition to an independent billing platform and the upcoming headquarters renovation. Messaging distributed through Boone Electric Cooperative and District channels informed customers that BCRSD will implement the Muni-Link billing system with a projected go-live date of July 2026. The communication clarified that monthly sewer service charges will no longer appear on Boone Electric billing statements and that customers will be required to re-establish their preferred payment methods, including auto-pay and saved payment information.

To ease the transition, the District announced that late fees will be waived for the first 90 days following implementation of the new system. Customers were encouraged to join the District’s email list to receive updates and step-by-step guidance as milestones are reached. Additional outreach materials also communicated the temporary relocation of headquarters during renovation, emphasizing that services and staff accessibility will remain uninterrupted throughout the transition. The Board discussed the importance of clear, proactive messaging to minimize customer confusion and support a smooth system conversion.

### ***January '25 Safety Meeting***

The Board received a summary of the January 29, 2026 Safety and Staff Meeting. The primary safety topic focused on wastewater epidemiology and waterborne pathogens, highlighting how modern detection methods allow wastewater monitoring to serve as an early indicator of public health trends. The discussion emphasized that while viral fragments may be detected in wastewater, they do not pose infection risks through sewer systems, but proper hygiene and protective practices remain critical.

Employees reviewed standard protective measures including handwashing, use of gloves, waterproof footwear, eye protection, and prompt cleaning of contaminated clothing. Vaccination awareness and post-exposure procedures were also discussed. The meeting included review of recent near-miss incidents, including an unsecured access lid and safety considerations when working near active roadways, reinforcing the importance of hazard recognition and situational awareness.

Cybersecurity training was also conducted through a Ninjio Dojo session titled “A.I. Accomplice,” which addressed emerging threats involving AI-generated phishing and hidden prompt injection attacks. Staff were reminded to verify unusual requests, avoid acting on urgent or unfamiliar digital instructions, and exercise caution when interacting with AI-assisted tools. No accidents or unresolved safety items were reported.

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## **PROJECTS UPDATE**

### **Projects Under Construction**

The Hartsburg ARPA Lagoon Sludge Removal project is complete, with Phase 2 currently under contract. The Rocheport Trailside Pump Station (ARPA) project has received its Notice to Proceed effective February 2, 2026, and shop drawing submittals are underway. Developer-built projects including Ravenwood Plat No. 2B and portions of 5087 & 5095 New Haven Road remain under construction, while Tradewinds Car Condos, Newtown – Lot C1, and The Cedars Plat No. 1 have completed construction and are pending Bills of Sale for Board consideration. The Bolli Road Sanitary Sewer Improvements (NID) project is in final close-out, with a meeting held with County officials on February 6.

### **Projects Awaiting Construction**

Willow Creek East Plat No. 1 and Bethel Baptist Church have approved construction plans and are awaiting mobilization. The Jon Gray Sewer Extension remains inactive pending acquisition of a required easement. The Highfield Acres Sanitary Sewer Improvements (CIP) project has received its construction permit and is currently out for bid. Other developer projects, including Kathryn Drive, The 561 Project, and Lake Chateau, remain inactive with no construction schedules established.

### **Capital Improvement Projects**

For capital projects, Highfield Acres has received approval of the Construction Permit Application and Design Development Questionnaire from DNR and is awaiting the final construction permit issuance. Waters Edge continues in the easement acquisition phase. The Hartsburg Lagoon & Treatment Improvements Phase 2 is under contract following completion of sludge removal. The Rocheport Trailside Pump Station has executed its contract and held a preconstruction meeting on January 14, 2026.

## Neighborhood Improvement District

The Bolli Road NID project has completed construction and is in final administrative close-out, with coordination underway with Boone County officials to finalize documentation and certify project costs.

The Board received the update for informational purposes and discussed anticipated construction milestones and Board consideration items expected in the coming months.

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## ENGINEERING UPDATE

The Highfield Acres Lagoon Closure & Gravity Interceptor project has been approved by DNR for release for bid, the construction permit has been issued, and the bid date is scheduled for March 11, 2026. The project remains active with no easements required.

The Prairie Meadows SSES – Wastewater System Improvements Design project remains active, with an agreement under consideration related to a flow equalization component. No easements are currently required.

For the Phenora North Sanitary Sewer Improvements (NID) project, environmental clearance and the Finding of No Significant Impact (FONSI) have been approved. The County Design Development Questionnaire (DDQ) remains under review, and the construction permit process is underway. The project remains active with no easements required.

The Brown Station / Richardson Acres project is progressing through a Request for Qualifications (RFQ) process for engineering services and remains active. Easement requirements are to be determined.

Discussions have also begun regarding a potential developer-funded regional no-discharge drip irrigation treatment solution for the Les Bourgeois area. That project remains active with no easements currently identified.

The report further noted that the Richardson Acres/Brown Station project has been awarded a \$1,000,000 grant through the State Revolving Fund (SRF) draft Intended Use Plan, which will assist in advancing the project once design and procurement activities progress.

The Board received the update for informational purposes and discussed anticipated milestones and funding coordination for the coming months.

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## CONSIDERATION ITEMS

***Accept :: Approval of Lease Agreement with Boone Electric Satellite Systems, Inc. – 909 Business Loop 70***  
***Authorize execution of a month-to-month lease agreement with Boone Electric Satellite Systems, Inc. for temporary office space located at 909 Business Loop 70.***

This item approves a lease agreement between the Boone County Regional Sewer District and Boone Electric Satellite Systems, Inc. (BESSI) for approximately 8,334 square feet of commercial office space located at 909 Business Loop 70, Columbia, Missouri. The lease is structured on a month-to-month basis with a thirty (30) day termination notice requirement by either party, providing operational flexibility during the headquarters renovation period. Total monthly rent is \$5,000, consisting of \$3,263.75 in base rent and \$1,736.25 in triple net expenses, which include the District's share of real estate taxes, insurance, and anticipated maintenance costs. BESSI will establish and pay utility services, invoicing the District for reimbursement. The agreement requires the District to maintain appropriate insurance coverage and includes customary indemnification, maintenance, and default provisions. Approval allows staff to finalize relocation planning in advance of construction activities.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the 'Approval of Lease Agreement with Boone Electric Satellite Systems, Inc. – 909 Business Loop 70'. All trustees present voted in favor. Motion carried.***

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***Accept :: Approval of Lease Agreement with Boone Electric Cooperative – 1413 Rangeline Street***  
***Authorize execution of a month-to-month lease agreement with Boone Electric Cooperative for temporary office space at 1413 Rangeline Street to support customer service operations during the billing transition and headquarters renovation.***

This item approves a lease agreement between the Boone County Regional Sewer District and Boone Electric Cooperative for approximately 143 square feet of office space within Boone Electric's headquarters building located at 1413 Rangeline Street, Columbia, Missouri. The lease provides access to shared common areas, utilities (including water, sewer, trash, telephone, and internet), and parking accommodations. Rent is established at \$5.00 per month, with the Cooperative providing basic utilities and services necessary to facilitate District business operations. The agreement is structured on a month-to-month basis, requiring thirty (30) days' written notice by either party for termination. The lease includes standard provisions regarding insurance requirements, indemnification, permitted use, access hours, and default procedures. Approval allows the District to maintain limited in-person customer service support at Boone Electric during the transition to independent billing operations and while headquarters renovations are underway.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the 'Approval of Lease Agreement with Boone Electric Cooperative – 1413 Rangeline Street'. All trustees present voted in favor. Motion carried.***

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***Accept :: Approval of Agreement for Provision of Wastewater Treatment Services – Jane Ellen Nichols***  
***Authorize execution of an Agreement for Provision of Wastewater Treatment Services with Jane Ellen Nichols for Lots 3 and 4 of Whitesides' Acres Subdivision.***

This item approves an agreement between the Boone County Regional Sewer District and Jane Ellen Nichols to provide public sanitary sewer service to Lot 4 (existing single-family residence) and a future residence on Lot 3 of Whitesides' Acres Subdivision. Under the agreement, the Owner will design and construct all necessary public sanitary sewer and service connections at her expense in accordance with District standards, obtain required easements—including an easement across adjacent property—and transfer completed public facilities to the District by Bill of Sale upon inspection and approval. The Owner will warrant the constructed facilities for a period of two years following acceptance and provide required as-built documentation. The District agrees to accept and maintain public facilities after final approval and to provide wastewater collection and treatment services at the District's adopted Rate G (Private Grinder System). The agreement also includes a waiver of connection fees for the existing home on Lot 4 and the referenced Additional Property, with connection fees applicable to any future construction on Lot 3 at the rate in effect at the time of connection.

***MOTION: On a motion by Aldred and a second by Chann, the Board moved to Accept the 'Approval of Agreement for Provision of Wastewater Treatment Services – Jane Ellen Nichols'. All trustees present voted in favor. Motion carried.***

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**Accept :: Resolution No. 2026-03 – Appropriating Funds for Lease Agreement with Carroll County Trust Company**

***Adopt Resolution No. 2026-03 appropriating funds for the required 2026 lease payment under the District’s Lease Agreement with Carroll County Trust Company.***

Resolution No. 2026-03 formally appropriates funds in the amount of \$54,770.34 for payment due on December 1, 2026, pursuant to the Lease Agreement dated November 18, 2021, between the Boone County Regional Sewer District and Carroll County Trust Company. The resolution satisfies the annual appropriation requirement under the lease terms and ensures that funds are budgeted in Fiscal Year 2026 for the scheduled payment. Adoption of the resolution does not amend the lease agreement but provides the necessary fiscal authorization to comply with the District’s contractual obligations. The resolution takes effect upon passage by the Board.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the ‘Resolution No. 2026-03 – Appropriating Funds for Lease Agreement with Carroll County Trust Company’. All trustees present voted in favor. Motion carried.***

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**Accept :: Resolution No. 2026-04 – Appropriating Funds for Lease-Purchase Agreement with Marion National Bank**

***Adopt Resolution No. 2026-04 appropriating funds for the required 2026 payment under the District’s Lease-Purchase Agreement with Marion National Bank.***

Resolution No. 2026-04 appropriates funding in the amount of \$40,082.85 for payment due on March 19, 2026, pursuant to the Lease-Purchase Agreement dated March 19, 2025, between the Boone County Regional Sewer District and Marion National Bank. The resolution fulfills the annual fiscal obligation to budget and appropriate funds for the lease-purchase agreement covering specified personal property acquired by the District. Adoption of the resolution ensures compliance with the terms of the lease-purchase agreement and provides the necessary financial authorization for payment during Fiscal Year 2026. The resolution takes effect upon passage by the Board.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the ‘Resolution No. 2026-04 – Appropriating Funds for Lease-Purchase Agreement with Marion National Bank’. All trustees present voted in favor. Motion carried.***

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**Accept :: Approval of Bill of Sale – Lot C1, Newtown Subdivision (Block 5)**  
***Approve the Bill of Sale conveying public sanitary sewer improvements for Lot C1, Newtown Subdivision, Block 5, to the Boone County Regional Sewer District.***

This item approves a Bill of Sale from West Creek Properties, LLC, transferring ownership of newly constructed public sanitary sewer infrastructure serving Lot C1, Newtown Subdivision – Final Plat, Block 5, Boone County, Missouri. The conveyed improvements include approximately 352 linear feet of 8-inch PVC sewer main and two standard manholes, constructed in accordance with approved plans prepared by Jay Gebhardt, A Civil Group, dated May 6, 2025. Upon acceptance by the Board, the District will assume ownership, operation, and maintenance responsibility for the public facilities as part of its general sewerage system. The conveyance was executed on January 13, 2026, and properly notarized.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the ‘Approval of Bill of Sale – Lot C1, Newtown Subdivision (Block 5)’. All trustees present voted in favor. Motion carried.***

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**Accept :: Approval of Bill of Sale – The Cedars, Plat No. 1**

***Approve the Bill of Sale conveying public sanitary sewer improvements for The Cedars, Plat No. 1, to the Boone County Regional Sewer District.***

This item approves the Bill of Sale dated April 4, 2023, from Hemme Construction, LLC, transferring ownership of constructed public sanitary sewer infrastructure located within The Cedars, Plat No. 1, Boone County, Missouri. The conveyed improvements include approximately 1,686 linear feet of 8-inch PVC sewer main, ten (10) manholes, and fifteen (15) wyes, constructed in accordance with plans prepared by Nathan Eckhoff, Crockett Engineering Consultants, dated February 23, 2023. Upon acceptance by the Board, the District will assume ownership, operation, and maintenance responsibility for the public sewer facilities as part of its general sewerage system. The conveyance was properly executed and notarized in Boone County, Missouri, and becomes effective upon approval by the Board of Trustees.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the ‘Approval of Bill of Sale – The Cedars, Plat No. 1’. All trustees present voted in favor. Motion carried.***

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**Accept :: Approval of Bill of Sale – Car Condos, Technology Court**

***Approve the Bill of Sale conveying public sanitary sewer improvements serving the Car Condos development on Technology Court to the Boone County Regional Sewer District.***

This item approves the Bill of Sale dated January 23, 2026, from GKR Real Estate Holdings, LLC (65.3%) and Robert and April Berendzen (34.7%), transferring ownership of constructed public sanitary sewer infrastructure located on property known as On Point Construction E. Technology Ct Car Condos, Section 12, T48N, R12W, Boone County, Missouri. The conveyed improvements include approximately 864 linear feet of 8-inch PVC SDR 35 sewer main and four (4) manholes, constructed in accordance with plans prepared by Keenan Simon, Simon & Struempff Engineering, dated September 12, 2025. Upon acceptance by the Board, the District will assume ownership, operation, and maintenance responsibility for the public sewer facilities as part of its general sewerage system. The conveyance was properly executed and notarized in Boone County, Missouri, and becomes effective upon approval by the Board of Trustees.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the ‘Approval of Bill of Sale – Car Condos, Technology Court’. All trustees present voted in favor. Motion carried.***

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**Accept :: Authorization for Central Bank Organizational Certification and Directive**

***Authorize execution of the Central Bank Organizational Certification and Directive and updated signature card identifying authorized account signers for the Boone County Regional Sewer District.***

This item approves execution of Central Bank’s Organizational Certification and Directive along with an updated signature card for the Boone County Regional Sewer District’s accounts held at Central Bank, Downtown Columbia branch. The directive formally certifies the District’s authority to maintain deposit accounts and designates authorized individuals permitted to conduct transactions on behalf of the District. The updated documentation identifies Jesse R. Stephens, Daniel James Cunningham, Randall C. Chann, and John Gerard Fraser as authorized signers who may individually execute transactions, drafts, and other banking instruments on District accounts. Adoption of this authorization ensures compliance with Central Bank’s internal requirements and maintains continuity of financial operations following recent staffing and organizational updates.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the ‘Authorization for Central Bank Organizational Certification and Directive’. All trustees present voted in favor. Motion carried.***



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**Accept :: Authorize Issuance of RFQ No. 03-2026 – Engineering Services for Brown Station & Richardson Acres**  
**Authorize release of Request for Qualifications (RFQ) No. 03-2026 seeking engineering services for the Brown**  
**Station and Richardson Acres regionalization project.**

This item authorizes the issuance of RFQ No. 03-2026 for engineering services associated with the regionalization of the Brown Station and Richardson Acres wastewater treatment facilities. The project involves decommissioning the existing recirculating sand filter and lagoon systems and advancing design for regionalized collection, lift station, and pressure sewer improvements. The District has been awarded a \$1,000,000 Water Quality Incentive Grant through the Missouri Clean Water State Revolving Fund (SRF) program, with remaining project costs to be financed through an SRF loan. The selected engineering firm will be expected to update the previously prepared facility plan, perform necessary surveying, and develop construction plans within a twelve-month project window beginning May 1, 2026. Qualification statements are due by 2:00 p.m. CST on March 24, 2026, with evaluation criteria emphasizing specialized experience, capacity, past performance, proximity, and references.

***MOTION: On a motion by Watkins and a second by Burks, the Board moved to Accept the ‘Authorize Issuance of RFQ No. 03-2026 – Engineering Services for Brown Station & Richardson Acres’. All trustees present voted in favor.***  
***Motion carried.***

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**NEW BUSINESS**

There was no New Business.

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**CLOSED SESSION UNDER SECTION 610.021 (3) & 610.021 (13)**

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**RETURN TO OPEN SESSION**

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**ADJOURNMENT**

Meeting was adjourned at 7:37 PM.

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Meeting Minutes Approved On : \_\_\_\_\_

Secretary: \_\_\_\_\_  
Brian Burks, Secretary

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**FEBRUARY 17, 2026 - MINUTES OF THE  
BOONE COUNTY REGIONAL SEWER DISTRICT  
BOARD OF TRUSTEES CLOSED SESSION  
BOONE COUNTY GOVERNMENT CENTER  
801 E WALNUT ST, COLUMBIA MO**

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**Trustees Present:** Randy Chann, Chair (v)  
Dave Bennett, Vice Chair  
Brian Burks, Secretary  
Bill Watkins, Trustee  
Justin Aldred, Trustee (v)

**Others Present:** Jesse Stephens, Executive Director  
John Fraser, Finance Manager  
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel

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**VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (3) & 610.021 (13)**

***MOTION: On a motion by Bennett and a second by Watkins, the Board moved to authorize a closed meeting at 7:25 PM, as authorized by RsMO Section 610.021 (3) to discuss the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information is discussed or recorded; and Section 610.021 (13) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such. All trustees present voted in favor. Motion carried.***

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**CLOSED SESSION**

During closed session, discussion was held among the Trustees, Interim Executive Director Stephens and counsel regarding matters related to litigation and privileged communications between the body and its attorneys. Discussion was also held regarding hiring, firing, disciplining or promoting particular employees, including personal information related to individual employees' performance and merit and individually identifiable personnel performance ratings pertaining to an employee.

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**RETURN TO OPEN SESSION**

***MOTION: On a motion by Chann and a second by Bennett, the Board moved to exit the closed meeting and return to the regular meeting at 8:05 PM. All trustees present voted in favor. Motion carried.***

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Meeting Minutes Approved On : \_\_\_\_\_

Secretary: \_\_\_\_\_  
Brian Burks, Secretary