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**AUGUST 18, 2026 - MINUTES OF THE
BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
BOONE COUNTY GOVERNMENT CENTER
801 E WALNUT ST, COLUMBIA MO**

Trustees Present:	Randy Chann, Chair Dave Bennett, Vice Chair Justin Aldred, Trustee Brian Burks, Secretary
Trustees Absent:	Bill Watkins, Trustee
Others Present:	Jesse Stephens, Executive Director Daniel Cunningham, Director of Operations (v) Drew Perkins, Director of Administration John Fraser, Finance Manager Elke Boyd, Engineering Manager Chris Pieper, Blitz, Bardgett & Deutsch, General Counsel Angela Burke, Blitz, Bardgett & Deutsch, General Counsel Michael Miller (v), Public Lindsey Cook, City of Columbia

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

Randy Chann, 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.

ADOPTION OF THE AGENDA

Chann asked if there was a revised agenda and was informed that the agenda had not been revised.

> ***MOTION: On a motion by Chann and a second by Bennett, the Board moved to approve the agenda as presented. All trustees present voted in favor. Motion carried.***

APPROVAL OF MINUTES OF JULY 17, 2026 BOARD MEETING

The minutes of the July 17th Board Meeting were included in the packet. Chann asked if there were any questions or comments and there were none.

> ***MOTION: On a motion by Bennett and a second by Aldred, the Board moved to approve the minutes as presented. All trustees present voted in favor. Motion carried.***

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PUBLIC COMMENT

There was no Public Comment

OLD BUSINESS

Staff provided a follow-up on previously identified Board priorities and acknowledged that progress had been temporarily affected by the District's headquarters and billing system transitions. The Board requested that key managers provide brief monthly updates on outstanding action items, including items still under development, to facilitate continued discussion and track progress toward completion. Staff agreed to incorporate these updates into future meetings.

PLANNING AND ZONING UPDATE

Staff reviewed current Planning and Zoning activity, noting that several previously discussed developments are advancing toward final approval, including Sugartree Hill, Newtown, Highfield Acres, Coats Lane Homes, and Willow Creek East. July building activity included 85 permits, with year-to-date permit activity remaining generally consistent with recent trends. Staff also discussed expanding coordination with Boone County's onsite wastewater program and incorporating permitting and service-area information into the County's developing GIS-based system to improve tracking of development, connection fees, and future sewer service opportunities.

EXECUTIVE DIRECTOR UPDATE

Headquarters Renovation

Staff reported that the Headquarters Renovation Project is substantially complete, with remaining punch-list items expected to be addressed over the coming weeks. District staff have begun occupying the renovated space and expressed satisfaction with the completed improvements, including enhanced office functionality and security. The Board also discussed hosting an open house, tentatively in October, to showcase the renovated facility following final completion of the project.

Henderson Branch Sewer Extension

Staff reviewed four potential scenarios for advancing the Henderson Branch Sewer Extension and reiterated that a direct District contribution of approximately $2 million would not be financially viable without corresponding customer growth or cost recovery. Discussion focused on alternative funding mechanisms, including establishment of a Community Improvement District, special connection fees, State Revolving Fund financing, and the potential for BCRSD to serve as the territorial sewer provider with wholesale treatment provided by the City of Columbia. Staff noted that these alternatives could distribute project costs more equitably, preserve District cash reserves, support future development, and address existing wastewater treatment concerns in the Midway area. A follow-up meeting with the City is scheduled for August 27 to further evaluate the project and potential funding structure.

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Stantec Report and Notice of Intent to Raise Wholesale Rates

Staff provided an update on discussions with the City of Columbia regarding the proposed increase in the District's wholesale sewer cost-allocation percentage from 0.80 to 0.925. The District submitted a formal response identifying concerns with the Stantec Rate Study, including its reliance on projected rather than actual costs, significant changes in cost-allocation methodology, and the inclusion of expenses that may fall outside the applicable contractual provisions. Staff noted that a preliminary recalculation of certain costs produced a substantially lower shared-use allocation and requested additional supporting data from the City before further evaluation. The District recommended maintaining the existing rate structure for 2027 while the parties review the underlying calculations and explore development of a consolidated master agreement for the City and District relationship.

Highpoint Estates Discussion

Staff discussed a proposed development located between Hill Creek Subdivision and Oak Hill Estates that would utilize available treatment capacity at the South Route K facility. The developer has proposed constructing roadway and utility improvements between the developments, along with infrastructure upgrades in the Hill Creek area that could ultimately provide a future connection from South Route K to the Brookfield facility, or vice versa. Preliminary analysis indicates the concept is viable, and the developer has requested that the District prepare an agreement for the purchase of wastewater treatment capacity. Staff will continue evaluating the proposal following a concept review with Boone County Resource Management.

Cooperative Agreement for Management Consultant Services

Staff reported that Boone County formally approved the updated Cooperative Agreement for Management Consultant Services, completing the renewal process previously authorized by the District. The agreement continues the shared management arrangement with Boone County, with services focused on strategic planning, administration, operational oversight, stakeholder coordination, and liaison activities between the District and County Resource Management. The agreement became effective August 1, 2026, and provides for approximately 16 hours of service per week, with annual renewal provisions through July 31, 2029.

OPERATIONS UPDATE

July '26 O&M Summary

The Board received the Operations and Maintenance Report for July 2026. Staff reported continued line maintenance activity, including 3,240 feet of root sawing and jetting and 7,294 feet of CCTV inspection, along with pressure sewer service calls and pump maintenance throughout the District. Updates were provided on treatment facility and lift station maintenance, planned sewer line repairs at Lakeland Acres and El Chaparral, sludge hauling, and ongoing construction at Willow Creek East and Clearview Heights. Staff also reported 374 utility locate requests during the month and discussed upcoming confined space, trench safety, and advanced electrical training for operations personnel.

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July '26 Service Call Labor Report

The Board reviewed the July 2026 Pressure Service Call Report. Staff reported 17 emergency service calls during the month, including 14 pressure sewer calls, with total pressure-system service costs of $7,578 and monthly pressure-system fee revenue of $10,464. Staff also reviewed regular and overtime labor, material costs, and service activity across multiple District service areas. The Board continued to review pressure-system revenue and cost trends, including the ongoing comparison of surcharge revenue to service costs and the performance of the Hill Creek pressure system.

FINANCE UPDATE

The Board received the Finance Report and reviewed the District's financial position through June 30, 2026. Staff reported that revenues were slightly below the prior year and budget, while operating expenses remained below budget despite increased staffing and costs associated with data conversion and other professional services. Cash balances remained strong, increasing approximately 10% from the prior year, while staff continued to emphasize long-range planning for future capital and clean-water infrastructure requirements. Staff also recommended establishing a separate bank account for customer refund checks as the District assumes responsibility for issuing refunds previously handled by Boone Electric, allowing uncashed checks and required state reporting to be more efficiently tracked and administered.

ADMINISTRATION UPDATE

The Board received an update on the District's transition to independent billing and related customer communications. Staff reported that customer instructions and example billing materials had been distributed, with the first BCRSD-issued bills scheduled for printing and mailing during the week of August 17; Invoice Cloud was active for customer payments, while Beanworks staff training would follow completion of the first billing cycle. Staff also reported on the July Safety Meeting, which addressed tick-bite prevention and cybersecurity awareness, and provided an update on recruitment of the District's new Customer Service and Administrative Intern.

PROJECTS UPDATE

The Board received the monthly Project Update Report and reviewed the status of active capital improvement, developer-funded, and Neighborhood Improvement District projects. Staff reported continued progress on Highfield Acres, Rocheport Trailside Pump Station, Bolli Road, Clearview Heights, and private sewer improvements, while several additional projects remain in various stages of planning or awaiting construction. A detailed update was provided on the Phenora North NID, including project financing, property-owner coordination, and the proposed lagoon closure and sanitary sewer improvements. Staff reported that financing and closing documents are being coordinated with MDNR, with construction anticipated to begin in November 2026 following completion of the remaining funding and administrative requirements.

ENGINEERING UPDATE

The Board received the Engineering Report and reviewed the status of projects currently in design. Staff provided updates on Prairie Meadows, Phenora North, Brown Station/Richardson Acres, Les Bourgeois, and Spencer Hills Plat 4. Phenora North had received required DNR approvals, with Sublett Trucking & Excavation identified as the apparent low bidder at $322,422.74 and a recommendation of award prepared for Board consideration. Staff also reported that the engineering agreement for Brown Station/Richardson Acres had been executed and that the project had been awarded a $1 million State Revolving Fund grant under the draft Intended Use Plan.

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CONSIDERATION ITEMS

Accept :: Agreement for Allocation of Capacity – RML Investment Properties LLC
Approve an agreement allocating an additional 370 gallons per day of wastewater treatment capacity at the Prairie Meadows Wastewater Treatment Plant to RML Investment Properties LLC.

The agreement addresses additional wastewater treatment capacity associated with RML-owned property within Concorde South that was inadvertently not allocated under the original 2005 LeMone Agreement. District analysis determined that an additional 370 gallons per day of capacity is available for allocation, which RML will acquire for the District's current $2,300 connection fee. Following issuance and recording of the required Waste Water Treatment Capacity Allocation Permit, the additional capacity will run with the property and be subject to applicable District regulations, service charges, and inspection requirements. The revised allocation results in 526 gallons per day of total available capacity associated with the remaining RML properties.

MOTION: On a motion by Aldred and a second by Bennett, the Board moved to Accept 'Agreement for Allocation of Capacity – RML Investment Properties LLC'. All trustees present voted in favor. Motion carried.

Accept :: Establishment of Customer Refund Bank Account
Authorize the establishment of a separate Central Bank account for the issuance and administration of customer refund payments.

The new account will allow BCRSD to assume responsibility for issuing customer refunds previously processed by Boone Electric Cooperative as part of the District's transition to the Muni-Link billing system. Maintaining refunds in a separate account will improve accounting organization, bank reconciliation, and the tracking of uncashed refund checks, including funds subject to Missouri unclaimed-property reporting requirements. The banking documents establish the authorized signers and related account services necessary to administer the account and safeguard transactions. Establishing the account completes another financial and administrative component of the District's transition to independent customer billing operations.

MOTION: On a motion by Chann and a second by Bennett, the Board moved to Accept 'Establishment of Customer Refund Bank Account'. All trustees present voted in favor. Motion carried.

Accept :: Change Order No. 1 – Highfield Acres Sanitary Sewer Extension
Approve Change Order No. 1 with SSCC, Inc. for alignment and elevation revisions to the Highfield Acres Sanitary Sewer Extension at no additional cost to the District.

The change order modifies the alignments and elevations of Sanitary Sewer Mains No. 1 and No. 2 based on field potholing completed during construction. The revisions address actual underground conditions identified along the planned sewer routes and are reflected in the updated project drawings. The modifications result in no increase to the project cost, with the original contract amount remaining unchanged at $453,000. The change order allows construction to proceed using the revised alignments and elevations while maintaining the existing contract value.

MOTION: On a motion by Chann and a second by Bennett, the Board moved to Accept 'Change Order No. 1 – Highfield Acres Sanitary Sewer Extension'. All trustees present voted in favor. Motion carried.

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Accept :: Supplemental Cooperative Agreement – Phenora North Sewer Project
Approve a Supplemental Cooperative Agreement with Boone County establishing responsibilities for administration and State Revolving Fund financing of the Phenora North Sewer Project.

The agreement supplements the existing 2009 Cooperative Agreement governing Sewer Neighborhood Improvement Districts and establishes project-specific procedures for the Phenora North NID. BCRSD will serve as Boone County's agent for administration of the Missouri Clean Water State Revolving Fund requirements, coordinate required documentation, and issue approved payments to the project contractor, with the County reimbursing the District through the established SRF funding process. The agreement also defines the flow of project funds and payment documentation among the District, County, MDNR, engineer, and contractor. If final project costs exceed the statutory limit of 125% of the authorized NID assessment, BCRSD will be solely responsible for costs exceeding that limit.

MOTION: On a motion by Chann and a second by Bennett, the Board moved to Accept 'Supplemental Cooperative Agreement – Phenora North Sewer Project'. Aldred Abstained. Chann, Bennett and Burks voted in favor. Motion carried.

Accept :: Resolution 2026-10; Phenora North NID Construction Contract Award
Adopt Resolution 2026-10 awarding the Phenora North Sanitary Sewer NID construction contract to Sublett Trucking & Excavating for $331,781.24.

Three competitive bids were received for the Phenora North Sanitary Sewer NID Project, with Sublett Trucking & Excavating submitting the lowest bid after correction of identified mathematical errors. Engineering Surveys & Services reviewed the bids and recommended award to Sublett at the corrected Base Bid amount of $331,781.24. The award is contingent upon execution of the contract documents, submission and approval of required bonding and insurance documentation, and approval of the contract award requirements by the Missouri Department of Natural Resources. Resolution 2026-10 authorizes the District to proceed with the construction contract subject to satisfaction of these conditions and State Revolving Fund requirements.

MOTION: On a motion by Chann and a second by Bennett, the Board moved to Accept 'Resolution 2026-10; Phenora North NID Construction Contract Award'. All trustees present voted in favor. Motion carried.

Accept :: Amendment No. 2 – Phenora North NID Engineering Services Agreement
Approve Amendment No. 2 to the Engineering Services Agreement with Engineering Surveys & Services for the Phenora North Sanitary Sewer NID Project, increasing the total contract amount to $60,698.

The amendment provides an additional $12,395 for engineering services associated with restarting the project following an extended hold and for updated 2026 professional service rates. Of this amount, $9,122 covers additional services performed to resume the project, including environmental and regulatory updates, DNR permitting, lagoon closure plan revisions, and updates to the Project Manual. An additional $3,273 accounts for increased hourly rates applicable to the remaining bid and construction phase services. The amendment increases the engineering contract from $48,303 to a revised total of $60,698.

MOTION: On a motion by Chann and a second by Aldred, the Board moved to Accept 'Amendment No. 2 – Phenora North NID Engineering Services Agreement'. Bennett Abstained. Chann, Burks and Aldred voted in favor. Motion carried.

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NEW BUSINESS

No New Business was discussed.

CLOSED SESSION UNDER SECTION 610.021 (1)

RETURN TO OPEN SESSION

ADJOURNMENT

Meeting was adjourned at 7:49 PM.

Meeting Minutes Approved On : ________________

Secretary: ____________________________________
Brian Burks, Secretary

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AUGUST 18, 2026 - MINUTES OF THE
BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES CLOSED SESSION
BOONE COUNTY GOVERNMENT CENTER
801 E WALNUT ST, COLUMBIA MO

Trustees Present:	Randy Chann, Chair Dave Bennett, Vice Chair Brian Burks, Secretary Justin Aldred, Trustee
Trustees Absent:	Bill Watkins, Trustee
Others Present:	Jesse Stephens, Executive Director Daniel Cunningham, Director of Operations (v) Drew Perkins, Director of Administration Elke Boyd, Engineering Manager Chris Pieper, Blitz, Bardgett & Deutsch, General Counsel Angela Burke, Blitz, Bardgett & Deutsch, General Counsel

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1)

MOTION: On a motion by Chann and a second by Bennett, the Board moved to authorize a closed meeting at 7:12 PM, as authorized by RSMo Section 610.021 (1) to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys. All trustees present voted in favor. Motion carried.

CLOSED SESSION

During closed session, discussion was held among the Trustees, Executive Director Stephens and counsel regarding matters related to legal actions and confidential and privileged communications between the body and its attorneys.

VOTE TO CONSENT

MOTION: On a motion by Burks and a second by Aldred, the Board moved to consent to counsel's proposed engagement with community improvement district within District's territorial jurisdiction. By a roll call vote, all Trustees present voted in favor as follows: Burks – yea; Aldred – yea; Bennett – yea; Chann – yea. Motion carried.

RETURN TO OPEN SESSION

MOTION: On a motion by Burks and a second by Aldred, the Board moved to exit the closed meeting and return to the regular meeting at 7:48 PM. By a roll call vote, all Trustees present voted in favor as follows: Burks – yea; Aldred – yea; Bennett – yea; Chann – yea. Motion carried.

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ADJOURNMENT

Meeting was adjourned at 7:49 PM.

Meeting Minutes Approved On : ________________

Secretary: __________________________________
Brian Burks, Secretary