

**SCOTT COUNTY, IOWA**

**2000-01 BUDGET PLAN**

Document Prepared By

Office of Budget and Information Processing

C. Ray Wierson, Director

# **SCOTT COUNTY, IOWA**

## **We Serve Our Citizens With**

**P**rofessionalism                      **Doing It Right**

**R**esponsiveness                      **Doing It Now**

**I**nvolvement                      **Doing It Together**

**D**edication                      **Doing It With Commitment**

**E**xcellence                      **Doing It Well**

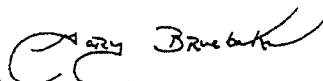


GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

**PRESENTED TO  
Scott County,  
Iowa**

**For the Fiscal Year Beginning  
July 1, 1999**

  
Cary Brubaker  
President

  
Jeffrey L. Esser  
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Scott County, Iowa for its annual budget for the fiscal year beginning July 1, 1999. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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*(\* - Denotes department/agency appears under more than one Service Area)*

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## THE BUDGET GUIDE

The purpose of this section is to provide the reader with a general explanation of the format and content of the fiscal year 2000-01 budget document and to act as an aid in budget review. This document provides all summary and supporting data on the general financial condition of the County and details services, programs, and staffing levels proposed and adopted for all departments and authorized agencies.

The *Introductory Section* includes a brief history of the County, the joint budget message from the Chairperson of the Board of Supervisors and the County Administrator, and various summary schedules showing combined revenues and appropriations for all funds. Additionally, information is presented on the County's taxable valuation base, tax levy rates and tax levy amounts. Graphs are used extensively to enhance the reader's review of the summarized information.

Each **Fund Type Section** is tabbed for easy and quick reference: *General Fund, Special Revenue Funds, Debt Service Fund and Other Funds* (which include the capital improvement fund, the golf course enterprise fund, and various internal services reserve funds: electronic equipment, group health self-insurance, and vehicle replacement funds)

The *Department/Authorized Agency Detail Section* presents program performance budget (PPB) information. This detail includes a program description, performance objectives, performance indicators (demand, workload, productivity and effectiveness), and a written budget analysis for each program. Budget detail by sub-object revenue and expenditure totals, and staffing data is also provided. For comparative purposes, all program budget information indicates the actual FY'99 status, the budget and projected FY'00 status, and the requested and adopted FY'01 status. Departments and authorized agency **programs are grouped functionally, - i.e., public safety, court services, etc.,** in recognition of the interrelationship of many programs and services.

The *Supplemental Information Section* includes such things as a glossary providing definitions of terms used throughout this document, a description of the County's budget process, the County's pay plan for FY'01, and budget total summaries for departments/authorized agencies. The County's basis of accounting, various financial management policies and miscellaneous statistics about Scott County are also located in the Supplemental Information Section.

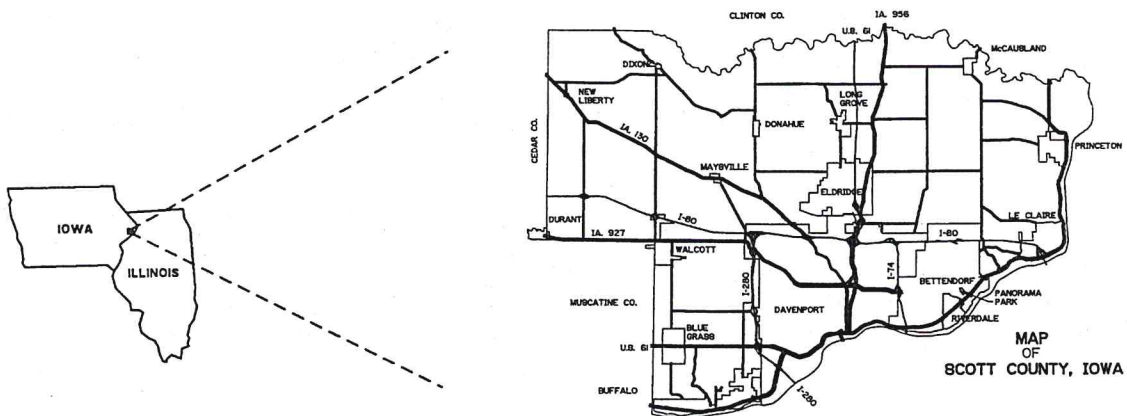
## Past to the Present



Scott County is a part of the metropolitan area. The counties Henry (Illinois), make up the Metropolitan Statistical Area, DRIM-MSA, with a population of approximately 350,000.

"Quad-Cities": a three county of Scott (Iowa), Rock Island and Davenport-Rock Island-Moline

The "Quad-Cities" is actually a label for fourteen contiguous communities in Iowa and Illinois that make up a single socio-economic unit. It straddles the Mississippi River midway between Minneapolis-St. Paul to the north and St. Louis to the south; and between Chicago to the east and Des Moines to the west. It is the second largest metropolitan area in Iowa and Illinois.



Antoine LeClaire, an early settler of the County, donated the square of land the Scott County Courthouse stands on today. If the County ever abandons the site, the property would revert to the heirs of Antoine LeClaire. The first courthouse was erected on this land during 1840-41 and served for 45 years. The following years to 1874 saw changes and additions to the structure of Scott County government. One of the major changes was in the structure of the governing board. From 1838 until 1850 county commissioners were elected on an annual basis. By 1861 the name Board of Supervisors had been mandated, with 14 supervisors from throughout the county representing the citizens. In 1870 the structure changed again, and only three board supervisors were elected countywide. In 1874, the membership of the board of supervisors increased to its present five officials.

Only recently have there been dramatic changes in the actual governing of the county. In 1979 an administrator form of government was adopted, and the Board of Supervisors hired a county administrator. Subsequently, staff and departments have grown in efficiency and capacity to serve citizens. In 1978 the County Home Rule Bill was enacted, granting all powers to counties consistent with state laws and not specifically prohibited by the Iowa General Assembly. County Home Rule broadened the powers of the Board of Supervisors to lead the 158,591 people of Scott County to greater prosperity and growth.

# BOARD OF SUPERVISORS

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TOM OTTING, Chairman  
JIM HANCOCK, Vice Chairman  
OTTO L. EWOLDT  
PATRICK J. GIBBS  
CAROL SCHAEFER

March 14, 2000

TO: The Citizens of Scott County

RE: 2000-01 Budget Message

The budget for Fiscal Year 2000-01 is hereby presented as reviewed and adopted by the Board of Supervisors after appropriate public information meetings and public hearings. The County budget is more than a document containing financial figures; it is the County's goals and policies as an organization whose purpose it is to provide the citizens of Scott County, Iowa with the best possible programs and services for the dollars appropriated.

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to Scott County for its annual budget for the fiscal year beginning July 1, 1999. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

In the mid-1980's the Scott County Board of Supervisors began using a formalized goal setting process using an outside facilitator. Target issues are identified and established every other January following the fall election for a two-year period. Team building activities are also worked on during this process. The current target issues are listed below together with their action plans:

## TARGET ISSUES FOR 1999-2000

- Jail Direction

- Action Plan:**
1. Evaluate current situation.
  2. Develop process for formulating direction.
  3. Continue to explore and implement alternatives to incarceration.
  4. Implement process for formulating direction.

- Facilities/Space Plan: Finalization

- Action Plan:**
1. Finalization of space review for Courthouse and Bi-Centennial Building.
  2. Adjust master plan.
  3. Implement master plan.

- Economic Development: Direction  
**Action Plan:** 1. Evaluate current activities and define County's role.  
2. Define relationship to cities and other economic development organizations.  
3. Develop strategy to support County's role.  
4. Implement strategy.
- Radio System  
**Action Plan:** 1. Make final decision on system and equipment acquisition.  
2. Implement acquisition.  
3. Develop strategy for accommodating outlying entities.  
4. Implement strategy.
- Bridge Direction  
**Action Plan:** 1. Monitor progress and provide leadership for a unified effort.
- Employee Retention: Strategy and Action Plan  
**Action Plan:** 1. Implement and monitor pilot incentive programs.  
2. Document current employee retention practices.  
3. Develop strategy to address issues.  
4. Conduct study of alternatives.  
5. Prioritize alternatives.
- Emergency Medical Services: Direction  
**Action Plan:** 1. Provide leadership and support for defining future EMS structure for outlying area.  
2. Provide leadership and support for implementing future EMS structure for outlying area.  
3. Revise County funding allocations to support future EMS structure.
- Computer/Technology Upgrade: Action Plan  
**Action Plan:** 1. Initial move to windows environment.  
2. Train employees on windows software.  
3. Develop County web site.  
4. Install firewall and Internet/E-Mail access.  
5. Train employees on Internet/E-Mail systems.  
6. Update 5-Year computer plan.
- User Friendly Services and Facilities  
**Action Plan:** 1. Create employee task force to develop strategy to address issue.  
2. Review and recommend strategy.  
3. Approve strategy.  
4. Implement strategy.
- Juvenile Detention: Evaluation and Direction  
**Action Plan:** 1. Evaluate current data and practices.  
2. Develop strategy to address issue.

3. *Conduct needs study.*
4. *Implement results of needs study.*

- **Employee Development and Training (Build Capacity)**

- Action Plan:**
1. *Benchmark current training efforts against internal and external comparisons.*
  2. *Evaluate current training.*
  3. *Develop training strategy.*
  4. *Implement training strategy.*

Following the process of identifying biennial policy agenda priorities, detailed action plans are developed to address all policy priorities. Specific departments are identified in the action plan which are responsible to carry out each action step. The status on these action plans are reviewed quarterly by the Board with the County Administrator and the elected and appointed department heads.

At the biennial strategic planning sessions both Board members and County management staff reflect on accomplishments during the prior period as we attempt to redefine the County's goals and set out objectives as to how they can be achieved in both the long and short term. The process of developing comprehensive policy agenda priorities for the County is a continual process as the needs of the community changes.

The process of incorporating the biennial policy agenda priorities into the annual budget process is enhanced each year by having a pre-budget process meeting which the Board of Supervisors, County Administrator and the Director of Budget and Information Processing at which time the Board reemphasizes the policy agenda priorities and identifies additional specific areas to be reviewed during the upcoming budget process.

A section of the budget planning manual distributed to department heads and authorized agency directors prior to their start on developing their budget requests includes a listing of all policy agenda priorities as well as a listing of the specific budget areas identified by the Board of Supervisors to be reviewed during the upcoming budget sessions. Department heads, agency directors and county budget analysts were directed to keep these policy agenda priorities and specific areas of budget review in mind when they were preparing and reviewing their 2000-01 budget submissions, highlighting whenever appropriate in their budget justifications and analysis how their requests supported and enhanced the Board's identified goals and policy agenda priorities and specific budget areas of review.

The specific budget areas of review identified by the Board early on in the 2000-01 budget process were:

1. Continued technology upgrades and training; Internet access; E-mail (Internet and Intranet); data base access; and public accessibility.
2. Cost impact of jail overcrowding.
3. Space utilization plan implementation.
4. Retention and development of employees.

The 2000-01 Budget Initiatives which addressed or impacted these areas are described below:

**1. Continued technology upgrades and training**

**Internet access**

**E-mail (Internet and Intranet)**

**Data base access**

**Public accessibility**

- \$353,000 included in next year's capital plan for technology improvements
- A proposed computer network review study is included in the capital plan
- E-mail implementation testing is currently underway with Internet access to follow later in 2000
- Computer advisory Committee investigating possible GIS development which would result in public accessibility to database information via the Internet

**2. Cost impact of jail overcrowding**

- \$942,450 included in FY01 Budget to house inmates in out of County facilities
- \$212,800 included in FY01 Budget to fund new alternatives to incarceration programs (\$115,000 - Court Compliance Officers program; \$75,000 - prisoner substance abuse program; \$22,800 - electronic monitoring system)
- An additional corrections officer supervisor position added to take charge of inmate grievance hearings and coordinate division training

**3. Space utilization plan implementation**

- Proposed Capital Project Plan includes previously approved Space Utilization Plan

Project funding:

FY2000	\$ 683,000
FY2001	3,348,222
FY2002	1,713,400
FY2003	788,580
FY2004	1,004,900
Remaining	<u>6,304,526</u>
Total	<u>\$13,842,628</u>

- \$2,500,000 General Fund balance transfer to Capital Fund approved for current fiscal year for this project
- General Fund tax levy transfer to Capital Fund for FY01 increased \$50,000

#### **4. Retention and development of employees**

- Increased funding of annual PRIDE celebration and County picnic
- Increased funding of employee tuition reimbursement program
- Increased funding of professional services for new training options including the Management Training Series and enhanced computer training for County employees
- Employee Retention Task Force currently reviewing retention alternatives

Additionally, the 2000-01 budget was prepared according to certain policies and practices as established by both the Board of Supervisors and the State of Iowa. These policies and practices are described in the Supplemental Information section of the budget.

#### **TAX RATE AND BASE**

The property tax continues to be the major revenue source for Scott County. In 2000-01, total net property taxes represent 44% of total County revenues. This compares to 56% ten years ago in fiscal year 1991-92. This reduction is due in part to the increased impact of the local option tax as approved by the County voters in the Fall of 1988 with the first collections received during the 1989-90 fiscal year. Also, recent State property tax relief to Iowa counties for mental health-developmental disabilities services (MH-DD) has resulted in lower property taxes. The State Legislature in 1996 created a new, special revenue fund for County MH-DD services limiting what a county may spend in this area. Previously, uncontrolled MH-DD expenses had grown to approximately a third of the County's general operating budget. With MH-DD costs now removed from the County's general fund requirements, the likelihood of future general fund deficit spending should be greatly reduced.

Additionally, the Board's biennial Financial Initiatives Program which encourages County departments to identify innovative ways to increase non-tax revenues, reduce on-going expenditures and/or increase productivity has also had a significant impact on reducing the County's reliance on property taxes to support its budget.

There is cause for concern at the time of preparing this budget transmittal letter that future deficit spending or substantial reductions in service levels may occur due to proposed property tax limitation legislation being discussed by the Iowa legislature during the current 2000 session. The proposed property tax legislation was drafted by the Iowa Farm Bureau and would limit property tax increases based on a complex formula tied to the state and local government chain-type price index used in the quantity and price indexes for gross domestic product.

Adding to the detrimental impact on service levels provided by Scott County government is the fact that the maximum property tax base amount would be calculated using the average of property taxes levied in fiscal year 1998, 1999, and 2000. This base amount calculation would not use fiscal year 2001 which for Scott County includes new additional public safety costs for housing inmates out of county due to jail over crowding, new alternatives to incarceration programs, and a 25% increase in employee health care premiums. If the proposed legislation passes Scott County would begin the FY2002 budget process



with over a million dollar shortfall in property tax revenues available to support ongoing County services. **Scott County officials favor a comprehensive study of the entire property tax system as opposed to this type of unilateral tax limitation legislation.**

Local option tax revenue (1% sales tax) estimates represent 7.4% of total County revenues for 2000-01. The Board of Supervisors uses *all* estimated local option tax revenues to reduce General Fund property tax requirements for the ensuing fiscal year.

The tax rates per \$1,000 of taxable valuation for fiscal year 2000-01 have been increased from \$4.06 to \$4.16, or 2.5% for property located in incorporated areas (cities) and *decreased* from \$7.29 to \$7.13, or -2.2% lower for property located in unincorporated areas (townships). The 2000-01 corporate rate is 11% lower and the rural rate is 10% lower than the rates were ten (10) years ago (with inflation 30% higher during this period), as indicated below:

Fiscal Year	Corporate Rate	% Change	Rural Rate	% Change
1991-92	4.69606	3.5	7.91810	4.2
1992-93	4.74843	1.1	8.05199	1.6
1993-94	4.81460	1.4	8.17427	1.5
1994-95	4.96037	3.0	8.32859	1.9
1995-96	4.42243	-10.8	7.83861	-5.9
1996-97	4.32655	-2.2	7.78103	-7
1997-98	4.19239	-3.1	7.74642	-4
1998-99	3.91472	-6.6	7.23492	-6.6
1999-00	4.05869	3.6	7.29139	0.8
2000-01	4.15929	2.5	7.13428	-2.2

Scott County's corporate rate, rural rate, and property tax amount per capita rank *lowest* among the eight largest urban counties in Iowa even though we rank 3<sup>rd</sup> in population. **It is even more revealing that Scott County has the lowest property tax amount per capita of all 99 Iowa counties!**

The County's tax base has increase at an average rate of 3.9% annually over the past ten years. This relatively small annual increase is due in part to the state eliminating personal property from the tax rolls in addition to phasing out machinery and equipment assessments. Residential taxable valuations also reflect a State imposed rollback computation, currently at 54.9% of fair market value. The current county wide taxable valuation base amount of \$4.8 billion dollars reflects a 5.8% increase from last year. Even with the State rollback, new construction and market valuation growth resulted in an 8% overall increase in total residential tax values. The residential class of property represents over 50% of the County's total tax base.

## **STATE AND FEDERAL FUNDING**

With the elimination of Federal Revenue Sharing in October 1986 the County now receives virtually no direct federal funding. Federal Revenue Sharing Funds were used to fund one-time capital improvements and projects. The capital improvement program is now funded primarily by Riverboat Gaming tax proceeds and property taxes. Secondary Roads projects are also funded with road use tax funds received from the State.

State aid for next year represents 28% of the total revenue sources for 2000-01. The total amount of \$12,785,905 is made up of \$3,969,312 in grants and reimbursements, \$1,836,900 in state shared revenues such as motor fuel and franchise taxes, \$938,429 in state property tax replacement credits, and \$6,041,264 in other State credits such as MH-DD property tax relief and personal property credit replacements.

County elected officials and staff continually work with state elected officials during the legislative sessions to stress the need for "fair play" requiring state funding for any and all new state mandated programs as well as trying to obtain additional funding for existing County funded state mandated programs. The County lauds the recent actions taken by the State to participate more fully in the funding of MH-DD services. However, as previously discussed, the County is very concerned that the 2000 legislature may pass a property tax limitation bill which would severely impact the County's ability to properly fund needed services in the future.

## **HOME RULE**

"Home Rule" is the basic foundation for county government in Iowa. In 1978, Iowans adopted an amendment to the state constitution establishing this direction for their counties. This action empowered Iowans, through their elected county officials, to address matters of local concern in the best way deemed appropriate by those officials. The people wanted government closer to home.

Since then, however, several things have happened to erode this fundamental principle of government. Government is becoming more centralized. Unfunded state mandates, artificial revenue raising restrictions, property tax limitations, and increasing demands for mandated services have severely obstructed local officials' discretion in meeting identified needs of their citizens.

Scott County is dedicated to preserving the integrity of the home rule concept. Therefore, policy decisions made by Scott County elected officials and staff are based on this fundamental principle.

## **REVENUES**

Fees and charges total \$3,137,057 and represent 7% of the total sources for 2000-01. These revenues consist of various licenses and permits and various departmental charges for services. Many of the fees are established and set by state law. The County has performed several fee study reports over the years to evaluate where fee levels are in relation to other municipalities and as compared to the cost of providing the service. Fee adjustments are made on a frequent basis to minimize the adverse affect of large fee increase in any given fiscal year. County officials also work with the State in this area for fees set by State law.

As most services in the General Fund are essential such as law enforcement and health services the Board of Supervisors and County staff continue to be sensitive to the problems of increasing service charges which could prohibit low income, senior citizens and the handicapped from receiving County services.

The following schedule presents a summary of general fund, special revenue funds and debt service fund revenues for budget year 2000-01 and the percentage of increases and decreases in relation to prior year budget amounts:

<u>Revenue Source</u>	<u>FY2001 Amount</u>	<u>Percent of Total</u>	<u>Increase (decrease) From FY2000</u>	<u>% Incr (decrease) From FY2000</u>
Net property taxes	\$ 19,928,398	45.3%	\$ 616,082	3.2%
Other taxes, penalties & costs	1,656,310	3.8%	1,077,261	186.0%
Local option taxes	3,331,120	7.6%	123,619	3.9%
Intergovernmental	13,444,883	30.5%	(55,105)	-0.4%
Licenses and permits	384,705	0.9%	12,260	3.3%
Charges for services	3,137,057	7.1%	134,397	4.5%
Use of money & property	1,907,969	4.3%	544,649	40.0%
Other	234,020	0.5%	(8,690)	-3.6%
<b>Total</b>	<b>\$ 44,024,462</b>	<b>100.0%</b>	<b>\$ 2,444,473</b>	<b>5.9%</b>

Net property taxes appear to be increasing inflationary levels over the previous year. However, a change in the taxing method on utilities in Iowa masks the true increase of 8% caused by the costs of housing inmates in out-of-county jail facilities due to the County's jail overcrowding problem. Other taxes, penalties and costs are increasing dramatically based on this shift in taxing utilities (\$1,049,524) via the property tax system to an excise tax collected under this category. The County receives 1.5% per month interest costs on delinquent property taxes.

Local option taxes (1% sales tax) are projected to increase over the prior year based on historical increases. However, public policy regarding the taxing or non-taxing of internet sales will have a profound impact on local option tax collections in the future shifting more costs to be supported by property taxes.

Intergovernmental revenues are decreasing primarily due to a change in accounting for the State Juvenile Justice Program. Total program costs used to pass through the County with reimbursements made back to the County from the State after a base amount had been expended. Now, the County with the State paying directly all other Juvenile Justice Program costs expends only base amounts.

License and permit fees and charges for services are increasing in moderate amounts. The County's philosophy is to make timely adjustments to various fees and charges as opposed to waiting ten years, for example, and make a substantial increase at that time.

The uses of money and property revenues are projected to increase substantially over prior year budgeted levels due to projected increases in investment rates together with larger fund balances. Also, the Golf Course Enterprise Fund is beginning to pay back interest on the General fund loan advance made to the enterprise fund during the start up years. The County's Glynn's Creek Golf Course has made

a profit the last two years allowing for this interest payback. Finally, other revenues are decreasing slightly due to the unpredictability of various refunds and reimbursements that have been adjusted based on historical levels.

### GENERAL FUND BALANCE

The undesignated fund balance of the general fund is projected to decrease by \$650,000 in 2000-01. This planned reduction is for the Juvenile Detention Center expansion project. The Board has \$1,423,314 reserved for the loan advance to the golf course enterprise fund. The remaining \$5,556,910 provides the County with a fund balance that meets cash flow needs prior to the collection of property taxes and significantly reduces the likelihood of the County entering the short term debt market to pay for current operating expenditures. The amount of undesignated fund balance of the general fund exceeds the minimum amount designated by the County's Financial Management policies (19% vs. 15% minimum). Any excess amounts will be considered for use toward future one-time capital project uses.

### PROGRAMS AND SERVICES

The Board of Supervisors and County officials were very frustrated with past State legislative actions which imposed a five year property tax limitation on Iowa counties which did sunset on June 30, 1998. This State property tax limitation was in direct conflict with the spirit of home rule that was approved by State voters in the late 70's. It is also ironic that the State exempted school districts from the original property tax limitation bill when schools represent over 50% of the local property tax burden and for the final three-year extension cities were also exempt. The State Legislature allowed this limitation to sunset after June 30, 1998. Although the Legislature was concerned counties would greatly increase property tax in FY99, the first year following the sunseting of the property tax limitation, Scott County actually *lowered* its property tax levy. As previously discussed, the 2000 legislature is discussing a permanent property tax limitation bill at the time of writing this budget transmittal letter.

In the Spring of 1994 the Board asked all County departments and authorized agencies to develop fiscal strategies to address the County's financial dilemma at that time of using unrealistic amounts of fund balance toward operating costs due to unfunded State mandates, underfunded State property tax credits, and rising public safety costs and the property tax limitation legislation. This call to action generated many departmental staff meetings and brainstorming sessions throughout the County to produce ideas to reduce the fiscal gap. Once the ideas were submitted, various County employees selected to act in the capacity of Budget Analysts followed up with the departments and agencies about their list of ideas. These ideas were then presented to the Board of Supervisors for their review and consideration. Following several work sessions with the Board and budget team members, the various strategies as approved were put into a summary report and distributed to all authorized agencies and County departments. In addition, letters of appreciation went to all County employees thanking them for their participation and involvement in this important project.

The Board of Supervisors was extremely happy with the results of this program and implemented it again in 1995, 1997, and 1999. Using teamwork and innovation, County employees and agency staff members have identified many initiatives in the areas of cost reduction, productivity improvement, and revenue enhancement. As a result of these four reports, recurring cost reductions totaling \$1,098,875 were identified. Improvements to the productivity capacity of the work force equal to 4 full-time

positions with a value of \$112.114 were identified due to changes in policies, procedures, scheduling and other work methods. In addition, revenue enhancements were identified at a total of \$593,626.

These fiscal strategies have played a *major* role in eliminating the County's previous million-dollar budget deficit. The budgets set since FY96 have presented a balanced general fund operating budget primarily attributed to the hard work and dedication of County employees. The Board has formally renamed this program the Financial Initiatives Program and implements it every other year.

As a service organization, the County is primarily people intensive. Over the last ten (10) years the County has increased its work force by 58.75 FTE's, or 16.4%, to its current level of 415.97 FTE's. During this period the County implemented a new golf course and increased other park maintenance and ranger staffing levels (25.6 FTE's) and made substantial staff increases to the Sheriff's Department (29.9 FTE's) primarily due to increased jail and courthouse security needs and the new minimum security jail facility. Net of the aforementioned increases in the Sheriff's Department and Conservation Department, total FTE's have only increased 3.25 FTE's or 0.9% over the last ten years.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$49,429,558 which is an increase of 8.6% above fiscal year 1999-00. Total revenues (net of transfers and non-budgeted funds) for the County are \$44,982,234, which is an increase of 5.7% above last fiscal year. The amount of planned expenditures over projected revenues (primarily for capital projects) will be supported by fund balances as explained under each fund section in this document. The main reasons for the expenditure increase is capital projects (23.7% increase) and public safety costs (21.8% increase). Capital projects are discussed further below. Public safety is increasing dramatically due to the jail-overcrowding problem. Both costs to house inmates out of county and additional alternatives to incarceration programs are necessitating these public safety cost increases.

### **CAPITAL IMPROVEMENTS AND DEBT SERVICE**

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. The operating budget includes transfers to the Capital Improvement Fund for capital improvement projects. Revenues received from the Solid Waste Commission to pay for the amortization of the solid waste general obligation bonds support the Debt Service Fund. The final general obligation bond payment for the 1981 jail annex project was made in the FY00. Thus there currently exists no debt service property tax levy at the present time.

The County is currently using only 1.7% of its allowable legal debt margin consisting of one general bond issue. This outstanding bond issue is described further under the debt service fund section of this document.

The Board of Supervisors called for a referendum to be held in November 1998 for the construction of a County jail and for the issuance of \$48.3 million dollars in general obligation bonds. If approved it would have increased the County's levy rate by 91 cents per one thousand dollar taxable valuation. The referendum failed to receive the required 60% margin of support. The jail continues to be overcrowded and over the rated capacity limit. The Board has made this their top concern for 2000 and has established a Community Jail and Alternatives Advisory Committee to develop a solution acceptable to the citizens of Scott County.

The capital improvement budget totals \$6,819,226 for fiscal year 2000-01, with 82% or \$5,599,226 for general projects, 14% or \$950,000 for Secondary Roads projects, and 4% or \$270,000 for Conservation parks and recreation projects.

The general capital improvements budget of \$5,599,226 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle replacement fund, and the general fund. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is also supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. In addition an ongoing property tax levy in the general fund of \$300,000 is transferred annually to the capital improvements fund. This amount will be increased \$50,000 annually during the next ten year period to allow for pay as you funding for the space utilization master plan project which moves administrative offices from the Courthouse to the Bi-Centennial Building resulting in additional courtroom space in the Courthouse.

The County has been assigned additional judges to the Seventh Judicial District necessitating increased courtroom and jury space. In addition the County Attorney, Clerk of Court and Court Administration offices are in need of additional space. A space utilization master plan was developed last year which recommended the moving of all non-court related administrative offices from the Courthouse to the County's Bi-Centennial Building to create the needed space for the courts. This will be a ten year \$14 million dollar pay as you go funded project using fund balances and future capital fund property tax and gaming tax revenue funding. The proposed capital plan for FY01 includes \$3,348,222 in spending toward this project as described further under the "Other Funds" tab of this budget document.

The other major new projects under the general capital improvements area include the cooling tower replacement at the Courthouse, holding cell construction at the Tremont minimum security facility, expansion of the juvenile detention center, refurbishing the elevator cars at the Bi-Centennial Building, an ADA restroom renovation at the Pine Knoll Mental Health Care Center, continued computer LAN/WAN upgrades, and a vehicle locator system for the Sheriff's Department.

Scott County had identified the need for solutions to the jail-overcrowding problem as its top priority during its target issues process. In October 1995 the Board adopted an action plan for long-term jail solutions. Phase I of the action plan consisted of a needs assessment study which analyzed crime trends, inmate population and bed space requirements. This study projected that by the year 2010 Scott County would need a jail with 660 inmate beds. These figures could be reduced to 500 with the implementation of new policy options such as hiring a case expeditor, targeting and assisting pretrial detainees in need of substance abuse treatment, further supervision of pretrial defendants and more extensive use of community service programs.

Following Phase I, Phase II was initiated in May 1997 to identify how Scott County could meet the needs identified in Phase I. In February 1998 a recommendation was made for the construction of a new County jail located adjacent to the Courthouse on County owned property. The projected cost was estimated at \$48.3 million dollars. The Board of Supervisors subsequently passed a resolution putting the construction of a new County jail in the form of a referendum which was voted on and failed to pass at the November 1998 general election as previously discussed in this section.

As the recently appointed Community Jail and Alternatives Advisory Committee meets to develop programs and a long term solution to jail overcrowding, the County will continue to house and transport

prisoners to out-of-county facilities if and when available. The costs of housing and transportation of prisoners and funding various alternatives to incarceration programs are anticipated to be in excess of \$1.1 million dollars in FY01.

The Secondary Roads capital program totals \$950,000. \$750,000 is for tile line projects and \$200,000 supports various bridge construction projects. There also is \$800,000 in State farm-to-market funds for a resurfacing project from Donahue north to Wapsi. These funds are paid at the State level to benefit Scott County and do not pass directly through the County's capital improvement plan budget.

The Conservation Department capital plan totals \$270,000. The single largest project (\$70,000) is for construction of a Pine Grove restroom at Scott County Park. Other projects include playground equipment, pool building improvements, electrical enhancements at Buffalo Shores Park and various improvements at Wapsi Environmental Center.

The budget document contains a capital improvements section under the tab entitled "Other Funds". This section is informative and provides a correlation between the operations budget and the five year capital improvements program.

### SUMMARY

The preparation of the fiscal year 2000-01 budget has been challenging for the Board of Supervisors and County staff. The Board is very pleased to have met its goals in both balancing the 2000-01 general fund operating budget and keeping the County's reliance on property tax revenues to minimal increases. Even with the increasing jail overcrowding problem, increased costs to house inmates in out of county facilities and costs to fund various alternatives to incarceration were offset somewhat by the completion of the 1981 jail annex bond amortization in FY00.

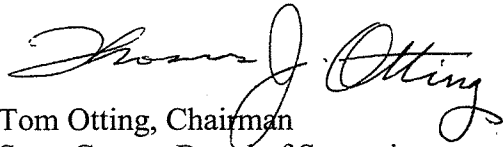
The Board and County Administrator expresses its appreciation to the staff of the Office and Budget and Information Processing who assisted and contributed to its preparation. Special thanks goes to the Director of Budget and Information Processing, the Assistant County Administrator, and the County department heads and professional staff who performed budget analyst duties: Community Services Director, Health Department Director, Financial Management Supervisor (Treasurer's Office), Accounting Supervisor (Auditor's Office), County Attorney Office Manager, Planning and Development Director, Deputy Recorder (Recorder's Office), and the Administrative Assistant (Administration).

These are exciting times in providing new challenges and inspiring the Board, elected and appointed department heads, County staff and the citizens of Scott County to develop new methods and ideas in providing services to the community and to continue to improve its public facilities and infrastructure. The continued direction in the change of the state/federal/local partnership has placed a greater financial burden on local governments, in addition to providing less flexibility in how we collectively deal with the County's issues and needs. Future property tax limitations forced on the County by the State Legislature may prohibit economic growth opportunities and force service reductions as various uncontrollable service areas increase, such as public safety. County officials will continue to work with State senators and representatives to forge partnerships to make Iowa a better place for all its citizens to live.

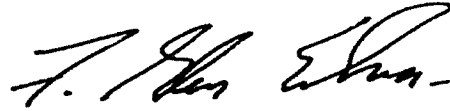
Budget Message  
March 14, 2000

With strong leadership and a commitment to improve the quality of life in the County, the Board of Supervisors is looking forward to working with County staff and the citizens of Scott county during the upcoming year in achieving the goals, objectives, programs and services outlined in the budget.

Respectively submitted,



Tom Otting, Chairman  
Scott County Board of Supervisors



F. Glen Erickson  
County Administrator





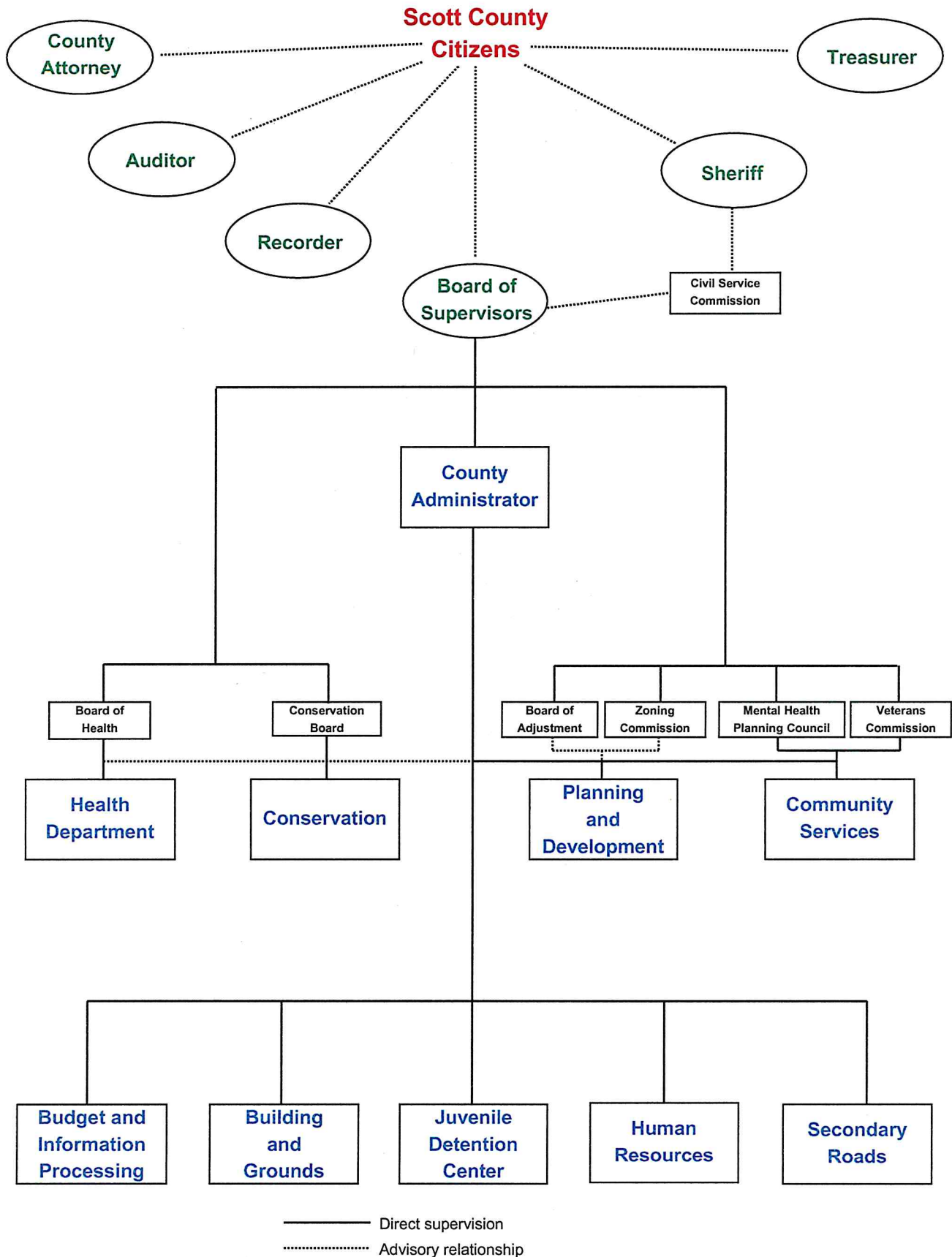
## SCOTT COUNTY BUDGET CALENDAR

<u>Month</u>	<u>Budget Task</u>
September	Board of Supervisors identifies specific areas to be reviewed by staff during the upcoming budget preparation process.
October	Budget Planning Manuals and other materials are distributed to departments and authorized agencies at budget orientation session.
November	Departments and authorized agencies develop and submit budget requests to the Office of Budget and Information Processing. Discussions with Budget Director, budget analysts, and department heads/agency directors begin.
December	Discussion with Budget Director, budget analysts and department heads/agency directors continues.  County Administrator receives budget drafts for preliminary review prior to discussions with budget team.
January	Goal setting sessions by Board of Supervisors (every two years).  Discussions with County Administrator and budget team.  Presentation of Administration's Recommendation on the proposed budget.
February	Board of Supervisors intensive budget review.
March	Public hearing on proposed budget.  Adoption of budget by Board of Supervisors by resolution.  Certification of budget to County Auditor and State Department of Management.
April	Review by Office of Budget and Information Processing of possible budget amendment needs.
May	Proposed budget amendments to individual Service Areas presented to Board of Supervisors.  Public hearing on proposed budget amendments.  Board of Supervisors approval of amendments to current year budget by resolution.
June	Board of Supervisors set appropriations and authorized position levels for ensuing fiscal year.
July	New fiscal year begins

## SCOTT COUNTY OFFICIALS

<u>Official Title</u>	<u>Official</u>	<u>Term Expiration Date of Elected Officials</u>
<b>Elected Officials</b>		
Supervisor, Chairperson	Tom Otting	2000
Supervisor	Otto L. Ewoldt	2002
Supervisor	Jim Hancock	2000
Supervisor	Pat Gibbs	2002
Supervisor	Carol Schaefer	2000
Attorney	William E. Davis	2002
Auditor	Karen L. Fitzsimmons	2000
Recorder	Edwin G. Winborn	2000
Sheriff	Mike Bladel	2000
Treasurer	Bill Fennelly	2002
<b>Administration</b>		
County Administrator	F. Glen Erickson	
<b>Department Heads</b>		
Budget & Information Processing	C. Ray Wierson	
Buildings & Grounds	Dave Donovan	
Community Services	Mary Dubert	
Conservation	Roger Kean	
Health	Lawrence Barker	
Human Resources	Lisa Charnitz	
Juvenile Detention Center	Scott Hobart	
Planning & Development	Tim Huey	
Secondary Roads	Larry Mattusch	

# Scott County Government Organizational Chart

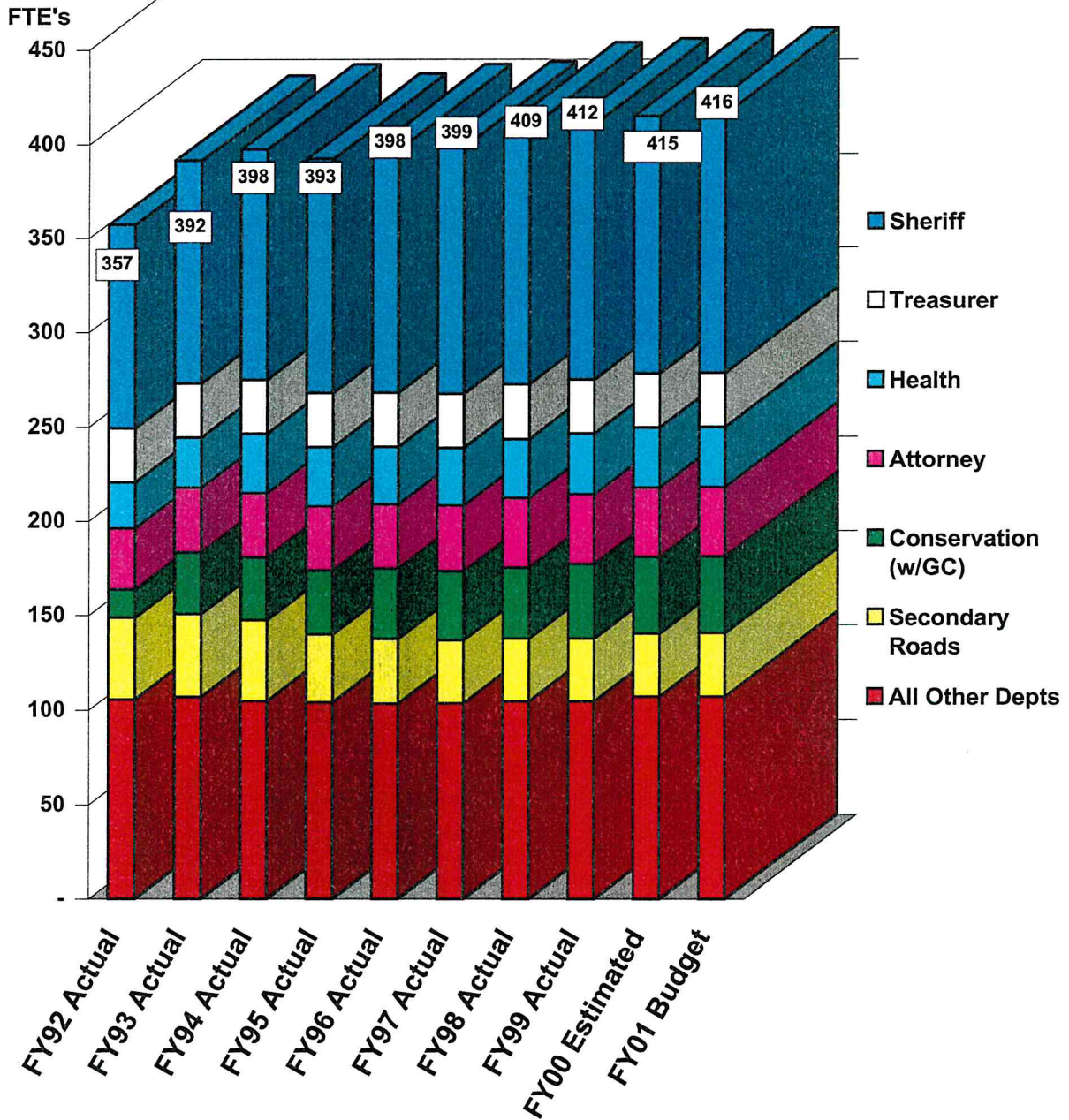


## EMPLOYEE AUTHORIZATION HISTORY FULL TIME EQUIVALENTS (FTE) TRENDS

<b>Department</b>	<b>FY92</b>	<b>FY93</b>	<b>FY94</b>	<b>FY95</b>	<b>FY96</b>	<b>FY97</b>	<b>FY98</b>	<b>FY99</b>	<b>FY00</b>	<b>FY01</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
Administration	3.75	3.75	3.10	3.10	3.10	2.70	2.70	2.70	2.70	2.70
Attorney	32.50	34.50	34.00	34.00	34.00	35.00	37.00	37.00	37.00	37.00
Auditor	17.50	18.00	17.50	17.50	15.90	15.40	15.40	15.40	15.40	15.40
Budget & Information Proc	17.50	19.50	17.00	17.00	17.00	16.50	15.50	14.50	15.50	15.50
Building & Grounds	16.30	16.30	15.99	15.44	15.49	16.39	16.89	17.79	17.79	17.79
Community Services	10.62	11.62	12.62	11.62	12.63	12.75	13.25	13.25	13.25	12.75
Conservation	14.00	15.50	16.25	16.75	18.00	17.25	18.25	20.25	21.25	21.25
Court Support Costs	0.50	0.50	0.50	0.50	0.37	-	-	-	-	-
Health	24.60	26.68	31.72	31.72	30.72	30.72	31.39	32.39	31.90	31.90
Human Resources	9.00	7.00	6.50	6.50	6.50	6.50	7.50	7.50	7.50	7.50
Juvenile Court Services	10.00	10.00	10.00	10.00	11.00	11.00	11.00	11.00	11.80	11.80
Planning & Development	4.45	4.45	4.58	4.58	4.45	4.33	4.33	4.33	4.33	4.33
Recorder	11.00	11.00	12.00	12.00	12.00	13.00	13.00	14.00	14.00	14.00
Secondary Roads	43.10	43.60	42.60	35.60	34.10	33.10	33.10	33.10	33.10	33.40
Sheriff	107.80	118.30	122.40	124.40	129.30	131.30	136.20	135.70	136.70	137.70
Supervisors	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Treasurer	28.60	28.60	28.60	28.60	28.60	28.60	29.10	28.60	28.60	28.60
Veteran Affairs	-	-	-	1.00	-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>356.22</b>	<b>374.30</b>	<b>380.36</b>	<b>375.31</b>	<b>378.16</b>	<b>379.54</b>	<b>389.61</b>	<b>392.51</b>	<b>395.82</b>	<b>396.62</b>
Golf Course Enterprise	1.00	17.20	17.20	17.20	19.35	19.35	19.35	19.35	19.35	19.35
<b>TOTAL</b>	<b>357.22</b>	<b>391.50</b>	<b>397.56</b>	<b>392.51</b>	<b>397.51</b>	<b>398.89</b>	<b>408.96</b>	<b>411.86</b>	<b>415.17</b>	<b>415.97</b>

## FTE (Full Time Equivalents) STAFFING TRENDS

### TEN YEAR COMPARISON



FTE's increased in FY93 due to the new Glynn's Creek Golf Course and additional correctional officers in the Sheriff's Department when the Tremont Minimum Security Facility opened. FTE levels have remained fairly steady in recent years.

**SCOTT COUNTY FUND STATEMENT  
ALL FUNDS**

<u>Fund</u>	<u>Estimated Balance 07/01/00</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/01</u>
<b>General Fund</b>	\$ 7,630,224	\$ 28,780,099	\$ 29,430,099	\$ 6,980,224
<b>Special Revenue Funds</b>				
MH-DD	1,813,818	11,199,993	11,605,976	1,407,835
Rural Services	148,628	1,865,445	1,875,614	138,459
Recorder's Record Mgt	100,681	49,540	30,000	120,221
Secondary Roads	624,981	3,912,622	4,048,700	488,903
<b>Total Special Revenue Funds</b>	2,688,108	17,027,600	17,560,290	2,155,418
<b>Debt Service</b>	5,964,140	317,485	592,485	5,689,140
<b>Other Funds</b>				
Capital Improvements				
General	3,941,730	3,306,744	5,869,226	1,379,248
Electronic Equipment	827,485	529,124	990,004	366,605
Vehicle	575,756	200,728	167,000	609,484
<b>Total Capital Improvements</b>	5,344,971	4,036,596	7,026,230	2,355,337
<b>Non-Budgeted Funds</b>				
Golf Course Enterprise	(1,520,985)	1,326,988	1,163,261	(1,357,258)
Self-Insurance	1,227,118	61,356	-	1,288,474
Group Health	159,577	160,000	225,000	94,577
<b>Total Non-Budgeted Funds</b>	(134,290)	1,548,344	1,388,261	25,793
<b>Total*</b>	<u>\$ 21,493,153</u>	<u>\$ 51,710,124</u>	<u>\$ 55,997,365</u>	<u>\$ 17,205,912</u>

\*Includes interfund transfers and non-budgeted fund activity

**SCOTT COUNTY REVENUE ESTIMATES  
ALL FUNDS**

<u>Fund</u>	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>General Fund</b>	\$ 28,697,945	\$ 26,407,656	\$ 26,765,076	\$ 28,780,099	9.0%
<b>Special Revenue Funds</b>					
MH-DD	10,422,471	10,836,502	11,017,034	11,199,993	3.4%
Rural Services	1,787,614	1,824,242	1,815,227	1,865,445	2.3%
Recorder's Record Mgt	63,388	51,909	51,909	49,540	-4.6%
Secondary Roads	4,041,715	3,684,841	3,684,841	3,912,622	6.2%
<b>Total Special Revenue Funds</b>	16,315,188	16,397,494	16,569,011	17,027,600	3.8%
<b>Debt Service</b>	820,041	814,375	814,827	317,485	-61.0%
<b>Other Funds</b>					
Capital Improvements					
General	2,891,716	4,875,050	6,214,437	3,306,744	-32.2%
Electronic Equipment	583,248	561,649	561,772	529,124	-5.8%
Vehicle	196,255	192,589	199,684	200,728	4.2%
<b>Total Capital Improvements</b>	3,671,219	5,629,288	6,975,893	4,036,596	-28.3%
<b>Non-Budgeted Funds</b>					
Golf Course Enterprise	1,136,773	1,255,292	1,249,750	1,326,988	5.7%
Self-Insurance	513,087	77,062	58,434	61,356	-20.4%
Group Health	122,982	145,200	120,000	160,000	10.2%
<b>Total Non-Budgeted Funds</b>	1,772,842	1,477,554	1,428,184	1,548,344	4.8%
<b>Total*</b>	<u>\$ 51,277,234</u>	<u>\$ 50,726,367</u>	<u>\$ 52,552,991</u>	<u>\$ 51,710,124</u>	1.9%

\*Includes interfund transfers and non-budgeted fund activity



**SCOTT COUNTY EXPENDITURE ESTIMATES  
ALL FUNDS**

<u>Fund</u>	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>General Fund</b>	\$ 27,268,538	\$ 27,587,886	\$ 28,959,340	\$ 29,430,099	6.7%
<b>Special Revenue Funds</b>					
MH-DD	9,903,740	10,997,982	10,918,077	11,605,976	5.5%
Rural Services	1,766,799	1,824,242	1,824,242	1,875,614	2.8%
Recorder's Record Mgt	45,722	30,000	30,000	30,000	0.0%
Secondary Roads	<u>3,899,930</u>	<u>3,926,500</u>	<u>3,726,500</u>	<u>4,048,700</u>	3.1%
<b>Total Special Revenue Funds</b>	15,616,190	16,778,724	16,498,819	17,560,290	4.7%
<b>Debt Service</b>	1,058,675	1,074,375	1,074,375	592,485	-44.9%
<b>Other Funds</b>					
Capital Improvements					
General	2,303,368	4,711,460	4,069,126	5,869,226	24.6%
Electronic Equipment	553,148	1,892,330	1,439,445	990,004	-47.7%
Vehicle	<u>52,612</u>	<u>202,100</u>	<u>190,602</u>	<u>167,000</u>	-17.4%
Total Capital Improvements	2,909,128	6,805,890	5,699,173	7,026,230	3.2%
<b>Non-Budgeted Funds</b>					
Golf Course Enterprise	1,046,116	1,068,077	1,128,839	1,163,261	8.9%
Self-Insurance	516,161	-	-	-	0.0%
Group Health	<u>214,284</u>	<u>210,200</u>	<u>220,000</u>	<u>225,000</u>	7.0%
<b>Total Non-Budgeted Funds</b>	1,776,561	1,278,277	1,348,839	1,388,261	8.6%
<b>Total*</b>	<u>\$ 48,629,092</u>	<u>\$ 53,525,152</u>	<u>\$ 53,580,546</u>	<u>\$ 55,997,365</u>	4.6%

\*Includes interfund transfers and non-budgeted fund activity

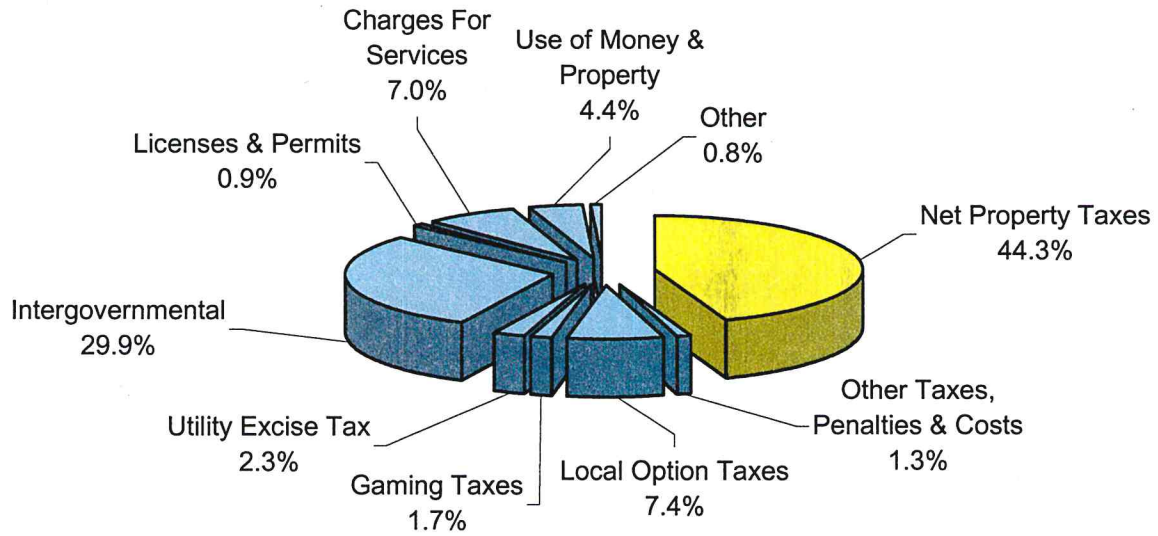
**ALL COUNTY FUNDS - REVENUES  
RECONCILIATION INFORMATION**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Revenues per summary statement</b>	\$ 51,277,234	\$ 50,726,367	\$ 52,552,991	\$ 51,710,124	1.9%
<b>Less transfers in:</b>					
GENERAL BASIC					
Recorder's Record Mgt	15,131	-	-	-	0.0%
GENERAL SUPPLEMENTAL					
General Basic	2,300,000	-	-	-	0.0%
SECONDARY ROADS					
General Basic	522,543	538,219	538,219	554,366	3.0%
Rural Services Basic	1,457,589	1,501,317	1,501,317	1,546,356	3.0%
CAPITAL IMPROVEMENT					
General Basic	1,431,543	1,875,430	3,747,180	1,220,000	-34.9%
Electronic Equipment	553,148	1,892,330	1,439,445	990,004	-47.7%
Vehicle Replacement	52,612	202,100	190,602	167,000	-17.4%
Recorder's Record Mgt	30,591	30,000	30,000	30,000	0.0%
ELECTRONIC EQUIPMENT					
General Basic	500,000	500,000	500,000	500,000	0.0%
VEHICLE REPLACEMENT					
General Basic	171,820	171,820	171,820	171,820	0.0%
<b>Total Transfers In</b>	7,034,977	6,711,216	8,118,583	5,179,546	-22.8%
<b>Less Non-Budgeted Funds</b>					
GROUP HEALTH	122,982	145,200	120,000	160,000	10.2%
SELF-INSURANCE	513,087	77,062	58,434	61,356	-20.4%
GOLF COURSE ENTERPRISE	1,136,773	1,255,292	1,249,750	1,326,988	5.7%
<b>Net Budgeted Revenues</b>	<u>\$ 42,469,415</u>	<u>\$ 42,537,597</u>	<u>\$ 43,006,224</u>	<u>\$ 44,982,234</u>	5.7%

# COUNTY REVENUES BY SOURCE

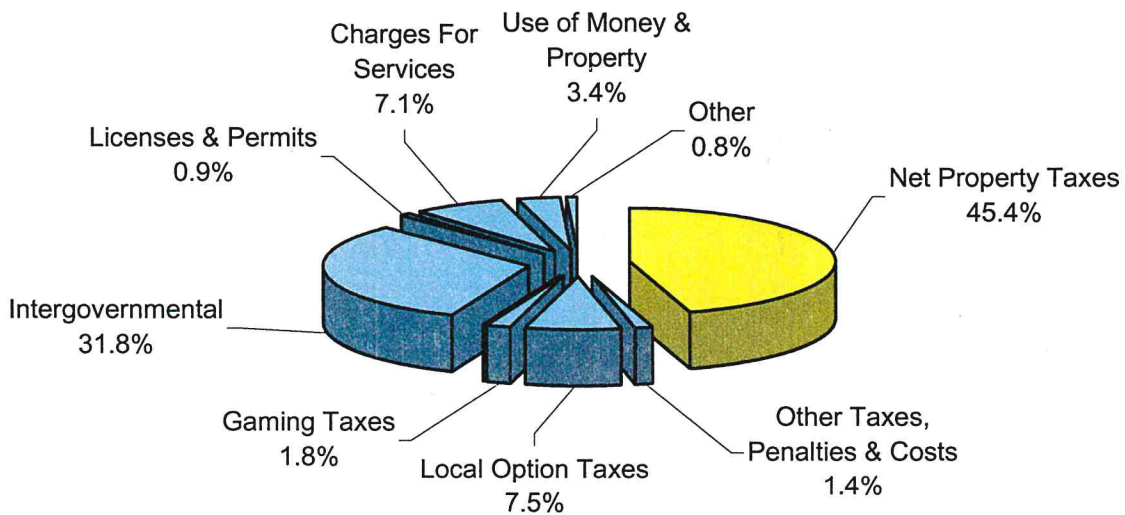
Budgeted Funds

## FY01 BUDGET



Net property taxes are decreasing slightly as a percent of total revenues due to gas and electric companies transitioning to a utility excise tax rather than a property tax. Property taxes continues to be the largest component of the County's budgeted revenues.

## FY00 BUDGET



**REVENUE SOURCES**  
(excluding transfers and non-budgeted funds)

<u>Fund</u>	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 19,133,997	\$ 20,346,984	\$ 20,272,084	\$ 20,877,375	2.6%
Less: Uncollected Delinquent Taxes-Lev	6,452	10,783	10,783	10,548	-2.2%
Less: Credits To Taxpayers	<u>956,677</u>	<u>1,034,668</u>	<u>959,768</u>	<u>938,429</u>	-9.3%
Net Current Property Taxes	18,170,867	19,301,533	19,301,533	19,928,398	3.2%
Add: Delinquent Property Tax Revenue	<u>6,452</u>	<u>10,783</u>	<u>10,783</u>	<u>10,548</u>	-2.2%
Total Net Property Taxes	18,177,319	19,312,316	19,312,316	19,938,946	3.2%
Penalties, Interest & Costs On Taxes	420,615	461,110	469,810	482,310	4.6%
Other County Taxes	<u>114,872</u>	<u>117,939</u>	<u>114,872</u>	<u>113,928</u>	-3.4%
Total Other Taxes, Penalties & Costs	535,486	579,049	584,682	596,238	3.0%
Local Option Taxes	3,317,574	3,207,501	3,234,097	3,331,120	3.9%
Gaming Taxes	779,530	760,000	780,000	780,000	2.6%
Utility Tax Replacement Excise Tax	-	-	-	1,049,524	0.0%
Intergovernmental :					
State Shared Revenues	1,902,719	1,717,334	1,740,305	1,836,900	7.0%
State Grants & Reimbursements	4,530,874	4,392,097	4,004,062	3,969,312	-9.6%
State Credits Against Levied Taxes	956,677	1,034,668	959,768	938,429	-9.3%
Other State Credits	5,434,368	5,693,315	5,828,470	6,041,264	6.1%
Federal Grants & Entitlements	248	-	42,812	41,666	0.0%
Contr & Reimb From Other Govts	759,122	674,465	713,902	629,942	-6.6%
Payments in Lieu of Taxes	<u>2,110</u>	<u>2,299</u>	<u>2,110</u>	<u>2,110</u>	-8.2%
Subtotal Intergovernmental	13,586,119	13,514,178	13,291,429	13,459,623	-0.4%
Licenses & Permits	363,180	372,445	405,249	384,705	3.3%
Charges For Services	3,336,417	3,002,660	3,076,505	3,137,057	4.5%
Use of Money & Property	1,908,657	1,445,738	2,086,002	1,966,001	36.0%
Other:					
Fines, Forfeitures & Defaults	99,061	51,000	51,000	51,000	0.0%
Miscellaneous	364,941	286,210	187,416	281,520	-1.6%
Proceeds of Fixed Asset Sales	<u>1,131</u>	<u>6,500</u>	<u>7,500</u>	<u>6,500</u>	0.0%
Total Other	465,133	343,710	245,916	339,020	-1.4%
<b>Total Revenues &amp; Other Sources</b>	<u>\$ 42,469,415</u>	<u>\$ 42,537,597</u>	<u>\$ 43,016,196</u>	<u>\$ 44,982,234</u>	5.7%

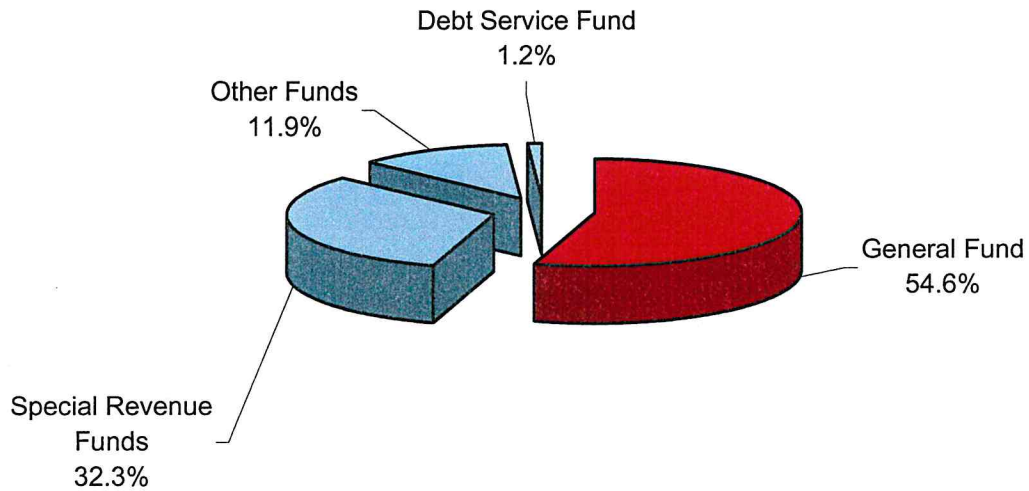
**ALL COUNTY FUNDS - EXPENDITURES  
RECONCILIATION INFORMATION**

	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>Expenditures per summary statement</b>	48,629,092	53,525,152	53,580,546	55,997,365	4.6%
<b>Less transfers out:</b>					
GENERAL BASIC					
General Supplemental	2,300,000	-	-	-	0.0%
Secondary Roads	522,543	538,219	538,219	554,366	3.0%
Capital Improvements	1,431,543	1,875,430	3,747,180	1,220,000	-34.9%
Electronic Equipment	500,000	500,000	500,000	500,000	0.0%
Vehicle Replacement	171,820	171,820	171,820	171,820	0.0%
RURAL SERVICES BASIC					
Secondary Roads	1,457,589	1,501,317	1,501,317	1,546,356	3.0%
ELECTRONIC EQUIPMENT					
Capital Improvements	553,148	1,892,330	1,439,445	990,004	-47.7%
VEHICLE REPLACEMENT					
Capital Improvements	52,612	202,100	190,602	167,000	-17.4%
RECORDER'S RECORD MGT					
General Basic	15,131	-	-	-	0.0%
Capital Improvements	30,591	30,000	30,000	30,000	0.0%
<b>Total Transfers In</b>	7,034,977	6,711,216	8,118,583	5,179,546	-22.8%
<b>Less Non-Budgeted Funds</b>					
GROUP HEALTH	214,284	210,200	220,000	225,000	7.0%
SELF-INSURANCE	516,161	-	-	-	0.0%
GOLF COURSE ENTERPRISE	1,046,116	1,068,077	1,128,839	1,163,261	8.9%
<b>Net Budgeted Expenditures</b>	<u>\$ 39,817,554</u>	<u>\$ 45,535,659</u>	<u>\$ 44,113,124</u>	<u>\$ 49,429,558</u>	8.6%

# ALL COUNTY EXPENDITURES BY FUND

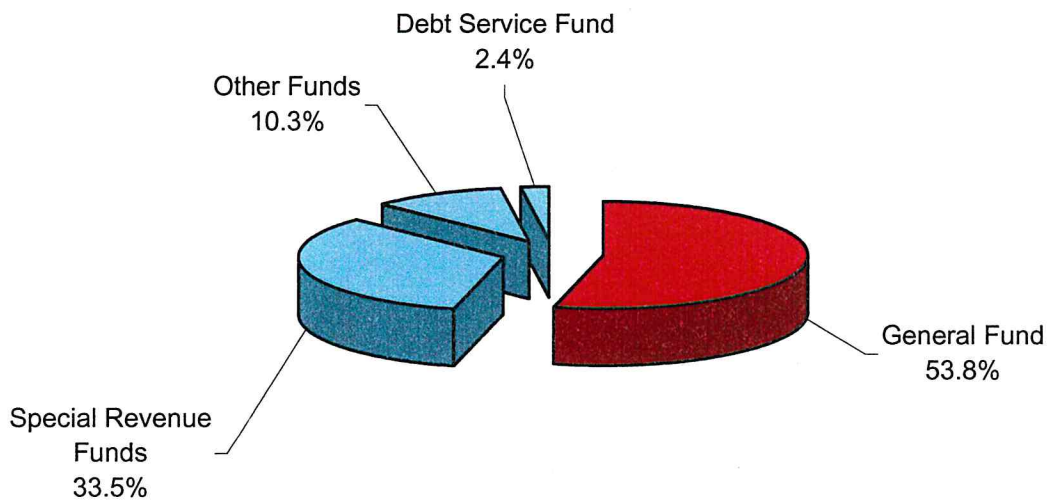
## Budgeted Funds

### FY01 BUDGET



This graph, which excludes transfers and non-budgeted funds, shows that the majority of County expenditures come from the General Fund.

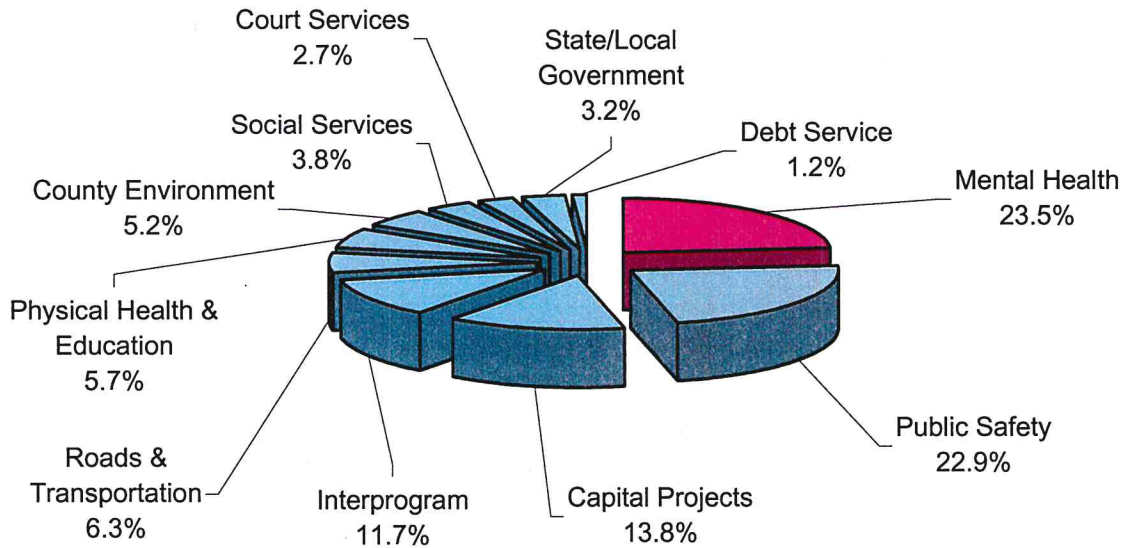
### FY00 BUDGET



# APPROPRIATIONS BY SERVICE AREA

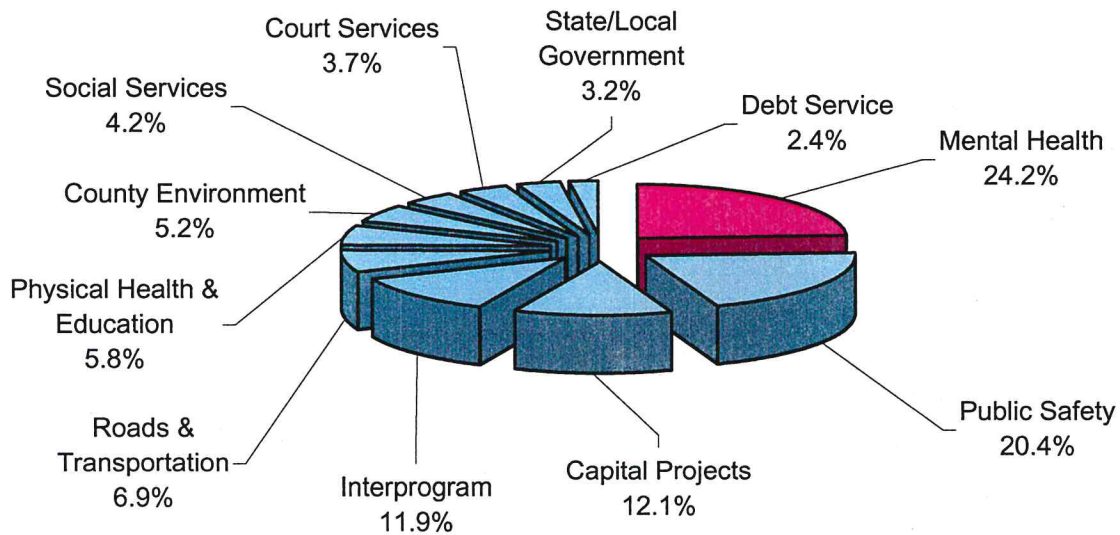
Budgeted Funds Only

## FY01 BUDGET



The State mandated Mental Health service area continues to be the largest single expenditure area of the County with Public Safety growing as a per cent of total appropriations.

## FY00 BUDGET



## **SERVICE AREA DESCRIPTIONS**

### **PUBLIC SAFETY**

Includes Sheriff programs - Patrol & Investigations, and Prisoner Transportation; County Attorney programs - Criminal Prosecution, Child Support Recovery, and Corporate Counsel/Civil Division; all ambulance services; and Disaster Services.

### **COURT SERVICES**

Includes Sheriff program - service of civil papers; Juvenile Court Services programs including the Juvenile Detention Center, and Juvenile Justice program; other court costs including grand jury costs and the Grant Law Library.

### **PHYSICAL HEALTH AND EDUCATION SERVICES**

Includes Health Department programs - Environmental Health, and Disease Prevention & Health Promotion; Community Health Care - Other Services; Genesis Visiting Nurse/Homemaker programs - Public Health Nursing and Home Support Services; Library program; Mississippi Valley Fair program.

### **MENTAL HEALTH SERVICES**

Includes Auditor Department program - State Institutions; Community Services programs - Mental Health, and Commitment/ Advocacy; Human Services program - Case Management; Handicapped Development Center programs - Residential, Vocational and Developmental Services; Vera French Community Health Center programs - Outpatient, Community Services, Community Support Services, Case Management, Inpatient, Residential, Day Treatment and Case Monitoring Services.

### **SOCIAL SERVICES**

Includes Community Services Department programs - General Relief and Veteran Services; Human Services program - Administrative Support; Commission on Aging programs - Outreach, Transportation, Day Care, Volunteer Services, Leisure Services and Congregate Meals; Community Health Care program - Community Services clients; Center for Alcohol & Drug Services programs - Outpatient and Residential.

### **COUNTY ENVIRONMENT SERVICES**

Includes Conservation programs - Parks and Recreation; Planning and Development Department program - Code Enforcement; Bi-State Metropolitan Planning Commission program; Humane Society program; Quad-City Convention/Visitors Bureau program; Quad-City Development Group program; and Scott Soil Conservation District program.

### **ROADS AND TRANSPORTATION SERVICES**

Includes Secondary Roads Department programs - Administration and Engineering, Roadway Maintenance, and other general roadway expenses.

### **STATE & LOCAL GOVERNMENT SERVICES**

Includes Auditor's program - Election; Recorder Department programs - Administration and Public Records; Treasurer Department programs - Motor Vehicle Registration and County General Store.

### **INTERPROGRAM SERVICES**

Includes County Administrator program; Auditor's Department programs - Business/Finance and Taxation; Budget and Information Processing programs; Buildings and Grounds Department programs; Non-Departmental program - Insurance Costs, Professional Services and Contingency; Personnel Department; Board of Supervisors; Treasurer's Department programs - Tax Collection and Accounting/Finance.

### **DEBT SERVICE**

Includes the Jail Renovation and Construction Advanced Refunding Bond Issue.

### **CAPITAL IMPROVEMENTS**

Includes Secondary Roads projects; Conservation projects; and general projects.



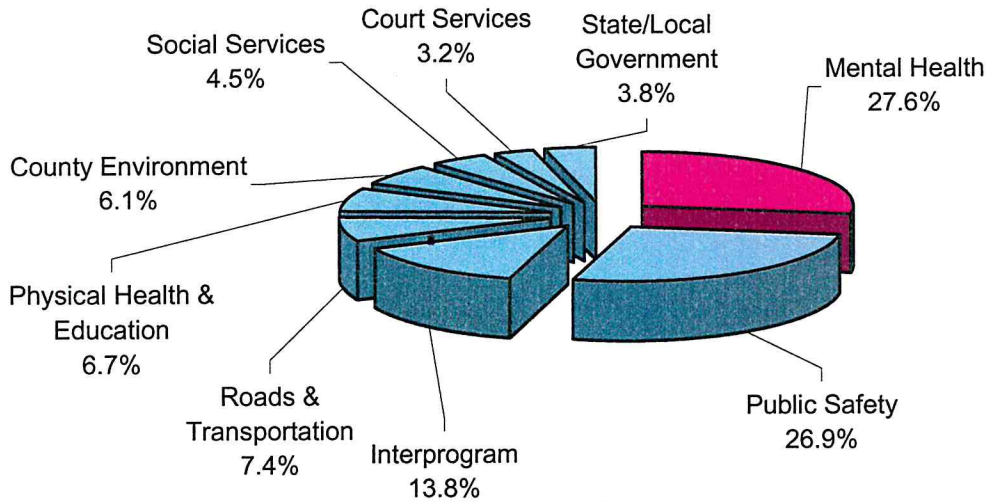
**APPROPRIATION SUMMARY BY SERVICE AREA**  
(excluding transfers and non-budgeted funds)

<b>SERVICE AREA</b>	<b>Actual 1998-99</b>	<b>Budget 1999-00</b>	<b>Revised Estimate 1999-00</b>	<b>Budget 2000-01</b>	<b>% Change From Prior Budget</b>
Public Safety	8,658,629	9,284,008	9,439,954	11,307,584	21.8%
Court Services	1,619,084	1,692,363	1,247,700	1,342,190	-20.7%
Physical Health & Education	2,443,397	2,661,454	2,704,006	2,832,540	6.4%
Mental Health	9,903,740	10,997,982	10,918,077	11,605,976	5.5%
Social Services	1,769,356	1,922,045	1,761,910	1,873,129	-2.5%
County Environment	2,233,586	2,384,944	2,446,622	2,573,389	7.9%
Roads & Transportation	3,047,814	3,126,500	3,126,500	3,098,700	-0.9%
State/Local Government	1,449,209	1,478,827	1,481,701	1,598,695	8.1%
Interprogram	<u>4,478,582</u>	<u>5,401,701</u>	<u>5,243,153</u>	<u>5,785,644</u>	7.1%
<b>SUBTOTAL OPERATING BUDGET</b>	35,603,396	38,949,824	38,369,623	42,017,847	7.9%
Debt Service	1,058,675	1,074,375	1,074,375	592,485	-44.9%
Capital Projects	<u>3,155,483</u>	<u>5,511,460</u>	<u>4,669,126</u>	<u>6,819,226</u>	23.7%
<b>TOTAL COUNTY BUDGET</b>	<u>\$ 39,817,554</u>	<u>\$ 45,535,659</u>	<u>\$ 44,113,124</u>	<u>\$ 49,429,558</u>	8.6%

# APPROPRIATIONS BY SERVICE AREA

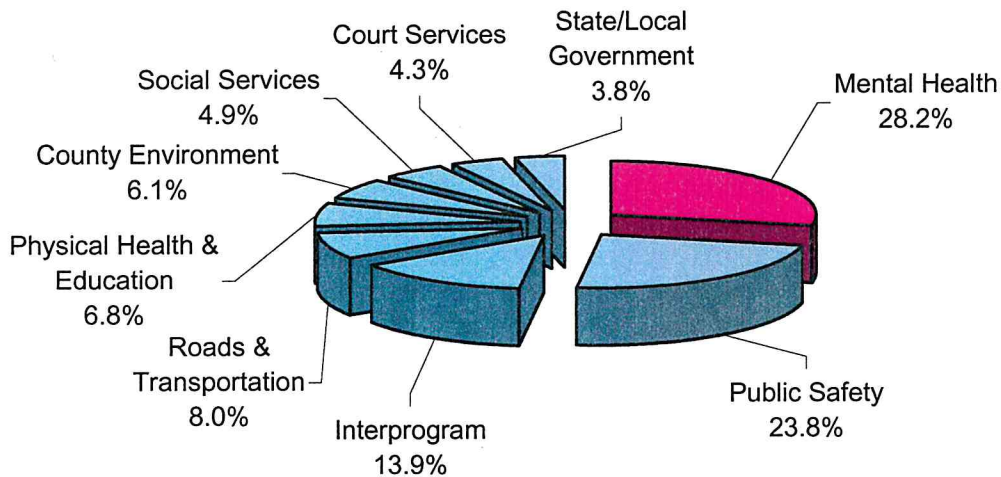
Operating Budget Only

## FY01 BUDGET



Public Safety expenditures are almost the same percentage of the County operating budget as the State mandated mental health area. Public Safety expenditures have increased dramatically in recent years due to increasing jail inmate costs.

## FY00 BUDGET



**COMBINED STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
ALL GOVERNMENTAL FUND TYPES - THREE YEAR COMPARISON**

	----- GENERAL FUND -----			----- SPECIAL REVENUE FUNDS -----		
	ACTUAL <u>1998-99</u>	PROJECTED <u>1999-00</u>	BUDGET <u>2000-01</u>	ACTUAL <u>1998-99</u>	PROJECTED <u>1999-00</u>	BUDGET <u>2000-01</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 13,658,514	\$ 14,768,203	\$ 16,008,667	\$ 5,017,373	\$ 5,038,735	\$ 4,868,708
Less: Uncollected Delinquent Taxes-Levy Year	4,657	7,278	7,278	1,638	3,270	3,270
Less: Credits To Taxpayers	650,856	654,599	654,599	284,467	283,830	283,830
Net Current Property Taxes	13,003,001	14,106,326	15,346,790	4,731,268	4,751,635	4,581,608
Delinquent Property Tax Revenue	4,657	7,278	7,278	1,638	3,270	3,270
Penalties, Interest & Costs On Taxes	420,615	469,810	482,310	-	-	-
Other County Taxes	3,414,239	3,330,762	4,247,015	17,263	17,263	247,557
Intergovernmental	3,771,118	3,256,044	3,144,694	9,398,140	9,643,199	9,982,704
Licenses & Permits	362,164	404,249	383,705	1,016	1,000	1,000
Charges For Services	3,183,546	2,972,786	3,035,318	152,872	103,719	101,739
Use of Money & Property	1,797,528	1,991,977	1,903,969	3,446	4,389	4,000
Fines, Forfeitures & Defaults	99,061	51,000	51,000	-	-	-
Miscellaneous	325,756	167,344	171,520	29,413	5,000	5,000
Subtotal Revenues	26,381,683	26,757,576	28,773,599	14,335,056	14,529,475	14,926,878
Other Financing Sources:						
Operating Transfers In	2,315,131	-	-	1,980,132	2,039,536	2,100,722
Proceeds of Fixed Asset Sales	1,131	7,500	6,500	-	-	-
Total Revenues & Other Sources	28,697,945	26,765,076	28,780,099	16,315,188	16,569,011	17,027,600
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety	8,658,629	9,439,954	11,307,584	-	-	-
Court Services	1,619,084	1,247,700	1,342,190	-	-	-
Physical Health & Education	2,134,187	2,381,081	2,503,282	309,210	322,925	329,258
Mental Health, MR & DD	-	-	-	9,903,740	10,918,077	11,605,976
Social Services	1,769,356	1,761,910	1,873,129	-	-	-
County Environment	2,233,586	2,446,622	2,573,389	-	-	-
Roads & Transportation	-	-	-	3,047,814	3,126,500	3,098,700
State & Local Government Services	1,449,209	1,481,701	1,598,695	-	-	-
Interprogram Services	4,478,582	5,243,153	5,785,644	-	-	-
Capital Projects	-	-	-	852,115	600,000	950,000
Subtotal Expenditures	22,342,632	24,002,121	26,983,913	14,112,879	14,967,502	15,983,934
Other Financing Uses:						
Operating Transfers Out	4,925,906	4,957,219	2,446,186	1,503,311	1,531,317	1,576,356
Total Expenditures & Other Uses	27,268,538	28,959,340	29,430,099	15,616,190	16,498,819	17,560,290
Excess Of Revenues & Other Sources over (under) Expenditures & Other Uses	1,429,407	(2,194,264)	(650,000)	698,998	70,192	(532,690)
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 8,395,081</b>	<b>\$ 9,824,488</b>	<b>\$ 7,630,224</b>	<b>\$ 1,918,919</b>	<b>\$ 2,617,916</b>	<b>\$ 2,688,108</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 9,824,488</b>	<b>\$ 7,630,224</b>	<b>\$ 6,980,224</b>	<b>\$ 2,617,916</b>	<b>\$ 2,688,108</b>	<b>\$ 2,155,418</b>

**COMBINED STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
ALL GOVERNMENTAL FUND TYPES - THREE YEAR COMPARISON**

	----- DEBT SERVICE FUND -----			----- CAPITAL PROJECTS FUND -----		
	ACTUAL <u>1998-99</u>	PROJECTED <u>1999-00</u>	BUDGET <u>2000-01</u>	ACTUAL <u>1998-99</u>	PROJECTED <u>1999-00</u>	BUDGET <u>2000-01</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 458,110	\$ 465,146	\$ -	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Year	158	235	-	-	-	-
Less: Credits To Taxpayers	<u>21,354</u>	<u>21,339</u>	-	-	-	-
Net Current Property Taxes	436,599	443,572	-	-	-	-
Delinquent Property Tax Revenue	158	235	-	-	-	-
Other County Taxes	944	944	-	779,530	780,000	780,000
Intergovernmental	382,341	370,076	317,485	34,520	22,110	14,740
Use of Money & Property	-	-	-	107,683	89,636	58,032
Miscellaneous	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,772</u>	<u>15,072</u>	<u>105,000</u>
Subtotal Revenues	820,041	814,827	317,485	931,505	906,818	957,772
Other Financing Sources:						
Operating Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,739,714</u>	<u>6,079,047</u>	<u>3,078,824</u>
Total Revenues & Other Sources	820,041	814,827	317,485	3,671,219	6,985,865	4,036,596
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Debt Service	1,058,675	1,074,375	592,485	-	-	-
Capital Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,303,368</u>	<u>4,069,126</u>	<u>5,869,226</u>
Subtotal Expenditures	1,058,675	1,074,375	592,485	2,303,368	4,069,126	5,869,226
Other Financing Uses:						
Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>605,760</u>	<u>1,630,047</u>	<u>1,157,004</u>
Total Expenditures & Other Uses	1,058,675	1,074,375	592,485	2,909,128	5,699,173	7,026,230
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(238,634)	(259,548)	(275,000)	762,091	1,286,692	(2,989,634)
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 6,462,322</b>	<b>\$ 6,223,688</b>	<b>\$ 5,964,140</b>	<b>\$ 3,306,160</b>	<b>\$ 4,068,251</b>	<b>\$ 5,354,943</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 6,223,688</b>	<b>\$ 5,964,140</b>	<b>\$ 5,689,140</b>	<b>\$ 4,068,251</b>	<b>\$ 5,354,943</b>	<b>\$ 2,365,309</b>

**APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT**  
**(excluding transfers and non-budgeted funds)**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>ADMINISTRATION</b>	\$ 191,368	\$ 208,449	\$ 202,076	\$ 217,639	4.4%
General Administration	191,368	208,449	202,076	217,639	4.4%
<b>ATTORNEY</b>	\$ 1,838,067	\$ 1,877,895	\$ 1,894,350	\$ 2,010,134	7.0%
County Attorney Administration	195,091	196,973	194,185	205,774	4.5%
Criminal Prosecution	1,222,767	1,231,025	1,251,064	1,314,305	6.8%
Child Support	207,192	228,689	225,724	256,173	12.0%
Corporation Counsel/Civil	213,018	221,208	223,377	233,882	5.7%
<b>AUDITOR</b>	\$ 921,830	\$ 896,431	\$ 916,521	\$ 982,166	9.6%
Auditor Administration	117,099	120,498	121,430	126,158	4.7%
Elections	403,522	365,064	365,300	405,961	11.2%
Business Finance	207,176	210,083	222,930	233,874	11.3%
Taxation	194,033	200,786	206,861	216,173	7.7%
<b>BUDGET &amp; INFO PROCESSING</b>	\$ 1,251,852	\$ 1,364,519	\$ 1,400,873	\$ 1,547,037	13.4%
BIP Administration	116,912	119,049	122,217	127,085	6.8%
Information Processing	657,816	701,816	725,578	812,892	15.8%
Support Services	477,125	543,654	553,078	607,060	11.7%
<b>BUILDING &amp; GROUNDS</b>	\$ 1,068,999	\$ 1,148,048	\$ 1,114,154	\$ 1,190,879	3.7%
B&G Administration	90,355	87,230	95,434	105,333	20.8%
Maint of Buildings & Grounds	737,946	803,526	785,178	819,311	2.0%
Custodial Services	240,699	257,292	233,542	266,235	3.5%
<b>CAPITAL IMPROVEMENTS</b>	\$ 2,074,360	\$ 4,266,260	\$ 3,552,176	\$ 5,599,226	31.2%
General Capital Improvements	2,074,360	4,266,260	3,552,176	5,599,226	31.2%
<b>COMMUNITY SERVICES</b>	\$ 5,608,040	\$ 6,177,348	\$ 5,966,927	\$ 6,370,158	3.1%
Community Services Administration	74,256	75,551	76,309	84,189	11.4%
General Relief	756,812	704,451	631,349	664,941	-5.6%
Veteran Services	93,829	100,433	101,455	107,333	6.9%
Chemical Dep & Other Services	170,240	300,880	233,258	236,915	-21.3%
MH-DD Services	4,512,903	4,996,033	4,924,556	5,276,780	5.6%
<b>CONSERVATION (net of golf course)</b>	\$ 2,070,798	\$ 2,412,090	\$ 2,539,372	\$ 2,402,183	-0.4%
Conservation Administration	253,068	249,696	296,921	288,770	15.6%
Parks & Recreation	1,482,039	1,568,118	1,582,518	1,686,123	7.5%
Conservation Capital Projects	229,008	445,200	516,950	270,000	-39.4%
Wapsi River Environmental Center	106,683	149,076	142,983	157,290	5.5%

	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>DEBT SERVICES</b>	\$ 1,058,675	\$ 1,074,375	\$ 1,074,375	\$ 592,485	-44.9%
Jail Bonds	466,200	484,150	484,150	-	-100.0%
Solid Waste	592,475	590,225	590,225	592,485	0.4%
<b>HEALTH DEPARTMENT</b>	\$ 2,013,409	\$ 2,165,139	\$ 2,212,938	\$ 2,374,294	9.7%
Medical Examiner	107,626	103,659	104,034	111,226	7.3%
Jail Inmate Health	318,823	345,981	350,186	374,264	8.2%
Emergency Medical Services	50,029	50,394	51,061	56,181	11.5%
Monitor Health Status	224,936	244,547	257,223	274,003	12.0%
Diagnose/Investigate	336,314	338,599	351,553	425,724	25.7%
Evaluate	92,835	119,822	116,223	91,870	-23.3%
Develop Policies	59,442	62,534	66,662	22,881	-63.4%
Enforce Laws/Regulations	347,795	404,307	385,396	416,496	3.0%
Research	16,017	16,437	16,660	17,746	8.0%
Link People to Services	171,542	167,043	152,201	199,645	19.5%
Assure Workforce	82,965	85,671	89,610	94,097	9.8%
Inform/Educate/Empower	68,752	86,692	80,480	89,303	3.0%
Mobilize Community	136,335	139,453	191,649	200,858	44.0%
<b>HUMAN SERVICES</b>	\$ 100,378	\$ 141,216	\$ 121,683	\$ 156,512	10.8%
Administrative Support	44,742	68,916	49,384	65,513	-4.9%
Case Management	55,636	72,300	72,299	90,999	25.9%
<b>JUVENILE COURT SERVICES</b>	\$ 917,997	\$ 962,766	\$ 483,560	\$ 489,406	-49.2%
Juvenile Justice Program	509,531	519,730	45,283	-	-100.0%
Juvenile Detention Center	408,466	443,036	438,277	489,406	10.5%
<b>NON-DEPARTMENTAL</b>	\$ 739,359	\$ 1,267,600	\$ 1,252,548	\$ 1,611,820	27.2%
Non-Departmental	(303,091)	401,665	326,035	624,520	55.5%
Court Support Costs	24,443	24,719	24,919	74,282	200.5%
Other Law Enforcement Costs	105,919	85,300	136,900	143,000	67.6%
Flood Emergency Costs	2,550	-	-	-	0.0%
Risk Management Program	708,161	672,416	679,694	685,018	1.9%
Hotel/Motel Unit	105,691	43,500	44,000	44,000	1.1%
JTPA Quality Jobs Program	13,985	-	-	-	0.0%
MH-DD Contingency	81,703	40,000	41,000	41,000	2.5%
<b>HUMAN RESOURCES</b>	\$ 241,838	\$ 261,557	\$ 254,043	\$ 298,614	14.2%
Human Resource Management	241,838	261,557	254,043	298,614	14.2%
<b>PLANNING &amp; DEVELOPMENT</b>	\$ 192,640	\$ 218,465	\$ 224,611	\$ 236,198	8.1%
P & D Administration	76,440	72,090	76,493	79,742	10.6%
Code Enforcement	112,867	130,900	132,643	140,981	7.7%
Tax Deed Properties	3,332	15,475	15,475	15,475	0.0%

	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>RECORDER</b>	\$ 495,152	\$ 530,103	\$ 525,159	\$ 566,200	6.8%
Recorder Administration	92,578	96,529	97,213	100,831	4.5%
Public Records	368,000	331,343	327,161	354,428	7.0%
Vital Records	34,573	102,231	100,785	110,941	8.5%
<b>SECONDARY ROADS</b>	\$ 3,899,930	\$ 3,926,500	\$ 3,726,500	\$ 4,048,700	3.1%
Administration	275,889	141,000	141,000	150,200	6.5%
Engineering	281,908	275,000	275,000	286,000	4.0%
Bridges & Culverts	114,583	42,000	42,000	72,000	71.4%
Roads	1,057,091	1,312,000	1,312,000	1,207,000	-8.0%
Snow & Ice Control	146,910	193,000	193,000	193,000	0.0%
Traffic Controls	138,070	133,000	133,000	140,000	5.3%
Road Clearing	96,489	95,000	95,000	95,000	0.0%
New Equipment	429,422	360,000	360,000	372,000	3.3%
Equipment Operations	418,051	511,500	511,500	516,500	1.0%
Tools, Materials & Supplies	40,919	44,000	44,000	47,000	6.8%
Real Estate & Buildings	48,482	20,000	20,000	20,000	0.0%
Roadway Construction	852,115	800,000	600,000	950,000	18.8%
<b>SHERIFF</b>	\$ 6,683,897	\$ 7,345,366	\$ 7,376,368	\$ 9,031,330	23.0%
Sheriff Administration	201,427	207,624	208,551	216,655	4.3%
Patrol	1,499,382	1,568,027	1,616,008	1,712,908	9.2%
Jail/Prisoner Transportation	2,976,825	3,468,122	3,438,489	4,746,864	36.9%
Civil Deputies	226,427	239,126	246,073	255,226	6.7%
Communications/Records	753,079	823,554	794,180	966,298	17.3%
Investigations	576,539	573,161	579,919	610,103	6.4%
Bailiffs/Courthouse Security	279,478	281,756	306,856	323,480	14.8%
Civil-Clerical	170,740	183,996	186,292	199,796	8.6%
<b>SUPERVISORS</b>	\$ 191,428	\$ 210,283	\$ 208,486	\$ 221,016	5.1%
Supervisors, Board of	191,428	210,283	208,486	221,016	5.1%
<b>TREASURER</b>	\$ 1,173,524	\$ 1,236,987	\$ 1,254,623	\$ 1,329,161	7.5%
Treasurer Administration	122,041	123,630	128,093	134,836	9.1%
Tax Administration	267,021	285,780	311,981	332,763	16.4%
Motor Vehicle Registration-CH	322,554	343,032	348,835	371,641	8.3%
County General Store	223,025	233,228	234,853	247,339	6.1%
Accounting/Finance	238,884	251,317	230,861	242,582	-3.5%

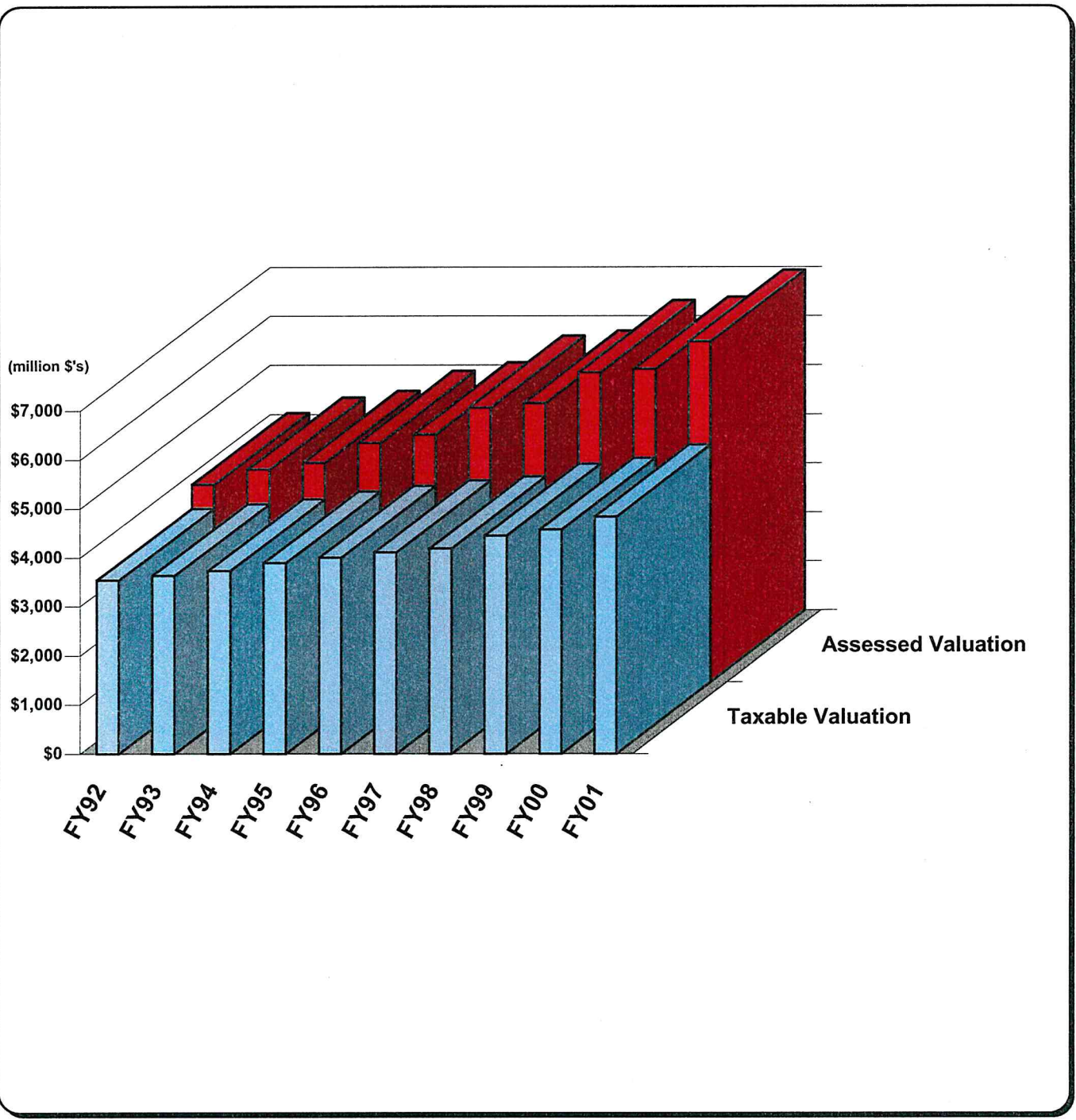
	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>AUTHORIZED AGENCIES:</b>					
<b>BI-STATE REGIONAL COMMISSION</b>	\$ 52,279	\$ 53,847	\$ 53,847	\$ 55,462	3.0%
Regional Planning/Technical Assist	52,279	53,847	53,847	55,462	3.0%
<b>BUFFALO AMBULANCE</b>	\$ 32,650	\$ 32,650	\$ 32,650	\$ 32,650	0.0%
Buffalo-Emergency Care & Transfer	32,650	32,650	32,650	32,650	0.0%
<b>CENTER:ALCOHOL/DRUG SERVICES</b>	\$ 229,808	\$ 247,959	\$ 247,959	\$ 264,390	6.6%
Outpatient Services	32,504	32,200	32,200	40,000	24.2%
Residential Services	197,304	215,759	215,759	224,390	4.0%
<b>CENTER FOR ACTIVE SENIORS, INC</b>	\$ 186,353	\$ 193,272	\$ 191,613	\$ 200,661	3.8%
Outreach to Older Persons	74,930	83,350	86,458	89,052	6.8%
Transportation for Older Persons	28,250	28,815	28,815	36,652	27.2%
Day Care for Older Persons	11,005	11,005	11,005	14,286	29.8%
Volunteer Services for Older Person	30,390	30,998	31,301	32,240	4.0%
Leisure Services for Older Persons	14,900	14,900	14,900	18,297	22.8%
Congregate Meals	13,794	14,070	9,000	-	-100.0%
Other Programs	13,084	10,134	10,134	10,134	0.0%
<b>COMMUNITY HEALTH CARE</b>	\$ 260,898	\$ 286,711	\$ 286,711	\$ 302,021	5.3%
Health Services-Comm Services	197,832	220,000	220,000	238,075	8.2%
Health Services-Other	63,066	66,711	66,711	63,946	-4.1%
<b>EMERGENCY MGT AGENCY</b>	\$ 42,877	\$ 25,357	\$ 25,357	\$ 25,357	0.0%
Emergency Preparedness	42,877	25,357	25,357	25,357	0.0%
<b>DURANT AMBULANCE</b>	\$ 10,300	\$ 10,300	\$ 10,300	\$ 10,300	0.0%
Durant-Emergency Care & Transfer	10,300	10,300	10,300	10,300	0.0%
<b>HANDICAPPED DEV CENTER</b>	\$ 1,845,625	\$ 2,163,580	\$ 2,133,758	\$ 2,313,963	7.0%
Residential Program	836,894	824,389	824,390	1,048,018	27.1%
Vocational Services	731,094	926,952	908,652	889,403	-4.1%
Developmental Services	277,637	412,239	400,716	376,542	-8.7%
<b>HUMANE SOCIETY</b>	\$ 24,560	\$ 25,297	\$ 25,297	\$ 25,803	2.0%
Animal Shelter	24,560	25,297	25,297	25,803	2.0%
<b>LECLAIRE AMBULANCE</b>	\$ 32,044	\$ 33,044	\$ 32,044	\$ 32,044	-3.0%
LeClaire-Emergency Care & Transfer	32,044	33,044	32,044	32,044	-3.0%
<b>COUNTY LIBRARY</b>	\$ 309,210	\$ 322,925	\$ 322,925	\$ 329,258	2.0%
Library Resources & Services	309,210	322,925	322,925	329,258	2.0%



	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>MISSISSIPPI VALLEY FAIR</b>	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	0.0%
Fairgrounds	25,000	25,000	25,000	25,000	0.0%
<b>QC DEVELOPMENT GROUP</b>	\$ 31,500	\$ 32,445	\$ 32,445	\$ 33,743	4.0%
Regional Economic Development	31,500	32,445	32,445	33,743	4.0%
<b>SCOTT SOIL CONSERVATION</b>	\$ 15,031	\$ 25,000	\$ 25,000	\$ 25,000	0.0%
Conservation Matching Fund	15,031	25,000	25,000	25,000	0.0%
<b>VERA FRENCH CMHC</b>	\$ 3,412,086	\$ 3,719,362	\$ 3,719,362	\$ 3,829,235	3.0%
Outpatient Services	893,247	943,370	943,370	981,105	4.0%
Community Support Services	300,528	319,925	319,925	336,322	5.1%
Community Services	47,493	49,773	49,773	51,764	4.0%
Case Management	423,304	526,889	526,889	553,218	5.0%
Inpatient Services	58,000	60,320	60,320	62,733	4.0%
Residential	1,308,527	1,394,628	1,394,628	1,450,413	4.0%
Day Treatment Services	262,899	299,630	299,630	263,120	-12.2%
Case Monitoring	118,087	124,827	124,827	130,560	4.6%
<b>GENESIS VISITING NURSE</b>	\$ 509,191	\$ 581,713	\$ 581,713	\$ 581,713	0.0%
Public Health Nursing	187,937	198,970	198,970	198,970	0.0%
Home Support Services	321,253	382,743	382,743	382,743	0.0%
<b>WHEATLAND AMBULANCE</b>	\$ 2,800	\$ 2,800	\$ 2,800	\$ 2,800	0.0%
Emergency Care & Transfer	2,800	2,800	2,800	2,800	0.0%
<b>QC CONVENTION/VISITORS BUREAU</b>	\$ 61,800	\$ 63,000	\$ 63,000	\$ 65,000	3.2%
Regional Tourism Development	61,800	63,000	63,000	65,000	3.2%
<b>TOTAL ALL DEPTS/AGENCIES</b>	<u>\$ 39,817,554</u>	<u>\$ 45,535,659</u>	<u>\$ 44,113,124</u>	<u>\$ 49,429,558</u>	8.6%

# TAXABLE VALUATIONS vs 100% ASSESSMENTS

TEN YEAR COMPARISON (in million \$'s)



Currently due to a State applied rollback to residential property, taxable values are only 54.9% of the County's fully assessed residential property values.

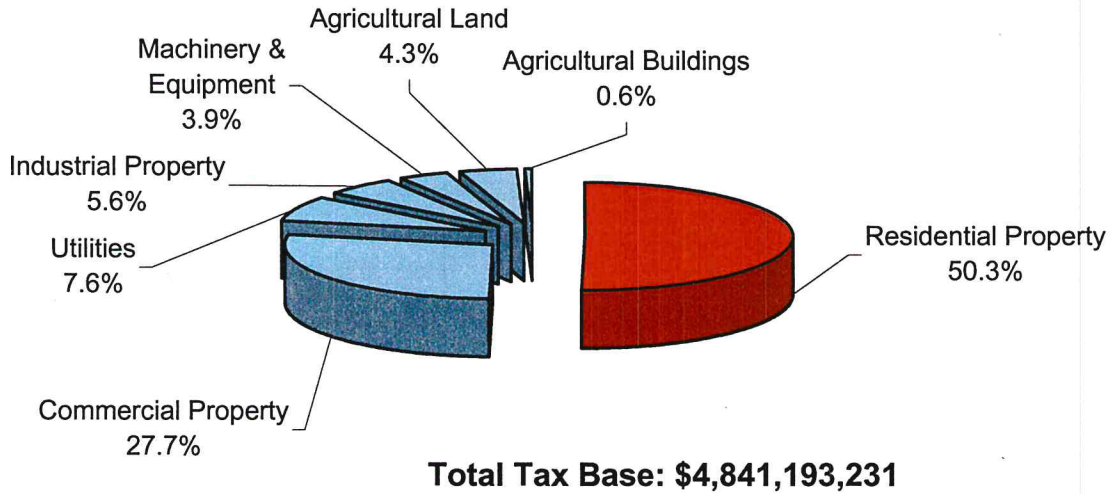
**ASSESSED AND TAXABLE VALUES OF TAXABLE PROPERTY  
TEN FISCAL YEAR COMPARISON**

<b>Fiscal Year</b>	<b>----- Real Property -----</b>		<b>----- Personal Property -----</b>	
	<b><u>Taxable Value</u></b>	<b><u>Assessed Value</u></b>	<b><u>Taxable Value</u></b>	<b><u>Assessed Value</u></b>
1991-92	2,967,560,475	3,457,628,422	225,671,412	225,671,412
1992-93	3,040,151,368	3,748,334,422	237,164,071	237,164,071
1993-94	3,126,108,587	3,871,989,604	232,739,566	232,739,566
1994-95	3,309,530,239	4,295,968,674	252,058,644	252,058,644
1995-96	3,384,478,122	4,419,320,298	258,921,872	258,921,872
1996-97	3,502,340,089	4,982,800,925	270,794,085	270,794,085
1997-98	3,593,077,609	5,094,524,701	267,715,978	267,715,978
1998-99	3,807,731,607	5,668,739,100	255,956,108	255,956,108
1999-00	3,972,859,733	5,777,153,288	244,123,480	244,123,480
2000-01	4,283,599,697	6,382,142,701	190,103,913	190,103,913

----- Utilities -----		----- Total -----		Ratio Taxable to Assessed Value	Tax Increment Financing District Values
<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>		
348,137,661	348,137,661	3,541,369,548	4,031,437,495	87.8%	33,872,705
356,868,014	356,868,014	3,634,183,453	4,342,366,507	83.7%	55,784,867
374,417,177	374,417,177	3,733,265,330	4,479,146,347	83.3%	81,587,153
332,671,409	332,671,409	3,894,260,292	4,880,698,727	79.8%	62,253,911
360,586,917	372,882,986	4,003,986,911	5,051,125,156	79.3%	81,615,161
343,109,441	343,726,116	4,116,243,615	5,597,321,126	73.5%	117,883,768
332,821,148	332,821,148	4,193,614,735	5,695,061,827	73.6%	94,850,981
390,444,779	390,533,049	4,454,132,494	6,315,228,257	70.5%	116,708,030
360,261,226	360,261,226	4,577,244,439	6,381,537,994	71.7%	175,894,540
367,488,907	367,528,097	4,841,192,517	6,939,774,711	69.8%	207,991,891

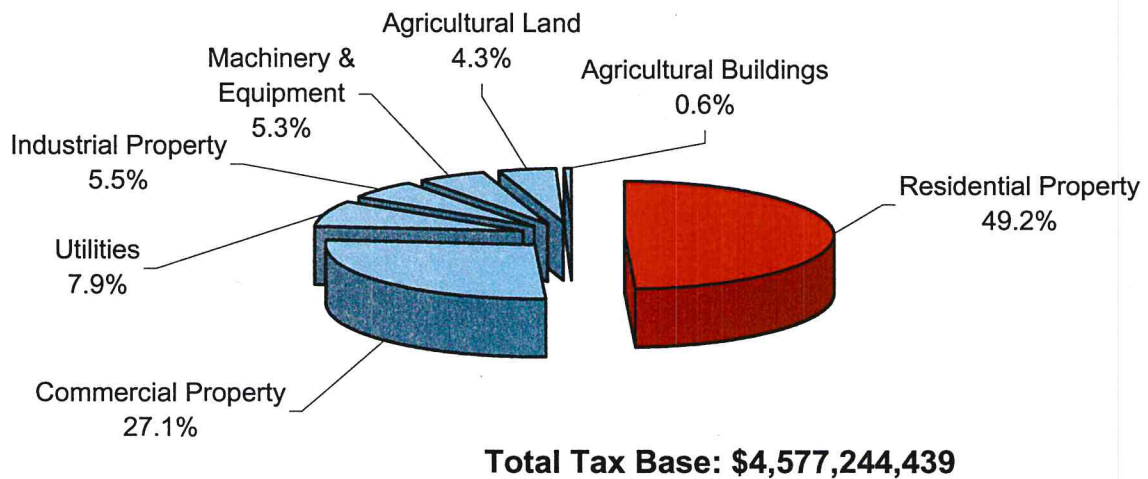
# TAXABLE VALUATION BY CLASS OF PROPERTY

## FY01 TAXABLE VALUATION



Residential property valuations represent over half of the County's tax base. Residential valuations would represent 63%, however, the State mandated rollback percentage shifts the tax burden to other classes. Also, machinery & equipment is being phased out.

## FY00 TAXABLE VALUATION



# TAXABLE PROPERTY VALUATION COMPARISON

	January 1,1998 For FY1999-00	% of Total	January 1,1999 For FY2000-01	% of Total	Amount Change	% Change
<b>COUNTY-WIDE</b>						
Residential Property	2,253,870,248	49.2%	2,434,478,515	50.3%	180,608,267	8.0%
Commercial Property	1,241,523,090	27.1%	1,341,276,088	27.7%	99,752,998	8.0%
Utilities	360,261,226	7.9%	367,488,907	7.6%	7,227,681	2.0%
Industrial Property	253,190,119	5.5%	270,261,014	5.6%	17,070,895	6.7%
Machinery & Equipment	244,123,480	5.3%	190,103,913	3.9%	(54,019,567)	-22.1%
Agricultural Land	194,710,878	4.3%	207,200,256	4.3%	12,489,378	6.4%
Agricultural Buildings	29,565,398	0.6%	30,383,824	0.6%	818,426	2.8%
<b>Total</b>	<b>4,577,244,439</b>	<b>100.0%</b>	<b>4,841,192,517</b>	<b>100.0%</b>	<b>263,948,078</b>	<b>5.8%</b>
<b>UNINCORPORATED AREAS</b>						
Residential Property	264,545,577	48.8%	295,290,696	49.1%	30,745,119	11.6%
Commercial Property	31,759,930	5.9%	35,152,872	5.8%	3,392,942	10.7%
Utilities	52,321,818	9.7%	66,227,819	11.0%	13,906,001	26.6%
Industrial Property	1,738,470	0.3%	1,759,926	0.3%	21,456	1.2%
Machinery & Equipment	285,756	0.1%	174,342	0.0%	(111,414)	-39.0%
Agricultural Land	164,504,378	30.4%	175,738,905	29.2%	11,234,527	6.8%
Agricultural Buildings	26,836,966	5.0%	27,663,797	4.6%	826,831	3.1%
<b>Total</b>	<b>541,992,895</b>	<b>100.0%</b>	<b>602,008,357</b>	<b>100.0%</b>	<b>60,015,462</b>	<b>11.1%</b>
<b>Property in Cities</b>	<b>4,035,251,544</b>	<b>88.2%</b>	<b>4,239,184,160</b>	<b>87.6%</b>	<b>203,932,616</b>	<b>5.1%</b>
<b>Property in Rural Areas</b>	<b>541,992,895</b>	<b>11.8%</b>	<b>602,008,357</b>	<b>12.4%</b>	<b>60,015,462</b>	<b>11.1%</b>
<b>Total</b>	<b>4,577,244,439</b>	<b>100.0%</b>	<b>4,841,192,517</b>	<b>100.0%</b>	<b>263,948,078</b>	<b>5.8%</b>

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,1998 For FY1999-00	January 1,1999 For FY2000-01	Amount Change	% Change
Tax Increment Financing District Values	175,894,540	207,991,891	32,097,351	18.2%
Other Exemptions (i.e. pollution control, urban revitalization, slough bill, etc.)	40,278,925	39,048,580	(1,230,345)	-3.1%
Utilities Rollback Amount	0	96,708	96,708	
Ag Land/Buildings Rollback Amount	0	9,030,826	9,030,826	
Commercial Rollback Amount	0	18,169,736	18,169,736	
Residential Rollback Amount	1,764,014,630	2,033,577,880	269,563,250	15.3%
Total Rollback Loss	1,764,014,630	2,060,875,150	296,860,520	16.8%
<b>Total Excluded Values</b>	<b>1,980,188,095</b>	<b>2,307,915,621</b>	<b>327,727,526</b>	<b>16.6%</b>
<b>Percent of Tax Base Excluded</b>	<b>30.2%</b>	<b>32.3%</b>		

## PROPERTY TAX LEVY COMPARISON ALL FUNDS

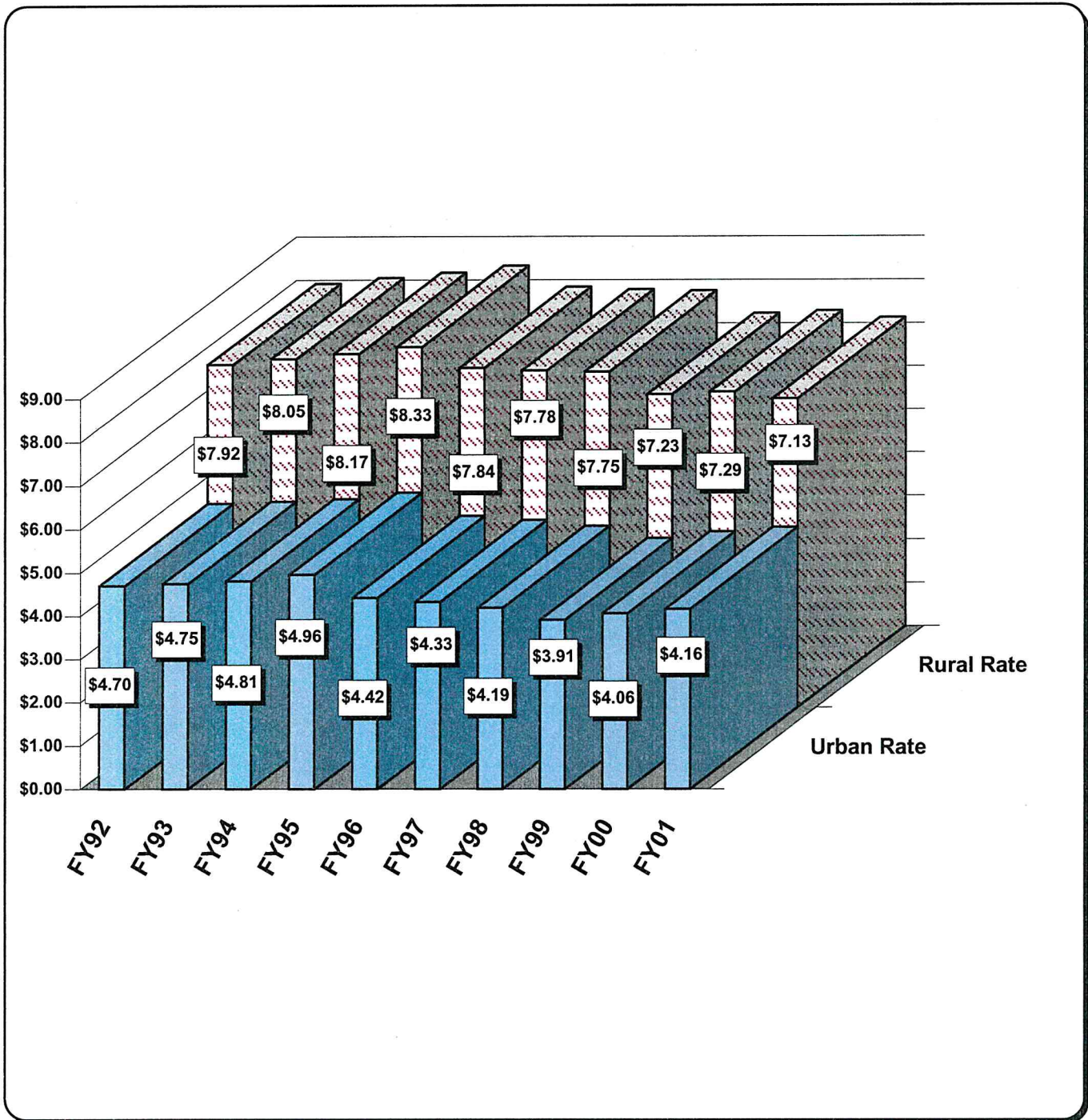
	----- 1999-00 Budget -----		----- 2000-01 Budget -----		Levy Amount % Incr -Decr
	Levy Amount	Levy Rate Per \$1,000 Taxable Valuation	Levy Amount	Levy Rate Per \$1,000 Taxable Valuation	
<b>General Fund</b>	\$ 14,820,814	\$ 3.23793	\$ 16,008,667	\$ 3.47598	8.0%
<b>Special Revenue Fund</b>					
MH-DD	3,308,032	0.72271	3,146,992	0.68331	-4.9%
<b>Debt Service Fund</b>	<u>466,036</u>	<u>0.09805</u>	<u>-</u>	<u>-</u>	-100.0%
<b>Total County-Wide Levy</b>	\$ 18,594,882	\$ 4.05869 <sup>(1)</sup>	\$ 19,155,659	\$ 4.15929 <sup>(1)</sup>	3.0%
<b>Special Revenue Fund (rural only)</b>					
Rural Services Basic	<u>1,752,102</u>	<u>3.23270</u> <sup>(2)</sup>	<u>1,721,716</u>	<u>2.97499</u> <sup>(2)</sup>	-1.7%
<b>Total Gross Levy</b>	\$ 20,346,984	\$ 7.29139	\$ 20,877,375	\$ 7.13428	2.6%
Less State Replacement Credits Against Levied Taxes	<u>1,034,668</u>		<u>938,429</u>		-9.3%
<b>Total Net Levy</b>	<u>\$ 19,312,316</u>	<u>\$ 7.29139</u> <sup>(3)</sup>	<u>\$ 19,938,946</u>	<u>\$ 7.13428</u> <sup>(3)</sup>	3.2%

<sup>(1)</sup> Corporate rate levied against property in incorporated areas (cities)

<sup>(2)</sup> Levied in the unincorporated areas only for Secondary Roads and for participation in the County Library System

<sup>(3)</sup> Rural rate levied against property in unincorporated areas (townships)

# TEN YEAR LEVY RATE COMPARISON



The rural levy rate is at its *lowest* level during the past 10 years. The urban rate is at its third lowest level during this period.



## TAX LEVIES AND LEVY RATES 10 YEAR HISTORICAL COMPARISON

<b>Fiscal Year</b>	<b>Gross Tax Levy <sup>(1)</sup></b>	<b>Urban Levy Rate <sup>(2)</sup></b>	<b>Rural Levy Rate <sup>(3)</sup></b>
1991-92	17,997,076	4.69606	7.91810
1992-93	18,645,771	4.74843	8.05199
1993-94	19,404,839	4.81460	8.17427
1994-95	20,822,219	4.96037	8.32859
1995-96	19,260,096	4.42243	7.83861
1996-97	19,421,520	4.32655	7.78103
1997-98	19,242,218	4.19239	7.74642
1998-99	19,163,522	3.91472	7.23492
1999-00	20,346,984	4.05869	7.29139
2000-01	20,877,375	4.15929	7.13428

<sup>(1)</sup> Includes State replacement credits against levies taxes

<sup>(2)</sup> Urban levy rate per \$1,000 taxable valuation levied against property in incorporated areas (cities)

<sup>(3)</sup> Rural levy rate per \$1,000 taxable valuation levied against property in unincorporated areas (townships)

## GENERAL FUND

The General Fund for the County of Scott accounts for all transactions of the County which pertain to the general administration and services traditionally provided to its citizens except those specifically accounted for elsewhere. Services within the General Fund include law enforcement services, legal services, emergency services, juvenile court justice services, physical health services, services to the poor, services to military veterans, services to the elderly, environmental quality services, conservation and recreation services, animal control services, county development services, representation (election) services, state administrative services and various interprogram services such as policy and administration, central services and risk management services.

The General Fund is also the primary source of appropriations to fund costs of providing these services. Consequently, considerable importance is placed, upon the fund's financial condition. The Board of Supervisors and staff's objective is to maintain an acceptable level of service for the County's citizens within the limitations of revenue sources that are available to support these activities.

An objective of maintaining the General Fund as a self-funding entity, revenues and/or available balances must be provided to support expense levels during the entire fiscal year. Consequently, the fund balance or working balance is estimated or projected at a level sufficient to fund the first three months of a new fiscal year prior to the receipt of property tax revenues in October. (In Iowa property taxes are paid in two installments due September 30<sup>th</sup> and March 31<sup>st</sup>.) The revenue sources over the past several years have been directed toward this goal in order to avoid interim financing. The following is a ten-year history of the changes in the unrestricted, unreserved General Fund balance:

Fiscal Year	June 30 Fund Balance
1991-92	4,542,345
1992-93	3,993,434
1993-94	2,647,080
1994-95	3,411,137
1995-96	4,464,226
1996-97	6,776,196
1997-98	6,971,767
1998-99	8,701,174
1999-00 (Projected)	6,206,910
2000-01 (Projected)	5,556,910

The Scott County Board of Supervisors has adopted a set of financial management policies. As a part of these financial management policies a *minimum* year-end fund balance for the General Fund was identified as 15% of annual operating expenses. The unrestricted, unreserved General Fund projected June 30, 2001 balance meets the minimum percentage requirement of the policy at 19.3%.

In recent years the Board of Supervisors has taken an aggressive stance creating reserves for various expenditures such as vehicle replacements, electronic equipment replacements, capital improvements and for risk management costs. These reserves allow for stable annual, levied transfer amounts as opposed to requiring highly fluctuating levy rates. Also, General Fund balances that exceed the minimum reserve requirement are considered for capital project funding. That is the reason behind the planned General Fund balance reductions in FY00 and FY01. Operating transfers to the Capital Projects Fund are planned to support the space utilization master plan in moving administrative offices from the Courthouse to the Bicentennial Building to make room for additional judges, as well as for the planned expansion of the County's juvenile detention center.

The addition of the 1% Local Option Sales Tax in fiscal year 1989-90 as approved by County referendum has greatly enhanced the diversity of the revenue base for the General Fund. This new revenue represents 12% of total revenues to the General Fund in 2000-01. **All estimated local option tax revenues are used to reduce the General Fund property tax requirement for the ensuing fiscal year.**

The Iowa State Legislature created a new Special Revenue Fund to account for all mental health developmentally disabled (MH-DD) expenditures and revenues as mandated by Iowa law. In the past MH-DD expenditures had increased steadily to the point where these uncontrollable State mandated expenditures accounted for almost a third of the County's General Fund operating expenses. However, in 1996 the State Legislature authorized legislation that required the State to begin to participate in a higher level in the funding of these mental health costs. In addition the State limited future growth of MH-DD expenditures that counties could legally expend over the previous year. This State action not only reduced property tax requirements by Iowa counties it also greatly reduced the funding and expenditure requirements of the General Fund below previous years' requirements.

Budgeted expenditures (net of transfers) within the General Fund increased 10.1% for 2000-01 over 1999-00. The Public Safety area is increasing substantially due to higher costs associated with the overcrowding problem at the jail. Both costs to house inmates in out of county jail facilities and the implementation of new alternatives to incarceration programs have caused this increase. Court Services is decreasing due to a change in the accounting and payment of the State juvenile justice program. Juvenile justice program costs above the County's base amount are now paid directly by the State instead of passing through the County first and then reimbursed.

Physical Health and Education is increasing 7% due to the implementation of recently approved organizational changes and staff position upgrades in the Health Department. Social Services is decreasing due to lower general relief costs and the termination of a pass through agency grant. The 7.9% increase in the County Environment area is due to organization changes approved in the Conservation Department in the previous year, new 800 MHz radio system access fees and maintenance costs, and increasing health insurance premium costs.

State and Local Government Services costs are increasing due to the higher election costs incurred during a presidential election year. Finally, Interprogram Services costs are increasing due to the impact of a 25% increase in health insurance premiums.

The General Fund is comprised of two levying funds - the General Basic Fund and the General Supplemental Fund. The General Basic Fund has a \$3.50 rate per \$1,000 taxable valuation limitation. The General Supplemental Fund is for specific services and expenditures as outlined in Section 331.424 of the Code of Iowa and include such services as elections, court services, and risk management service (see Financial Management Policies in the Supplemental Information section of this budget document for a complete listing). Current law requires counties to levy the General Basic Fund maximum levy prior to utilizing the General Supplemental Fund levy. However, the 2000-01 General Basic levy rate is \$3.48 or 99.4% of the maximum levy rate of \$3.50.

The General Supplemental Fund levy is not needed at this time due to the new Special Revenue Fund created by Iowa law for MH-DD revenues and expenditures. Also it is noted that should the County reach the \$3.50 General Basic Fund rate limit election costs, court services costs and risk management expenditures could be levied under the General Supplemental Fund levy which has no levy rate limitation under Iowa law. Thus, the Board of Supervisors continues to have considerable latitude in the determination of an expense level to fund the services to be provided to its citizens. Future economic conditions and the growth of non-tax revenues will also play a part in future required tax levy levels.

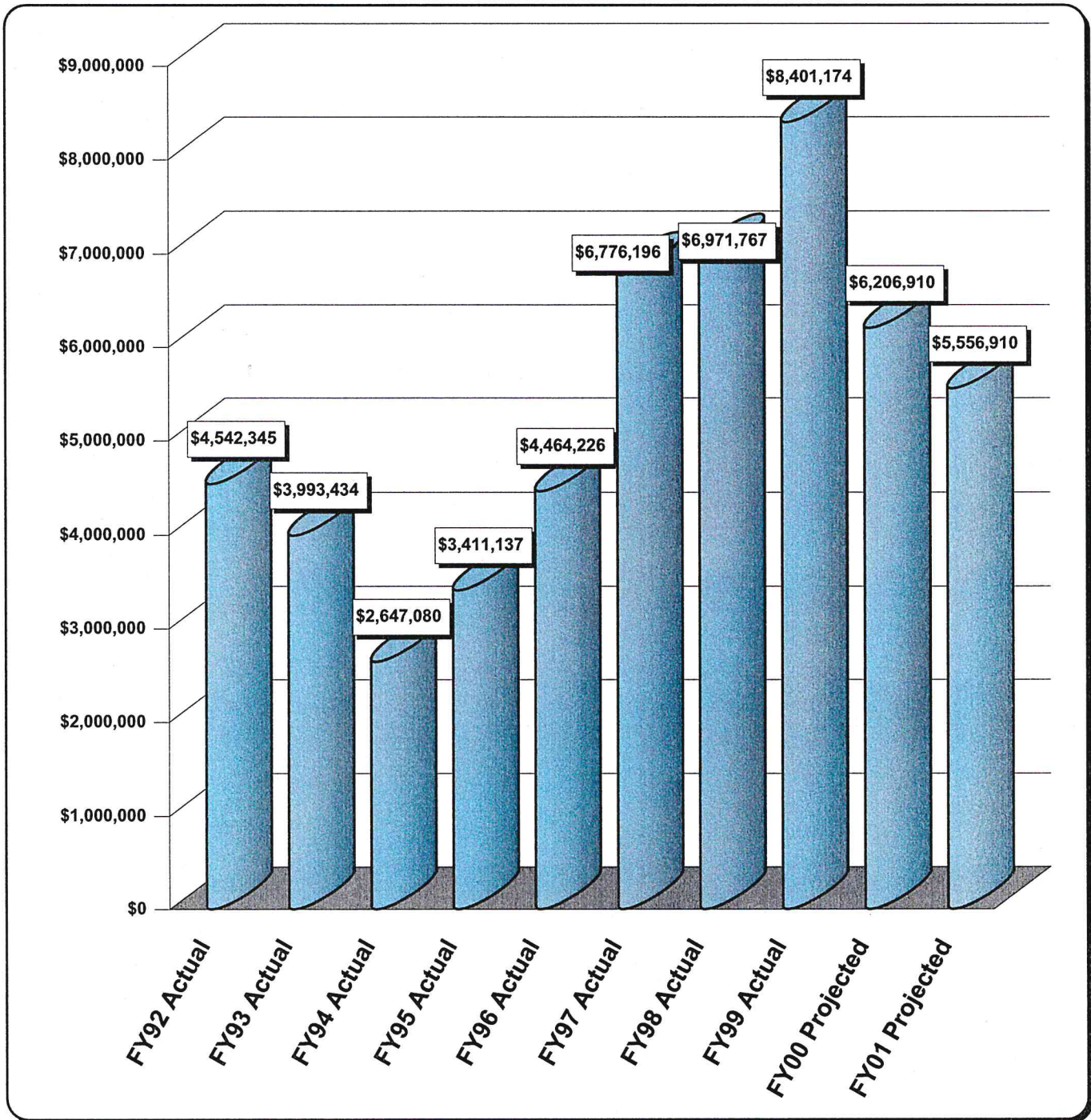


**General Fund Total  
FUND STATEMENT**

	<b>Actual <u>1998-99</u></b>	<b>Budget <u>1999-00</u></b>	<b>Revised Estimate <u>1999-00</u></b>	<b>Budget <u>2000-01</u></b>	<b>% Change From Prior Budget</b>
Beginning balance, July 1	\$ 8,395,081	\$ 16,636,552	\$ 9,824,488	\$ 7,630,224	-54.1%
Revenues	<u>28,697,945</u>	<u>26,407,656</u>	<u>26,765,076</u>	<u>28,780,099</u>	9.0%
Funds available	37,093,026	43,044,208	36,589,564	36,410,323	-15.4%
Expenditures	<u>27,268,538</u>	<u>27,587,886</u>	<u>28,959,340</u>	<u>29,430,099</u>	6.7%
Ending Balance, June 30	<u>\$ 9,824,488</u>	<u>\$ 15,456,322</u>	<u>\$ 7,630,224</u>	6,980,224	-54.8%
Less:					
Amount reserved for advance to Golf Course Enterprise Fund				<u>1,423,314</u>	
Unreserved Ending Balance				<u>\$ 5,556,910</u>	

# GENERAL FUND UNRESERVED ENDING FUND BALANCE

## TEN YEAR COMPARISON



The recommended FY2000-01 General Fund Unreserved ending fund balance is being reduced \$650,000 to support a one-time capital project (Juvenile Detention Center expansion project). The remaining \$5,556,910 represents 19.3% of General Fund budgeted expenditures. Board policy requires a 15% minimum General Fund balance. (The reduction in fund balance in FY00 is due to a transfer to the CIP Fund for the Space Utilization Master Plan remodeling project.)

# PROPOSED FY2000-01 ONE-TIME USES OF UNRESERVED GENERAL FUND BALANCE

**FY 2000-01 Projected *Beginning* Unreserved General Fund Balance** \$ 6,206,910

**Less Proposed One-Time Uses:**

Juvenile Detention Center Expansion \$ 650,000

Total One-Time Uses 650,000

**FY 1999-2000 Projected *Ending* Unreserved General Fund Balance** \$ 5,556,910

**Percent Of Budgeted General Fund Expenditures** 19.3%

Note: FY00 one-time uses as follows:

Space Utilization Master Plan	\$ 2,500,000
800 MHz Radio System	<u>480,230</u>
Total	<u>\$ 2,980,230</u>

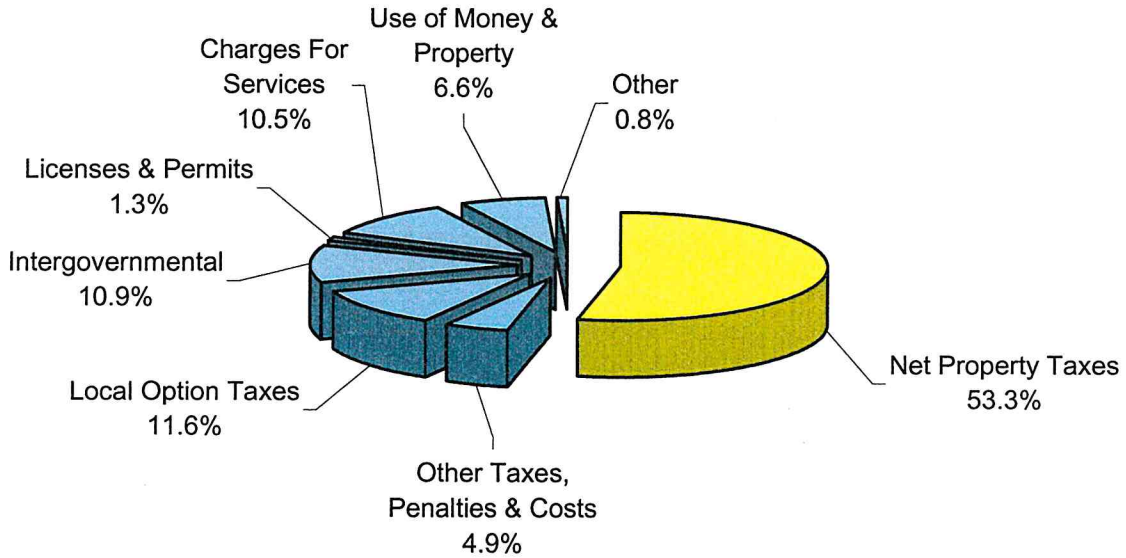


**General Fund Total  
REVENUE SOURCES**

	<b>Actual 1998-99</b>	<b>Budget 1999-00</b>	<b>Revised Estimate 1999-00</b>	<b>Budget 2000-01</b>	<b>% Change From Prior Budget</b>
Taxes Levied on Property	\$ 13,658,514	\$ 14,820,814	\$ 14,768,203	\$ 16,008,667	8.0%
Less: Uncollected Delinq Taxes-Levy Yr	4,657	7,278	7,278	7,278	0.0%
Less: Credits To Taxpayers	650,856	707,210	654,599	654,599	-7.4%
Net Current Property Taxes	13,003,001	14,106,326	14,106,326	15,346,790	8.8%
Add: Delinquent Property Tax Revenue	4,657	7,278	7,278	7,278	0.0%
<b>Total Net Property Taxes</b>	<b>13,007,657</b>	<b>14,113,604</b>	<b>14,113,604</b>	<b>15,354,068</b>	<b>8.8%</b>
Penalties, Interest & Costs On Taxes	420,615	461,110	469,810	482,310	4.6%
Other County Taxes	96,665	96,312	96,665	96,665	0.4%
<b>Total Other Taxes, Penalties &amp; Costs</b>	<b>517,279</b>	<b>557,422</b>	<b>566,475</b>	<b>578,975</b>	<b>3.9%</b>
Local Option Taxes	3,317,574	3,207,501	3,234,097	3,331,120	3.9%
Utility Tax Replacement Excise Tax	-	-	-	819,230	0.0%
<b>Intergovernmental :</b>					
State Shared Revenues	128,916	107,029	130,000	130,000	21.5%
State Grants & Reimbursements	2,068,971	1,969,296	1,503,186	1,512,505	-23.2%
State Credits Against Levied Taxes	650,856	707,210	654,599	654,599	-7.4%
Other State Credits	574,771	557,519	574,770	589,097	5.7%
Federal Grants & Entitlements	248	-	42,812	41,666	0.0%
Contr & Reimb From Other Govts	345,245	317,050	348,567	214,717	-32.3%
Payments in Lieu of Taxes	2,110	2,299	2,110	2,110	-8.2%
<b>Subtotal Intergovernmental</b>	<b>3,771,118</b>	<b>3,660,403</b>	<b>3,256,044</b>	<b>3,144,694</b>	<b>-14.1%</b>
Licenses & Permits	362,164	371,445	404,249	383,705	3.3%
Charges For Services	3,183,546	2,900,640	2,972,786	3,035,318	4.6%
Use of Money & Property	1,797,528	1,358,931	1,991,977	1,903,969	40.1%
<b>Other:</b>					
Fines, Forfeitures & Defaults	99,061	51,000	51,000	51,000	0.0%
Miscellaneous	325,756	180,210	167,344	171,520	-4.8%
Proceeds of Fixed Asset Sales	1,131	6,500	7,500	6,500	0.0%
<b>Total Other</b>	<b>425,948</b>	<b>237,710</b>	<b>225,844</b>	<b>229,020</b>	<b>-3.7%</b>
<b>Total Revenues before transfers</b>	<b>26,382,814</b>	<b>26,407,656</b>	<b>26,765,076</b>	<b>27,960,869</b>	<b>5.9%</b>
<b>Transfers in from:</b>					
General Basic	2,300,000	-	-	-	0.0%
Recorder's Record Mgt	15,131	-	-	-	0.0%
<b>Total transfers in</b>	<b>2,315,131</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$ 28,697,945</b>	<b>\$ 26,407,656</b>	<b>\$ 26,765,076</b>	<b>\$ 28,780,099</b>	<b>9.0%</b>

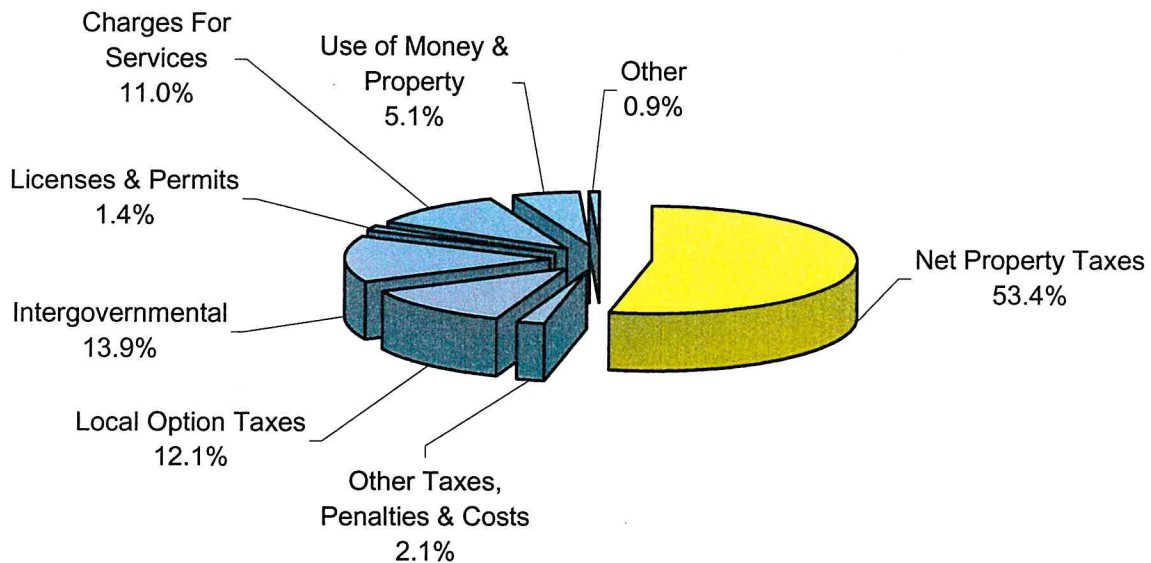
# GENERAL FUND REVENUES BY TYPE

## FY01 BUDGET



Although net property taxes remain at the same percentage of total General Fund revenues, other taxes are increasing due to the shift in utilities property taxes to a replacement excise tax.

## FY00 BUDGET

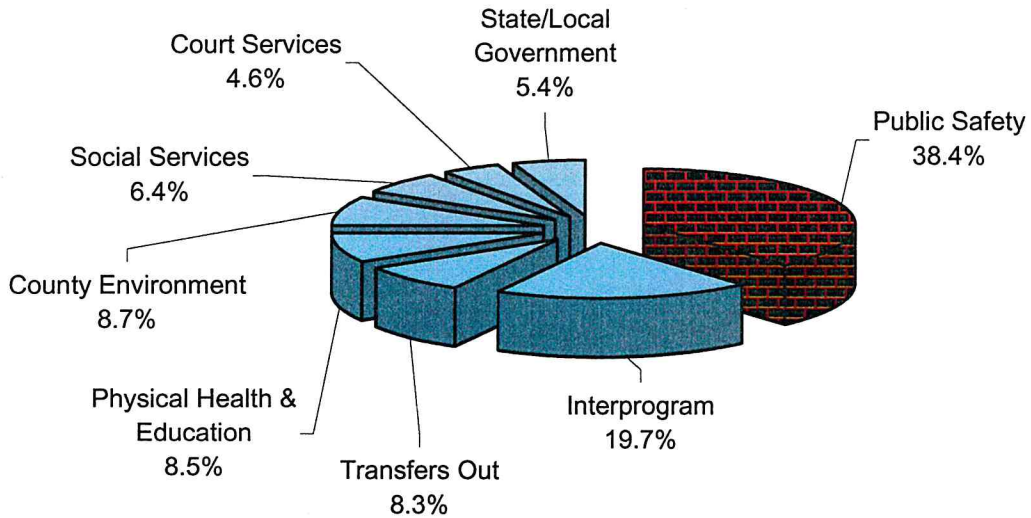


**GENERAL FUND EXPENDITURES  
BY SERVICE AREA**

<b>SERVICE AREA</b>	<b>Actual 1998-99</b>	<b>Budget 1999-00</b>	<b>Revised Estimate 1999-00</b>	<b>Budget 2000-01</b>	<b>% Change From Prior Budget</b>
Public Safety	\$ 8,658,629	\$ 9,284,008	\$ 9,439,954	\$ 11,307,584	21.8%
Court Services	1,619,084	1,692,363	1,247,700	1,342,190	-20.7%
Physical Health & Education	2,134,187	2,338,529	2,381,081	2,503,282	7.0%
Social Services	1,769,356	1,922,045	1,761,910	1,873,129	-2.5%
County Environment	2,233,586	2,384,944	2,446,622	2,573,389	7.9%
State/Local Government	1,449,209	1,478,827	1,481,701	1,598,695	8.1%
Interprogram	<u>4,478,582</u>	<u>5,401,701</u>	<u>5,243,153</u>	<u>5,785,644</u>	7.1%
<b>SUBTOTAL BEFORE TRANSFERS</b>	22,342,632	24,502,417	24,002,121	26,983,913	10.1%
<b>Transfers out to:</b>					
Secondary Roads	522,543	538,219	538,219	554,366	3.0%
Capital Improvements	1,431,543	1,875,430	3,747,180	1,220,000	-34.9%
Vehicle Replacement	171,820	171,820	171,820	171,820	0.0%
Electronic Equipment	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	0.0%
<b>Total transfers</b>	2,625,906	3,085,469	4,957,219	2,446,186	-20.7%
<b>GRAND TOTAL EXPENDITURES</b>	<u>\$ 24,968,538</u>	<u>\$ 27,587,886</u>	<u>\$ 28,959,340</u>	<u>\$ 29,430,099</u>	6.7%

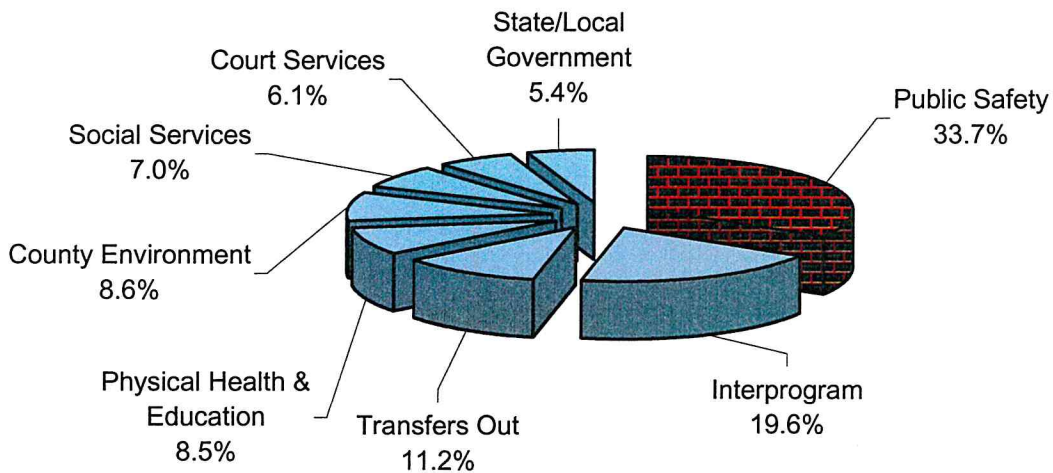
# GENERAL FUND EXPENDITURES BY SERVICE AREA

## FY01 BUDGET



This graph shows that the single largest General Fund expense category is for Public Safety costs which are also rising as a % of total General Fund expenditures to to the jail overcrowding problem.

## FY00 BUDGET







## MH-DD FUND

All revenues designated for mental health, mental retardation, and developmental disabilities services are now credited to the mental health, mental retardation, and developmental disabilities fund of the County. The fund is known as the MH-DD Services Fund. The Board of Supervisors makes appropriations from the fund for payment of services provided under the MH, MR, DD Management Plan approved pursuant to Iowa Code section 331.439.

The following qualified expenditures may be appropriated under the MH-DD Fund:

- Mental Commitment Costs
  - Sheriff Transportation
  - Psychiatric Evaluation
  - Attorney Fees
  - Mental Health Advocate
  - Hospitalization Pending the Commitment Hearing
- Vocational Costs
- Residential Costs-MHI (Excluding Mount Pleasant if placement Relates to Substance Abuse)
  - SHS
  - ICFMR
  - RCFMR
  - RCF
  - SAL
- Protective Payee
- Respite Services
- Outpatient Services
- Community Support Program
- Adult Day Treatment
- Adult Day Treatment
- Partial Hospitalization
- HCBS Services
  - Supported Community Living
  - Vocational
  - Respite
  - Home & Vehicle Modifications
  - Homemaker
- Case Management
- Psychotropic Medications
- Transportation (If conditional on MH-DD diagnosis)
- Counseling/Client Coordination (i.e. Non-Title 19 Case Management/ County operated "social services")
- Diagnostic Evaluations
- Public Subsidy Program (If conditional on MH-DD diagnosis)
- Administrative Costs (But only those staff costs which can be specifically identified with MH-DD services can be included)

The Iowa State Legislature imposed limitations on increases to the local property tax levy for this fund in the future. Inflationary increases will be allowed by State legislation and counties will be informed prior to the start of their ensuing budget process as to the allowable percent of increase. As stated under the General Fund narrative the action by the State to pull these previously uncontrollable escalating mental health costs from the General Fund into a Special Revenue Fund with future limited cost increases will have a dramatic positive impact on future General Fund balances requirements. In addition the State may increase its property tax relief for mental health costs in the future which will also have a positive impact on local property taxpayers.

**MH-DD Fund  
FUND STATEMENT**

<u>Fund</u>	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 1,196,130	\$ 3,032,418	\$ 1,714,861	\$ 1,813,818	-40.2%
Revenues	<u>10,422,471</u>	<u>10,836,502</u>	<u>11,017,034</u>	<u>11,199,993</u>	3.4%
Funds available	11,618,601	13,868,920	12,731,895	13,013,811	-6.2%
Expenditures	<u>9,903,740</u>	<u>10,997,982</u>	<u>10,918,077</u>	<u>11,605,976</u>	5.5%
Ending Balance, June 30	<u>\$ 1,714,861</u>	<u>\$ 2,870,938</u>	<u>\$ 1,813,818</u>	<u>\$ 1,407,835</u>	-51.0%



**MH-DD Fund  
REVENUE SOURCES**

<u>Fund</u>	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 3,302,463	\$ 3,308,032	\$ 3,296,212	\$ 3,146,992	-4.9%
Less: Uncollected Delinquent Taxes-Lev	1,126	2,241	2,241	2,241	0.0%
Less: Credits To Taxpayers	<u>157,373</u>	<u>169,047</u>	<u>157,227</u>	<u>157,227</u>	-7.0%
Net Current Property Taxes	3,143,964	3,136,744	3,136,744	2,987,524	-4.8%
Add: Delinquent Property Tax Revenue	<u>1,126</u>	<u>2,241</u>	<u>2,241</u>	<u>2,241</u>	0.0%
Total Net Property Taxes	3,145,090	3,138,985	3,138,985	2,989,765	-4.8%
Other County Taxes	<u>6,976</u>	<u>8,062</u>	<u>6,976</u>	<u>6,976</u>	-13.5%
Total Other Taxes, Penalties & Costs	6,976	8,062	6,976	6,976	-13.5%
Utility Tax Replacement Excise Tax	-	-	-	161,040	0.0%
Intergovernmental :					
State Grants & Reimbursements	2,279,800	2,415,801	2,493,876	2,449,807	1.4%
State Credits Against Levied Taxes	157,373	169,047	157,227	157,227	-7.0%
Other State Credits	<u>4,778,668</u>	<u>5,059,107</u>	<u>5,172,771</u>	<u>5,387,979</u>	6.5%
Subtotal Intergovernmental	7,215,841	7,643,955	7,823,874	7,995,013	4.6%
Charges For Services	54,119	45,500	47,199	47,199	3.7%
Other:					
Miscellaneous	<u>444</u>	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
Total Other	444	-	-	-	0.0%
<b>GRAND TOTAL REVENUES</b>	<u>\$ 10,422,471</u>	<u>\$ 10,836,502</u>	<u>\$ 11,017,034</u>	<u>\$ 11,199,993</u>	3.4%

**MH-DD FUND  
EXPENDITURE DETAIL**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>MH-DD SERVICE AREA</b>					
<b>Mental Health</b>					
Info & Education Services	27,704	29,864	29,034	30,195	1.1%
General Administration	398	-	2,216	554	0.0%
Coordination Services	2,977	3,723	3,428	3,585	-3.7%
Personal & Environ Support	2,445	2,376	3,139	3,322	39.8%
Treatment Services	754,388	704,903	796,238	827,886	17.4%
Vocational & Day Services	-	3,615	-	-	-100.0%
Licensed/Certified Living Arrangements	-	6,480	-	-	-100.0%
Instit/Hospital/Commitment Services	151,538	194,949	236,666	254,426	30.5%
<b>Total Mental Health</b>	<b>939,451</b>	<b>945,910</b>	<b>1,070,721</b>	<b>1,119,968</b>	<b>18.4%</b>
<b>Chronic Mental Illness</b>					
Info & Education Services	20,289	19,909	23,523	22,265	11.8%
General Administration	97,840	118,973	131,115	152,449	28.1%
Coordination Services	544,537	654,343	658,562	690,237	5.5%
Personal & Environ Support	95,158	88,017	87,096	89,808	2.0%
Treatment Services	732,131	830,391	777,809	811,450	-2.3%
Vocational & Day Services	52,870	74,630	81,715	33,402	-55.2%
Licensed/Certified Living Arrangements	1,167,874	1,374,417	1,250,283	1,275,128	-7.2%
Instit/Hospital/Commitment Services	338,388	377,297	360,775	379,800	0.7%
<b>Total Chronic Mental Illness</b>	<b>3,049,086</b>	<b>3,537,977</b>	<b>3,370,878</b>	<b>3,454,539</b>	<b>-2.4%</b>
<b>Mental Retardation</b>					
General Administration	398	-	2,216	554	0.0%
Coordination Services	57,471	81,100	74,476	93,406	15.2%
Personal & Environ Support	152,676	203,671	213,132	263,638	29.4%
Treatment Services	10,449	2,806	11,061	11,539	311.2%
Vocational & Day Services	1,041,268	1,356,860	1,326,619	1,297,298	-4.4%
Licensed/Certified Living Arrangements	3,238,057	3,462,751	3,502,462	3,951,147	14.1%
Instit/Hospital/Commitment Services	1,291,203	1,259,893	1,223,292	1,301,677	3.3%
<b>Total Mental Retardation</b>	<b>5,791,521</b>	<b>6,367,081</b>	<b>6,353,258</b>	<b>6,919,259</b>	<b>8.7%</b>
<b>Developmental Disabilities</b>					
General Administration	398	-	2,216	554	0.0%
Coordination Services	2,078	-	2,700	2,700	0.0%
Personal & Environ Support	573	2,496	610	628	-74.8%
Vocational & Day Services	54,077	71,523	66,860	61,722	-13.7%
Licensed/Certified Living Arrangements	66,556	72,995	50,834	46,606	-36.2%
<b>Total Developmental Disabilities</b>	<b>123,682</b>	<b>147,014</b>	<b>123,220</b>	<b>112,210</b>	<b>-23.7%</b>
<b>Grand total MH-DD expenditures</b>	<b>\$ 9,903,740</b>	<b>\$ 10,997,982</b>	<b>\$ 10,918,077</b>	<b>\$ 11,605,976</b>	<b>5.5%</b>

## RURAL SERVICES BASIC FUND

The Rural Services Basic Fund is used to levy taxes for rural county services as identified in Section 331.428 of the Code of Iowa (see the Financial Management Policies in the Supplemental Information section of the budget document).

The County currently uses this fund for two specific purposes: (1) transfer of funds to the Secondary Roads Fund, and (2) appropriation of funds toward the funding of the Scott County Library.

The levy for the aforementioned two purposes is applied only against property located in the unincorporated areas (townships). Since the taxable valuation of agricultural land, which represents 29% of the total rural valuation base, is computed on a five year productivity average as opposed to fair market value, the rural tax base and calculated rural services fund tax levy rate has fluctuated over the past ten (10) years as shows below:

Fiscal Year	Rural Tax Base	Rural Services Fund Levy *	Rural Services Fund Levy
1991-92	424,133,555	1,415,431	3.22204
1992-93	420,487,335	1,437,963	3.30356
1993-94	425,831,899	1,479,512	3.35967
1994-95	444,949,402	1,547,545	3.36822
1995-96	452,088,279	1,593,273	3.41618
1996-97	463,196,504	1,648,964	3.45449
1997-98	464,586,436	1,702,801	3.55403
1998-99	516,580,701	1,766,799	3.32020
1999-00	541,992,895	1,752,102	3.23270
2000-01	602,008,357	1,721,716	2.97499

The breakdown between the Secondary Roads Fund transfer amount and the amount appropriated for the County Library are as follows:

Fiscal Year	Sec Rds Transfer*	Levy Rate	Library Appropriation*	Levy Rate
1991-92	1,173,907	2.67713	241,524	0.54491
1992-93	1,188,121	2.73415	249,842	0.56941
1993-94	1,225,779	2.78827	253,733	0.57140
1994-95	1,293,812	2.82137	253,733	0.54685
1995-96	1,333,920	2.86554	259,353	0.55065
1996-97	1,373,917	2.88316	275,047	0.57132
1997-98	1,415,135	2.95725	287,666	0.59678
1998-99	1,457,589	2.74719	309,210	0.57301
1999-00	1,501,317	2.69906	322,925	0.53364
2000-01	1,546,356	2.45274	329,258	0.52225

\* Includes tax levy and other county taxes and State tax replacement credits not against levied taxes

## RURAL SERVICES BASIC FUND FUND STATEMENT

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Taxes Levied on Property	\$ 1,714,910	\$ 1,752,102	\$ 1,742,523	\$ 1,721,716	-1.7%
Less: Uncollected Delinq Taxes-Levy Yr	512	1,029	1,029	1,029	0.0%
Less: Credits To Taxpayers	<u>127,094</u>	<u>136,182</u>	<u>126,603</u>	<u>126,603</u>	-7.0%
Net Current Property Taxes	1,587,304	1,614,891	1,614,891	1,594,084	-1.3%
Delinquent Property Tax Revenue	512	1,029	1,029	1,029	0.0%
Other County Taxes	10,287	12,507	10,287	79,541	536.0%
Intergovernmental	<u>189,511</u>	<u>195,815</u>	<u>189,020</u>	<u>190,791</u>	-2.6%
Subtotal Revenues	1,787,614	1,824,242	1,815,227	1,865,445	2.3%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	1,787,614	1,824,242	1,815,227	1,865,445	2.3%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Physical Health & Education	<u>309,210</u>	<u>322,925</u>	<u>322,925</u>	<u>329,258</u>	2.0%
Subtotal Expenditures	309,210	322,925	322,925	329,258	2.0%
Other Financing Uses:					
Operating Transfers Out	<u>1,457,589</u>	<u>1,501,317</u>	<u>1,501,317</u>	<u>1,546,356</u>	3.0%
Total Expenditures & Other Uses	1,766,799	1,824,242	1,824,242	1,875,614	2.8%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	20,815	-	(9,015)	(10,169)	0.0%
<b>Beginning Fund Balance - July 1,</b>	\$ 136,828	\$ 275,684	\$ 157,643	\$ 148,628	-46.1%
<b>Ending Fund Balance - June 30,</b>	\$ 157,643	\$ 275,684	\$ 148,628	\$ 138,459	-49.8%

## SECONDARY ROAD FUND

The Secondary Road Fund is established pursuant to Section 331.429 of the Code of Iowa (see Financial Management Policies in the Supplemental Information section of the budget document). This fund is used to account for all Secondary Road services expenditures and sources of revenue. The primary sources of revenue include proceeds from the State Road Use Tax and transfers of levied property taxes from both the General Basic Fund and the Rural Services Basic Fund.

The maximum levy amount in any one year from the General Basic Fund cannot exceed the equivalent of a tax of sixteen and seven-eighths cent (.16875) per thousand dollars of assessed value of all taxable property in the County. The maximum levy amount in any one year from the Rural Services Basic Fund cannot exceed the equivalent of a tax of three dollars and three-eighths cents (\$3.00375) per thousand dollars of assessed value on all taxable property not located within the corporate limits of a city (i.e.: townships).

The State Legislature recently changed the Road Use Fund distribution formula that lowered the annual amount received by the County in FY00. The amount projected for 2000-01, however, is 6% more than estimated for 1999-00.

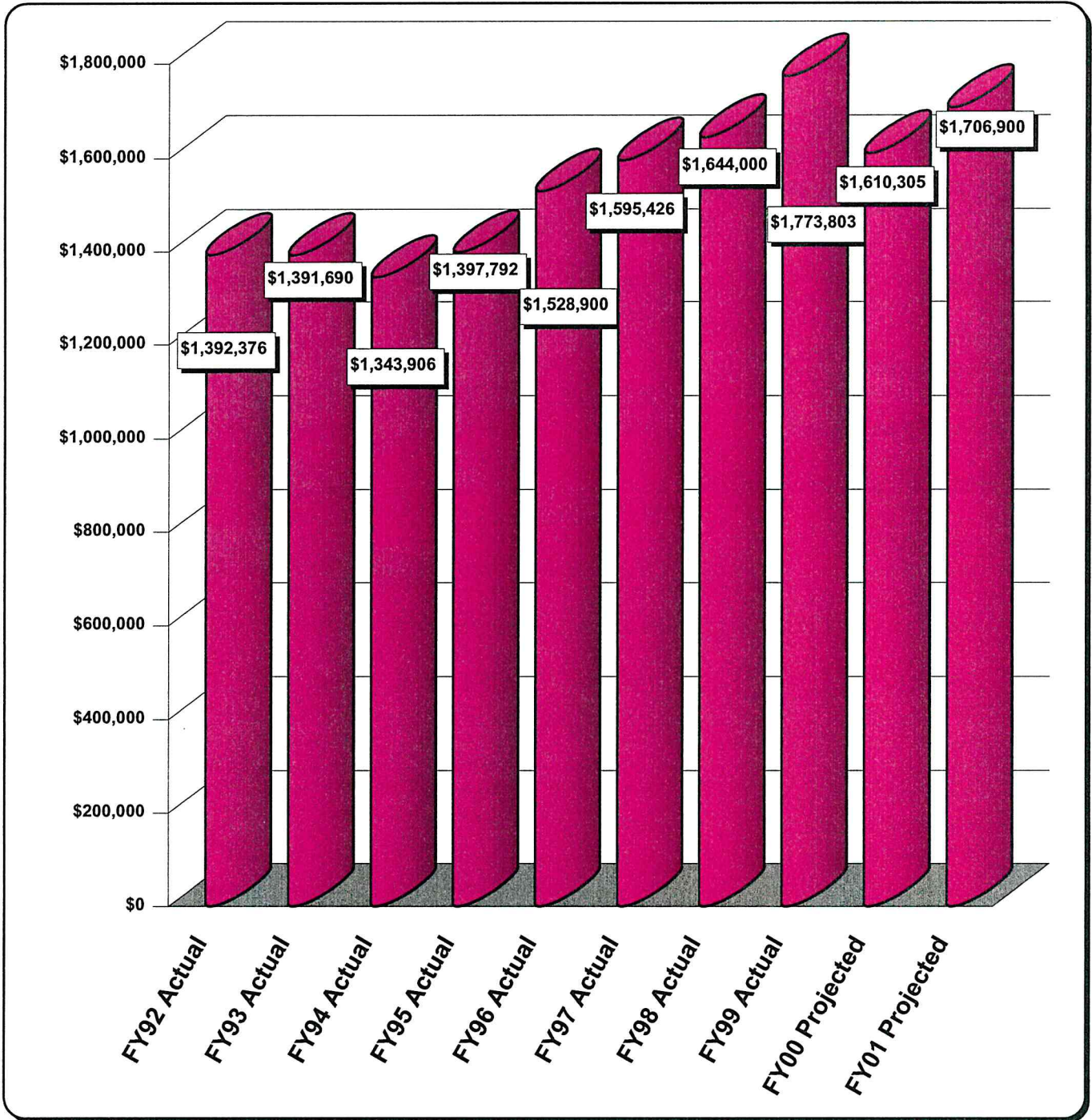
The following information provides a ten year history of State Road Use Tax revenues:

Fiscal Year	Road Use Tax Revenues
1991-92	1,392,376
1992-93	1,391,690
1993-94	1,343,906
1994-95	1,397,792
1995-96	1,528,900
1996-97	1,595,426
1997-98	1,644,000
1998-99	1,773,803
1999-00 (Revised Estimate)	1,610,305
2000-01 (Budget)	1,706,900

Finally for fiscal year 2000-01 the corporate levy rate used to compute the transfer amount from the General Basic Fund is \$.11451 or 68% of the maximum \$.16875 levy rate. While the rural levy rate used to compute the transfer amount from the Rural Basic Fund is \$2.45274 or 82% of the maximum \$3.00375 levy rate.

# ROAD USE TAX REVENUES

## TEN YEAR COMPARISON



This graph shows that after increasing each of the past five years the amount of road use taxes received from the State is projected to decrease in FY00 due to a change in the funding distribution formula.

**SECONDARY ROADS FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Intergovernmental	\$ 1,992,788	\$ 1,630,305	\$ 1,630,305	\$ 1,796,900	10.2%
Licenses & Permits	1,016	1,000	1,000	1,000	0.0%
Charges For Services	38,810	9,000	9,000	9,000	0.0%
Miscellaneous	28,969	5,000	5,000	5,000	0.0%
Subtotal Revenues	2,061,583	1,645,305	1,645,305	1,811,900	10.1%
Other Financing Sources:					
Operating Transfers In	1,980,132	2,039,536	2,039,536	2,100,722	3.0%
Total Revenues & Other Sources	4,041,715	3,684,841	3,684,841	3,912,622	6.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Roads & Transportation					
Administration	\$ 275,889	\$ 141,000	\$ 141,000	\$ 150,200	6.5%
Engineering	281,908	275,000	275,000	286,000	4.0%
Bridges & Culverts	114,583	42,000	42,000	72,000	71.4%
Roads	1,057,091	1,312,000	1,312,000	1,207,000	-8.0%
Snow & Ice Control	146,910	193,000	193,000	193,000	0.0%
Traffic Controls	138,070	133,000	133,000	140,000	5.3%
Road Clearing	96,489	95,000	95,000	95,000	0.0%
New Equipment	429,422	360,000	360,000	372,000	3.3%
Equipment Operation	418,051	511,500	511,500	516,500	1.0%
Tools, Materials, Supplies	40,919	44,000	44,000	47,000	6.8%
Real Estate & Buildings	48,482	20,000	20,000	20,000	0.0%
Capital Projects	852,115	800,000	600,000	950,000	18.8%
Subtotal Expenditures	3,899,930	3,926,500	3,726,500	4,048,700	3.1%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	3,899,930	3,926,500	3,726,500	4,048,700	3.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	141,786	(241,659)	(41,659)	(136,078)	-43.7%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 524,854</b>	<b>\$ 961,527</b>	<b>\$ 666,640</b>	<b>\$ 624,981</b>	<b>-35.0%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 666,640</b>	<b>\$ 719,868</b>	<b>\$ 624,981</b>	<b>\$ 488,903</b>	<b>-32.1%</b>

## Secondary Roads Equipment Fund FUND STATEMENT

<u>Fund</u>	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ -	\$ 152,114	\$ -	\$ -	-100.0%
Revenues	-	-	-	-	
Funds available	-	152,114	-	-	-100.0%
Expenditures	-	-	-	-	
Ending Balance, June 30	<u>\$ -</u>	<u>\$ 152,114</u>	<u>\$ -</u>	<u>\$ -</u>	-100.0%

*690,460*

*9.1  
8.2*



**RECORDER'S RECORD MANAGEMENT FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Charges For Services	\$ 59,942	\$ 47,520	\$ 47,520	\$ 45,540	-4.2%
Use of Money & Property	3,446	4,389	4,389	4,000	-8.9%
Subtotal Revenues	63,388	51,909	51,909	49,540	-4.6%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	63,388	51,909	51,909	49,540	-4.6%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out	\$ 45,722	\$ 30,000	\$ 30,000	\$ 30,000	0.0%
Total Expenditures & Other Uses	45,722	30,000	30,000	30,000	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	17,666	21,909	21,909	19,540	-10.8%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 61,106</b>	<b>\$ 157,525</b>	<b>\$ 78,772</b>	<b>\$ 100,681</b>	<b>-36.1%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 78,772</b>	<b>\$ 179,434</b>	<b>\$ 100,681</b>	<b>\$ 120,221</b>	<b>-33.0%</b>

## DEBT SERVICE FUND

The Debt Service Fund accounts for general obligation bonds that are backed by the full faith and credit of Scott County. As of July 1, 2000, one current general obligation bonds outstanding amounts to \$5,915,000. The only outstanding general obligation bond is for County solid waste disposal bonds issued in June 1995 on behalf of the Scott Solid Waste Commission. The funding support to amortize the solid waste bond debt comes from revenues generated by the Scott Solid Waste Commission through user fees and transferred to the Scott County Treasurer prior to the bond principal and interest payment dates. There is no anticipated property tax levy to retire the solid waste disposal bond debt.

The following is a summary of the general obligation bonds outstanding as of July 1, 1999:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2000-01	275,000	317,485	592,485
2001-02	290,000	304,010	594,010
2002-03	305,000	289,800	594,800
2003-04	320,000	274,702	594,702
2004-05 & Thereafter	4,725,000	1,654,578	6,379,578
	<b>\$5,915,000</b>	<b>\$2,840,575</b>	<b>\$8,755,575</b>

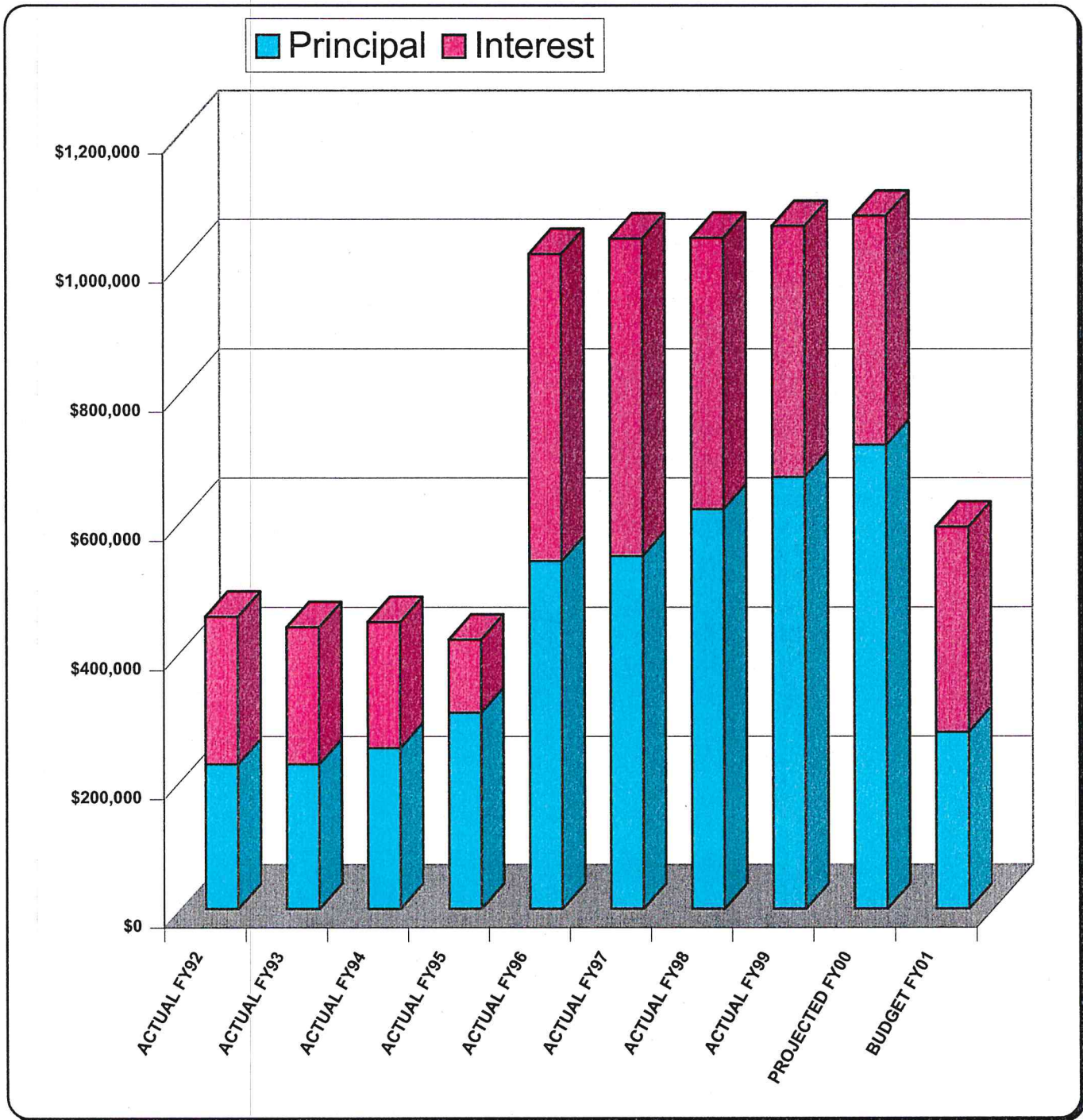
Scott County has a very small amount of outstanding debt when compared to the legal allowable debt limit. The computation of the County's legal debt margin as of July 1, 2000 is as follows:

Assessed Value (100%)	<u>\$6,939,774,711</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$346,988,736
Total Amount of Debt Applicable to Debt Margin	<u>5,915,000</u>
Legal Debt Margin	<u>\$341,073,736</u>
Percent of Debt Limit Used	<u>1.7%</u>

The general obligation bond debt expenditures over the past ten (10) years are listed below:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
1991-92	225,000	229,275	454,275
1992-93	225,000	212,850	437,850
1993-94	250,000	195,975	445,975
1994-95	305,000	113,503	418,503
1995-96	540,000	474,870	1,014,870
1996-97	547,508	491,227	1,038,735
1997-98	620,000	419,825	1,039,825
1998-99	670,000	388,675	1,058,675
1999-00	720,000	354,375	1,074,375
2000-01	275,000	317,485	592,485

## DEBT EXPENDITURES TEN YEAR PERIOD

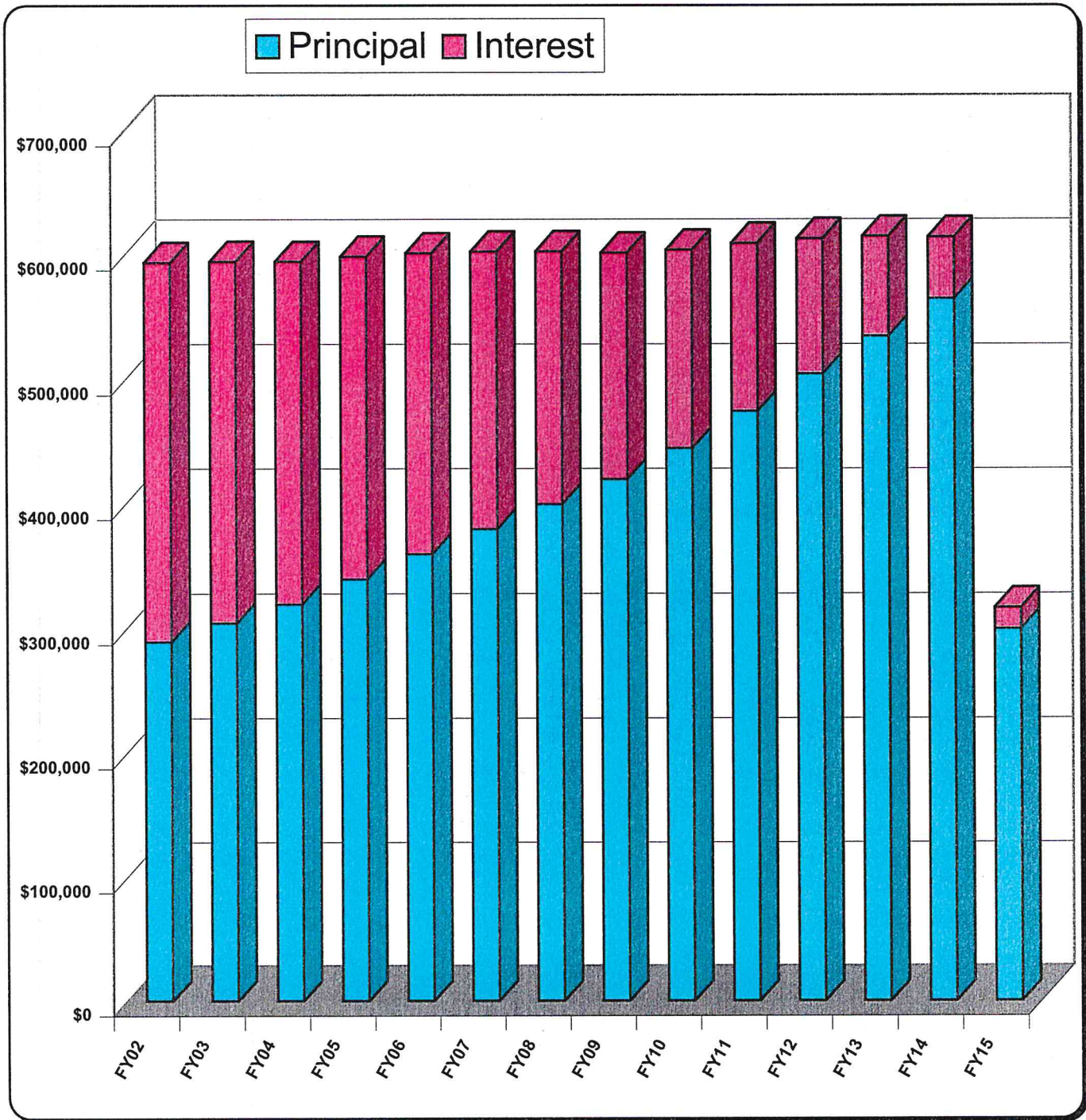


Although the County's general obligation bond indebtedness increased in FY 1995-96, this Solid Waste Bond issue is funded from Scott Solid Waste Commission fees. The Jail Annex bond issue was paid off in FY00.

**DEBT SERVICE FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Taxes Levied on Property	\$ 458,110	\$ 466,036	\$ 465,146	\$ -	-100.0%
Less: Uncollected Delinquent Taxes-Lev	158	235	235	-	-100.0%
Less: Credits To Taxpayers	21,354	22,229	21,339	-	-100.0%
Net Current Property Taxes	436,599	443,572	443,572	-	-100.0%
Delinquent Property Tax Revenue	158	235	235	-	-100.0%
Other County Taxes	944	1,058	944	-	-100.0%
Intergovernmental	382,341	369,510	370,076	317,485	-14.1%
Subtotal Revenues	820,041	814,375	814,827	317,485	-61.0%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	820,041	814,375	814,827	317,485	-61.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Debt Service					
Principal Payments	\$ 670,000	\$ 720,000	\$ 720,000	\$ 275,000	-61.8%
Interest Payments	388,675	354,375	354,375	317,485	-10.4%
Subtotal Expenditures	1,058,675	1,074,375	1,074,375	592,485	-44.9%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	1,058,675	1,074,375	1,074,375	592,485	-44.9%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(238,634)	(260,000)	(259,548)	(275,000)	5.8%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 6,462,322</b>	<b>\$ 6,251,827</b>	<b>\$ 6,223,688</b>	<b>\$ 5,964,140</b>	<b>-4.6%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 6,223,688</b>	<b>\$ 5,991,827</b>	<b>\$ 5,964,140</b>	<b>\$ 5,689,140</b>	<b>-5.1%</b>

## REMAINING OUTSTANDING DEBT THROUGH MATURITY



The remaining debt outstanding shown in the above graph is for the Solid Waste Bonds which are supported by fees received from the Scott Solid Waste Commission.

## OTHER FUNDS

The County's Capital Projects Fund and various internal service funds are included in this section. In October 1986 the federal government eliminated the Federal Revenue Sharing Program which provided Scott County with approximately \$900,000 annually. Revenue sharing funds were used exclusively by the County for capital projects and other one-time expenditures.

In the years since the elimination of the Federal Revenue Sharing Program Scott County has implemented an aggressive pay-as-you-go philosophy in various expenditure areas to alleviate as much as possible added interest costs associated with long term financing such as general obligation bonds. This has been accomplished through implementing a capital improvement levy in the General Basic Fund and annually transferring this amount to the Capital Improvements Fund in addition to devoting the entire amount of riverboat gaming tax proceeds to capital projects funding. Also, various reserve funds have been created so future levy rates will not fluctuate greatly when replacement needs arise. The creation of the Vehicle Replacement Reserve Fund and the Electronic Equipment Reserve Fund has proved very beneficial in meeting this objective.

The 1993 Iowa Legislature created a County Recorder's Record Management Fund to be used exclusively for the preservation of maintenance of public records. The legislation required that a \$1.00 fee per each recorded instrument be deposited into this fund and that the Recorder use the fees collected (and interest earned) to produce and maintain public records that meet archival standards and to enhance the technological storage, and transmission capabilities related to archival quality records. In past years the County Recorder has authorized the purchase of optical imaging equipment to enhance the operations of his office. The Recorder also hired an outside firm to digitize his office's microfilmed records back to 1989, the year his computerized index system was implemented. Based on current transaction levels this fund will receive approximately \$45,000 each year.

The County has an aggressive Risk Management Program utilizing self-insured retention levels based on past loss history and future loss projections. A Group Health Insurance Reserve Fund and a Self-Insurance Reserve Fund have been established to meet the County's goals and objectives in these areas.

Finally, the County is acquiring, through a lease-purchase arrangement, a golf course developed and constructed by Blue T Golf, Inc. The course and clubhouse, called Glynn's Creek, opened July 1, 1992 at Scott County Park. Glynn's Creek has received rave reviews since its opening. The number of rounds played has increased steadily during each year of operation. This County run operation is accounted for in the Golf Course Enterprise Fund.

**SUMMARY FUND STATEMENT  
OTHER FUNDS**

<u>Fund</u>	<u>Estimated Balance 07/01/00</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/01</u>
<b>OTHER FUNDS:</b>				
<b>Capital Improvements</b>				
General	\$ 3,941,730	\$ 3,306,744	\$ 5,869,226	\$ 1,379,248
Electronic Equipment	827,485	529,124	990,004	366,605
Vehicle	575,756	200,728	167,000	609,484
Conservation Capital Improvements	<u>9,972</u>	<u>-</u>	<u>-</u>	<u>9,972</u>
<b>Total Capital Improvements</b>	5,354,943	4,036,596	7,026,230	2,365,309
<b>Non-Budgeted Funds</b>				
Golf Course Enterprise	(1,520,985)	1,326,988	1,163,261	(1,357,258)
Self-Insurance	1,227,118	61,356	-	1,288,474
Group Health	<u>159,577</u>	<u>160,000</u>	<u>225,000</u>	<u>94,577</u>
<b>Total Non-Budgeted Funds</b>	(134,290)	1,548,344	1,388,261	25,793
<b>Total Other Funds*</b>	<u>\$ 5,220,653</u>	<u>\$ 5,584,940</u>	<u>\$ 8,414,491</u>	<u>\$ 2,391,102</u>

\*Includes interfund transfers and non-budgeted fund activity

**CAPITAL PROJECTS (general) FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ 779,530	\$ 760,000	\$ 780,000	\$ 780,000	2.6%
Intergovernmental	34,520	14,190	22,110	14,740	3.9%
Miscellaneous	9,772	101,000	5,100	105,000	4.0%
Subtotal Revenues	823,822	875,190	807,210	899,740	2.8%
Other Financing Sources:					
Operating Transfers In					
General Basic	1,431,543	1,875,430	3,747,180	1,220,000	-34.9%
Recorder's Record Mgt	30,591	30,000	30,000	30,000	0.0%
Electronic Equipment	553,148	1,892,330	1,439,445	990,004	-47.7%
Vehicle Replacement	52,612	202,100	190,602	167,000	-17.4%
Total Transfers In	2,067,894	3,999,860	5,407,227	2,407,004	-39.8%
Total Revenues & Other Sources	2,891,716	4,875,050	6,214,437	3,306,744	-32.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	\$ 2,303,368	\$ 4,711,460	\$ 4,069,126	\$ 5,869,226	24.6%
Subtotal Expenditures	2,303,368	4,711,460	4,069,126	5,869,226	24.6%
Other Financing Uses:					
Total Expenditures & Other Uses	2,303,368	4,711,460	4,069,126	5,869,226	24.6%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	588,348	163,590	2,145,311	(2,562,482)	-1666.4%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 1,208,071</b>	<b>\$ 2,076,861</b>	<b>\$ 1,796,419</b>	<b>\$ 3,941,730</b>	<b>89.8%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 1,796,419</b>	<b>\$ 2,240,451</b>	<b>\$ 3,941,730</b>	<b>\$ 1,379,248</b>	<b>-38.4%</b>



**ELECTRONIC EQUIPMENT FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	% Change From Prior Budget
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Money & Property	\$ 83,248	\$ 61,649	\$ 61,772	\$ 29,124	-52.8%
Subtotal Revenues	83,248	61,649	61,772	29,124	-52.8%
Other Financing Sources:					
Operating Transfers In					
General Basic	500,000	500,000	500,000	500,000	0.0%
Total Transfers In	500,000	500,000	500,000	500,000	0.0%
 Total Revenues & Other Sources	 583,248	 561,649	 561,772	 529,124	 -5.8%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out					
Capital Improvements	\$ 553,148	\$ 1,892,330	\$ 1,439,445	\$ 990,004	-47.7%
Total Transfers Out	553,148	1,892,330	1,439,445	990,004	-47.7%
Total Expenditures & Other Uses	553,148	1,892,330	1,439,445	990,004	-47.7%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	30,100	(1,330,681)	(877,673)	(460,880)	-65.4%
 <b>Beginning Fund Balance - July 1,</b>	 \$ 1,675,058	 \$ 3,562,698	 \$ 1,705,158	 \$ 827,485	 -76.8%
<b>Ending Fund Balance - June 30,</b>	<b>\$ 1,705,158</b>	<b>\$ 2,232,017</b>	<b>\$ 827,485</b>	<b>\$ 366,605</b>	<b>-83.6%</b>

**VEHICLE REPLACEMENT FUND  
FUND STATEMENT**

	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Money & Property	\$ 24,435	\$ 20,769	\$ 27,864	\$ 28,908	39.2%
Subtotal Revenues	24,435	20,769	27,864	28,908	39.2%
Other Financing Sources:					
Operating Transfers In					
General Basic	171,820	171,820	171,820	171,820	0.0%
Total Transfers In	171,820	171,820	171,820	171,820	0.0%
Total Revenues & Other Sources	196,255	192,589	199,684	200,728	4.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:	\$ -	\$ -	\$ -	\$ -	
Operating Transfers Out					
Capital Improvements	52,612	202,100	190,602	167,000	-17.4%
Total Transfers Out	52,612	202,100	190,602	167,000	-17.4%
Total Expenditures & Other Uses	52,612	202,100	190,602	167,000	-17.4%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	143,643	(9,511)	9,082	33,728	-454.6%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 423,031</b>	<b>\$ 738,984</b>	<b>\$ 566,674</b>	<b>\$ 575,756</b>	<b>-22.1%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 566,674</b>	<b>\$ 729,473</b>	<b>\$ 575,756</b>	<b>\$ 609,484</b>	<b>-16.4%</b>



## CAPITAL PROJECTS PLAN DEVELOPMENT PROCESS

Scott County's Five-Year Capital Project Plan for consideration is developed each year as a part of the County's operating budget process. County departments submit their requests using worksheets as provided by the Office of Budget and Information Processing. This allows budget analysts to review and evaluate the project description, need, other alternatives, as well as other projects already approved or under way within the requesting department. In addition the impact on the departments' operating budget in both personnel and non-salary costs is also itemized on this worksheet.

The Director of Buildings and Grounds coordinates the requests concerning remodeling and construction of new or existing County facilities. In addition, the County has created two advisory committees to review and recommend to the Board of Supervisors large purchases and replacements of vehicles and electronic equipment. The Board has created replacement reserve funds for both electronic equipment and vehicles that allow for a stable tax levy rate each year.

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. The operating budget includes transfers to the Capital Improvement Fund for capital improvement projects. The Debt Service Fund is currently supported by revenues received from the Solid Waste Commission to pay for the amortization of the solid waste general obligation bonds. The County is currently using only 1.7% of its allowable legal debt margin consisting of one general bond issue. This outstanding bond issue is described further under the debt service fund section of this document.

The Board of Supervisors called for a referendum to be held in November 1998 for the construction of a County jail and for the issuance of \$48.3 million dollars in general obligation bonds. If approved it would have increased the County's levy rate by 91 cents per one thousand dollar taxable valuation. The referendum failed to receive the required 60% margin of support. The jail continues to be overcrowded and over the rated capacity limit. The Board has made this their top concern for 2000 and has established a Community Jail and Alternatives Advisory Committee to develop a solution acceptable to the citizens of Scott County.

The capital improvement budget totals \$6,819,226 for fiscal year 2000-01, with 82% or \$5,599,226 for general projects, 14% or \$950,000 for Secondary Roads projects, and 4% or \$270,000 for Conservation parks and recreation projects.

The general capital improvements budget of \$5,599,226 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle replacement fund, and the general fund. General fund transfers are made for one-time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is also supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. In addition an ongoing property tax levy in the general fund of \$300,000 is transferred annually to the capital improvements fund. This amount will be increased \$50,000 annually during the next ten year period to

allow for pay as you funding for the space utilization master plan project which moves administrative offices from the Courthouse to the Bi-Centennial Building resulting in additional courtroom space in the Courthouse.

The County has been assigned additional judges to the Seventh Judicial District necessitating increased courtroom and jury space. In addition the County Attorney, Clerk of Court and Court Administration offices are in need of additional space. A space utilization master plan was developed last year which recommended the moving of all non-court related administrative offices from the Courthouse to the County's Bi-Centennial Building to create the needed space for the courts. This will be a ten year \$14 million dollar pay as you go funded project using fund balances and future capital fund property tax and gaming tax revenue funding. The proposed capital plan for FY01 includes \$3,348,222 in spending toward this project as outlined further in the pages that follow.

The other major new projects under the general capital improvements area include the cooling tower replacement at the Courthouse, holding cell construction at the Tremont minimum security facility, expansion of the juvenile detention center, refurbishing the elevator cars at the Bi-Centennial Building, an ADA restroom renovation at the Pine Knoll Mental Health Care Center, continued computer LAN/WAN upgrades, and a vehicle locator system for the Sheriff's Department.

Scott County had identified the need for solutions to the jail-overcrowding problem as its top priority during its target issues process. In October 1995 the Board adopted an action plan for long-term jail solutions. Phase I of the action plan consisted of a needs assessment study which analyzed crime trends, inmate population and bed space requirements. This study projected that by the year 2010 Scott County would need a jail with 660 inmate beds. These figures could be reduced to 500 with the implementation of new policy options such as hiring a case expeditor, targeting and assisting pretrial detainees in need of substance abuse treatment, further supervision of pretrial defendants and more extensive use of community service programs.

Following Phase I, Phase II was initiated in May 1997 to identify how Scott County could meet the needs identified in Phase I. In February 1998 a recommendation was made for the construction of a new County jail located adjacent to the Courthouse on County owned property. The projected cost was estimated at \$48.3 million dollars. The Board of Supervisors subsequently passed a resolution putting the construction of a new County jail in the form of a referendum which was voted on and failed to pass at the November 1998 general election as previously discussed in this section.

As the recently appointed Community Jail and Alternatives Advisory Committee meets to develop programs and a long term solution to jail overcrowding, the County will continue to house and transport prisoners to out-of-county facilities if and when available. The costs of housing and transportation of prisoners and funding various alternatives to incarceration programs are anticipated to be in excess of \$1.1 million dollars in FY01.

The Secondary Roads capital program totals \$950,000. \$750,000 is for tile line projects and \$200,000 supports various bridge construction projects. There also is \$800,000 in

State farm-to-market funds for a resurfacing project from Donahue north to Wapsi. These funds are paid at the State level to benefit Scott County and do not pass directly through the County's capital improvement plan budget.

The Conservation Department capital plan totals \$270,000. The single largest project (\$70,000) is for construction of a Pine Grove restroom at Scott County Park. Other projects include playground equipment, pool building improvements, electrical enhancements at Buffalo Shores Park and various improvements at Wapsi Environmental Center.

Many of the projects listed are for major repairs, renovations, or replacements. Aggressive planning in these areas keeps ongoing maintenance costs down and helps eliminate the added interest cost burden associated with large-scale projects required due to years of neglect or deferment. The Board of Supervisors encourages County departments to be innovative when submitting capital improvement project requests especially in areas that will have a positive impact in reducing ongoing operating costs.

The following projects in total will increase the County's annual operating budget by \$10,525:

<b>-----IMPACT ON ANNUAL OPERATING BUDGET-----</b>				
<b>PROJECT</b>	<b>MAINT. EXPENSE</b>	<b>UTILITIES EXPENSE</b>	<b>SUPPLIES EXPENSE</b>	<b>TOTAL IMPACT</b>
<i>HVAC Reconditioning</i>	-250	-500	0	-750
<i>Cooling Tower Replacemnet</i>	0	-2,500	-150	-2,650
<i>Holding Cell Construction</i>	250	250	100	600
<i>Juvenile Detention Center Expansion</i>	1,000	4,500	875	6,375
<i>Refurbish Elevator Cars</i>	-500	-350	0	-850
<i>Soil Contamination Resolution</i>	3,600	0	350	3,950
<i>Fire Alarm Upgrades</i>	-500	0	350	-150
<i>Master Plan Phase One-1</i>	-750	0	0	-750
<i>Master Plan Phase One-2</i>	0	2,500	500	3,000
<i>Master Plan Phase One-3</i>	2,500	2,800	0	5,300
<i>Master Plan Phase One-4&amp;5 combined</i>	-750	-2,500	-300	-3,550
<b>Total Impact</b>	<b>\$4,600</b>	<b>\$4,200</b>	<b>\$1,725</b>	<b>\$10,525</b>

The single largest impact on the operating budget is projected to be the Juvenile Detention Center expansion project.

The pages that follow lists the individual capital projects planned for the next four years in addition to last year's actual projects and the current year's revised projects. Some projects originally planned for FY00 were moved to FY01 due to timing constraints or longer planning procedures required.



**SCOTT COUNTY**  
**FIVE YEAR CAPITAL PROJ PLAN FOR CONSIDERATION**  
**FY 2000-01 BUDGET PLAN**

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
Building & Grounds	386,042	1,586,600	649,617	1,068,500	485,800	273,000	360,000	851,825
Space Plan Utilization Project	-	-	683,000	3,348,222	1,713,400	788,580	1,004,900	6,304,526
Equipment Acquisition	932,686	2,277,560	1,949,675	875,504	319,000	290,000	280,000	1,150,000
Vehicle Acquisition	277,049	202,100	190,602	167,000	175,000	175,000	175,000	-
Other Projects	478,583	75,000	79,282	140,000	140,000	40,000	-	-
<b>SUBTOTAL GENERAL CIP</b>	<b>2,074,360</b>	<b>4,141,260</b>	<b>3,552,176</b>	<b>5,599,226</b>	<b>2,833,200</b>	<b>1,566,580</b>	<b>1,819,900</b>	<b>8,306,351</b>
Conservation CIP Projects	229,008	445,200	516,950	270,000	278,100	286,450	295,000	
Secondary Roads Projects	852,115	800,000	600,000	950,000	800,000	800,000	800,000	
<b>TOTAL PROJECTS</b>	<b>3,155,483</b>	<b>5,386,460</b>	<b>4,669,126</b>	<b>6,819,226</b>	<b>3,911,300</b>	<b>2,653,030</b>	<b>2,914,900</b>	

**REVENUE SUMMARY**

Riverboat Gaming Taxes	779,530	760,000	780,000	780,000	780,000	780,000	780,000	
Welcome Center CIP Reimbursements	200	14,190	22,110	9,240	8,778	6,930	2,640	
Grants	34,320	-	-	5,500	-	-	-	
Eldridge Development Corp Loan Repayment	-	100,000	-	100,000	-	-	-	
Miscellaneous (use tax refunds, donations, etc.)	9,772	1,000	5,100	5,000	5,000	5,000	5,000	
<b>Transfers In:</b>								
From General Fund								
Tax Levy	250,000	250,000	250,000	300,000	350,000	400,000	450,000	
Conservation projects	229,008	445,200	516,950	270,000	278,100	286,450	295,000	
Fund Balance Use	952,535	1,180,230	2,980,230	650,000				
From Recorder's Record Mgt Fund	30,591	30,000	30,000	30,000	30,000	30,000	30,000	
From Electronic Equipment Fund	553,148	1,892,330	1,439,445	990,004	289,000	260,000	250,000	
From Vehicle Replacement Fund	52,612	202,100	190,602	167,000	175,000	175,000	175,000	
Secondary Roads Funds	852,115	800,000	600,000	950,000	800,000	800,000	800,000	
<b>Subtotal Revenues</b>	<b>3,743,831</b>	<b>5,675,050</b>	<b>6,814,437</b>	<b>4,256,744</b>	<b>2,715,878</b>	<b>2,743,380</b>	<b>2,787,640</b>	
Use of (add to) CIP Fund Balance	(588,348)	(288,590)	(2,145,311)	2,562,482	1,195,422	(90,350)	127,260	
Reconciliation of revenues to CIP Plan costs	3,155,483	5,386,460	4,669,126	6,819,226	3,911,300	2,653,030	2,914,900	

**CIP Fund Balance Recap\*:**

Beginning fund balance	1,208,071	1,285,354	1,796,419	3,941,730	1,379,248	183,826	274,176	
Increase (decrease)	588,348	288,590	2,145,311	(2,562,482)	(1,195,422)	90,350	(127,260)	
Ending fund Balance	<b>1,796,419</b>	<b>1,573,944</b>	<b>3,941,730</b>	<b>1,379,248</b>	<b>183,826</b>	<b>274,176</b>	<b>146,916</b>	

\* Net of Vehicle and Electronic Equipment Replacement Fund Balances



SCOTT COUNTY  
 FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION  
 FY 2000-01 BUDGET PLAN

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
<b>A. Building and Grounds</b>								
<b>A.1 COURTHOUSE</b>								
CH General Remodeling/Replacement	30,018	20,000	15,000	15,000	15,000	10,000	10,000	-
CH Clean Aluminum Cladding	21,533	-	-	-	-	-	-	-
CH Renovate Elevator Cars	-	-	-	-	-	-	30,000	-
CH Renovate Exhaust System	-	-	-	-	-	-	-	12,000
CH Security Systems Expansion	1,635	-	-	-	-	-	-	-
CH HVAC Recommissioning	3,078	10,000	4,000	5,000	-	-	-	-
CH HVAC Balancing	-	25,000	4,000	-	-	-	-	-
CH HVAC Piping Replacement	-	-	-	-	25,000	25,000	25,000	25,000
CH ACCU Replacement	-	-	-	-	-	-	40,000	120,000
CH Windows Replacement-Phase I	-	-	-	-	-	-	-	200,000
CH Computer Room Power Line UPS Unit	42,299	-	-	-	-	-	-	-
CH Computer Room Modular Furniture	29,620	-	-	-	-	-	-	-
CH Sprinkler/Irrigation System	-	15,000	-	-	-	-	-	-
CH Exterior Lighting	-	10,000	-	-	5,000	5,000	-	-
CH Boiler Room Asbestos Abatement	912	-	-	-	-	-	-	-
CH Ceiling Replacements	-	-	14,000	-	-	-	-	-
CH Emergency Lights	230	-	-	-	-	-	-	-
CH Terrazzo Repair	-	8,000	-	-	-	-	-	-
CH Boiler Room Asbestos Abatement	-	-	7,299	-	-	-	-	-
CH Cooling Tower Replacement	-	-	-	50,000	-	-	-	-
CH Parking Lot Overlay	-	-	-	-	-	-	-	50,000
CH Sheriff Records Storage	4,182	-	-	-	-	-	-	-
CH BIP/B&G/Risk Mgt Remodel	54,567	-	-	-	-	-	-	-
CH Atty/Juv Crd/Magistrate Crd	-	150,000	-	-	-	-	-	-
CH Auditor's Renovation	36,082	-	-	-	-	-	-	-
CH Recorder Rearrange	2,716	-	5,409	-	-	-	-	-
CH Courthouse Space Planning	1,250	-	-	-	-	-	-	-
CH Relocate Sheriff Communication Center	2,238	-	70,000	-	-	-	-	-
<b>TOTAL COURTHOUSE</b>	<b>230,360</b>	<b>238,000</b>	<b>119,708</b>	<b>70,000</b>	<b>45,000</b>	<b>40,000</b>	<b>105,000</b>	<b>407,000</b>

**SCOTT COUNTY**  
**FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION**  
**FY 2000-01 BUDGET PLAN**

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
<b>A.2 JAIL</b>								
JL General Remodeling/Replacement	6,723	20,000	12,000	20,000	20,000	20,000	20,000	-
JL Clean/Waterproof/Seal Exterior	-	-	-	-	-	-	25,000	-
JL Roof Replacement	-	-	-	-	40,000	40,000	-	-
JL Tuckpoint Old Building	-	-	-	-	-	-	8,500	-
JL Jail Building Feasibility	500	30,000	10,000	35,000	-	-	-	-
<b>TOTAL JAIL</b>	<b>7,223</b>	<b>50,000</b>	<b>22,000</b>	<b>55,000</b>	<b>60,000</b>	<b>60,000</b>	<b>53,500</b>	-
<b>A.3 TREMONT BUILDING</b>								
TR General Remodeling/Replacement	3,244	10,000	10,000	10,000	10,000	10,000	10,000	-
TR Renovate Energy Management System	-	15,000	-	-	-	-	-	15,000
TR Parking Lot Overlay	-	-	-	-	-	-	-	35,000
TR High Efficiency Lighting	899	-	3,500	-	-	-	-	-
TR Holding Cell Construction	-	-	-	32,000	-	-	-	-
TR Unit Heater Replacement	-	-	2,500	-	-	-	-	-
TR Tremont-Fuming Hood	10,163	-	-	-	-	-	-	-
<b>TOTAL TREMONT BUILDING</b>	<b>14,306</b>	<b>25,000</b>	<b>16,000</b>	<b>42,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>50,000</b>
<b>A.4 ANNEX</b>								
AN General Remodeling/Replacement	2,318	7,500	4,000	5,000	7,500	7,500	7,500	-
AN Juvenile Detention Study	-	35,000	20,000	15,000	-	-	-	-
AN Juvenile Detention Center Expansion	-	-	-	650,000	-	-	-	-
AN Security Systems Expansion	4,285	5,000	609	-	-	-	-	-
AN Door Replacements	-	-	2,100	-	-	-	-	-
<b>TOTAL ANNEX</b>	<b>6,604</b>	<b>47,500</b>	<b>26,709</b>	<b>670,000</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	-

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION  
FY 2000-01 BUDGET PLAN**

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
<b>A.5 BI-CENTENNIAL BUILDING</b>								
BC General Remodeling/Replacement	14,756	20,000	20,000	10,000	10,000	10,000	10,000	-
BC Replace Office Furniture	560	-	-	-	-	-	-	-
BC Remodel/Redecorate Interior	8,128	10,000	8,000	4,000	4,000	4,000	4,000	-
BC Street Abandonment	-	-	-	-	200,000	-	-	-
BC Parking Lot Overlay	-	-	-	-	-	-	50,000	50,000
BC Refurbish Elevator Cars	-	75,000	30,000	45,000	-	-	-	-
BC Chiller Replacement	-	-	-	-	35,000	35,000	-	-
BC Exterior Lighting	-	-	-	-	-	-	-	28,000
BC Expand Irrigation System	-	-	-	-	-	-	-	8,000
BC Replace West Doors	2,368	-	-	-	-	-	-	-
BC Health Dept Floor Renovation	5,763	875,000	-	-	-	-	-	-
<b>TOTAL BI-CENTENNIAL BUILDING</b>	<b>31,575</b>	<b>980,000</b>	<b>58,000</b>	<b>59,000</b>	<b>249,000</b>	<b>49,000</b>	<b>64,000</b>	<b>86,000</b>

<b>A.6 PINE KNOLL</b>								
PK General Remodeling/Replacement	16,202	10,000	6,500	10,000	10,000	10,000	10,000	-
PK Remodel/Redecorate Interior	3,225	20,000	20,000	5,000	10,000	10,000	10,000	-
PK Alpine House Demolition	11	-	33,000	-	-	-	-	-
PK Refurbish Exterior Main Building	-	-	-	-	-	-	20,000	-
PK Energy Management System Renovation	-	-	-	-	15,000	15,000	-	-
PK Parking Lot Overlay	-	-	-	-	-	-	-	70,000
PK Air Handling System Upgrade	-	-	-	-	-	-	35,000	45,000
PK Chiller/ACCU Replacement	-	-	-	-	-	-	-	90,000
PK High Efficiency Lighting	-	45,000	45,000	-	-	-	-	-
PK Retaining Wall/Walkway Renovation	25	-	48,600	-	-	-	-	-
PK Lock Replacement	-	35,000	35,000	-	-	-	-	-
PK ADA Restroom Renovation	-	-	-	50,000	-	-	-	-
<b>TOTAL PINE KNOLL</b>	<b>19,463</b>	<b>110,000</b>	<b>188,100</b>	<b>65,000</b>	<b>35,000</b>	<b>35,000</b>	<b>75,000</b>	<b>205,000</b>

<b>A.7 GENERAL STORE</b>								
GS General Remodeling/Replacement	-	1,000	1,000	1,000	1,000	1,000	1,000	-
GS Carpeting Replacement	-	8,600	8,600	-	-	-	-	-
GS High Efficiency Lighting	-	-	-	-	5,000	-	-	-
GS CCTV Security Lighting	3,229	-	-	-	-	-	-	-
<b>TOTAL GENERAL STORE</b>	<b>3,229</b>	<b>9,600</b>	<b>9,600</b>	<b>1,000</b>	<b>6,000</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>

SCOTT COUNTY  
**FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION**  
**FY 2000-01 BUDGET PLAN**

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
<b>A.8 OTHER BUILDINGS/GROUNDS</b>								
OB Miscellaneous Landscaping	-	2,500	2,500	2,500	2,500	2,500	2,500	-
OB Regulatory Compliance Cost	26,264	25,000	25,000	20,000	20,000	20,000	20,000	-
OB Soil Contamination Resolution	-	-	40,000	40,000	-	-	-	-
OB Security Enhancements	-	-	-	-	-	-	-	75,000
OB Fire Alarms Upgrades	-	40,000	30,000	15,000	20,000	20,000	-	-
OB Radio Tower General Replacement	64	2,500	1,500	2,000	2,500	2,500	2,500	-
OB Parking Lot Repair/Maintenance	1,000	5,000	4,000	3,000	5,000	5,000	5,000	-
OB Records Management	12,997	10,000	25,000	10,000	10,000	10,000	10,000	-
OB City/County Campus Plan	10,000	-	-	-	-	-	-	-
OB Master Plan Design	22,958	20,000	48,000	-	-	-	-	-
<b>TOTAL OTHER B &amp; G</b>	<b>73,282</b>	<b>105,000</b>	<b>176,000</b>	<b>92,500</b>	<b>60,000</b>	<b>60,000</b>	<b>40,000</b>	<b>75,000</b>

**A.9 WELCOME CENTER**

WC General Emergency Reserve	-	2,000	2,000	2,000	2,000	2,000	2,000	-
WC Landscape Planting Replacement	-	2,000	2,000	2,000	2,000	2,000	2,000	-
WC Concrete Drive/Parking Repair	-	-	10,500	-	-	-	-	-
WC AV Room Dimming Lights	-	-	1,500	-	-	-	-	-
WC Exterior Painting	-	-	-	3,500	-	-	-	-
WC Playground Equipment	-	12,500	12,500	-	-	-	-	-
WC Tree Pruning-Flowering Crab	-	1,500	1,500	-	-	-	-	-
WC Interior Painting	-	-	-	4,500	-	-	-	-
WC Tree Pruning-Parking Lot	-	-	-	2,000	-	-	-	-
WC Emergency Lighting Replacement	-	-	-	-	3,500	-	-	-
WC Concrete Dumpster Pad	-	-	-	-	1,800	-	-	-
WC Signage Replacement	-	-	-	-	-	3,500	-	-
WC High Efficiency Lighting	-	-	-	-	4,000	-	-	-
WC Energy Management Equipment	-	-	-	-	-	3,000	-	-
WC Building Surge Suppression	-	3,500	3,500	-	-	-	-	-
WC Carpet Replacement	-	-	-	-	-	-	-	16,825
WC Roof Replacement	-	-	-	-	-	-	-	12,000
<b>TOTAL WELCOME CENTER</b>	<b>-</b>	<b>21,500</b>	<b>33,500</b>	<b>14,000</b>	<b>13,300</b>	<b>10,500</b>	<b>4,000</b>	<b>28,825</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION  
FY 2000-01 BUDGET PLAN**

FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
386,042	1,586,600	649,617	1,068,500	485,800	273,000	360,000	851,825

**TOTAL BUILDING & GROUNDS**

**B. SPACE UTILIZATION MASTER PLAN**

<b>PHASE I</b>							
1 Renovate DHS	-	286,000	858,000	-	-	-	-
2 Renov 6th FL/move BOS/Admin/BIP/B&G	-	117,000	663,000	-	-	-	-
3 Construct Elevator Tower	-	280,000	580,522	-	-	-	-
4 Off load CHC	-	-	-	-	-	-	-
5 Off load Juvenile Court Services	-	-	26,000	-	-	-	-
<b>PHASE II</b>							
6 Renov 3/4 4th FL & move Health Dept	-	-	487,500	162,500	-	-	-
7 Renov 1/4 4th FL & move Comm Services	-	-	146,250	48,750	-	-	-
8 Renov LL & move Sheriff	-	-	586,950	195,650	-	-	-
<b>PHASE III</b>							
9 Renov 1st FL and move Treasurer	-	-	-	487,500	162,500	-	-
10 Renov 5th FL and move Aud/Rec/Assessors	-	-	-	585,000	195,000	-	-
11 Construct Community Pavilion Addition	-	-	-	234,000	78,000	-	-
12 Renov 1/4 1st FL & move Associate Court	-	-	-	-	353,080	353,080	-
<b>PHASE IV</b>							
13 Renov 1/2 2nd FL & move County Attorney	-	-	-	-	-	651,820	-
14 Renov 1/4 2nd FL & move Juv Crim & add DC	-	-	-	-	-	-	637,000
15 Renov 1/4 1st FL & move Clerk-civil	-	-	-	-	-	-	488,020
<b>PHASE V</b>							
16 Renov 1/4 2nd FL-add District Court	-	-	-	-	-	-	579,150
17 Renov 1/4 1st FL & move Clerk-criminal	-	-	-	-	-	-	488,020
18 Renov 1/4 1st FL & move Magistrate Court	-	-	-	-	-	-	507,650
<b>PHASE VI</b>							
19 Construct Building Link	-	-	-	-	-	-	262,080
20 Renov 1/4(x3) 3rd FL-3 small Distr Criminal	-	-	-	-	-	-	1,369,316
21 Renov 3/4 3rd FL-'83 Jail-move Cr Admin	-	-	-	-	-	-	392,340
22 Renov 1/4 3rd FL-one District Court	-	-	-	-	-	-	579,670
23 Renov 2nd FL-'83 Jail-move Juv Cr Services	-	-	-	-	-	-	521,788
24 Renov 1/2 1st FL-'83 Jail-Jury Assembly	-	-	-	-	-	-	311,012
25 Renov 1/2 1st FL-'83 Jail-Sheriff Admin	-	-	-	-	-	-	168,480
<b>TOTAL SPACE UTILIZATION MASTER PLAN</b>	-	683,000	3,348,222	1,713,400	788,580	1,004,900	6,304,526

COUNTY  
**FIVE YEAR CAPITAL PROJL PLAN FOR CONSIDERATION**  
**FY 2000-01 BUDGET PLAN**

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
<b>C. EQUIPMENT ACQUISITION</b>								
<b>C.1 ELECTRONIC EQUIPMENT</b>								
EE Admin-Small Copy Machine	759	-	-	-	-	-	-	-
EE BIP-Phone System Upgrades	17,585	-	-	-	-	-	-	-
EE BIP-PC Network Repair/Replacement	2,508	40,000	40,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:PC's/Printers	195,440	-	80,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:Rewiring	27,279	-	10,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:Windows Software	37,184	100,000	100,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:Internet	56	80,000	40,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:File Servers	24,619	-	35,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:Com Server	1,521	75,000	34,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:Additional Memory	-	32,000	-	105,000	-	-	-	-
EE BIP-PC LAN Upgrade:Remote Sites WANS	7,096	-	125,000	-	-	-	-	-
EE BIP-PC LAN Upgrade:Prog Change Over	1,320	-	4,000	-	-	-	-	-
EE BIP-PC LAN Maintenance	2,195	-	10,000	-	-	-	-	-
EE BIP-Connect remote sites to phone system	-	-	-	32,000	-	-	-	-
EE BIP-Upgrade phone system to caller ID	-	-	-	70,875	-	-	-	-
EE BIP-Network review study	-	-	-	75,000	-	-	-	-
EE BIP-Tape backup equipment	-	-	-	24,000	-	-	-	-
EE BIP-New servers	-	-	-	34,000	-	-	-	-
EE BIP-Server software licenses	-	-	-	40,000	-	-	-	-
EE BIP-Client management software	-	-	-	10,000	10,000	10,000	-	-
EE BIP-Network interface to highspeed copier	-	-	-	10,000	-	-	-	-
EE BIP-DVD recorder (optical backups)	-	-	-	10,000	-	-	-	-
EE BIP-Replace monitors	-	-	-	45,000	-	-	-	-
EE BIP-Upgrade to Microsoft Office200x	-	-	-	-	120,000	-	-	-
EE BIP-Upgrade clients to NT	-	-	-	-	54,000	-	-	-
EE BIP-Replace high speed line printer	-	-	-	-	5,000	-	-	-
EE BIP-Color copier	-	-	-	-	100,000	-	-	-
EE BIP-Lay fiber to remote sites	-	-	-	-	-	-	-	900,000
EE BIP-PC replacements	-	-	-	-	-	250,000	250,000	250,000
EE BIP-Projection Unit	8,944	-	-	8,500	-	-	-	-
EE BIP-Backup Unit	-	5,000	-	-	-	-	-	-
EE BIP-Y2K Compliance Projects	4,379	-	15,000	-	-	-	-	-
EE BIP-Web Site Development	8,000	-	20,000	-	-	-	-	-

SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION  
FY 2000-01 BUDGET PLAN

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
EE BIP-Small Copy Machine	789	-	-	-	-	-	-	-
EE BOS-Electronic Equipment	608	-	-	-	-	-	-	-
EE B&G-Laptop Autocad w/software	6,443	-	-	-	-	-	-	-
EE B&G-Bar Code Reader/Printer	-	4,600	4,600	-	-	-	-	-
EE B&G-Warehouse Computer Workstation	-	3,500	3,500	-	-	-	-	-
EE B&G-Access Control Update	-	12,750	12,750	-	-	-	-	-
EE B&G-Panic alarm system-all buildings	-	-	-	28,000	-	-	-	-
EE B&G-Computer with printer	-	-	-	5,200	-	-	-	-
EE B&G-Radios w/charger	-	-	-	25,700	-	-	-	-
EE B&G-Large format scanner	-	-	-	2,000	-	-	-	-
EE B&G-Large format plotter	-	-	-	4,800	-	-	-	-
EE B&G-CDR-W external drive with card	-	-	-	1,000	-	-	-	-
EE Hlth-Multi-feed scanner	-	-	-	1,000	-	-	-	-
EE Hlth-Multi-media projector	-	-	-	5,000	-	-	-	-
EE Hlth-CD-ROM recorder	-	-	-	800	-	-	-	-
EE Hum Res-Electronic Equipment	677	-	-	-	-	-	-	-
EE Hum Res-Software upgrades/purchases	-	-	-	11,000	-	-	-	-
EE P&D-Digital Copy Machine	3,378	-	-	-	-	-	-	-
EE Rec-Mgt Fund Projects	22,889	30,000	30,000	30,000	30,000	30,000	30,000	-
EE Rec-Imaging Services	4,067	-	-	-	-	-	-	-
EE Sher-800 MHz Radio System	515,745	1,800,000	1,284,255	-	-	-	-	-
EE Sher-Digital ID Imaging System	4,182	-	1,000	-	-	-	-	-
EE Sher-Hand Held Radios/Bailiffs	-	1,900	1,900	-	-	-	-	-
EE Sher-Moving Radar Units	-	-	-	3,900	-	-	-	-
EE Sher-K Band Radar Units	-	3,450	3,609	-	-	-	-	-
EE Sher-Intoxilizer Replacement	-	4,500	4,500	-	-	-	-	-
EE Sher-In Car Video Systems	13,800	10,350	10,950	10,950	-	-	-	-
EE Sher-Pro QA Software EMD	-	-	-	5,400	-	-	-	-
EE Sher-Dav Police System Enhancement	-	2,810	1,991	-	-	-	-	-
EE Sher-Invest Digital Imaging/Camera System	-	9,700	7,830	-	-	-	-	-
EE Sher-Night Vision Devices	-	800	800	-	-	-	-	-
EE Sher-Wireless Surveillance Camera System	-	2,500	2,500	-	-	-	-	-
EE Sher-Copier Machine Tremont	5,433	-	4,990	-	-	-	-	-
EE Sher-Metal Detector & Other Equip	6,248	-	-	-	-	-	-	-
EE Sher-Computers/printers	-	-	-	3,700	-	-	-	-
EE Sher-Bi-directional amplifier 800 MHz	-	-	-	25,000	-	-	-	-

SCOT COUNTY  
**FIVE YEAR CAPITAL PROJ PLAN FOR CONSIDERATION**  
**FY 2000-01 BUDGET PLAN**

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
EE Sher-Portable Radio	-	-	-	3,625	-	-	-	-
EE Sher-Remote video sensor equipment	-	-	-	1,000	-	-	-	-
EE Sher-Remote alarm 800 MHz compatible	-	-	-	2,500	-	-	-	-
EE Sher-Evidence bar coding system	-	-	-	6,350	-	-	-	-
EE Sher-Automatic Vehicle Locate (AVL) System	-	-	-	130,000	-	-	-	-
EE Jail-Mass Storage System(booking/ID)	-	41,000	41,000	-	-	-	-	-
EE Jail-Color Camera Replacement	-	1,000	1,000	5,400	-	-	-	-
EE Jail-Color Cameras	3,902	6,000	6,000	9,000	-	-	-	-
EE Jail-Color Monitor Replacement	-	1,200	1,200	4,200	-	-	-	-
EE Jail-Portable Radio Replacement	3,360	-	-	-	-	-	-	-
EE Jail-800 MHz radios	-	-	-	58,954	-	-	-	-
EE Jail-Hand Held Radio Replacements	-	5,400	5,400	-	-	-	-	-
EE Jail-B/W Camera Replacement	-	900	900	1,500	-	-	-	-
EE Jail-B/W Monitor Replacement	2,279	700	700	-	-	-	-	-
EE Jail -Computers/Printers	-	-	-	4,550	-	-	-	-
EE Jail-Bi-directional amplifier 800 MHz	-	-	-	20,000	-	-	-	-
EE Supr-Electronic equipment	-	2,800	2,800	600	-	-	-	-
EE Treas-Copier Machine Repl-General Store	-	2,500	2,500	-	-	-	-	-
<b>TOTAL ELECTRONIC EQUIP</b>	<b>932,686</b>	<b>2,277,560</b>	<b>1,949,675</b>	<b>875,504</b>	<b>319,000</b>	<b>290,000</b>	<b>280,000</b>	<b>1,150,000</b>
<b>D. VEHICLES</b>								
VE Sheriff Patrol Vehicles	5,066	138,000	118,530	132,000	-	-	-	-
VE Sheriff Patrol Veh-Fully Equipped	229,635	-	-	-	-	-	-	-
VE Sheriff Used Invest Van	18,400	-	-	-	-	-	-	-
VE Sheriff Jail 15 Passenger Transport Van	-	26,000	23,497	-	-	-	-	-
VE Sheriff Used Investigation Vehicle	-	-	10,475	15,000	-	-	-	-
VE Health Inspection Vehicles	-	38,100	38,100	-	-	-	-	-
VE Planning & Dev 4 wh dr Pick-up Truck	-	-	-	20,000	-	-	-	-
VE Health Used Truck	9,000	-	-	-	-	-	-	-
VE Vehicle Replacements	-	-	-	-	175,000	175,000	175,000	-
VE Risk Management Car	15,048	-	-	-	-	-	-	-
<b>TOTAL VEHICLES</b>	<b>277,049</b>	<b>202,100</b>	<b>190,602</b>	<b>167,000</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>	<b>-</b>



SCOTT COUNTY  
 FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION  
 FY 2000-01 BUDGET PLAN

	FY1999 ACTUAL	FY2000 PLAN	FY2000 REVISED	FY2001 PLAN	FY2002 PLAN	FY2003 PLAN	FY2004 PLAN	Unprogrammed Needs
<b>E. OTHER PROJECTS</b>								
OP Kahl Educational Center Contribution	32,500	35,000	35,000	-	-	-	-	-
OP NW Davenport Industrial Park	200,000	-	-	-	-	-	-	-
OP Recycling Sites Concrete Pads	8,400	-	-	-	-	-	-	-
OP Friends Of Brady Street Street Contribution	40,000	40,000	40,000	40,000	40,000	40,000	-	-
OP RDA/SCRA Senior Christmas Light Tour	5,000	-	-	-	-	-	-	-
OP Fiber Optic Links	9,350	-	4,282	-	-	-	-	-
OP Junior Achievement Exchange City Program	83,333	-	-	-	-	-	-	-
OP German American Heritage Center	100,000	-	-	-	-	-	-	-
OP Putnam Museum IMAX Project	-	-	-	100,000	100,000	-	-	-
<b>TOTAL OTHER PROJECTS</b>	<b>478,583</b>	<b>75,000</b>	<b>79,282</b>	<b>140,000</b>	<b>140,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>
<b>Conservation Projects</b>	<b>229,008</b>	<b>445,200</b>	<b>516,950</b>	<b>270,000</b>	<b>278,100</b>	<b>286,450</b>	<b>295,000</b>	<b>-</b>
<b>Secondary Roads Projects</b>	<b>852,115</b>	<b>800,000</b>	<b>600,000</b>	<b>950,000</b>	<b>800,000</b>	<b>800,000</b>	<b>800,000</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>3,155,483</b>	<b>5,386,460</b>	<b>4,669,126</b>	<b>6,819,226</b>	<b>3,911,300</b>	<b>2,653,030</b>	<b>2,914,900</b>	<b>8,306,351</b>

**GROUP HEALTH FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Miscellaneous	\$ 122,982	\$ 145,200	\$ 120,000	\$ 160,000	10.2%
Subtotal Revenues	122,982	145,200	120,000	160,000	10.2%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	122,982	145,200	120,000	160,000	10.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Nonprogram Current	\$ 214,284	\$ 210,200	\$ 220,000	\$ 225,000	7.0%
Subtotal Expenditures	214,284	210,200	220,000	225,000	7.0%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	214,284	210,200	220,000	225,000	7.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(91,302)	(65,000)	(100,000)	(65,000)	0.0%
Beginning Fund Equity - July 1,	\$ 350,879	\$ 779,749	\$ 259,577	\$ 159,577	-79.5%
Ending Fund Equity - June 30,	\$ 259,577	\$ 714,749	\$ 159,577	\$ 94,577	-86.8%

**SELF-INSURANCE FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Money & Property	\$ 74,878	\$ 77,062	\$ 58,434	\$ 61,356	-20.4%
Miscellaneous	438,209	-	-	-	0.0%
Subtotal Revenues	513,087	77,062	58,434	61,356	-20.4%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	513,087	77,062	58,434	61,356	-20.4%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Interprogram Services	\$ 516,161	\$ -	\$ -	\$ -	0.0%
Subtotal Expenditures	516,161	-	-	-	0.0%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	516,161	-	-	-	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(3,074)	77,062	58,434	61,356	-20.4%
Beginning Fund Balance - July 1,	\$ 1,171,758	\$ 2,664,564	\$ 1,168,684	\$ 1,227,118	-53.9%
Ending Fund Balance - June 30,	\$ 1,168,684	\$ 2,741,626	\$ 1,227,118	\$ 1,288,474	-53.0%

**GOLF COURSE ENTERPRISE FUND  
FUND STATEMENT**

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Charges For Services	\$ 1,119,948	\$ 1,239,292	\$ 1,233,750	\$ 1,310,988	5.8%
Use of Money & Property	14,807	15,000	15,000	15,000	0.0%
Miscellaneous	2,018	1,000	1,000	1,000	0.0%
Subtotal Revenues	1,136,773	1,255,292	1,249,750	1,326,988	5.7%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	1,136,773	1,255,292	1,249,750	1,326,988	5.7%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment	\$ 1,046,116	\$ 1,068,077	\$ 1,128,839	\$ 1,163,261	8.9%
Subtotal Expenditures	1,046,116	1,068,077	1,128,839	1,163,261	8.9%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	1,046,116	1,068,077	1,128,839	1,163,261	8.9%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	90,657	187,215	120,911	163,727	-12.5%
Beginning Fund Equity - July 1,	\$ (1,732,553)	\$ (2,603,427)	\$ (1,641,896)	\$ (1,520,985)	-41.6%
Ending Fund Equity - June 30,	\$ (1,641,896)	\$ (2,416,212)	\$ (1,520,985)	\$ (1,357,258)	-43.8%



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<b>SERVICE AREA: Public Safety</b>	<b>PROGRAM: County Attorney Administration (12A)</b>			
<b>ACTIVITY: Legal Services</b>	<b>ORGANIZATION: Attorney</b>			
<b>PROGRAM MISSION:</b> To administer and direct the work product and policies of the professional and administrative staff of the County Attorney's office for the benefit of Scott County citizens who seek justice and legal assistance by providing advice, council, and resolution of legal issues				
<b>PROGRAM OBJECTIVES:</b>				
1. To maintain administration cost as a percent of department budget below 12%				
2. To maintain administration personnel as a percent of departmental personnel below 10%.				
<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. Authorized personnel (FTE's)	37.5	37.0	37.0	37.0
2. Departmental budget	\$1,827,480	\$1,877,895	\$1,991,450	\$1,991,450
3. Organizations requiring liaison and coordination	110	110	110	110
<b>WORKLOAD</b>				
1. Time spent on personnel administration	33%	33%	33%	33%
2. Time spent on fiscal management	33%	33%	33%	33%
3. Time spent on liaison activities and coordination	24%	24%	24%	24%
4. Time spent on miscellaneous activities	10%	10%	10%	10%
<b>PRODUCTIVITY</b>				
1. Administration cost as a percent of departmental budget	11%	11%	11%	11%
2. Administration personnel as a percent of departmental budget	8.7%	9%	9%	9%
<b>EFFECTIVENESS</b>				
1. Program performance budget objectives accomplished	100%	100%	100%	100%
<b>ANALYSIS:</b>				
<p>Authorized personnel remains at 37 (FTE's) as approved with the FY00 budget. Department estimates for overtime show a requested increase of 1.2%. The majority of overtime expense for the department is the Criminal Prosecution (12B) paralegal area. Overtime is caseload driven and is difficult to estimate.</p> <p>Department wide non-salary expenses remain very stable with a 1.8% overall increase requested. The supply budget for Administration and the Civil Division was combined with the Criminal Prosecution during the FYE'9 budget year. The majority of supply expenses have been, and continue to be, expended in the Criminal Prosecution Division.</p> <p>The decrease in the expense budget shown for Attorney Administration (12A) is mostly due to the reallocation of a portion of the department travel budget to the Criminal Prosecution (12B) budget.</p>				

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: County Attorney Administration (12A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X County Attorney	0.50	0.50	0.50	0.50	0.50
Y First Assistant Attorney	0.40	0.40	0.40	0.40	0.40
511-A Office Administrator	1.00	1.00	1.00	1.00	1.00
252-A Executive Secretary	0.75	0.75	0.75	0.75	0.75
141-C Clerk II	0.40	0.40	0.40	0.40	0.40
<b>TOTAL POSITIONS</b>	<b>3.05</b>	<b>3.05</b>	<b>3.05</b>	<b>3.05</b>	<b>3.05</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$189,118	\$188,236	\$184,948	\$198,774	\$198,774
Expenses	5,938	8,737	9,237	7,000	7,000
Supplies	35	0	0	0	0
<b>TOTAL APPROPRIATIONS</b>	<b>\$195,091</b>	<b>\$196,973</b>	<b>\$194,185</b>	<b>\$205,774</b>	<b>\$205,774</b>

SERVICE AREA: Public Safety		PROGRAM: Criminal Prosecution (12B)			
ACTIVITY: Legal Services		ORGANIZATION: Attorney			
<b>PROGRAM MISSION:</b> To successfully prosecute indictable offense crimes occurring within Scott County and provide investigative assistance to law enforcement agencies within our jurisdiction for the protection of citizenry by striving to be responsive while functioning as a source of legal recourse					
<b>PROGRAM OBJECTIVES:</b>					
1. To ensure the number in indictable cases closed is at least 90% of cases filed.					
2. To ensure the number of non-indictable cases closed is at least 90% of cases filed.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. New felony		1,136	1,200	1,200	1,200
2. New aggravated and serious misdemeanor cases		4,309	4,500	4,500	4,500
3. New simple misdemeanor cases filed		40,986	45,000	45,000	45,000
4. Juvenile intake of delinquent, CINA, Terminations		801	1,000	1,000	1,000
5. Average open indictable cases		3,150	3,000	3,000	3,000
<b>WORKLOAD</b>					
1. Trials held indictable		127	200	200	200
2. Trials set non-indictable		1,550	1,800	1,800	1,800
3. Cases disposed of indictable		7,317	7,500	7,500	7,500
4. Trials disposed of non-indictable		44,852	45,000	45,000	45,000
5. Uncontested juvenile hearings		1,888	1,800	1,800	1,800
6. Evidentiary juvenile hearings		509	550	550	550
<b>PRODUCTIVITY</b>					
1. Cost per indictable case disposed of (65%)		\$106.45	\$103.92	\$110.95	\$110.95
2. Cost per non-indictable case disposed of (10%)		\$2.72	\$2.74	\$2.92	\$2.92
3. Cost per juvenile uncontested/evidentiary hearing (25%)		\$127.15	\$128.23	\$139.83	\$139.83
<b>EFFECTIVENESS</b>					
1. Open indictable cases per attorney		286	285	285	285
2. Non-indictable closed/percentage of cases filed		91%	99%	90%	90%
3. Indictable closed as a percentage of cases filed		136.71%	99%	90%	90%
4. Percentage of Juvenile cases going to hearing		97%	99%	97%	97%
<b>ANALYSIS:</b>					
<p>The Clerk of Court continues to provide the statistical data for several Demand and Workload indicators. Intake data tracked by the County Attorney's office provides the balance of data utilized to analyze Demand and Workload indicators.</p> <p>Demand indicators remain stable from FY'99. Several Workload indicators have been changed to conform to FY99 actual figures. Workload (W.4) Trials disposed of non-indictable, has been increased as the charging of Theft 4<sup>th</sup> Degree has been moved from Associate Court to a simple misdemeanor.</p> <p>Overtime is closely monitored by the department, with prior approval required of any overtime in excess of one half hour per day. The only exception is overtime by the paralegal staff. Their overtime is caseload driven and difficult to predict.</p> <p>The department has decided not to fill an open paralegal position at this time. The opening resulted from a resignation effective 12/31/99. The position will remain on the table of organization during FY00 while the impact of not hiring a replacement is evaluated.</p>		<p>Total supplies and expenses are projected to increase 1.8% for the entire department. Other changes in expenses and supplies in this and other programs are due to reallocation of funds between program budgets within the department. The department continues to reallocate line item funds to more accurately reflect each program's spending.</p> <p>Fluctuation in revenue for FY00 projected and FY01 requested, is due to a one time Scott County Regional Authority grant of \$7500 for Batterer's Coalition training. The grant funded a one-time training seminar held 10/99. The grant is not renewable.</p> <p>Projected revenue, under miscellaneous, is from drug forfeitures, annually estimated at \$10,000. Appropriate expenditures from this revenue source are dependant on continued generated revenue and the fund balance from previous years in the department's Forfeited Assets account.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Criminal Prosecution (12B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X County Attorney	0.20	0.20	0.20	0.20	0.20
Y First Assistant Attorney	0.35	0.35	0.35	0.35	0.35
Y Deputy First Assistant Attorney	3.00	3.00	3.00	3.00	3.00
A Assistant Attorney I	8.00	8.00	8.00	8.00	8.00
323-A Case Expeditor	1.00	1.00	1.00	1.00	1.00
252-A Executive Secretary	0.25	0.25	0.25	0.25	0.25
252-A Paralegal	2.75	2.75	2.75	2.75	2.75
223-C Victim/Witness Coordinator	1.00	1.00	1.00	1.00	1.00
191-C Intake Coordinator	1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary	2.00	2.00	2.00	2.00	2.00
141-C Clerk II	2.50	3.50	3.50	3.50	3.50
125-C Clerk I	1.00	0.00	0.00	0.00	0.00
Z Summer Law Clerk	0.75	0.76	0.76	0.76	0.76
<b>TOTAL POSITIONS</b>	<b>23.80</b>	<b>23.81</b>	<b>23.81</b>	<b>23.81</b>	<b>23.81</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$31,140	\$0	\$7,500	\$0	\$0
Fees and Charges	450	0	450	0	0
Miscellaneous	46,131	10,000	10,055	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$77,721</b>	<b>\$10,000</b>	<b>\$18,005</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,053,432	\$1,125,811	\$1,127,175	\$1,203,840	\$1,203,840
Equipment	9,971	13,000	13,510	9,000	9,000
Expenses	121,585	62,890	73,890	66,290	66,290
Supplies	37,778	29,324	36,489	35,175	35,175
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,222,766</b>	<b>\$1,231,025</b>	<b>\$1,251,064</b>	<b>\$1,314,305</b>	<b>\$1,314,305</b>

<b>SERVICE AREA: Public Safety</b>		<b>PROGRAM: Child Support Recovery (12C)</b>			
<b>ACTIVITY: Legal Services</b>		<b>ORGANIZATION: Attorney</b>			
<b>PROGRAM MISSION:</b> to collect court ordered support payments nationwide for dependent children residing in the County by providing a system of legal recourse					
<b>PROGRAM OBJECTIVES:</b>					
1. To keep the level of active cases and new cases filed at appropriate levels to properly serve the public need.					
2. To file the required court actions in appropriate numbers to serve the public need.					
3. To keep the cost per court action at an acceptable level.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Average active cases		12,555	15,000	15,000	15,000
2. New cases filed		1,747	1,500	1,500	1,500
<b>WORKLOAD</b>					
1. Number of court actions filed or ordered		10,610	11,700	10,700	10,700
2. Number of notices sent		9,600	9,600	9,600	9,600
<b>PRODUCTIVITY</b>					
1. Cost per court action filed, ordered or notices sent		\$10.25	\$10.00	\$10.00	\$10.00
<b>EFFECTIVENESS</b>					
1. Return on investment		-0.085%	6%	6%	6%
<b>ANALYSIS:</b>					
<p>Demand and Workload indicators for the Child Support Recovery Program are projected to remain stable. The Productivity indicator, Cost per court action filed (P.1), is again projected at \$10, with FY00 projected at \$10 and FY99 actual at \$10.25.</p> <p>Revenue for this program is derived from a state grant, the Child Support Recovery Reimbursement Grant, which reimburses the County 100% of all salary, benefit, and operation costs allocated to the County. In addition, effective with the FY00 budget year, the program reimburses the county for indirect costs. The annual reimbursement amount of \$14,078 for FY00, was determined by DMG-Maximus, Inc. This is approximately 6% of program expenses.</p> <p>This contract change assures participating counties that they bear no expense by participating in the program and that counties are compensated for appropriate indirect costs.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Child Support Recovery (12C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
252-A Child Support Recovery Aide	3.00	3.00	3.00	3.00	3.00
177-C Legal Secretary	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>REVENUE SUMMARY:</b>					
State Grants & Reimbursements	\$200,570	\$228,689	\$246,000	\$267,800	\$267,800
Miscellaneous	305	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$200,875</b>	<b>\$228,689</b>	<b>\$246,000</b>	<b>\$267,800</b>	<b>\$267,800</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$199,670	\$217,939	\$214,974	\$245,423	\$245,423
Expenses	7,522	10,750	10,750	10,750	10,750
<b>TOTAL APPROPRIATIONS</b>	<b>\$207,192</b>	<b>\$228,689</b>	<b>\$225,724</b>	<b>\$256,173</b>	<b>\$256,173</b>

**SERVICE AREA: Public Safety**  
**ACTIVITY: Law Enforcement**

**PROGRAM: Corporation Counsel/Civil Division (12D)**  
**ORGANIZATION: Attorney**

**PROGRAM MISSION:** To supervise insurance counsel litigation; service civil commitments, and provide representation for the County, its officers and divisions by providing representation in civil litigation

**PROGRAM OBJECTIVES:**

1. To respond to all litigation requests during the year.
2. To respond to all non-litigation requests during the year.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Requests for non-litigation services	207	200	200	200
2. Requets for litigation services	180	200	200	200
<b>WORKLOAD</b>				
1. Non-litigation services provided	206	200	200	200
2. Litigation services provided	238	250	250	250
<b>PRODUCTIVITY</b>				
1. Cost per non-litigation service provided (55%)	\$568.74	\$608.32	\$642.18	\$642.18
2. Cost per litigation service provided (45%)	\$402.77	\$398.17	\$420.99	\$420.99
<b>EFFECTIVENESS</b>				
1. Litigation requests responded to	100%	100%	100%	100%
2. Non-litigation requests responded to	100%	100%	100%	100%

**ANALYSIS:**

Requests for Demand and Workload indicators are projected to remain stable for the FY01 budget. There is little fluctuation in the workload handled by the division. Indicators reflect requested County Attorney opinions, litigation services for the County, and mental health hearings.

The supply expense for the division has been minimal and has been absorbed by 12B Criminal Prosecution. Other expense items include some travel, schools of instruction, memberships, and commercial services. The decrease in the expense line item is due to reallocation of funds to other line items, as stated in the analysis of the Administration and Criminal Prosecution programs.

The Civil Division continues to remain at 100% regarding response to all litigation and non-litigation requests.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Corporation Counsel/Civil Division (12D)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X County Attorney	0.30	0.30	0.30	0.30	0.30
Y First Assistant Attorney	0.25	0.25	0.25	0.25	0.25
A Assistant Attorney II	1.00	1.00	1.00	1.00	1.00
A Assistant Attorney I	1.00	1.00	1.00	1.00	1.00
252-A Paralegal	0.25	0.25	0.25	0.25	0.25
177-C Legal Secretary	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	0.10	0.10	0.10	0.10	0.10
Z Summer Law Clerk	0.25	0.24	0.24	0.24	0.24
<b>TOTAL POSITIONS</b>	<b>4.15</b>	<b>4.14</b>	<b>4.14</b>	<b>4.14</b>	<b>4.14</b>

<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$211,616	\$218,058	\$219,627	\$231,882	\$231,882
Expenses	1,402	3,150	3,750	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$213,018</b>	<b>\$221,208</b>	<b>\$223,377</b>	<b>\$233,882</b>	<b>\$233,882</b>



<b>SERVICE AREA: Public Safety</b>	<b>PROGRAM: Public Health Safety (20D/F/G)</b>
<b>ACTIVITY: Public Safety</b>	<b>ORGANIZATION: Health Department</b>

**PROGRAM MISSION:** To provide care and meet the needs and expectations of our customers in their time of emergency, death, and incarceration, while striving for a safer and healthier community

**PROGRAM OBJECTIVES:**

1. Emergency Medical Services: Assure quality assurance reviews for 100% of all 911 requests for emergency medical services.
2. Jail Health: Maintain 90% of all inmate medical contacts within the facility. Only 10% would be seen or cared for off-site (dental, hospital, and special services).

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Emergency Medical Services: total Scott County population	156,000	158,591	158,591	158,591
2. Medical Examiner: total deaths in Scott County	1,536	1,348	1,348	1,348
3. Jail Health: number of inmate medical contacts	3,674	3,500	3,500	3,500
<b>WORKLOAD</b>				
1. Emergency Medical Services: Total runs	19,450	18,562	18,500	18,500
2. Medical Examiner: number of cases requiring ME services	322	297	310	310
3. Jail Health: number of health related contacts provided within Jail	3,417	3,272	3,150	3,150
<b>PRODUCTIVITY</b>				
1. Emergency Medical Services: cost/citizen for EMS service coord	\$0.32	\$0.32	\$0.35	\$0.35
2. Medical Examiner: cost/citizen for Medical Examiner services	\$0.69	\$0.66	\$0.70	\$0.70
3. Jail Health: cost/citizen for jail health services	\$2.04	\$2.22	\$2.36	\$2.36
<b>EFFECTIVENESS</b>				
1. Emergency Medical Services: % of population being served by EMS	12%	12%	12%	12%
2. Medical Examiner: % of deaths being served by Medical Examiner	21%	22%	23%	23%
3. Jail Health: % of inmate health care provided within the Jail	93%	93.50%	90.00%	90.00%

**ANALYSIS:**

Revenues for this program are projected to decrease 13%, or \$2,400, due to projections in reimbursable expenses for federal prisoners. projected to decrease slightly with the continued transferring of inmates to other facilities.

Non-salary costs are recommended to increase 2.0% or \$7,428. This increase is due to a projected increase in the number of autopsies required (approximately \$10,000) and the purchase medical equipment for Jail Health use. These expenses are offset by a decrease of \$2,150 in supplies for Jail Health Services due to a decrease in the need for supplies based on last year's actual costs and a decrease in the number of contacts.

Personal Services costs are recommended to increase because of reevaluation of several positions and shuffling of positions across all program areas. The department anticipates \$1,869 in overtime costs based on past history.

Projections for EMS Services (D.1., W.1., P.1., & E.1.) will remain approximately stable with FY'00 projections. Projections for Medical Examiner Services are in line with FY'00 projections. The percent of inmate health care provided within the Jail (E.3.) is

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Public Health Safety (20D/F/G)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
702-A Director	0.10	-	-	-	-
376-A Disease Prevention Specialist II	0.05	-	-	-	-
417-A Public Health Services Coordinator	-	1.00	1.00	1.00	1.00
353-A EMS Coordinator	1.00	-	-	-	-
366-A Public Health Nurse	-	1.00	1.00	1.00	1.00
323-A Public Health Nurse	1.00	-	-	-	-
298-A Administrative Manager	0.05	-	-	-	-
162-A Respurce Specialist	-	0.60	0.60	0.60	0.60
162-A Clerk III	0.26	-	-	-	-
Z Health Services Professional	0.30	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>2.76</b>	<b>2.90</b>	<b>2.90</b>	<b>2.90</b>	<b>2.90</b>
<b>REVENUE SUMMARY:</b>					
Inergovernmental	\$8,336	\$8,336	\$8,336	\$8,336	\$8,336
Miscellaneous	10,039	10,400	8,000	8,000	8,000
<b>TOTAL REVENUES</b>	<b>\$18,375</b>	<b>\$18,736</b>	<b>\$16,336</b>	<b>\$16,336</b>	<b>\$16,336</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$123,071	\$130,453	\$135,700	\$164,662	\$164,662
Equipment	-	800	800	565	565
Expenses	351,092	363,014	363,014	372,827	372,827
Supplies	2,315	5,767	5,767	3,617	3,617
<b>TOTAL APPROPRIATIONS</b>	<b>\$476,478</b>	<b>\$500,034</b>	<b>\$505,281</b>	<b>\$541,671</b>	<b>\$541,671</b>

SERVICE AREA: Public Safety		PROGRAM: Sheriff Administration (28A)			
ACTIVITY: Law Enforcement		ORGANIZATION: Sheriff			
<b>PROGRAM MISSION:</b> To administer the Sheriff's offices various functions providing citizens of and visitors to Scott County with law enforcement related activities according to their various needs.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain an administrative staff to total departmental personnel ratio of 2.9% or less.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Authorized personnel (FTE's)		129.20	132.20	138.70	138.70
2. Department budget		\$6,683,798	\$7,384,368	\$9,025,444	\$9,025,444
<b>WORKLOAD</b>					
1. Percent of time spent on personnel administration		25%	25%	25%	25%
2. Percent of time spent on fiscal management		25%	25%	25%	25%
3. Percent of time spent on liaison activities and coordination		25%	25%	25%	25%
4. Percent of time spent on miscellaneous activities		25%	25%	25%	25%
<b>PRODUCTIVITY</b>					
1. Administration cost as a percent of department budget		3%	2.80%	2.30%	2.30%
2. Administration personnel as a percent of departmental personnel		1.80%	1.96%	1.87%	1.87%
<b>EFFECTIVENESS</b>					
1. Program performance objectives accomplished		100%	100%	100%	100%
<b>ANALYSIS:</b>					
<p>Total departmental revenues are recommended to decrease \$58,482 or 9.4% as compared to last year. The decrease is due to a \$86,350 reduction in charges for services, with sheriff services fees and care-keep charges accounting for \$80,000 of the reduction. A more complete explanation of these changes will be discussed in their respective programs. Total intergovernmental revenues are recommended to increase \$22,768 or 29.6% with most of the increase coming from State and Federal grants and reimbursements.</p> <p>The total departmental budget (D.2) is recommended to increase \$1,685,964 or 23.0%. Total personal services are recommended to increase \$755,549 or 12.4% over last year. Total departmental expenses are recommended to increase \$855,676 or 130.7%. Most of this increase is a result of the jail cap put into effect in FY'00 and the implementation of the new 800 MHz radio system. The jail cap has led to the recommendation of an additional \$705,200 being budgeted for service contracts which covers the cost of housing prisoners out of</p>		<p>county, and additional appropriations for vehicle maintenance and travel expense for transportation to other correctional facilities. For FY'01, \$98,976 is recommended for the new 800 MHz radio system to be used for access fees and maintenance costs.</p> <p>Total departmental supplies are recommended to increase \$50,750 or 8.9%. Approximately \$26,200 of this increase is for additional fuels costs associated with transporting prisoners from other correctional facilities and increased vehicle parts. Excluding the extraordinary expenses associated with the jail cap and the new radio system, total non-salary expenses are recommended to increase \$83,039 or 6.5%. The department has submitted one request for an addition Hearing/Training Sergeants position in the corrections program, which has been recommended by the Human Resources department.</p> <p>Total non-salary appropriations for the administration program (27A) are recommended to increase 5.1% over last year.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Sheriff Administration (28A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Sheriff	1.00	1.00	1.00	1.00	1.00
Y Chief Deputy	1.00	1.00	1.00	1.00	1.00
198-A Secretary	0.60	0.60	0.60	0.60	0.60
<b>TOTAL POSITIONS</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$6,861	\$500	\$500	\$500	\$500
<b>TOTAL REVENUES</b>	<b>\$6,861</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$184,010	\$189,844	\$189,871	\$197,975	\$197,975
Equipment	1,631	1,450	1,450	1,450	1,450
Expenses	9,584	10,230	10,430	10,430	10,430
Supplies	6,202	6,100	6,800	6,800	6,800
<b>TOTAL APPROPRIATIONS</b>	<b>\$201,427</b>	<b>\$207,624</b>	<b>\$208,551</b>	<b>\$216,655</b>	<b>\$216,655</b>

<b>SERVICE AREA: Public Safety</b>		<b>PROGRAM: Patrol (28B)</b>			
<b>ACTIVITY: Law Enforcement</b>		<b>ORGANIZATION: Sheriff</b>			
<b>PROGRAM MISSION:</b> To provide uniformed law enforcement functions to citizens of and visitors to Scott County by providing 24 hour a day patrol in Scott County					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain an average response time of 9.5 minutes or less.					
2. To maintain the cost per hour of preventative patrol at \$28.00 or less.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Calls for service		14,212	13,108	17,000	17,000
2. Calls for assistance		6,827	7,948	6,500	6,500
3. Number self initiated activities		10,540	11,844	10,500	10,500
<b>WORKLOAD</b>					
1. Court appearances as witnesses		127	140	125	125
2. Hours on preventive patrol		19,819	18,644	22,000	22,000
<b>PRODUCTIVITY</b>					
1. Cost per response/self initiated activity (64%)		\$30.39	\$49.36	\$32.18	\$32.18
2. Cost per hour of preventative patrol (36%)		\$27.23	\$31.36	\$27.97	\$27.97
<b>EFFECTIVENESS</b>					
1. Average response time per call (minutes)		10.0	8.8	9.0	9.0
2. Number of traffic accidents		353	272	410	410
3. Number of traffic citations		3,481	4,960	3,700	3,700
<b>ANALYSIS:</b>					
<p>Revenues for the program are recommended to increase \$12,250 due to a \$8,000 increase in grant revenue from the Governor's Traffic Safety Bureau grant and the IDHP - Tobacco Retailer Compliance grant. The program has also requested \$2,000 for a Riverboat Development Authority grant.</p> <p>Overtime is recommended to increase \$9,538 or 18.6% with total personal services increasing \$120,381 or 8.5%. The increase in overtime is due to \$8,000 being requested for two grants that will be reimbursed. Total equipment appropriations are recommended to increase \$5,200 which is needed to replace the safety cages in the new squad cars. A design change in the interior of the new squads will not allow the department to move existing cages to the new units. Total expenses are recommended to increase \$2,000 or 3.2% over last year. Total supplies are recommended to increase \$17,300 or 20.0%. The increase comes primarily from moving \$6,000 in the DARE Program from investigations to the patrol program, and \$7,000 in increased vehicular parts needed for</p>		<p>repairing older patrol units. The budget as recommended will lead to an increase of \$24,500 or 15.7% in non-salary appropriations.</p> <p>Calls for service (D.1) are recommended to decrease 4.3% from last year's budget due to current trends. Indicators (D.2 and D.3) are recommended to remain approximately at FY'00 levels. Hours on preventative patrol (W.2) are recommended to decrease 3.7% from last year's budget but still are 18% higher than FY'00 projected. The increased appropriation recommendation accompanied by the reduction of demand and workload indicators has led to increases in both productivity indicators based upon last year's budget and FY'99 actual. Effectiveness indicators (E.1 and E.2) are recommended to remain constant with FY'00 and the number of traffic citations (D.3) are recommended to increase slightly.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Patrol (28B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
519-A Captain	1.00	1.00	1.00	1.00	1.00
464-A Lieutenant	4.00	4.00	4.00	4.00	4.00
365-E Sergeant	4.00	4.00	4.00	4.00	4.00
329-E Deputy	17.00	17.00	18.00	18.00	18.00
<b>TOTAL POSITIONS</b>	<b>26.00</b>	<b>26.00</b>	<b>27.00</b>	<b>27.00</b>	<b>27.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$13,162	\$0	\$12,375	\$10,000	\$10,000
Fees and Charges	994	850	976	1,100	1,100
Miscellaneous	9,750	3,200	3,849	3,200	3,200
<b>TOTAL REVENUES</b>	<b>\$23,906</b>	<b>\$4,050</b>	<b>\$17,200</b>	<b>\$14,300</b>	<b>\$14,300</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,349,421	\$1,412,187	\$1,433,020	\$1,541,856	\$1,532,568
Equipment	6,816	6,000	12,924	11,200	11,200
Expenses	59,100	63,340	60,340	65,340	65,340
Supplies	84,044	86,500	117,724	103,800	103,800
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,499,381</b>	<b>\$1,568,027</b>	<b>\$1,624,008</b>	<b>\$1,722,196</b>	<b>\$1,712,908</b>

**SERVICE AREA:** Public Safety

**PROGRAM:** Corrections Division (28C)

**ACTIVITY:** Law Enforcement

**ORGANIZATION:** Sheriff

**PROGRAM MISSION:** To provide safe and secure housing and care for all inmates under the custody of the Scott County Sheriff

**PROGRAM OBJECTIVES:**

1. To provide safe and secure housing and care for all inmates under the custody of the Scott County Sheriff with no escapes or death.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Persons booked	5,061	5,250	5,325	5,325
2. Average daily jail population/average number of sentenced inmates	238.2/59	240/60	245/60	245/60
3. Persons released	5,015	5,232	5,300	5,300
4. Average length of stay of inmates processed	17.1	17.5	17.0	17.0
5. Prisoners handled by bailiff	8,821	9,000	9,100	9,100
<b>WORKLOAD</b>				
1. Meals served	282,143	300,000	295,000	295,000
2. Expenditures for prisoner emergency medical care	N/A	N/A	N/A	N/A
3. Prisoner days	86,966	87,600	91,250	91,250
4. Number of prisoners transported to institutions/hours spent	770/2907	1000/3500	1100/3800	1100/3800
5. Miles traveled transporting to institutions	89,718	99,000	105,000	105,000
6. Mental health commitments transported	25	50	75	75
<b>PRODUCTIVITY</b>				
1. Operating cost per prisoner day	\$34.22	\$35.00	\$35.00	\$35.00
2. Food cost per meal	\$0.86	\$0.95	\$0.95	\$0.95
3. Paid inmate days/cost out-of-county	2/\$100	1648/157337	3650/237250	3650/237250
4. Cost per prisoner transported	\$0.00	N/A	N/A	N/A
5. Cost per prisoner in court	\$31.68	\$24.00	N/A	N/A
<b>EFFECTIVENESS</b>				
1. Escapes as a percent of persons booked	0%	0%	0%	0%
2. Percentage of felons to total population	61.4%	67.0%	67.0%	67.0%
3. Inmates per correctional officer on duty-day/evening/night	21/31/36	21/31/36	19/28/33	19/28/33
4. Prisoner escapes during transportation	-	-	0	0
5. Prisoner escapes during court	-	1	0	0

**ANALYSIS:**

The corrections budget will be a budget issue for this year. The main factor affecting the budget of the corrections division is the jail population cap that was imposed in FY'00. The cap limited the number of prisoners that the Sheriff's Department can have to 214. This has directly led to the recommendation that the budget for the jail's non-salary appropriations be increased \$800,473 dollars or 104.1%. The largest increase will come in service contracts, which is recommended to increase \$705,000 over last year. Service contracts include the cost of housing inmates out of county. Other related expenses associated with housing inmates out-of-county include maintenance of vehicle and travel expenses. In addition, \$16,000 is recommended for access fees and maintenance charges associated with the new 800 MHz radio system. In total, expenses for the corrections division are recommended to increase \$752,516 or 242.7%. Total supplies for the program are recommended to increase \$31,900 or 7.4% with the largest increase recommended for fuels and lubricants needed for transporting inmates for outside facilities.

Overtime for the program is recommended to decrease \$4,537 or 2.2% over FY'00. Total personal services are recommended to increase almost 17.4% due to wage increases and additional staff. The department submitted one organizational change request for the creation of a Training Sergeants position in the jail, which was recommended by the Human Resources Department.

Total equipment appropriations are recommended to increase \$16,057 or 55.9%. The request will cover expenditures for furniture and miscellaneous pieces of operating equipment for the jail such as kitchen appliances and cleaning equipment.

Revenues for the program are recommended to decrease \$50,000 or 13.8%. Care and keep charges revenue is money received by the jail for housing prisoners from the federal government and other jurisdictions. However, due to the decrease in available jail space, this revenue will be reduced \$50,000. Telephone fee revenues and work release revenues are recommended to decrease \$30,000. Beginning in FY'00 the program

started receiving money for the transportation of mental health patients for the Community Services Department. For FY'01, \$23,000 is recommended for this revenue which was not previously budgeted.

All demand indicators are consistent with projections for FY'00 and with FY'99 actual amounts. However, the average daily jail population (D.2) is 35 inmates lower than the budgeted amount for FY'00. All other indicators are recommended as submitted.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Corrections Division (28C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Y Second Chief Deputy	1.00	1.00	1.00	1.00	1.00
390-A Chief Correction Supervisor	1.00	1.00	1.00	1.00	1.00
353-A Support Program Supervisor	1.00	1.00	1.00	1.00	1.00
353-A Shift Lieutenant	-	-	3.00	3.00	3.00
332-A Shift Sergeant	6.00	6.00	3.00	4.00	4.00
283-H Lead Correction Officer	-	-	10.00	10.00	10.00
246-H Correction Officer	-	50.20	40.20	40.20	40.20
223-A Food Service Manager	1.00	1.00	1.00	1.00	1.00
223-H Correction Officer	50.50	-	-	-	-
220-A Lead Bailiff	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00
176-H Jail Custodian/Correction Officer	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	1.00	1.00	1.00	1.00	1.00
151-A Bailiffs	6.70	6.70	6.70	6.70	6.70
125-C Clerk I	0.50	0.50	0.50	0.50	0.50
125-H Jail Custodian	1.00	1.00	1.00	1.00	1.00
122-C Cook	2.50	2.80	2.80	2.80	2.80
<b>TOTAL POSITIONS</b>	<b>75.20</b>	<b>75.20</b>	<b>75.20</b>	<b>76.20</b>	<b>76.20</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$18,496	\$6,000	\$6,000	\$6,000	\$6,000
Fees and Charges	519,140	357,000	300,000	307,000	307,000
Miscellaneous	726	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$538,362</b>	<b>\$363,000</b>	<b>\$306,000</b>	<b>\$313,000</b>	<b>\$313,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$2,749,086	\$2,981,013	\$3,077,308	\$3,547,621	\$3,501,006
Equipment	27,815	28,705	26,700	44,762	44,762
Expenses	63,335	310,110	230,037	1,062,626	1,062,626
Supplies	416,067	430,050	411,300	461,950	461,950
<b>TOTAL APPROPRIATIONS</b>	<b>\$3,256,303</b>	<b>\$3,749,878</b>	<b>\$3,745,345</b>	<b>\$5,116,959</b>	<b>\$5,070,344</b>



SERVICE AREA: Public Safety

PROGRAM: Support Services Division (28H)

ACTIVITY: Law Enforcement

ORGANIZATION: Sheriff

PROGRAM MISSION: To the best of our ability, provide quality service to the citizens of, and visitors to, Scott County Iowa, and the agencies we serve by handling their requests for service and/or information in a timely, efficient, effective and dedicated manner.

PROGRAM OBJECTIVES:

- 1. To handle all requests for service made to Support Services.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Number of 9-1-1 calls	25,276	17,820	18,000	18,000
2. Number of non 9-1-1 calls	87,352	127,332	125,000	125,000
3. Number of communications transactions	224,871	245,328	250,000	250,000
<b>WORKLOAD</b>				
1. Handled 9-1-1 calls	15,276	17,820	18,000	18,000
2. Handled non 9-1-1 calls	87,352	127,332	125,000	125,000
3. Handled communications transactions	224,871	245,328	250,000	250,000
<b>PRODUCTIVITY</b>				
1. Cost per 9-1-1 call (10%)	\$6.05	\$5.50	\$6.43	\$6.43
<b>EFFECTIVENESS</b>				
1. Crime rate (per 1,000 population) - Part I	21.9	18.0	26.0	26.0
2. Crime rate (per 1,000 population) - Part II	50.9	67.6	53.0	53.0
3. Crime clearance rate	28.10%	21.60%	22.20%	22.20%

ANALYSIS:

Total revenues for the program are recommended to increase \$4,500 or 49.5% over last year due to 140% increase in weapons permits. The new budget revenue figure of \$12,000 is consistent with FY'99 actual and projected amounts for FY'00.

Total personal services are recommended to increase \$55,470 with wage increases and health/medical benefits being the primary reasons. Overtime for the program is requested for \$26,659 which is \$2,312 higher than last year, but consistent with projections for FY'00. Total expenses for the program are recommended to increase \$91,010 or 40.9% due to \$84,000 in access charges and maintenance costs associated with the new 800MHz radio system. Factoring out the \$84,000 for the new radio system, expenses for the program would only be increasing \$7,010 or 3.1%. Supplies are recommended to increase \$850 or 5.5% over last year.

The program budget as recommended will have non-salary appropriations increasing \$95,092 or 38.4% including the expenditures associated with the new radio system, and

increasing \$11,092 or 4.4% excluding these costs.

The number of 9-1-1 calls (D.1) is recommended to increase 1,500 over FY'00 and is consistent with the projected amount for FY'00. The number of non 9-1-1 calls (D.2) is recommended to increase over last year by 40,000 or almost 50%. This corresponds to the projected amount for FY'00. All other indicators are consistent with projections and vary only slightly from last year and are recommended as submitted.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Support Services Division (28H)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
417-A Support Services Director	1.00	1.00	1.00	1.00	1.00
300-A Chief Tele/Communications Operator	1.00	1.00	1.00	1.00	1.00
245-A Lead Tele/Communications Operator	3.00	3.00	3.00	3.00	3.00
228-A Telecommunicator	8.00	8.00	8.00	8.00	8.00
228-A Office Supervisor	0.40	0.40	0.40	0.40	0.40
191-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	2.00	2.00	2.00	2.00	2.00
162-A Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	1.00	1.00	1.00	1.00	1.00
125-C Clerk I	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>18.90</b>	<b>18.90</b>	<b>18.90</b>	<b>18.90</b>	<b>18.90</b>
<b>REVENUE SUMMARY:</b>					
Licenses and Permits	\$13,101	\$5,000	\$11,244	\$12,100	\$12,100
Fees and Charges	1,185	2,100	1,490	1,500	1,500
Miscellaneous	2,220	2,000	-	-	-
<b>TOTAL REVENUE</b>	<b>\$16,506</b>	<b>\$9,100</b>	<b>\$12,734</b>	<b>\$13,600</b>	<b>\$13,600</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$722,588	\$759,797	\$748,833	\$823,249	\$823,249
Equipment	10,021	9,468	9,468	12,700	12,700
Expenses	176,745	222,735	208,245	313,745	313,745
Supplies	14,465	15,550	13,926	16,400	16,400
<b>TOTAL APPROPRIATIONS</b>	<b>\$923,819</b>	<b>\$1,007,550</b>	<b>\$980,472</b>	<b>\$1,166,094</b>	<b>\$1,166,094</b>

SERVICE AREA: Public Safety		PROGRAM: Criminal Investigations Division (281)			
ACTIVITY: Law Enforcement		ORGANIZATION: Sheriff			
<b>PROGRAM MISSION:</b> To provide for processing of civil documents and investigation of crimes to citizens of and visitors to Scott County by Scott County Sheriff's deputies					
<b>PROGRAM OBJECTIVES:</b>					
1. To investigate all cases submitted for follow-up.					
2. To serve 85% or more of all process documents received.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Process documents received		12,856	12,804	12,800	12,800
2. Extraditions received		362	356	380	380
<b>WORKLOAD</b>					
1. Process documents tried to serve		12,856	12,804	12,800	12,800
2. Investigations		492	276	500	500
3. Number of transportations out-of-county		326	336	400	400
4. Number of mental commitments		357	356	375	375
<b>PRODUCTIVITY</b>					
1. Cost per document tried to serve		\$17.61	\$19.22	\$19.76	\$19.76
2. Cost per investigation completed		\$1,171.83	\$2,101.16	\$1,215.80	\$1,215.80
3. Cost for transportation out-of-county		\$33,893	\$24,795	\$25,000.00	\$25,000.00
<b>EFFECTIVENESS</b>					
1. Number of attempts to serve processed documents		24,386	23,276	27,200	27,200
2. Number of documents unable to be served		878	404	1,772	1,772
3. Revenue (fees collected)		\$198,790	\$170,452	\$178,800	\$178,800
4. % of documents successfully served		92.7%	96.8%	85.4%	85.4%
5. % of cases submitted for prosecution that results in prosecution		100.0%	100.0%	100.0%	100.0%
<b>ANALYSIS:</b>					
<p>The Criminal Investigation Division is responsible for revenues and expenditures for investigation, forfeited assets, and civil deputies. There were no organizational changes requested or recommended for this program. The program continues to have two deputies funded by grants. One deputy is funded through the Narcotics control grant and revenues of \$46,600 are recommended for the program to continue. Another deputy is funded through the Stop Violence Against Women Program and \$35,000 in revenue is recommended for this program.</p> <p>Total fees and charges revenue is recommended to decrease \$36,000 or 20.4% because of a reduction in service fees and mileage. This is due to the State Department of Transportation no longer using the services of the Sheriff in serving papers. The State accounted for approximately 25% of the program's service fee revenue. Total revenue for the program is recommended to decrease \$25,232 or 10.2%.</p> <p>Total personal services for the program are recommended to increase \$43,592 or 6.0% with overtime recommended to increase</p>		<p>\$1,727 or 4.4%. Total expenses are recommended to increase \$9,950 or 20.6% over last year. Almost all of the increase (\$9,500) is for prisoner extradition cost. This will bring the recommended budget figure for extradition to \$25,000 which is consistent with projections for FY'00, but approximately \$9,000 less than what was expended in FY'99. Supplies are recommended to stay at FY'00 levels. The budget as submitted will result in non-salary appropriations increasing \$9,450 or 11.2% and total appropriations increasing \$53,042 or 6.5% for the Criminal Investigations Division.</p> <p>Process documents received (D.1) are recommended to remain approximately at FY'00 levels. Extraditions received (D.2) are recommended to increase from FY'00 projections and FY'99 actuals. The number of investigations (W.2) is recommended to decrease from 540 to 500 for FY'01. This number is consistent with FY'99 actual, but almost 130 higher than the projected for FY'00. All productivity indicators (P.1 - P.3) are recommended to increase based upon previously mentioned appropriation increases.</p>		<p>All other indicators are recommended as submitted.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Criminal Investigations Division (28I)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
519-A Captain	1.00	1.00	1.00	1.00	1.00
451-E Sergeant	2.00	2.00	2.00	2.00	2.00
329-E Deputy	10.00	10.00	10.00	10.00	10.00
<b>TOTAL POSITIONS</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$74,977	\$70,832	\$79,437	\$81,600	\$81,600
Fees and Charges	159,230	176,100	128,782	140,100	140,100
Miscellaneous	142	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$234,349</b>	<b>\$246,932</b>	<b>\$208,219</b>	<b>\$221,700</b>	<b>\$221,700</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$707,980	\$727,537	\$729,343	\$773,443	\$771,129
Equipment	289	2,000	2,000	1,500	1,500
Expenses	63,552	48,250	60,149	58,200	58,200
Supplies	31,145	34,500	34,500	34,500	34,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$802,966</b>	<b>\$812,287</b>	<b>\$825,992</b>	<b>\$867,643</b>	<b>\$865,329</b>

<b>SERVICE AREA: Public Safety</b>	<b>PROGRAM: Emergency Care &amp; Transfer (37A)</b>			
<b>ACTIVITY: Emergency Services</b>	<b>ORGANIZATION: Buffalo Volunteer Ambulance</b>			
<b>PROGRAM MISSION:</b> To provide high quality, high value, Emergency Medical Services and health care transportation in Scott County. We strive to provide a high degree of professionalism and quality care through highly trained volunteers and employees and state of the technology and equipment.				
<b>PROGRAM OBJECTIVES:</b>				
1. To maintain the number of active volunteers at no less than 25.				
2. To ensure that the number of runs exceeding 15 minute response time is 3% or less.				
<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. Calls for service	336	272	320	320
<b>WORKLOAD</b>				
1. Calls answered	336	272	320	320
<b>PRODUCTIVITY</b>				
1. Cost per call	\$352.85	\$586.61	\$447.34	\$447.34
<b>EFFECTIVENESS</b>				
1. Number of volunteers	31	30	30	30
2. Percent of runs exceeding 15 minute response time	1%	1%	1%	1%
3. County subsidy as a percent of program costs	19.20%	14.20%	16.30%	16%
<b>ANALYSIS:</b>				
<p>Calls for service (D.1) and calls answered (W.1) are projected to increase by 18% over FY'00 projections as FY'00 run calls were much reduced over FY'99. Cost per call (P.1) remains high based on increased expenses for maintenance of vehicles and ambulance loan payments. The number of volunteers (E.1) is expected to remain stable. Revenues are expected to increase with additional service fees based on increased runs.</p> <p>The Scott County Board of Health continues to recommend that payment of subsidy be granted only on a quarterly basis after quarterly indicator information is received and that prior to the FY'02 budget process an appropriate formula be developed that is equitable in distribution of funds to the various ambulance services based on yet to be developed parameters.</p> <p>It is recommended that Scott County continue to fund Buffalo at the requested amount of \$22,650 and continue to set aside \$10,000 in funding reserve which will continue to be made on a match basis on all service revenue generated over \$40,000.</p>				

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Emergency Care &amp; Transfer (37A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	25.00	25.00	30.00	30.00	
<b>TOTAL POSITIONS</b>	<b>25.00</b>	<b>25.00</b>	<b>30.00</b>	<b>30.00</b>	
<b>REVENUE SUMMARY:</b>					
Municipal Subsidy	\$14,000	\$14,000	\$14,000	\$14,000	
Service Fees	78,210	45,000	45,000	70,000	
Other	7,364	21,900	21,900	22,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$99,574</b>	<b>\$80,900</b>	<b>\$80,900</b>	<b>\$106,000</b>	
Scott County Contribution	22,650	22,650	22,650	22,650	22,650
Funding Reserve	10,000	10,000	10,000	10,000	10,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$32,650</b>	<b>\$32,650</b>	<b>\$32,650</b>	<b>\$32,650</b>	<b>\$32,650</b>
<b>TOTAL REVENUES</b>	<b>\$132,224</b>	<b>\$113,550</b>	<b>\$113,550</b>	<b>\$138,650</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$0	\$15,000	\$15,000	\$25,200	
Equipment	25,770	37,500	37,500	37,500	
Expenses	96,425	64,656	64,656	70,950	
Supplies	1,551	2,750	2,750	2,000	
Occupancy	8,478	6,500	6,500	7,500	
<b>TOTAL APPROPRIATIONS</b>	<b>\$132,224</b>	<b>\$126,406</b>	<b>\$126,406</b>	<b>\$143,150</b>	

SERVICE AREA: Public Safety		PROGRAM: Emergency Care & Transfer (42A)			
ACTIVITY: Emergency Services		ORGANIZATION: Durant Volunteer Ambulance			
<b>PROGRAM MISSION:</b> To provide high quality, high value, Emergency Medical Services and health care transportation in Scott County. Durant strives to provide a high degree of professionalism and quality care through highly trained volunteers and employees and state of the technology and equipment					
<b>PROGRAM OBJECTIVES:</b> 1.To maintain the number of active volunteers at no less than 25. 2.To ensure that the number of runs exceeding 15 minute response time is at 2% or less.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Calls for service		491	491	491	491
<b>WORKLOAD</b>					
1. Calls answered		491	491	491	491
<b>PRODUCTIVITY</b>					
1. Cost per call		\$197.05	\$197.05	\$273.54	\$273.54
<b>EFFECTIVENESS</b>					
1. Number of volunteers		26	26	26	26
2. Percent of runs exceeding 15 minute response time		1%	1%	1%	1%
3. County subsidy as a percent of program cost		11%	16%	8%	8%
<b>ANALYSIS:</b>					
<p>Calls for service(D.1) and calls answered(W.1) are expected to remain constant with FY'99 actuals and FY'00 projections. The number of runs in the Walcott and Walcott I-80 interchange area continue to grow. A continued reminder that Durant calls have traditionally been evenly split between Scott, Muscatine and Cedar Counties. That balance may be shifting somewhat. Cost per call(P.1) is expected to increase dramatically due to increased equipment needs, professional education and the write off of bad debts. Those debts are incurred mainly from the I-80 Walcott area and will result in higher rates being instituted for services. Durant continues to be an efficiently run service but there is the continued reminder to submit indicator and expense data on a timely basis during the year.</p> <p>The Scott County Board of Health continues to recommend that payment of subsidy be granted only on a quarterly basis after quarterly indicator and financial information is received and that prior to the FY'02 budget process an appropriate formula be developed that is equitable in distribution of funds to the various volunteer ambulance services based on yet to be developed parameters. It is recommended that the County continue funding the service at the current level of \$10,300.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Emergency Care &amp; Transfer (42A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	24.00	24.00	24.00	24.00	
<b>TOTAL POSITIONS</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	
<b>REVENUE SUMMARY:</b>					
Political Subdivision Contracts	\$22,733	\$22,194	\$22,800	\$22,800	
Services	53,360	74,200	74,000	74,000	
Contributions	11,250	7,000	8,000	8,000	
Other	3,857	3,200	3,900	3,900	
<b>SUB-TOTAL REVENUES</b>	<b>\$91,200</b>	<b>\$106,594</b>	<b>\$108,700</b>	<b>\$108,700</b>	
Scott County Contribution	10,300	10,300	10,300	10,300	10,300
<b>TOTAL REVENUES</b>	<b>\$101,500</b>	<b>\$116,894</b>	<b>\$119,000</b>	<b>\$119,000</b>	
<b>APPROPRIATION SUMMARY:</b>					
Equipment	\$0	\$2,000	\$21,000	\$21,000	
Expenses	86,133	87,100	95,310	95,310	
Supplies	5,862	11,500	11,500	11,500	
Occupancy	4,757	6,500	6,500	6,500	
<b>TOTAL APPROPRIATIONS</b>	<b>\$96,752</b>	<b>\$107,100</b>	<b>\$134,310</b>	<b>\$134,310</b>	



<b>SERVICE AREA: Public Safety</b>		<b>PROGRAM: Emergency Preparedness (68A)</b>			
<b>ACTIVITY: Emergency Services</b>		<b>ORGANIZATION: Emergency Management Agency</b>			
<b>PROGRAM MISSION:</b> To coordinate efforts involving local, state and federal agencies as well as volunteer organizations and business to prepare for, respond to, recover from, and reduce the effect of natural, manmade or technological emergencies or disasters.					
<b>PROGRAM OBJECTIVES:</b>					
1. Conduct or participate in 200 planning events, meetings or coordination activities.					
2. Conduct or attend 60 training events.					
3. Provide coordinate response to multi-agency or county-wide disaster situations.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Number of training events or attended		56	60	60	60
2. Number of planning, meeting, coordination activities		240	200	200	200
3. Number of other emergency responses		2	5	5	5
<b>WORKLOAD</b>					
1. Number of training presented/received		209	200	220	220
2. Estimated hours of other emergency response		5	40	10	10
3. Hours devoted to planning activities, meetings, coordination		1,430	1,400	1,400	1,400
4. Administrative hours		750	750	750	750
<b>PRODUCTIVITY</b>					
1. Cost per hour or instruction presented (24%)		\$145.00	\$132.37	\$122.83	\$122.83
2. Cost per emergency hour (1%)		\$243.43	\$27.58	\$112.60	\$112.60
3. Cost per planning, meeting, coordination hour (70%)		\$55.10	\$55.15	\$56.30	\$56.30
4. Cost per administrative hour (5%)		\$14.54	\$7.35	\$7.51	\$7.51
<b>EFFECTIVENESS</b>					
1. Percentage of training completed		93%	100%	100%	100%
2. Percentage of emergency responses		40%	100%	100%	100%
3. Percentage of planning, meetings, coordination completed		120%	100%	100%	100%
4. Percentage of administrative hours completed		100%	100%	100%	100%
<b>ANALYSIS:</b>					
<p>Scott County's contribution for fiscal year 2001 is recommended at \$25,357 which is the same as last fiscal year. If other revenues and expenses remain as budgeted, the Emergency Management Agency will have a balanced budget and finish fiscal year 2001 with approximately a \$130,000 fund balance.</p> <p>Total Personal Services are recommended to increase \$4,944 or 9.9%. This includes a 3.7% increase in salaries. Capital Improvements are recommended to increase \$4,500 to cover any improvements needed in the Emergency Operations Center. There were no appropriations for capital improvements in fiscal year 2000. Total equipment purchases are recommended to decrease \$1,000 or 13.3%, and total expenses are recommended to decrease \$4,850 or 21% with most of the reduction coming from decreases in travel and schools of instruction. Supplies are recommended to decrease 3,600 or 37.2% with reductions coming in power plant and shelter supplies.</p> <p>For fiscal year 2001, \$11,000 is recommended for the Emergency Management Pass-Through Account (68B).</p> <p>The recommendation includes \$5,000 for equipment and \$6,000 for training. These expenses are to be offset by funds coming from Commonwealth Edison and Alliant Power for nuclear power plant training, and \$5,000 from FEMA.</p> <p>The budget as recommended for the total Emergency Management Agency (68) will result in a \$9,006 or 8.2% reduction in appropriations, and a \$9,000 or 8.2% reduction in revenues.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Emergency Preparedness (68A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Director	1.00	1.00	1.00	1.00	
Operations Officer	1.00	-	-	-	
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$22,432	\$30,849	\$30,849	\$25,849	
Miscellaneous	51,439	54,100	54,100	50,100	
<b>SUB-TOTAL REVENUES</b>	<b>\$73,871</b>	<b>\$84,949</b>	<b>\$84,949</b>	<b>\$75,949</b>	
Scott County Contribution	42,877	25,357	25,357	25,357	\$25,357
<b>TOTAL REVENUES</b>	<b>\$116,748</b>	<b>\$110,306</b>	<b>\$110,306</b>	<b>\$101,306</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$85,698	\$49,956	\$53,193	\$54,900	
Equipment	681	17,500	17,500	11,500	
Capital Improvements	10,600	-	-	4,500	
Expenses	16,748	33,150	35,400	24,300	
Supplies	5,534	9,700	6,500	6,100	
<b>TOTAL APPROPRIATIONS</b>	<b>\$119,261</b>	<b>\$110,306</b>	<b>\$112,593</b>	<b>\$101,300</b>	

<b>SERVICE AREA: Public Safety</b>		<b>PROGRAM: Emergency Care &amp; Transfer (45A)</b>			
<b>ACTIVITY: Emergency services</b>		<b>ORGANIZATION: LeClaire Volunteer Ambulance Service</b>			
<b>PROGRAM MISSION:</b> To provide high quality, high value, Emergency Medical Services and health care transportation in Scott County. LeClaire strives to provide a high degree of professionalism and quality care through highly trained volunteers and employees and state of the technology and equipment.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain the number of active volunteers at no less than 20.					
2. To ensure that the number of runs exceeding 15 minute response time are 3% or less.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Calls for service		429	450	460	460
<b>WORKLOAD</b>					
1. Calls answered		429	450	460	460
<b>PRODUCTIVITY</b>					
1. Cost per call		\$313.79	\$301.42	\$294.87	\$294.87
<b>EFFECTIVENESS</b>					
1. Number of volunteers		25	20	20	20
2. Percent of runs exceeding 15 minute response time		1.00%	5%	5%	5%
3. County subsidy as a percent of program cost		23.80%	24%	24.00%	24.00%
<b>ANALYSIS:</b>					
<p>Calls for service(D.1) and calls answered(W.2)are expected to increase slightly over FY'00 projections. Cost per call(P.1) is expected to remain stable as will number of volunteers(E.1). Total expenses are expected to surpass revenues by almost \$10,000. LeClaire needs to recalculate portions of their budget as certain revenues were projected based on receipt of various Riverboat grants. This did not occur. The Scott County Board of Health continues to recommend that payment of subsidy be granted only on a quarterly basis after quarterly indicator and financial information is received and that prior to the FY'02 budget process an appropriate fomula be developed that is equitable in distribution of funds to the various ambulance services based on yet to be developed parameters.</p> <p>It is recommended that Scott County continue to fund LeClaire at the requested amount of \$22,044 and continue to set aside \$10,000 in funding reserve which will continue to be made on a match basis on all service revenue generated over \$50,000.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Emergency Care &amp; Transfer (45A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	20.00	20.00	20.00	20.00	
<b>TOTAL POSITIONS</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	
<b>REVENUE SUMMARY:</b>					
Gifts and Donations	\$62,651	\$3,500	\$59,648	\$3,000	
Riverdale Subsidy	2,250	2,250	2,250	2,250	
Princeton Subsidy	1,375	1,500	1,500	1,500	
Interest Income	1,282	1,500	368	450	
Ambulance Fees	84,018	75,000	78,344	85,000	
Other Income	948	5,000	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$152,524</b>	<b>\$88,750</b>	<b>\$142,110</b>	<b>\$92,200</b>	
Scott County Contribution	22,044	22,044	22,044	22,044	22,044
Funding Reserve	-	10,000	10,000	10,000	10,000
Scott County EMS Assoc Train Reimbursement	-	1,000	1,000		
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$22,044</b>	<b>\$33,044</b>	<b>\$33,044</b>	<b>\$32,044</b>	<b>\$32,044</b>
<b>TOTAL REVENUES</b>	<b>\$174,568</b>	<b>\$121,794</b>	<b>\$175,154</b>	<b>\$124,244</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$69,396	\$34,500	\$52,720	\$43,240	
Equipment	-	1,000	4,000	4,500	
Expenses	85,214	62,100	146,529	78,400	
Supplies	2,480	2,000	2,592	2,500	
Occupancy	5,784	6,000	6,504	7,000	
<b>TOTAL APPROPRIATIONS</b>	<b>\$162,874</b>	<b>\$105,600</b>	<b>\$212,345</b>	<b>\$135,640</b>	

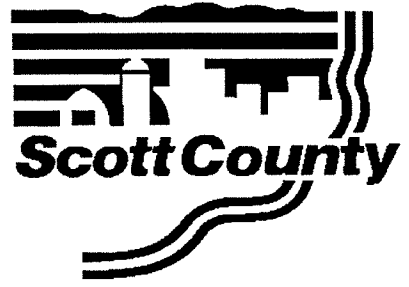
SERVICE AREA: Public Safety		PROGRAM: Medic Emergency Medical Services (47A)			
ACTIVITY: Emergency Services		ORGANIZATION: MEDIC E.M.S.			
<b>PROGRAM MISSION:</b> To provide high quality, high value, emergency medical services and health care transportation to the Eastern Iowa and Western Illinois region. DHAC will be the primary transporter for out of hospital patients in our service area. We strive to provide a high degree of professionalism and quality care through highly trained employees and state of the art technology and equipment.					
<b>PROGRAM OBJECTIVES:</b>					
1. To continue to provide quality care by maintaining response times at 4.5 minutes or less.					
2. Increase the number of training hours to 250.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Request for service		18,049	17,200	18,000	18,000
<b>WORKLOAD</b>					
1. Number of training hours		231	250	300	300
2. Number of BLS emergencies		3,553	4,200	5,000	5,000
3. Number of ALS emergencies		5,192	4,000	4,000	4,000
4. Number of transfers		6,135	6,000	6,000	6,000
5. Dry runs		3,169	3,000	3,000	3,000
<b>PRODUCTIVITY</b>					
1. Cost/unit hour		\$89.23	\$83.96	\$85.00	\$85.00
2. Cost per call		\$196.11	\$211.91	\$223.40	\$223.40
3. Patient transports/unit		0.41	0.38	0.40	0.40
<b>EFFECTIVENESS</b>					
1. Response time in minutes		4.8	4.4	4.5	4.5
2. Revenue as a percent of program cost		102%	103%	100%	100%
3. Percent of emergency response greater than 8 minutes		7.90%	6.50%	6.50%	6.50%
<b>ANALYSIS:</b>					
<p>Requests for service (D.1) are expected to increase by 5% over FY'00 projections due to the fact that Medic has entered into a transfer agreement with Mercy Hospital in Clinton. Business had decreased after no longer providing transfers from the MRI facility in Bettendorf. Training hours (W.1) will continue to increase to better educate staff and the current EMT classes in Eldridge. Cost per call (P.2) continues to rise based on increase salaries for merit and across the board increases to keep up with industry standards.</p> <p>Revenues are expected to continue to exceed expenditures based on the County's continued deficit financing arrangement with Medic and it does not appear that subsidy will be necessary for FY'01. The Scott County Board of Health does ask that Medic be part of the planning discussions that will be taking place with the volunteer ambulance services to determine an appropriate funding formula for the volunteers prior to the FY'02 budget process.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Medic Emergency Medical Services (47A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Director	1.00	1.00	1.00	1.00	
Supervisor Paramedic, EMT	60.00	48.00	60.00	60.00	
Medical Director	0.15	0.15	0.15	0.15	
Secretary/Bookkeeper	1.00	1.00	1.00	2.00	
Manager	3.00	3.00	3.00	3.00	
System Status Controller	12.00	11.00	12.00	12.00	
Support Staff	2.00	1.00	2.00	2.00	
Wheelchair/Shuttle Operator	12.00	12.00	12.00	12.00	
<b>TOTAL POSITIONS</b>	<b>91.15</b>	<b>77.15</b>	<b>91.15</b>	<b>92.15</b>	
<b>REVENUE SUMMARY:</b>					
Net Patient Revenue	\$3,022,175	\$3,144,000	\$2,839,125	\$3,000,000	
Other Support	849,464	890,000	1,014,500	1,035,000	
<b>SUB-TOTAL REVENUE</b>	<b>\$3,871,639</b>	<b>\$4,034,000</b>	<b>\$3,853,625</b>	<b>\$4,035,000</b>	
Scott County Contribution	-	-	-	-	-
Genesis Medical Center	-	-	-	-	-
Davenport Medical Center	-	-	-	-	-
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL REVENUES</b>	<b>\$3,871,639</b>	<b>\$4,034,000</b>	<b>\$3,853,625</b>	<b>\$4,035,000</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$2,522,896	\$2,585,000	\$2,574,848	\$2,731,000	
Equipment	36,224	20,000	15,000	15,000	
Expenses	1,021,159	1,101,000	1,012,725	1,054,000	
Supplies	105,881	100,000	114,316	116,000	
Occupancy	97,048	105,000	103,125	105,000	
<b>TOTAL APPROPRIATIONS</b>	<b>\$3,783,208</b>	<b>\$3,911,000</b>	<b>\$3,820,014</b>	<b>\$4,021,000</b>	

<b>SERVICE AREA: Public Safety</b>		<b>PROGRAM: Emergency Care &amp; Transfer (53A)</b>			
<b>ACTIVITY: Emergency Services</b>		<b>ORGANIZATION: Wheatland Emergency Medical Services</b>			
<b>PROGRAM MISSION:</b> To provide high quality, high value, Emergency Medical Services and health care transportation in Scott County. We strive to provide a high degree of professionalism and quality care through highly trained volunteers and employees and state of the technology and equipment.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain number of volunteers and provide compassionate and efficient care to the community.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Calls for service		124	124	124	124
<b>WORKLOAD</b>					
1. Calls answered		124	124	124	124
<b>PRODUCTIVITY</b>					
1. Cost per call		\$362.35	\$365.98	\$391.13	\$391.13
<b>EFFECTIVENESS</b>					
1. Number of volunteers		16	18	19	19
2. Percent of runs exceeding 15 minute response time		0.50%	0.50%	1.00%	1.00%
3. County subsidy as a percent of program cost		6%	5%	5%	5%
<b>ANALYSIS:</b>					
<p>Wheatland Volunteer Ambulance Service continues to serve the very northwestern portion of Scott County which at one time was served by Durant. The New Liberty portion of their area is now served by Bennett Ambulance and amounts to no more than 8-10 calls per year. Calls for service (D.1) and calls answered (W.2) are expected to remain stable with FY'00 projections. Cost per call (P.1) is expected to increase based on increased expenses for the service. The number of volunteers (E.1) is expected to increase by one. Revenues are expected to remain stable with FY'00 projections.</p> <p>The Scott County Board of Health continues to recommend that payment of subsidy be granted only on a quarterly basis after quarterly indicator and financial information is received and that prior to the FY'02 budget process an appropriate formula be developed that is equitable in distribution of funds to the various ambulance services based on yet to be developed parameters. It is recommended that the County continue funding the service at the current level of \$2,800.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Emergency Care &amp; Transfer (53A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	20.00	20.00	20.00	20.00	
<b>TOTAL POSITIONS</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	
<b>REVENUE SUMMARY:</b>					
Ambulance Revenue	\$28,989	\$31,348	\$30,000	\$30,000	
Interest and Donations	3,112	4,354	3,200	3,200	
State Education Fund	2,972	3,676	-	-	
Fund Raiser	100	4,008	500	500	
Miscellaneous Revenue	461	380	100	100	
Political Subdivisions	12,517	10,350	12,557	12,557	
<b>SUB-TOTAL REVENUE</b>	<b>\$48,151</b>	<b>\$54,116</b>	<b>\$46,357</b>	<b>\$46,357</b>	
Scott County Contribution	2,800	2,800	2,800	2,800	2,800
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$2,800</b>	<b>\$2,800</b>	<b>\$2,800</b>	<b>\$2,800</b>	<b>\$2,800</b>
<b>TOTAL REVENUE</b>	<b>\$50,951</b>	<b>\$56,916</b>	<b>\$49,157</b>	<b>\$49,157</b>	
<b>APPROPRIATION SUMMARY:</b>					
Equipment	\$5,201	\$5,316	\$6,500	\$6,500	
Expenses	33,842	37,598	37,050	35,550	
Supplies	4,512	5,092	5,050	5,050	
Occupancy	1,378	1,592	1,400	1,400	
<b>TOTAL APPROPRIATIONS</b>	<b>\$44,933</b>	<b>\$49,598</b>	<b>\$50,000</b>	<b>\$48,500</b>	





**COURT SERVICES  
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<b>SERVICE AREA: Court Services</b>	<b>PROGRAM: Juvenile Court (22A)</b>			
<b>ACTIVITY: Juvenile Justice Administration</b>	<b>ORGANIZATION: Juvenile Court Services</b>			
<b>PROGRAM MISSION:</b> Investigate and supervise referrals made to the Juvenile Court and administer the Juvenile Justice County Base Program (Code of Iowa Chapter 232, Section 141) which processes claims for legal expenses reimbursed @ 100% to the County after the annual established base amount is met.				
<b>PROGRAM OBJECTIVES:</b>				
<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. Delinquency petitions filed	608	n/a	n/a	n/a
2. Child in need of assistance petitions filed	250	n/a	n/a	n/a
3. Termination petitions filed	122	n/a	n/a	n/a
<b>WORKLOAD</b>				
1. Court hearings held	3,275	n/a	n/a	n/a
<b>PRODUCTIVITY</b>				
1. Court appointed attorney fees paid	\$471,739	n/a	n/a	n/a
<b>EFFECTIVENESS</b>				
1. Percent of program funded by the State	94%	n/a	n/a	n/a
<b>ANALYSIS:</b>				
<p>Activity was previously tracked for Juvenile Court Services in order to monitor expense and revenue associated with the Juvenile Justice County Base Program, which pays defense attorney fees.</p> <p>Effective with FEY00 the county paid claims during the first quarter to attorneys until we met our established base of \$33,033. For the balance of FYE00, all claims will be forwarded directly to the state for payment.</p> <p>Effective with FYE01 legislation is pending whereby counties will pay the base amount assessed directly to the state at the beginning of each fiscal year. This pending proposal will provide for a fixed base for each county, with Scott County at approximately \$34,000 annually.</p> <p>When this procedural change takes place, this center will be moved to non-departmental court support costs.</p>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	1998-99	1999-00	1999-00	2000-01	2000-01
PROGRAM: Juvenile Court (22A)	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$439,858	\$485,730	\$12,250	\$0	\$0
Miscellaneous	1,938	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$441,796</b>	<b>\$485,730</b>	<b>\$12,250</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Expenses	\$509,531	\$519,730	\$45,283	\$0	\$0
<b>TOTAL APPROPRIATIONS</b>	<b>\$509,531</b>	<b>\$519,730</b>	<b>\$45,283</b>	<b>\$0</b>	<b>\$0</b>

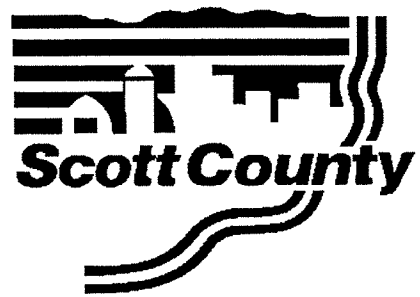
SERVICE AREA: Court Services		PROGRAM: Juvenile Detention (22B)			
ACTIVITY: Court Proceedings		ORGANIZATION: Juvenile Court Services			
<b>PROGRAM MISSION:</b> To ensure the health, education, and well being of youth through the development of a well trained, professional staff					
<b>PROGRAM OBJECTIVES:</b> To have no escapes from Juvenile Detention. To maintain cost per client at \$132 per day.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Persons admitted		388	400	400	400
2. Average daily detention population		8.28	9.00	9.00	9.00
3. Days of out-of-county client care		208	250	250	250
4. Total days of client care		3,046	3,250	3,250	3,250
<b>WORKLOAD</b>					
1. Intakes processed		388	400	400	400
2. Babysits		10	100	100	100
3. Visitors processed		2,561	3,000	3,000	3,000
<b>PRODUCTIVITY</b>					
1. Minutes per intake		30	30	30	30
2. Hours per babysits		4	4	4	4
3. Visitors processed per day		7	9	9	9
4. Cost per client per day		\$125	\$132	\$132	\$132
<b>EFFECTIVENESS</b>					
1. Escapes from detention		0	0	0	0
2. Special incidents by detainees requiring staff intervention		20	20	20	20
3. Average daily detention population as a percent of facility capacity		83%	88%	88%	88%
4. Average length of stay per resident (days)		9	10	10	10
5. Revenues collected		\$65,857	\$75,000	\$80,000	\$80,000
<b>ANALYSIS:</b>					
<p>(D.1) Person admitted is projected to increase due to two trends in the referral process from Juvenile Court Services. The first reflects individual Juvenile Court Officers reaction to a limited number of detention beds, and the second is officers using detention as a 'wake up call' for young offenders who might change their behavior after exposure to out-of-home placement.</p> <p>Average daily detention population (D.2) is a figure that has been in decline as officers place residents in detention for shorter periods of time. FY98 average population was 8.91, FY99 was 8.28. Projections for both FY00 and FY01 are increased to 9.0. Officers attempt to move residents out of detention as soon as possible in an attempt to create more bed space for weekend referrals. Other demand indicators are stable.</p> <p>Workload indicator (W.2) Baby-sits is projected to increase as Juvenile Court Officers use detention as a day long wake-up call for younger delinquents who spend the day at detention, are not processed, and return home at the end of the day. Juvenile Detention has also entered into an agreement</p>		<p>by which juveniles who have been waived to adult court may be admitted into detention on a day treatment basis when it is deemed beneficial.</p> <p>Cost per day per client (P.4) is projected to increase as increased staff time and resources will be required to sufficiently study and prepare for the expansion of juvenile detention.</p> <p>Staff changes include the elimination of one Sr. Detention Youth Worker, at 204 Hay points, and the addition of two Detention Youth Workers at 169 Hay points. These staffing changes have been approved by the Board. Recommended for approval is a change from one Sr. Detention Youth Worker at 204 Hay points, to one Operations Supervisor at 382 Hay points.</p> <p>Revenues are projected to increase for FY01 due to reimbursement for out-of-county placements already received coupled with an expected increase in the percentage of reimbursement available through the Juvenile Accountability Block Grant. Other Productivity and Effectiveness indicators are projected to remain stable.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Juvenile Detention (22B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
449-A Juvenile Detention Center Director	1.00	1.00	1.00	1.00	1.00
308-A Operations Supervisor	-	-	-	1.00	1.00
204-A Senior Detention Youth Worker	2.00	2.00	1.00	-	-
169-A Detention Youth Worker	8.00	8.00	9.80	9.80	9.80
<b>TOTAL POSITIONS</b>	<b>11.00</b>	<b>11.00</b>	<b>11.80</b>	<b>11.80</b>	<b>11.80</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$40,684	\$35,877	\$64,022	\$64,600	\$64,600
Fees and Charges	25,100	35,000	35,000	35,000	35,000
Miscellaneous	73	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$65,857</b>	<b>\$70,877</b>	<b>\$99,022</b>	<b>\$99,600</b>	<b>\$99,600</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$380,686	\$407,986	\$402,427	\$452,956	\$452,956
Equipment	820	0	1,200	1,200	1,200
Expenses	6,461	11,850	10,750	10,750	10,750
Supplies	20,498	23,200	23,900	23,900	23,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$408,465</b>	<b>\$443,036</b>	<b>\$438,277</b>	<b>\$488,806</b>	<b>\$488,806</b>

SERVICE AREA: Court Services		PROGRAM: Court Support Costs (23B)			
ACTIVITY: Court Proceedings		ORGANIZATION: Non-Departmental			
<b>PROGRAM MISSION:</b> The Alternative Sentencing program is designed to provide community service workers through the court system by implementing the successful completion of their sentences. Court Support costs also includes associated Grand Jury expense.					
<b>PROGRAM OBJECTIVES:</b>					
1. To perform 65,000 hours of community service.					
2. To maintain completed sentences at 70%.					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Community service sentencing (CSS) referrals		765	800	800	800
2. Community service sentencing secondary referrals		236	200	200	200
3. Average monthly caseload		474	400	400	400
4. Community service hours ordered		113,347	95,000	95,000	95,000
<b>WORKLOAD</b>					
1. Community service sentences completed		533	550	550	550
2. Agencies used for community service completions		769	690	690	690
3. Community service hours performed		66,863	65,000	65,000	65,000
4. Average monthly caseload		474	400	400	400
5. Withdrawn community service sentences		196	200	200	200
<b>PRODUCTIVITY</b>					
1. Cost per completed sentence		\$38.41	\$39.60	\$39.60	\$39.60
2. Cost per hour performed		\$0.31	\$0.31	\$0.31	\$0.31
<b>EFFECTIVENESS</b>					
1. Completed community service sentences		70%	70%	70%	70%
<b>ANALYSIS:</b>					
<p>Performance indicators for this center reflect activity for the Alternative Sentencing Program under the direction of the Safer Foundation of Iowa.</p> <p>The Alternative Sentencing Program performs interviewing, referral and monitoring responsibilities respective to criminal defendants sentenced to perform unpaid community service by the Scott County District and Associate Courts.</p> <p>Scott County and the Seventh Judicial District Department of Correctional Services have each agreed to pay 50% of the cost to support Safer's participation in the unpaid Community Service Sentencing Program.</p> <p>The budget submitted by the Foundation for FY01 increased the County's contribution by 3.1%, bringing the County portion to \$21,782.</p> <p>The Program coordinator projects that all demand and workload performance indicators are projected to remain stable.</p> <p>Revenues attributed to the program, Court Support Costs, are (1) Court Appointed Fees, resulting from payments to the Court from adults and juveniles who had a court</p>		<p>appointed attorney, and (2) Refunds &amp; Reimbursements, which are payments to the Court for any court cost.</p> <p>Expenses are \$21,782, contribution to support the Safer Foundation's Alternative Sentencing Program; \$2,200 in Grand Jury related costs; and \$48,700 associated with Juvenile Court Services.</p> <p>Previously, under the Juvenile Justice County Base Program, the county billed the state for reimbursement to pay defense attorney fees for juvenile hearings. During the first quarter of each year, the county paid attorney claims until our established base was met, \$33,700 for FY00. During FY00, a change was made whereby counties pay claims up to their base and then forward all remaining claims directly to the state for payment. Funding has been, and will continue to be, set to cover Juvenile Justice Hearing expenses. \$15,000 is recommended for FY01.</p> <p>Legislation is pending for FY01 that will permit counties to pay their assessed base amount directly to the state at the beginning of each fiscal year. This proposal will provide a</p>		<p>fixed base for each county with Scott County at approximately \$34,000 annually.</p> <p>Supplies for the cost center are related to support of the Grand Jury.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Court Support Costs (23B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$0	\$0	\$0	\$15,000	\$15,000
Fees and Charges	31,714	12,000	31,715	31,715	31,715
Miscellaneous	12,367	25,000	12,500	12,500	12,500
<b>TOTAL REVENUES</b>	<b>\$44,081</b>	<b>\$37,000</b>	<b>\$44,215</b>	<b>\$59,215</b>	<b>\$59,215</b>
<b>APPROPRIATION SUMMARY:</b>					
Expenses	\$22,741	\$23,119	\$23,119	\$72,682	\$72,682
Supplies	1,702	1,600	1,600	1,600	1,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$24,443</b>	<b>\$24,719</b>	<b>\$24,719</b>	<b>\$74,282</b>	<b>\$74,282</b>





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SERVICE AREA: Physical Health & Education		PROGRAM: Assessment (20H/I/J)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
<b>PROGRAM MISSION:</b> To provide health assessment services to Scott County by: A) Monitoring health status to identify community health problems; B) Diagnosing and investigating health problems and health hazards in the community; C) Evaluating effectiveness/quality personal/population health services					
<b>PROGRAM OBJECTIVES:</b>					
1. Communicable Disease: Initiate 95% of investigations/interventions on reported diseases that require follow-up with Iowa Department of Public Health guidelines.					
2. Water Quality: Bring 80% of substandard water samples into compliance.					
3. Clinical Services: Provide appropriate clinical services to 90% of all clients presented at Health Department clinic.					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Communicable Disease: # of diseases reported		19,080	17,500	17,500	17,500
2. Water Quality: # of samples required		1,243	1,200	1,200	1,200
3. Clinical Services: # of patients requesting appointments for service		23,777	24,007	23,277	23,277
<b>WORKLOAD</b>					
1. Communicable Disease: # of diseases requiring invest/intervention		95	80	90	90
2. Water Quality: # of water samples collected		983	960	960	960
3. Clinical Services: # of patient contacts presented in clinics		23,332	23,196	20,949	20,949
<b>PRODUCTIVITY</b>					
1. Communicable Disease: \$ cost/disease reported		\$4.71	\$5.59	\$6.19	\$6.19
2. Water Quality: \$ cost/sample collected		\$23.32	\$25.98	\$28.79	\$28.79
3. Clinical Services: \$ cost/patient contact		\$14.41	\$15.16	\$20.19	\$20.19
<b>EFFECTIVENESS</b>					
1. Communicable Disease: % of interv on diseases requiring interv		100%	90%	95%	95%
2. Water Quality: % of substandard samples brought into compliance		84%	80%	80%	80%
3. Clinical Services: % of patient requests provided by clinical systems		98%	90%	90%	90%
<b>ANALYSIS:</b>					
<p>Revenues are expected to decrease 6%, or approximately \$13,400 due to a reduction in grant awards, and an expected decrease in immunization clinic donations.</p> <p>Non-salary costs are recommended to increase 6.7% or approximately \$7,000. This increase is primarily reflected in expenses (\$4,900) due to an increase in State Board of Health Infrastructure Grant expenses, that will be reimbursed. In addition, the department has increased equipment costs \$450 for the purchased of a STD exam light, medication/vaccine refrigerator and gas auger for percolation testing. Supplies are recommended to increase 8% due to shifting of gasoline costs from Expenses to Supplies. The department anticipates \$2,179 for overtime costs based on past history.</p> <p>It is expected that the number of Communicable Diseases reported (D.1.), will remain consistent with FY'00 projections. It is projected that the number of water samples required (D.2.), collected (W.2.), and brought into compliance (E.2.) will remain consistent with FY'00 projections. The Department projects a decrease of 10% in the number of</p>		<p>patients seen in their clinics (W.3.), because immunization patients are showing a trend of going back to their own physicians.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Assessment (20H/I/J)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
702-A Health Director	0.05	-	-	-	-
571-A Deputy Director	-	0.40	0.40	0.40	0.40
516-A Deputy Director	0.40	-	-	-	-
430-A Program Development Coordinator	0.70	0.70	0.70	0.70	0.70
417-A Environmental Health Coordinator	-	0.90	0.90	0.90	0.90
376-A Environmental Health Specialist II	0.99	-	-	-	-
417-A Clinical Services Coordinator	-	0.90	0.90	0.90	0.90
417-A Community Health Coordinator	-	0.20	0.20	0.20	0.20
376-A Disease Prevention Specialist II	0.96	-	-	-	-
366-A Public Health Nurse	-	3.15	3.15	3.15	3.15
323-A Public Health Nurse	4.39	-	-	-	-
355-A Environmental Health Specialist	-	2.00	2.00	2.00	2.00
307-A Environmental Health Specialist I	1.15	-	-	-	-
355-A Disease Prevention Specialist	-	1.20	1.20	1.20	1.20
307-A Disease Prevention Specialist I	0.65	-	-	-	-
298-A Administrative Office Manager	0.05	0.40	0.40	0.40	0.40
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00
177-A Lab Technician	-	0.75	0.75	0.75	0.75
162-A Resource Specialist	-	0.20	0.20	0.20	0.20
162-A Clerk III	0.79	-	-	-	-
141-A Resource Assistant	-	1.04	1.04	1.04	1.04
125-A Clerk I	1.84	-	-	-	-
Z Environmental Health Intern	0.12	-	-	-	-
Z Lab Technician	0.75	-	-	-	-
Z Health Services Professional	0.89	0.90	0.90	0.90	0.90
<b>TOTAL POSITIONS</b>	<b>14.73</b>	<b>13.74</b>	<b>13.74</b>	<b>13.74</b>	<b>13.74</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$167,781	\$124,947	\$124,947	\$116,565	\$116,565
Licenses and Permits	59,853	75,000	75,000	74,000	74,000
Fees and Charges	31,593	36,000	36,000	32,000	32,000
Miscellaneous	103	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$259,330</b>	<b>\$235,947</b>	<b>\$235,947</b>	<b>\$222,565</b>	<b>\$222,565</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$561,125	\$596,755	\$618,786	\$678,265	\$678,265
Equipment	2,640	1,700	1,700	2,150	2,150
Expenses	66,998	83,687	83,687	88,601	88,601
Supplies	23,321	20,826	20,826	22,581	22,581
<b>TOTAL APPROPRIATIONS</b>	<b>\$654,084</b>	<b>\$702,968</b>	<b>\$724,999</b>	<b>\$791,597</b>	<b>\$791,597</b>

<b>SERVICE AREA: Physical Health &amp; Education</b>	<b>PROGRAM: Policy Development (20K/L/M)</b>			
<b>ACTIVITY: Physical Health Services</b>	<b>ORGANIZATION: Health Department</b>			
<b>PROGRAM MISSION:</b> To provide health policy development services to Scott County by: A) developing policies and plans that support individual and community health efforts; B) Enforcing laws/regulations that protect health and ensure safety; C) Researching new insight/innovative solutions to health problems				
<b>PROGRAM OBJECTIVES:</b>				
1. Board of Health Policies: Review 20% of all Board of Health policies & provide recommendation regarding revisions/modifications.				
2. Consumer Protection & Environment: Bring 85% of re-inspections into compliance.				
3. Customer Service Evaluation: Through a customer service evaluation, evaluate and/or modify one Health Dept. area/program.				
<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. BOH Policies: # of SC-BOH policies(Codes)	10	10	10	10
2. Consumer Prot/Envir: # of inspections required or requested	4,275	4,385	4,620	4,620
3. Customer Serv Eval:# of areas/prog to be surveyed/eval for the yr.	3	3	3	3
<b>WORKLOAD</b>				
1. BOH Policies: # of SC-BOH policies(Codes) reviewed	3	2	2	2
2. Consumer Prot/Envir: # of inspections conducted	3,719	3,863	4,200	4,200
3. Customer Serv Eval: # of areas/prog surveyed/evaluated	3	3	3	3
<b>PRODUCTIVITY</b>				
1. BOH Policies: \$ cost/policy reviewed	\$5,944	\$6,253	\$3,361	\$3,361
2. Consumer Prot/Envir: \$ cost/inspection	\$67.33	\$75.36	\$70.46	\$70.46
3. Customer Serv Eval: \$ cost/survey and evaluation	\$534	\$555	\$588	\$588
<b>EFFECTIVENESS</b>				
1. BOH Policies: % of policies reviewed and/or modified	30%	20%	20%	20%
2. Consumer Prot/Envir: % of re-inspections that reach compliance	88%	85%	85%	85%
3. Customer Serv Eval: % of areas/prog evaluated and/or modified	100%	100%	100%	100%
<b>ANALYSIS:</b>				
<p>Revenues for this program are projected to decrease 27%, or approximately \$50,000 due to the transfer of the Waste Tire Grant to Bi-State instead of the Board of Supervisors; and a decrease in licenses and permits based on past history and expected revenues.</p> <p>Non-salary costs for this program are recommended to decrease 27% or approximately \$37,000. This is due primarily to the transfer of the Waste Tire Grant expenses to Bi-State. Supplies are increased \$2,000 because gasoline costs were transferred from Expenses to Supplies.</p> <p>The Departments cost for policy reviewed (P.1.) is projected to decrease due to the Department revising the cost formula following a history with these new indicators. The number of environmental inspections required (D.2.) and conducted (W.2.) are projected to remain consistent with FY'00 projections. It is the Department's desire to conduct evaluations on 3 of the Department's programs in FY'01 (D.3., W.3., P.3., &amp; E.3.)</p>				

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Policy Development (20K/L/M)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A Health Director	-	0.10	0.10	0.10	0.10
702-A Health Director	0.15	-	-	-	-
571-A Deputy Director	-	0.40	0.40	0.40	0.40
516-A Deputy Director	0.50	-	-	-	-
430-A Program Development Coordinator	0.05	0.10	0.10	0.10	0.10
417-A Environmental Health Coordinator	-	0.90	0.90	0.90	0.90
376-A Environmental Health Specialist II	1.44	-	-	-	-
355-A Environmental Health Specialist	-	4.10	4.10	4.10	4.10
366-A Public Health Nurse	-	0.20	0.20	0.20	0.20
307-A Environmental Health Specialist I	3.69	-	-	-	-
298-A Administrative Office Manager	0.05	0.20	0.20	0.20	0.20
141-A Resource Assistant	-	0.30	0.30	0.30	0.30
125-A Clerk I	0.17	-	-	-	-
Z Environmental Health Intern	-	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>6.05</b>	<b>6.55</b>	<b>6.55</b>	<b>6.55</b>	<b>6.55</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$40,000	\$41,000	\$41,000	\$0	\$0
Licenses and Permits	124,748	136,780	138,280	127,880	127,880
Fees and Charges	4,585	7,150	7,150	7,200	7,200
Miscellaneous	1,440	640	-	640	640
<b>TOTAL REVENUES</b>	<b>\$170,773</b>	<b>\$185,570</b>	<b>\$186,430</b>	<b>\$135,720</b>	<b>\$135,720</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$299,780	\$343,175	\$328,615	\$354,258	\$354,258
Equipment	165	700	700	1,000	1,000
Expenses	112,531	128,130	128,130	88,022	88,022
Supplies	10,777	11,273	11,273	13,843	13,843
<b>TOTAL APPROPRIATIONS</b>	<b>\$423,253</b>	<b>\$483,278</b>	<b>\$468,718</b>	<b>\$457,123</b>	<b>\$457,123</b>

SERVICE AREA: Physical Health & Education		PROGRAM: Assurance (20N/O/P/Q)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
<b>PROGRAM MISSION:</b> To provide health assurance services to Scott County by: A) Linking people to health services and assuring provision of health care when otherwise unavailable; B) Assuring a competent public health and personal health care workforce; C) Informing, educating, and empowering people about health issues; D) Mobilizing community partnerships to identify and solve health problems					
<b>PROGRAM OBJECTIVES:</b>					
1. Outside Contracts Administration: Review 100% of all Health Department/Board of Health contracts.					
2. Education to Service Providers: Complete 90% of all educational requests from Service Providers.					
3. Education to Community: Complete 85% of all educational requests from the community.					
4. Healthy Vision: Review and report status of 100% of Healthy Vision's "vision areas".					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Outside Contracts: # funded by State or ScottCo. with PH significance		56	56	56	56
2. Education to Service Providers: # of educational requests		67	80	80	80
3. Education to Community: # of educational requests		262	150	240	240
4. Healthy Vision: # of Health Vision areas		6	6	6	6
<b>WORKLOAD</b>					
1. Outside Contract: # reviewed that directly involve SCHD/BOH		34	34	34	34
2. Education to Service Providers: # of educational requests completed		66	80	72	72
3. Education to Community: # of educational requests completed		261	130	204	204
4. Healthy Vision: # participation & leadership provided		358	500	500	500
<b>PRODUCTIVITY</b>					
1. Outside Contract: \$ cost/administer/review contracts		\$1,140	\$125.00	\$213.00	\$213.00
2. Education to Service Providers: \$ cost/educational services provided		\$327	\$291	\$337	\$337
3. Education to Community: \$ cost/educational services provided		\$57	\$133	\$93	\$93
4. Healthy Vision: \$ cost/community partnership		N/A	\$23,956	\$24,941	\$24,941
<b>EFFECTIVENESS</b>					
1. Outside Contract: % of reviewed contracts in compliance		100%	100%	100%	100%
2. Education of Service Providers: % of educational services provided		99%	100%	90%	90%
3. Education to Community: % of educational services provided		100%	86%	85%	85%
4. Healthy Vision: % of Healthy Vision areas addressed		100%	100%	100%	100%
<b>ANALYSIS:</b>					
<p>Revenues are projected to increase \$33,700 due to a \$30,500 increase in the Breast &amp; Cervical Cancer Grant and a \$3,600 increase in the Race for the Cure Grant.</p> <p>Correspondingly, non-salary costs are recommended to increase approximately \$41,000 due to an increase in Breast &amp; Cervical Cancer Program expenses and Race for the Cure Program expenses. These expenses will be offset by grant reimbursement. It is recommended that Equipment be approved for \$5,800 to purchase a multi media projector, contingent upon the receipt of grant funds to cover the cost. Supplies are recommended to increase approximately \$1,000 due to shifting of gasoline costs from Expenses to Supplies. The department anticipates \$1,180 in overtime costs based on past history.</p> <p>The FY'00 Projected Cost to Administer and Review Contracts (P.1.) is projected to decrease due to the Department's revising the cost formula following a history with these new indicators. The Department expects to only be able to provide 90% of the requests for Education to Service Providers (D.2., E.2.)</p>		<p>The Department expects to only be able to provide 85% of the requests for Education to the Community (D.3., E.3.). The Department expects to address all six Healthy Vision areas in FY'01. (D.4, W.4., P.4., E.4.)</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Assurance (20N/O/P/Q)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A Health Director	-	0.90	0.90	0.90	0.90
702-A Health Director	0.70	-	-	-	-
571-A Deputy Director	-	0.20	0.20	0.20	0.20
516-A Deputy Director	0.10	-	-	-	-
430-A Program Development Coordinator	0.25	0.20	0.20	0.20	0.20
417-A Environmental Health Coordinator	-	0.20	0.20	0.20	0.20
376-A Environmental Health Specialist II	0.57	-	-	-	-
417-A Community Health Coordinator	-	0.80	0.80	0.80	0.80
417-A Clinical Services Coordinator	-	0.10	0.10	0.10	0.10
376-A Disease Prevention Specialist II	0.99	0.99	0.99	-	-
366-A Public Health Nurse	-	1.40	1.40	1.40	1.40
323-A Public Health Nurse	1.36	-	-	-	-
355-A Environmental Health Specialist	-	0.90	0.90	0.90	0.90
307-A Environmental Health Specialist I	1.16	-	-	-	-
355-A Disease Prevention Specialist	-	0.80	0.80	0.80	0.80
307-A Disease Prevention Specialist I	0.35	-	-	-	-
298-A Administrative Office Manager	0.85	0.40	0.40	0.40	0.40
162-A Resource Specialist	-	1.20	1.20	1.20	1.20
162-A Clerk III	0.95	-	-	-	-
141-A Resource Assistant	-	1.26	1.26	1.26	1.26
125-A Clerk I	1.09	-	-	-	-
Z Interpreters	0.35	0.35	0.35	0.35	0.35
Z Environmental Health Intern	0.13	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>8.85</b>	<b>9.70</b>	<b>9.70</b>	<b>8.71</b>	<b>8.71</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$36,848	\$19,500	\$19,500	\$50,000	\$50,000
Miscellaneous	13,709	6,800	6,400	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$50,557</b>	<b>\$26,300</b>	<b>\$25,900</b>	<b>\$60,000</b>	<b>\$60,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$380,548	\$409,573	\$444,654	\$473,616	\$473,616
Equipment	677	-	-	5,800	5,800
Expenses	75,543	66,371	66,371	100,525	100,525
Supplies	2,825	2,915	2,915	3,962	3,962
<b>TOTAL APPROPRIATIONS</b>	<b>\$459,593</b>	<b>\$478,859</b>	<b>\$513,940</b>	<b>\$583,903</b>	<b>\$583,903</b>



<b>SERVICE AREA: Physical Health &amp; Education</b>		<b>PROGRAM: Health Services - Other (40C)</b>			
<b>ACTIVITY: Physical Health Services</b>		<b>ORGANIZATION: Community Health Care, Inc.</b>			
<b>PROGRAM MISSION:</b> To provide comprehensive primary health care services for the Quad City population in need by offering medical, laboratory, x-ray, pharmacy, dental, mental health, health education, nutrition counseling, HIV testing and counseling, as well as homeless health care on a sliding fee scale basis					
<b>PROGRAM OBJECTIVES:</b>					
1. To see at least 9,000 new patients.					
2. To continue increasing provider productivity by better utilizing the team concept to create better patient flow.					
3. To maintain the cost per encounter at \$110.00 or less.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Eligible Quad City population		383,958	383,958	383,958	383,958
2. Number of new patients		9,518	9,000	9,000	9,000
3. Total number of encounters at clinic this program		91,291	85,000	88,000	88,000
<b>WORKLOAD</b>					
1. Number of Scott County sliding scale encounters		47,621	42,000	43,500	43,500
2. Number of in-house prescriptions dispensed		82,738	77,000	80,000	80,000
3. Number of lab tests run		53,031	46,000	50,000	50,000
4. Number of x-ray films		7,688	7,000	7,000	7,000
<b>PRODUCTIVITY</b>					
1. Cost per encounter in clinic		\$87.13	\$89.87	\$89.32	\$89.32
2. Cost per Scott County sliding scale encounter		\$1.64	\$1.26	\$1.23	\$1.23
<b>EFFECTIVENESS</b>					
1. Medical encounters/team members		4,628	4,400	4,400	4,400
2. Dental encounters/team members		2,834	2,200	2,500	2,500
3. Scott County encounters as a percent of total encounters		51%	55%	55%	55%
4. Service generating dollars as a percent of total budget		75%	75%	75%	75%
5. Federal standard for cost per visit		\$110.00	\$110.00	\$110.00	\$110.00
<b>ANALYSIS:</b>					
<p>This program represents Scott County participation in the general medical programs provided by Community Health Care and provides assistance with the deficits incurred in billing for sliding fee scale patients. The number of new patients (D.2) continues to be stable based on their clinic's current capacity. Total number of encounters (D.3) are expected to increase by 4% over FY'00 projections. The number of in-house prescriptions dispensed (W.2) and number of lab tests run (W.3) are also expected to increase. Cost per encounter in clinic (P.1) and cost per Scott County sliding scale encounter (P.2) are projected to remain stable with FY'00 projections.</p> <p>Total salaries and expenses are expected to increase 3%. Total Personnel are expected to increase by 3.73 FTE's over FY'00 budget. Revenues are expected to increase mainly in the area of third party reimbursement and from interest income, outside contractual agreements, and Ryan White dollars.</p> <p>Because of the continued importance of County funding to support the sliding fee scale</p>					
<p>it is recommended that this program remain funded at the present level of \$52,956.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Health Services - Other (40C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Physician	10.88	10.73	10.73	11.63	
Physician Assistant	2.85	2.89	1.87	1.89	
Nurse Practitioner	4.21	4.71	4.71	4.71	
Nutritionist/Health educator	1.93	1.93	1.93	1.93	
Social Worker	1.94	1.94	1.94	1.94	
X-Ray Technician/Lab Technician	5.33	5.25	7.93	7.93	
Nursing Coordinator	0.97	0.97	1.97	1.97	
LPN/Medical Assistant	21.52	21.52	23.12	23.12	
Dentist	2.34	2.49	2.89	2.89	
Dental Hygienist/Assistants	9.35	10.05	8.20	8.20	
Dental Receptionist	0.97	0.97	0.97	0.97	
Pharmacist	2.44	2.94	2.94	2.94	
Pharmacy Technician	2.94	3.44	3.44	3.44	
Information Services Coordinator	0.97	0.97	0.97	0.97	
Medical Records Clerks/Transcriptionist	5.72	5.72	5.72	5.72	
Business Office Coordinator	0.97	0.97	0.97	0.97	
Revenue Specialist	1.00	1.00	1.00	1.00	
Lead Insurance Clerk/Insurance Clerks	4.80	5.30	5.30	5.30	
Receptionist	8.82	8.82	8.82	8.82	
Executive Director	0.97	0.97	0.97	0.97	
Director of Finance/Operations	1.97	1.97	1.97	1.97	
Administrative Assistant/Administrative Secretary	3.91	3.91	3.91	3.91	
Outreach Worker (Homeless)	1.00	1.00	1.00	1.00	
Telephone Operator/Data Entry Operator	3.97	5.37	5.37	5.37	
Medical Unit Clerk	0.97	0.97	0.97	0.97	
RN (Homeless)	1.00	1.00	1.00	1.00	
Human Resources Specialist	1.00	1.00	1.00	1.00	
Accounting Specialist	0.97	0.97	0.97	0.97	
Medical Clinic Manager	0.95	0.95	0.95	0.95	
Health Specialist	0.97	0.97	0.97	0.97	
Homeless Program Clerk	1.00	1.00	1.00	1.00	
Development Specialist	0.97	0.97	0.97	0.97	
Accountant	0.97	0.97	0.97	0.97	
Development Assistant	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>111.57</b>	<b>115.63</b>	<b>118.44</b>	<b>119.36</b>	
<b>REVENUE SUMMARY:</b>					
Iowa State Dept Health/Senior Health	\$0	\$0	\$0	\$0	
Iowa State Dept Health/Child Health	163,952	150,000	150,000	150,000	
HHS-UHI	1,786,462	1,564,105	1,564,105	1,564,105	
Patient Fees	5,076,163	5,150,000	5,150,000	5,350,000	
Other	820,323	722,679	722,679	792,679	
<b>SUB-TOTAL REVENUES</b>	<b>\$7,846,900</b>	<b>\$7,586,784</b>	<b>\$7,586,784</b>	<b>\$7,856,784</b>	
Scott County Contribution	52,946	52,946	52,946	52,946	52,946
Senior Health Grant	9,129	13,765	13,765	11,000	13,765
<b>SUB-TOTAL CONTRIBUTION</b>	<b>\$62,075</b>	<b>\$66,711</b>	<b>\$66,711</b>	<b>\$63,946</b>	<b>\$66,711</b>
<b>TOTAL REVENUES</b>	<b>\$7,908,975</b>	<b>\$7,653,495</b>	<b>\$7,653,495</b>	<b>\$7,920,730</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$4,806,265	\$4,896,066	\$4,896,066	\$5,040,939	
Expenses	1,851,946	1,431,500	1,431,500	1,455,000	
Supplies	993,613	947,254	947,254	994,852	
Occupancy	318,286	363,900	363,900	369,050	
<b>TOTAL APPROPRIATIONS</b>	<b>\$7,970,110</b>	<b>\$7,638,720</b>	<b>\$7,638,720</b>	<b>\$7,859,841</b>	

SERVICE AREA: Physical Health & Education		PROGRAM: Public Health Nursing (52A)			
ACTIVITY: Physical Health Services		ORGANIZATION: Genesis Visiting Nurse Association			
<b>PROGRAM MISSION:</b> To improve the health status of the community through: A) prevention of disease through early detection, education and intervention; and B) reduction of the effects of disease through assessment, intervention and evaluation					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain or decrease the frequency in which pain interferes with activities or movements for 80% of disease & disability patients.					
2. To meet 95% of the established outcomes for health promotion patients.					
3. To maintain cost/visit for health promotion at \$58.48 or less.					
4. To maintain cost/visit for disease and disability at \$79.42 or less.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Referrals		6,214	5,750	6,000	6,000
<b>WORKLOAD</b>					
1. Patients served health promotion		1,865	1,900	1,900	1,900
2. Patients served disease and disability		3,120	3,120	3,300	3,300
3. Visits/health promotion		1,987	2,070	2,070	2,070
4. Visits/disease and disability		59,628	60,149	60,149	60,149
5. Total number of pain assessments on disease and disability pts.		N/A	6,500	6,900	6,900
6. Total number of health promotion patient outcomes established		6,452	6,600	6,600	6,600
<b>PRODUCTIVITY</b>					
1. Cost/visit health promotion		\$45.38	\$57.58	\$58.48	\$58.48
2. Cost/visit disease and disability		\$72.62	\$78.18	\$79.42	\$79.42
<b>EFFECTIVENESS</b>					
1. Time/visit in minutes health promotion		41	40	40	40
2. Time/non-visit in minutes health promotion		16	25	25	25
3. Time/visit in minutes disease and disability		44	45	45	45
4. Time/non-visit in minutes disease and disability		45	45	45	45
5. Percent of patients with maintained or decreased freq. Of pain		N/A	80%	80%	80%
6. Percent of total health promotion patient outcomes met		97%	95%	95%	95%
<b>ANALYSIS:</b>					
<p>Referrals (D.1) for Public Health Nursing are expected to increase by 4% over FY'00 projections in that after an initial decline in cardiac referrals after the opening of Trinity Medical Centers Heart Center, patient numbers are once again increasing. This also reflects in increased patients served disease and disability (W.2). Patients served health promotion (W.1) and visits/health promotion (W.1) are expected to remain stable. The total number of pain assessments on disease and disability patients (W.5) and percent of patients with maintained or decreased frequency of pain (E.5) are new indicators that are being used in conjunction with the United Way outcomes process. Cost/visit health promotion (P.1) and Cost/visit disease and disability (P.2) continue to shift from HCFA mandated cost based reimbursement to prospective pay.</p> <p>Primary sources of reimbursement continue to be from private third party reimbursements and from Medicare and Medicaid. Iowa Dept. of Public Health and Scott County dollars are last dollars in and are expected to remain the same. IDPH dollars</p>			<p>have remained static since 1990. The VNA also handles TB responsibilities for the Health Dept. It is recommended that funding remain stable at \$102,500 for FY'01.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Public Health Nursing (52A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Director Nursing/Patient Services	0.64	0.52	0.52	0.52	
Nursing Coordinator	2.82	5.40	5.40	5.40	
Nursing Supervisor	2.86	2.24	2.24	2.24	
Staff Nurse (RN)	48.52	47.93	47.93	47.93	
Executive Director	0.49	0.52	0.52	0.52	
Controller	0.49	0.52	0.52	0.52	
Switchboard Operator	0.98	1.05	1.05	1.05	
Secretarial	1.93	3.16	3.16	3.16	
Clerical	9.68	9.56	9.56	9.56	
<b>TOTAL POSITIONS</b>	<b>68.41</b>	<b>70.90</b>	<b>70.90</b>	<b>70.90</b>	
<b>REVENUE SUMMARY:</b>					
Contributions	\$168	\$0	\$0	\$0	
Other Government Fees	3,633,809	3,893,208	3,893,208	3,900,597	
Program Service Fees	488,451	531,706	531,706	531,706	
United Way	57,929	64,535	64,535	64,535	
Miscellaneous	540	-	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$4,180,897</b>	<b>\$4,489,449</b>	<b>\$4,489,449</b>	<b>\$4,496,838</b>	
Scott County Contribution	99,882	102,500	102,500	102,500	102,500
State Health Pass Through Funds	98,230	96,470	96,470	96,470	96,470
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$198,112</b>	<b>\$198,970</b>	<b>\$198,970</b>	<b>\$198,970</b>	<b>\$198,970</b>
<b>TOTAL REVENUES</b>	<b>\$4,379,009</b>	<b>\$4,688,419</b>	<b>\$4,688,419</b>	<b>\$4,695,808</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$3,044,180	\$3,345,850	\$3,345,850	\$3,421,499	
Equipment	10,631	11,804	11,804	11,129	
Expenses	1,218,169	1,310,533	1,310,533	1,318,916	
Supplies	38,725	49,066	49,066	47,788	
Occupancy	152,341	150,753	150,753	145,920	
<b>TOTAL APPROPRIATIONS</b>	<b>\$4,464,046</b>	<b>\$4,868,006</b>	<b>\$4,868,006</b>	<b>\$4,945,252</b>	

**SERVICE AREA: Physical Health & Education**  
**ACTIVITY: Physical Health Services**

**PROGRAM: Home Support Services (52B)**  
**ORGANIZATION: Genesis Visiting Nurse Association**

**PROGRAM MISSION:** To improve the health status of the community by preventing, reducing, or delaying institutionalization and foster-home placement through the provision of: A) personal care, B) environmental services; and C) protective services

**PROGRAM OBJECTIVES:**

1. To maintain admissions at 87% of referrals.
2. To provide service to a minimum of 1,688 cases.
3. To prevent nursing home placement of 97% or more of total cases.
4. To maintain or improve ability to bathe for 75% of home health aide patients.

PERFORMANCE INDICATORS	1998-99	1999-00	2000-01	2000-01
	ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>				
1. Requests for service	1,356	1,100	1,150	1,150
<b>WORKLOAD</b>				
1. Total hours	64,281	66,700	66,700	66,700
2. Admissions for year	1,229	957	1,001	1,001
3. Total number of cases	1,912	1,664	1,688	1,688
4. Total # of assessments of home health aide patients ability to bathe	N/A	2,450	2,550	2,550
<b>PRODUCTIVITY</b>				
1. Cost/hour - home health aide	\$28.36	\$30.20	\$30.64	\$30.64
2. Cost/hour - homemaker	\$24.18	\$24.41	\$24.79	\$24.79
3. Cost/hour - family life specialist	\$26.80	\$27.28	\$27.71	\$27.71
4. Cost/hour - all types	\$26.83	\$28.11	\$28.52	\$28.52
5. Cost per case	\$901.91	\$1,140.34	\$1,127.09	\$1,127.09
<b>EFFECTIVENESS</b>				
1. Percent of admissions to requests for service	91%	87%	87%	87%
2. Percent of cases with moderate-risk/high-risk - to nursing homes	2%	N/A	N/A	N/A
3. Percent of total cases discharged to a nursing home	N/A	3%	3%	3%
4. Percent of patients with bathing ability improved or maintained	N/A	75%	75%	75%

**ANALYSIS:**

Requests for service (D.1) are expected to increase slightly over FY'00 projections due to an increase in following cardiac patients. This is also reflected in total hours, admissions for the year and total number of cases (W.1-W.3). Total # of assessments of home health aide patients ability to bathe (W.5) is a new common indicator tracked by the federal OASIS assessment and also by United Way. Cost per case (P.5) is expected to remain stable.

Expenses and revenues are expected to remain stable as are FTE's. Scott County funding for home support services has always been minimal and is expected to remain at \$22,500.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Home Support Services (52B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Director Nursing/Patient Services	0.25	0.20	0.20	0.20	
Nursing Coordinator	1.09	1.76	1.76	1.76	
Nursing Supervisor	0.16	0.19	0.19	0.19	
Support Services Coordinator	1.00	1.00	1.00	1.00	
Homemaker Supervisors	1.70	1.64	1.64	1.64	
Home Health Aides	25.05	26.33	26.33	26.33	
Family Life Specialist	1.91	1.98	1.98	1.98	
Homemakers	13.63	13.48	13.48	13.48	
Executive Director	0.19	0.20	0.20	0.20	
Controller	0.19	0.20	0.20	0.20	
Switchboard Operator	0.38	0.39	0.39	0.39	
Secretarial	0.75	1.18	1.18	1.18	
Clerical	5.75	5.58	5.58	5.58	
<b>TOTAL POSITIONS</b>	<b>52.05</b>	<b>54.13</b>	<b>54.13</b>	<b>54.13</b>	
<b>REVENUE SUMMARY:</b>					
Contributions	\$0	\$0	\$0	\$0	
Other Government Fees	1,081,131	1,213,077	1,213,077	1,230,609	
Program Service Fees	138,075	118,297	118,297	118,297	
United Way	62,296	64,853	64,853	64,853	
Miscellaneous	9	-	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,281,511</b>	<b>\$1,396,227</b>	<b>\$1,396,227</b>	<b>\$1,413,759</b>	
Scott County Contribution	22,500	22,500	22,500	22,500	22,500
State Health Pass Through Funds	369,952	360,243	360,243	360,243	360,243
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$392,452</b>	<b>\$382,743</b>	<b>\$382,743</b>	<b>\$382,743</b>	<b>\$382,743</b>
<b>TOTAL REVENUES</b>	<b>\$1,673,963</b>	<b>\$1,778,970</b>	<b>\$1,778,970</b>	<b>\$1,796,502</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,172,661	\$1,262,628	\$1,262,628	\$1,290,234	
Equipment	4,107	4,544	4,544	4,281	
Expenses	487,798	543,512	543,512	546,399	
Supplies	14,405	18,779	18,779	18,265	
Occupancy	45,486	45,255	45,255	43,350	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,724,457</b>	<b>\$1,874,718</b>	<b>\$1,874,718</b>	<b>\$1,902,529</b>	

**SERVICE AREA:** Physical Health & Education

**PROGRAM:** Library Resources & Services (67A)

**ACTIVITY:** Educational Services

**ORGANIZATION:** Library

**PROGRAM MISSION:** To make available library materials, information and programming in a variety of formats to people of all ages. This is accomplished through our staff, collections, current technology, comfortable and accessible facilities, and cooperation with other agencies and organizations

**PROGRAM OBJECTIVES:**

- 1. To maintain registered borrowers at 18,500.
- 2. To maintain Level B standards at 75%.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Size of collection	100,085	100,000	100,000	100,000
2. Registered borrowers	17,813	18,500	18,500	18,500
3. Requests for books/information	25,888	25,000	25,000	25,000
4. Citizen requests for programming	49	50	50	50
5. Hours of recommended staff in-service	509	400	400	400
6. Annual number of library visits	80,900	110,000	110,000	110,000
<b>WORKLOAD</b>				
1. Total materials processed	15,528	18,500	18,500	18,500
2. New borrowers registered	1,900	1,500	1,500	1,500
3. Book/information requested filled for patrons	25,671	24,000	24,000	24,000
4. Program activities conducted	395	400	400	400
5. Hours of in-service conducted or attended	509	400	400	400
6. Materials circulated	201,568	290,000	290,000	290,000
<b>PRODUCTIVITY</b>				
1. Cost/materials processed (30%)	\$11.60	\$10.82	\$10.82	\$10.82
2. Cost/new borrowers registered (10%)	\$31.60	\$44.46	\$44.46	\$44.46
3. Cost/book & information requests filled for patrons (20%)	\$4.68	\$5.56	\$5.56	\$5.56
4. Cost/program activities conducted (5%)	\$76.00	\$83.37	\$83.37	\$83.37
5. Cost/hour of in-service activities attended/conducted (2%)	\$23.59	\$33.35	\$33.35	\$33.35
6. Cost/item circulated (33%)	\$0.98	\$0.76	\$0.08	\$0.08
<b>EFFECTIVENESS</b>				
1. Collection size per capita	3.6	3.6	3.6	3.6
2. Percent of population as registered borrowers	65%	67%	67%	67%
3. Document delivery rate	87%	90%	90%	90%
4. Program attendance per capita	0.40	0.60	0.60	0.60
5. Percent of level B standards achieved	75%	75%	75%	75%

**ANALYSIS:**

The Library's performance indicators are expected to remain near the same level as projected for FY'00. The size of collection (D.1) will be maintained.. The annual number of library visits (D.6) is a set goal for the library. All productivity costs (P.1 - P.6) requests have been calculated to reflect the same as the budget request for FY'00.

The Library revenue requests is 2% above FY'00. This due to a 2% or \$6800 increase from political subdivisions and a 2% or \$6333 increase from Scott County contributions. The Library anticipates a 2% or 13,133 increase in total personal services for the FY'01 request.

For FY'01 the department is not requesting any change in personnel nor overtime/shift differential from FY'00 budget.

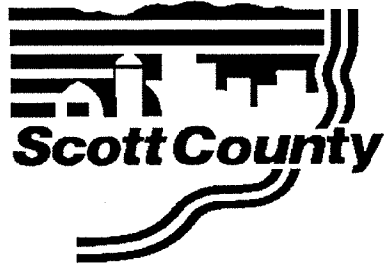
The Library Trustees are discussing the possibility of a new Library building. There are no expenses in this FY'01 relating to this project.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Library Resources &amp; Services (67A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Library Director	1.00	1.00	1.00	1.00	
Administrative Secretary	1.00	1.00	1.00	1.00	
Reference Librarian	1.00	1.00	1.00	1.00	
Children's Librarian	1.00	1.00	1.00	1.00	
Bookmobile Librarian	1.00	1.00	1.00	1.00	
Technical Processing Clerk	1.00	1.00	1.00	1.00	
Circulation Librarian	1.00	1.00	1.00	1.00	
Reserve Librarian	1.00	1.00	1.00	1.00	
Processing Clerk	1.25	1.25	1.25	1.25	
Library Page	1.00	1.00	1.00	1.00	
Bookmobile Driver	1.00	1.00	1.00	1.00	
Station Attendants	3.94	3.94	3.94	3.94	
Data Entry Clerk	1.10	1.10	1.10	1.10	
<b>TOTAL POSITIONS</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>	
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$383,773	\$332,008	\$332,008	\$342,808	
Fees and Charges	6,185	12,000	12,000	12,000	
Miscellaneous	74	-	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$390,032</b>	<b>\$344,008</b>	<b>\$344,008</b>	<b>\$354,808</b>	
Scott County Contribution	309,210	322,925	322,925	329,258	329,258
<b>TOTAL REVENUES</b>	<b>\$699,242</b>	<b>\$666,933</b>	<b>\$666,933</b>	<b>\$684,066</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$387,892	\$419,538	\$419,538	\$427,618	
Equipment	96,938	108,300	108,300	108,300	
Expenses	125,578	108,259	108,259	111,812	
Supplies	24,305	21,500	21,500	23,000	
Payment of Principle	9,335	9,336	9,336	9,336	
<b>TOTAL APPROPRIATIONS</b>	<b>\$644,048</b>	<b>\$666,933</b>	<b>\$666,933</b>	<b>\$680,066</b>	



SERVICE AREA: Physical Health & Education		PROGRAM: Fairgrounds (48A)			
ACTIVITY: Educational Services		ORGANIZATION: Mississippi Valley Fair, Inc.			
<b>PROGRAM MISSION:</b> To provide an annual County fair which encourages urban and rural participation, competitive events, entertainment and education. Also to provide year-round facilities for public and private usage to enhance community quality of life.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain fair attendance at current level.					
2. To increase size of non-fair events.					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Estimated paid attendance		225,000	225,000	225,000	225,000
2. Estimated attendance other events		160,000	160,000	160,000	160,000
3. Fair exhibits planned or scheduled		9,600	9,600	9,600	9,600
4. Facilities and grounds requiring maintenance in square feet		3,354,120	3,354,120	3,354,120	3,354,120
<b>WORKLOAD</b>					
1. Actual number of tickets for fair		225,000	225,000	225,000	225,000
2. Actual attendance other		162,292	160,000	160,000	160,000
3. Revenue events		320	280	280	280
4. Non-revenue events		135	150	150	150
5. Fair exhibits		9,600	9,600	9,600	9,600
<b>PRODUCTIVITY</b>					
1. Cost per participant fair		\$2.92	\$3.00	\$3.00	\$3.00
2. Cost per non-fair event		\$856	\$850	\$850	\$850
3. Cost per facility and grounds maintained in square feet		\$0.01	\$0.02	\$0.02	\$0.02
<b>EFFECTIVENESS</b>					
1. County contribution as percent of total program		1.74%	1.58%	1.58%	1.58%
<b>ANALYSIS:</b>					
<p>In FY'95 the County's contribution as a percentage of the fair's total budget was 10.7%. As the financial health of the fair has improved and the County's contribution has been reduced that percentage fell to 5.35% in FY'96, 2.65% in FY'97 and to less than 2% in the last three years. The projection for the current fiscal year is that the County's contribution will be 1.58% of the total MVF program.</p> <p>The projections for fair attendance have remained stable over the last few years. The fair has also sought to expand the use of its facilities with both revenue and non-revenue events.</p> <p>It is recommended that the FY'01 funding request of \$25,000 be approved.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Fairgrounds (48A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Manager	1.00	1.00	1.00	1.00	
Office Manager	1.00	1.00	1.00	1.00	
Property Manager	1.00	1.00	1.00	1.00	
Grounds Crew	2.00	2.00	2.00	2.00	
Housekeeping	1.00	1.00	1.00	1.00	
Fair Office	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	
<b>REVENUE SUMMARY:</b>					
Fair Revenues	\$1,274,443	\$1,055,500	\$1,101,500	\$1,101,500	
Grounds Revenues	665,068	562,000	594,000	594,000	
State Contribution	10,213	-	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,949,724</b>	<b>\$1,617,500</b>	<b>\$1,695,500</b>	<b>\$1,695,500</b>	
Scott County Contribution	25,000	25,000	25,000	25,000	25,000
<b>TOTAL REVENUES</b>	<b>\$1,974,724</b>	<b>\$1,642,500</b>	<b>\$1,720,500</b>	<b>\$1,720,500</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$401,202	\$411,500	\$473,000	\$473,000	
Fair Expenses	680,078	675,300	708,800	708,800	
Grounds Expenses	18,326	11,000	28,000	28,000	
Overhead Expenses	334,218	351,000	367,500	367,500	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,433,824</b>	<b>\$1,448,800</b>	<b>\$1,577,300</b>	<b>\$1,577,300</b>	



**MENTAL HEALTH  
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<b>SERVICE AREA: Social Services</b>		<b>PROGRAM: SA Assistance (17F)</b>			
<b>ACTIVITY: Care Substance Abuse Clients</b>		<b>ORGANIZATION: Community Services</b>			
<b>PROGRAM MISSION:</b> To provide funding for emergency hospitalization, commitment evaluation for substance abuse (IC 125) to Scott County residents, and for certain children's institutions					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain the cost of commitment at or less than 702.94					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Total number of involuntary commitments filed - substance abuse		172	170	170	170
<b>WORKLOAD</b>					
1. Number of commitments (adult) - substance abuse		109	115	115	115
2. Number of commitments (children) - substance abuse		53	40	40	40
3. 48 hour holds - substance abuse		27	30	30	30
<b>PRODUCTIVITY</b>					
1. Cost per commitment filed		\$570.00	\$702.94	\$702.94	\$702.94
<b>EFFECTIVENESS</b>					
1. Percent of filings becoming completed commitments		94.2%	92.0%	92.0%	92.0%
<b>ANALYSIS:</b>					
<p>Indicators are expected to remain at the FY2000 projected levels during FY2001. These are also consistent with the FY99 actual experience. A slight increase in adult commitments (W1) and a decrease in children's commitments (W3) is anticipated to occur during the current year and continue during FY2001.</p> <p>The department anticipates a decrease in revenues of \$2,000 or 57.1%. This is due to decreased payments received from providers when insurance or Title XIX unexpectedly provides payment. All revenues are shown as refunds and reimbursements, and any revenues to care and keep are eliminated. In general, revenue from these sources is minimal with the increased use of CADS and with the work of Genesis and CADS to assure that persons are served in the setting that is eligible for insurance reimbursement. This reimbursement is also normally collected prior to any billing to Scott County.</p> <p>The department anticipates for FY2001 a 21.9% or \$64,500 decrease in total non-salary costs, primarily attributable to decreases in the expenses category. Reductions in expenses are due to decreased in substance abuse commitment costs and the projected cost of service at the Toledo State Juvenile Home. Inpatient commitment costs for persons placed at Genesis or CADS under a five day evaluation order for substance abuse are requested at a \$25,000 decreased level. 48-hour hold costs are also requested at a level reduced by \$5,000. Costs to the State Juvenile Home are requested at a \$30,000 reduction.</p> <p>Non-salary appropriations are recommended at the requested level of \$224,500, a 23.6% decrease from the current year's budget level.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: SA Assistance (17F)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
233-C Office Manager	0.10	0.10	0.10	0.10	0.10
162-C Clerk III/Secretary	0.10	0.10	0.10	0.10	0.10
141-C Clerk II/Receptionist	0.10	0.10	0.10	0.10	0.10
<b>TOTAL POSITIONS</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$0	\$3,500	\$0	\$0	\$0
Miscellaneous	3,085	-	1,500	1,500	1,500
<b>TOTAL REVENUES</b>	<b>\$3,085</b>	<b>\$3,500</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$7,239	\$6,880	\$10,758	\$12,415	\$12,415
Expenses	163,001	293,000	226,500	229,500	229,500
Supplies	-	1,000	1,000	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$170,240</b>	<b>\$300,880</b>	<b>\$238,258</b>	<b>\$241,915</b>	<b>\$241,915</b>

SERVICE AREA: Mental Health Services		PROGRAM: MH - DD Services (17G)		
ACTIVITY: Care Mentally Ill/Development Disabled Clients		ORGANIZATION: Community Services		
PROGRAM MISSION: To provide services as identified in the Scott County Management Plan to persons with diagnosis of mental illness, mental retardation and other developmental disabilities				
PROGRAM OBJECTIVES: 1. To maintain cost of commitment at or less \$973.12				
PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Total number involuntary commitments filed - mental health	199	240	240	240
2. Protective payee requested	441	450	450	450
3. Mental health liability interviews requested	258	250	250	250
4. Community placements requested	9	15	15	15
<b>WORKLOAD</b>				
1. Community placements	93	98	92	92
2. Number of mental health commitments - adult	117	184	184	184
3. Number of mental health commitments - juvenile	64	40	40	40
4. Number of 48 hour holds	62	44	44	44
5. Protective payee cases accepted	381	400	400	400
6. Mental health liability interviews conducted	258	250	250	250
<b>PRODUCTIVITY</b>				
1. Cost per commitment filed	\$911.84	\$916.46	\$973.12	\$973.12
<b>EFFECTIVENESS</b>				
1. Percent of filings becoming completed commitments	91%	93%	93%	93%
<b>ANALYSIS:</b>				
<p>Demand indicators are requested for FY2001 at a level which is consistent with the FY2000 projected and relatively consistent with the FY99 actual level. Adult mental health commitments (W2) show a significant increase 57% over the FY99 actual. It is assumed that there is some effect by the millenium. This level is continued for FY2001. The juvenile commitments (W3) are reduced by 36% in the FY2000 projections and continued at this level. Percentage of filings becoming completed commitments (E1) is projected to increase by 2% during the current year and continue at that level for FY2001. This higher level of completed commitments relates to an increase in the cost per commitment filed (P1). This program is under the capped mental health special services fund. All growth revenues from the state are shown as intergovernmental revenues in this program. Revenue figures included here are estimates by the Department of Human Services and indicate an expected increase in Intergovernmental revenues of 15.79% over the FY2000 budget level. This increase is primarily due to the Per Capita Expenditure</p>		<p>Target Allocation, which provides for those counties who are below the 75<sup>th</sup> percentile in per capital expenditures to receive an allocation to work toward equalization. However, since the overall appropriation has normally been close to inflation, this has not been a very effective revenue stream. Projected revenues from this allocation are increased for FY2001 because of a clause in the law that provides that only counties who levy the maximum allowed in property taxes may receive an allocation. Because a number of counties who would be eligible based on per capita are not levying at the maximum, the allocation is divided among fewer counties and Scott County expects to receive an increase.</p> <p>Expenses in this program include institutional placements, ICF/MR, mental health commitments, out of county placements, and HCBS (Home and Community Based Services). Expenses overall are requested to increase 5.6% over the FY2000 budget level. The increase can be primarily attributed to an increase in HCBS and ICF/MR expenditures. The HCBS program is a growing program which had, prior</p>		<p>to the current year, maintained a waiting list. The Board had previously indicated that this program should be provided at the level of community need. This should be an issue considered by the Board during budget review sessions. Additionally, the Board should consider the expenditures relating to ICF/MR, out of county placements and commitment costs as budget issues during their review sessions.</p> <p>The department had requested an evaluation of case aide and mental health coordinator positions. The Human Resources Dept. is recommending an upgrade of the Mental Health Coordinator position; they are not recommending an upgrade of the Case Aide positions at this time. These requests should be considered an issue during budget review.</p> <p>This program should be reviewed by the Board of Supervisors during budget discussions in relation to the capped level of the mental health special services fund. Contingent upon review, an appropriation level of \$5,136,408 in non-salary costs is recommended.</p>

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: MH - DD Services (17G)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
430-A Mental Health Coordinator	-	-	-	1.00	1.00
332-A Social Worker	1.00	1.00	1.00	-	-
252-C Case Aide	1.50	1.50	1.50	1.50	1.50
Z Mental Health Advocate	0.75	0.75	0.75	0.75	0.75
<b>TOTAL POSITIONS</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$2,375,079	\$2,664,565	\$2,870,279	\$3,085,487	\$3,085,487
Fees and Charges	54,119	45,500	47,199	47,199	47,199
<b>TOTAL REVENUES</b>	<b>\$2,429,198</b>	<b>\$2,710,065</b>	<b>\$2,917,478</b>	<b>\$3,132,686</b>	<b>\$3,132,686</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$130,763	\$136,927	\$141,603	\$154,829	\$154,829
Expenses	4,381,002	4,858,106	4,781,853	5,131,408	5,116,951
Supplies	1,138	1,000	1,100	5,000	5,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$4,512,903</b>	<b>\$4,996,033</b>	<b>\$4,924,556</b>	<b>\$5,291,237</b>	<b>\$5,276,780</b>



**SERVICE AREA: Mental Health Services**

**PROGRAM: Case Management - H.S. (21B)**

**ACTIVITY: Care of Mentally Ill**

**ORGANIZATION: Human Services**

**PROGRAM MISSION:** To obtain results of safety, stability, self-sufficiency, and health for persons with disabilities

**PROGRAM OBJECTIVES:**

1. To complete assessments for up to 30 consumers first entering the adult service system.
2. To provide case management services to at least 5 State Hospital School residents.
3. To provide services to 265 consumers.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Eligible population of people with mental retardation	458	458	1,500	1,500
2. Waiting list that exists at the end of each quarter	-	5	5	5
<b>WORKLOAD</b>				
1. Number of clients served (unduplicated)	171	215	265	265
2. Number of HCBS-MR Waiver consumers served	136	210	230	230
3. Number of 100% County funded units billed	N/A	N/A	130	130
4. Number of SHS consumers served	N/A	N/A	5	5
5. Number of initial assessments completed	N/A	N/A	30	30
<b>PRODUCTIVITY</b>				
1. Monthly cost per client (unit rate)	\$159.19	\$169.00	\$170.00	\$170.00
<b>EFFECTIVENESS</b>				
1. Number of placements to more restrictive settings	3	4	5	5
2. Number of placements to less restrictive settings	17	15	5	5
3. # of work days from referral to contact of consumer/guardian	N/A	5	5	5
4. Number of MR Waiver consumers that reduced hourly SCL usage	4	10	5	5
5. # of Supported Employment consumers obtaining competitive jobs	N/A	N/A	3	3
6. Number of days to complete assessments	N/A	N/A	60	60

**ANALYSIS:**

The eligible population (D1) has been shown in previous years at 458, which was a number coming from an attempted census count relating to the "Bill of Rights", a piece of legislation in the late eighties. This indicator has been updated to show that 1% of Scott County population could be estimated to have a diagnosis of mental retardation and is adjusted to 1500. The number of clients served (W1) is increased to reflect the increase expected through additional clients entering the program through the Home and Community Based Waiver Program (HCBS) and new initiatives. This is an increase of 23% over the FY2000 projected level. The number of consumers served under the waiver (W3) is increased by twenty over the FY2000 projected level. Consumers receiving HCBS services are required to have a case manager. The number of slots for HCBS services has been increased to allow service to persons for supported employment and for increased supported community living. This allows federal dollars to help pay for these services. A new indicator has been added as W4: Number of 100% county funded units billed.

This is requested at 130. This includes three new initiatives: 1. Services to five State Hospital School Consumers (also identified in W5) for twelve months in order to facilitate placement into community based/less restrictive settings. 2. Provision of services to persons who are making an initial contact requesting Scott County funded adult services (also identified in W6). The consumers being initially assessed who are not Medicaid eligible are included in the 100% county funded units of W4 (15 people for two months each). 3. The enrollment of non-Medicaid eligible persons into the HCBS waiver services. (10 people for two months each.) Additionally, two new effectiveness indicators are being added. E5 number of supported employment consumers obtaining competitive jobs and E6 number of days to complete assessments. The unit rate for FY2001 is requested at \$170. For Medicaid eligible individuals, Scott County is responsible for approximately 19% of this rate. For non-Medicaid eligible individuals, Scott County is responsible for the entire monthly amount. The requested budget level for Title XIX match is \$86,240, which would

fund the on-going caseload, increased HCBS participation and initial assessments for fifteen consumers initially approaching the system. This initial assessment is projected to cost approximately \$969. The request for 100% Funded Case Management services is \$18,700. This would provide initial assessments to fifteen consumers initially approaching the system for two months each at a projected cost of \$5,100. It would also provide enrollment services for ten consumers for two months each at a projected cost of \$3,400. It would also provide services to five State Hospital School Consumers for twelve months each to refer and obtain community placements at a projected cost of \$10,200. The new initiatives should be considered as issues by the Board during budget sessions. A budget level of \$104,940 is recommended, contingent upon the capped services fund level being maintained.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Case Management - H.S. (21B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$46	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$46</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Expenses	\$55,636	\$72,300	\$72,300	\$104,940	\$104,940
<b>TOTAL APPROPRIATIONS</b>	<b>\$55,636</b>	<b>\$72,300</b>	<b>\$72,300</b>	<b>\$104,940</b>	<b>\$104,940</b>

<b>SERVICE AREA: Social Services</b>		<b>PROGRAM: Outpatient Services (38A)</b>			
<b>ACTIVITY: Care of the Chemically Dependent</b>		<b>ORGANIZATION: Center for Alcohol &amp; Drug Services, Inc.</b>			
<b>PROGRAM MISSION:</b> To provide substance abuse prevention, assessment and treatment for individuals and families by offering counseling and consultant/education services.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain a minimum of 3,200 referrals for assessment.					
2. To continue to have at least 4,200 requests for prevention services.					
3. To maintain group hours to at least 36,000 hours.					
4. To maintain a length of stay of at least 20 days with managed care.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Referrals for assessment		3,099	3,300	3,200	3,200
2. Requests for prevention services		5,168	5,000	4,200	4,200
<b>WORKLOAD</b>					
1. Clients screened		2,834	2,600	2,600	2,600
2. Admissions		837	800	800	800
3. Hours per individual		5,159	5,200	5,200	5,200
4. Hours per group		37,774	36,000	36,000	36,000
5. Prevention presentations		5,168	5,000	4,200	4,200
6. Prevention direct service hours		8,461	8,000	8,000	8,000
<b>PRODUCTIVITY</b>					
1. Cost per outpatient		\$87.73	\$90.00	\$91.13	\$91.13
2. Cost per prevention presentation		\$88.43	\$95.00	\$109.60	\$109.60
3. Cost per prevention direct service hours		\$54.01	\$55.00	\$57.54	\$57.54
<b>EFFECTIVENESS</b>					
1. Length of stay (days)		28	26	26	26
2. Patient revenue as a percent of cost		31.23%	22.40%	31.80%	31.80%
<b>ANALYSIS:</b>					
<p>The referrals for assessment (D1) are requested at a slightly lower level than is projected for the current year (3%). This is, however, 3% higher than the FY99 actual level. The requests for prevention services are requested at a level which is 19% lower than the current year projected. This is equivalent to the # of prevention presentations (W5), which is showing that 100% of the requests are provided. The # of prevention direct hours (W6) is requested at the FY2000 projected level. The agency indicates that the format for presentations has been moving towards longer presentations with fewer actual meetings. This is also consistent with the cost per prevention presentations, which is shown in P1 and is increased in the requested level by 15% over the FY2000 projected. Other workload indicators relating to outpatient services provided are requested for FY2001 at a level which is generally consistent with the FY2000 projected levels and the FY99 actual levels.</p> <p>The agency is showing a requested level in total appropriations which is .5% below the current budget level. The outside revenue is</p>		<p>shown at a requested level that provides for a 1.1% increase. In general, revenue increases have not kept up with inflation and the agency has continued to pare expenses. They indicate, however, that they are concerned that there is nothing left to cut in the expense side. This program is funded in state funds through the MBC, Inc., Iowa Plan, and the Managed Care Program. The agency works well with this managed care provider. The agency is experiencing difficulty in recruiting and retaining direct service staff. This is a problem which is echoed throughout the service community.</p> <p>The Scott County contribution in this program provides a match to a grant available through the Iowa Department of Public Health. This is a grant which provides up to \$10,000 to any Iowa County. The match is three county dollars to one state grant dollar. For a number of years, we have been increasing the county contribution to gain additional grant dollars. For FY2001, that agency is requesting that the contribution be increased to a level which will allow full draw on the state grant available. This request requires an increase in the</p>		<p>county contribution of 24.2%. This is an increase of \$5,850, which allows an equivalent 24.2% increased grant amount of \$1,950. This request should be considered as an issue by the Board during budget discussions.</p> <p>Contingent on Board consideration, it is recommended that the Scott County contribution be funded at \$30,000, which represents the requested increase. It is also recommended that the pass through grant funding be increased to \$10,000, contingent upon the availability of funding through this grant. An overall funding level of \$40,000 is recommended.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Outpatient Services (38A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Executive Director	0.39	0.39	0.39	0.39	
Treatment Supervisor	0.75	0.75	0.75	0.75	
Finance Manager	0.39	0.39	0.39	0.39	
Business/Office Manager	0.39	0.39	0.39	0.39	
Accounting Specialist	0.39	0.39	0.39	0.39	
Client Accts Receivable Specialist	1.95	1.95	1.95	1.95	
Administrative Assistant	0.39	0.39	0.39	0.39	
Clerical	5.00	5.00	5.00	5.00	
Maintenance	0.39	0.39	0.39	0.39	
QA/UR Program Manager	0.64	0.64	0.64	0.64	
Prevention Coordinator	1.00	1.00	1.00	1.00	
Prevention Specialist	8.00	7.00	7.00	7.00	
Counselors	13.50	13.50	13.50	14.25	
Techs/CCW	2.50	2.50	2.50	2.50	
Program Managers	3.00	3.00	3.00	2.00	
<b>TOTAL POSITIONS</b>	<b>38.68</b>	<b>37.68</b>	<b>37.68</b>	<b>37.43</b>	
<b>REVENUE SUMMARY:</b>					
I.D.S.A. Treatment	\$548,820	\$601,254	\$601,254	\$601,160	
I.D.S.A. Prevention	252,284	206,000	206,000	205,832	
DHS	-	-	-	40,000	
United Way	34,662	36,600	36,600	36,657	
Client Fees	73,278	87,500	87,500	88,900	
Insurance Payments	282,454	295,000	295,000	271,000	
Interest	2,133	3,000	3,000	3,150	
Seventh Judicial District	86,657	95,000	95,000	95,000	
Contributions	28,736	30,000	30,000	30,000	
Local Schools	64,779	68,000	68,000	68,000	
U S Fed Probation	30,174	30,000	30,000	30,000	
Contractual Fees/Payment	6,478	3,000	3,000	3,000	
Juvenile Court	90,443	70,000	70,000	70,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,500,898</b>	<b>\$1,525,354</b>	<b>\$1,525,354</b>	<b>\$1,542,699</b>	
Scott County Contribution	23,000	24,150	24,150	30,000	30,000
IDPH Substance Abuse Funds	5,671	8,050	8,050	10,000	10,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$28,671</b>	<b>\$32,200</b>	<b>\$32,200</b>	<b>\$40,000</b>	<b>\$40,000</b>
<b>TOTAL REVENUES</b>	<b>\$1,529,569</b>	<b>\$1,557,554</b>	<b>\$1,557,554</b>	<b>\$1,582,699</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,210,477	\$1,247,451	\$1,247,451	\$1,236,325	
Equipment	1,749	1,832	1,832	1,832	
Expenses	224,835	217,007	217,007	222,522	
Supplies	38,388	34,753	34,753	34,753	
Occupancy	89,725	90,545	90,545	88,985	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,565,174</b>	<b>\$1,591,588</b>	<b>\$1,591,588</b>	<b>\$1,584,417</b>	

<b>SERVICE AREA: Social Services</b>		<b>PROGRAM: Residential Services (38B)</b>			
<b>ACTIVITY: Care of the Chemically Dependent</b>		<b>ORGANIZATION: Center for Alcohol &amp; Drug Services, Inc.</b>			
<b>PROGRAM MISSION:</b> To provide substance abuse treatment for individuals by offering residential care.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain or increase referrals for acute residential care.					
2. To maintain current level of admissions to intermediate care.					
3. To maintain or increase admissions to halfway house care.					
4. To continue to be fleexible with managed care's acceptable lengths of stay.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Referrals acute		1,095	1,203	1,150	1,150
2. Referrals intermediate		733	739	730	730
3. Referrals halfway house		200	195	195	195
<b>WORKLOAD</b>					
1. Days of acute level care		3,558	3,600	3,600	3,600
2. Days of intermediate level care		8,959	8,900	8,900	8,900
3. Days of halfway care		8,802	8,800	8,800	8,800
<b>PRODUCTIVITY</b>					
1. Cost per day acute		\$107.23	\$110.71	\$109.25	\$109.25
2. Cost per day intermediate		\$95.10	\$97.07	\$99.30	\$99.30
3. Cost per day halfway		\$37.88	\$41.97	\$36.76	\$36.76
<b>EFFECTIVENESS</b>					
1. Length of stay (days) acute		3.0	3.0	3.0	3.0
2. Length of stay (days) intermediate		12.7	12.2	12.0	12.0
3. Length of stay (days) halfway		44.8	45.0	45.0	45.0
4. Patient revenue as percent of program cost/acute		21.04%	12.80%	19.20%	19.20%
5. Revenue as percent of program cost/intermediate		20.95%	22.30%	19.50%	19.50%
6. Revenue as percent of program cost/halfway		23.27%	27.20%	23.20%	23.20%
<b>ANALYSIS:</b>					
<p>In the residential services, Scott County participates in payment of detoxification services only. This is shown in the indicators as the acute level of care. The demand and workload indicators are requested at levels which are relatively consistent with the FY2000 projected levels. These are also consistent with the FY99 actual experience. Effectiveness indicators are also relatively consistent with the FY2000 projected levels. The patient revenue to the acute program (E4) is showing a decrease in the current year, below the FY99 actual. The agency does show some increase in the requested FY2001 level. The agency continues in the agreement with Genesis, which allows both entities to assure that patients are receiving services in the setting that is most suited to their individual needs and to assure that the setting services are received</p> <p>The agency is experiencing difficulty in recruiting and retaining staff. This is a situation which is being experienced statewide by the human services agencies. In the current year's budget, they requested and received funds to provide for a shift differential</p> <p>in the acute service. In the FY2001 request, they are asking for a 4% increase in county contribution to provide a salary increase to staff. They believe that providing a salary increase is necessary to retain current staff and to allow for recruitment. The agency is requesting total appropriations at a 1.1% increase, with the increases being shown in the personal services and expense areas. The personal services is affected by the requested 4% salary increase and increased health insurance costs.</p> <p>Funding at the requested level of \$224,390, which includes a 4% salary increase should be considered by the Board during budget review.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Residential Services (38B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Executive Director	0.39	0.39	0.39	0.39	
Treatment Supervisor	0.50	0.50	0.50	0.50	
Finance Manager	0.39	0.39	0.39	0.39	
Business/Office Manager	0.39	0.39	0.39	0.39	
Accounting Specialist	0.39	0.39	0.39	0.39	
Client Accts Receivable Specialist	0.75	0.75	0.75	0.75	
Administrative Assistant	0.39	0.39	0.39	0.39	
Clerical	-	-	-	-	
Maintenance	0.39	0.39	0.39	0.39	
QA/UR Program Manager	0.25	0.25	0.25	0.25	
Counselors	7.00	7.00	7.00	7.00	
Techs/CCW	13.00	13.00	13.00	13.00	
Program Managers	2.00	2.00	2.00	2.00	
Health Care Coordinator	1.00	1.00	1.00	1.00	
RN/LPN	5.00	5.00	5.00	5.00	
<b>TOTAL POSITIONS</b>	<b>31.84</b>	<b>31.84</b>	<b>31.84</b>	<b>31.84</b>	
<b>REVENUE SUMMARY:</b>					
I.D.S.A. Treatment	\$584,890	\$545,193	\$545,193	\$596,800	
DASA	207,622	212,122	212,122	212,100	
United Way	17,628	18,179	18,179	18,179	
Client Fees	27,008	33,800	33,800	28,600	
Insurance Payments	309,420	360,000	360,000	294,600	
Interest	11,197	17,325	17,325	17,325	
Contributions	4,422	3,000	3,000	3,000	
County Commitments	37,164	32,000	32,000	32,000	
Community Health Care	-	-	-	-	
Contractual Fees	-	-	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,199,351</b>	<b>\$1,221,619</b>	<b>\$1,221,619</b>	<b>\$1,202,604</b>	
Scott County Contribution	197,304	215,759	215,759	224,390	224,390
<b>TOTAL REVENUES</b>	<b>\$1,396,655</b>	<b>\$1,437,378</b>	<b>\$1,437,378</b>	<b>\$1,426,994</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,063,129	\$1,074,043	\$1,074,043	\$1,081,967	
Equipment	2,526	3,935	3,935	3,935	
Expenses	275,862	263,470	263,470	280,242	
Supplies	187,597	196,654	196,654	193,315	
Occupancy	66,649	59,116	59,116	55,276	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,595,763</b>	<b>\$1,597,218</b>	<b>\$1,597,218</b>	<b>\$1,614,735</b>	

SERVICE AREA: Mental Health Services		PROGRAM: Community Residential Prog/Handicapped (43A)			
ACTIVITY: Care of the Developmentally Disabled		ORGANIZATION: Handicapped Development Center			
<b>PROGRAM MISSION:</b> To enable individuals with mental retardation to achieve a more satisfactory quality of life and live as independently as possible within the community by providing instruction and training in daily living skills, personal and financial management, and other self-sufficiency skills.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain 95% occupancy in group homes by filling openings quickly.					
2. To maintain at least 120 people in the least restrictive environment through Supported Community Living.					
3. To accommodate 90% of respite requests to support families with their son or daughter at home.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Handicapped population		3,409	3,409	3,409	3,409
2. Residential waiting list		68	70	70	70
3. Eligible requests - respite		1,937	2,800	2,800	2,800
4. Number of persons added to waiting list		8	10	10	10
<b>WORKLOAD</b>					
1. Clients - residential/HCBS		160	168	168	168
2. Client days - group home		15,064	11,000	8,208	8,208
3. Families served - respite		68	70	70	70
4. Requests accommodated - respite		1,852	2,660	2,660	2,600
5. Average number of clients served per day		150	155	159	159
<b>PRODUCTIVITY</b>					
1. Cost per client day - residential		\$58.01	\$68.71	\$62.35	\$62.35
2. Cost per request accommodated - respite		\$35.69	\$37.89	\$39.40	\$39.40
<b>EFFECTIVENESS</b>					
1. Percentage of capacity/residential		92%	90%	95%	95%
2. Length of time on waiting list in months - residential		19	25	25	25
3. Scott County contribution as a percentage of total program costs		18%	25%	25%	25%
4. Clients transitioned to independent living		-	1	1	1
5. Percentage of eligible respite requests accompdated		96%	95%	95%	95%
<b>ANALYSIS:</b>					
<p>The residential waiting list (D2) is expected to increase slightly during the current year and is expected to stay at that level during FY2001. Currently, the HCBS (Home and Community Based Services) Waiver program is carrying the growth portion of this program. There continues to be some persons who need or desire a group home setting only, and there are also some persons who continue to request to be retained on the waiting list but will probably not use this program. During the current year, the agency will be converting some of the group homes to Waiver homes, thus accessing the federal dollars available under this program. This has affected the percentage of capacity (E1) for the current year. Vacancies have not all been filled to allow the shift to be made to the Waiver program. Some of the consumers currently in the affected group homes will be moving to apartments, some to remaining group homes, and some will stay in their current settings. This is also shown in the reductions in client days in the group homes (W2) with the FY2000 projected level assuming that the shift will occur in January, and the FY2001 requested level showing a full year at the conversion level. The number of clients served (W1) is expected to increase during the current year and remain stable during FY2001. This is primarily through new consumers using the HCBS program with persons expected to enter during the current year and</p>		<p>continue throughout FY2001. There is an expectation that the HCBS program for residential services will begin to level out and should be reaching a point where admissions will be reduced to new persons entering the system. At some point, however, the consumers on the waiting list will probably wish to explore the possibility of the HCBS program since the reduction in the group home beds will make for a decreased number of openings available.</p> <p>The agency is showing total appropriations requested at a level which is a 21.1% increase over the FY2000 budget. This is attributable primarily to the personal services area which is increased 24.3%. This increase will be primarily occurring during the current year, with increased staff levels needed to provide services to the increased HCBS population. The agency projects that outside revenues will increase by 18.1% in the FY2001 requested. The agency has included in budget requests a 4% salary increase. They are having a difficult time recruiting staff and believe that a salary increase is needed for this reason, as well as for retaining current staff. They also indicate that they are experiencing increased health care costs. The additional staff has also correspondingly increased retirement and FICA costs. It should be noted, however, that the increase in appropriations from the FY2000 projected level to the FY2001 requested level is 4.9%.</p>		<p>The county contribution, which provides for payments to the group homes, is requested at a 17.7% decrease. This decrease is attributable to the conversion of the group homes which will occur during the current year. The HCBS program requires a match of approximately 38% from the county, and this request is shown at Title XIX matching funds. The agency is requesting an increase of \$282,902 in matching funds. This is a difficult program to project, and it should be noted that payments are made after service is provided. The Board has previously indicated that they wish to provide this service at the needed level. This should be again considered by the Board as a budget issue during budget review. Therefore, county contribution is recommended at the decreased level of \$276,480 and the Title XIX match is recommended at the requested level of \$771,538. An overall funding level of \$1,048,018 is recommended, contingent upon overall expenditures from the special services fund remaining within the capped level and the Board reviewing the initiative of continuing to provide the HCBS program at the needed level.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Community Residential Prog/Handicapped (43A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President	0.19	0.19	0.19	0.19	
Senior Vice-President	0.19	0.19	0.19	0.19	
Administrative Assistant	0.19	0.19	0.19	0.19	
Receptionist/Clerk Typist	1.38	1.38	1.38	1.38	
Office Transcriptionist	0.48	0.48	0.48	0.48	
Records Clerk	0.19	0.19	0.19	0.19	
Accountant	0.19	0.19	0.19	0.19	
Accounting Technician	0.95	0.95	0.95	0.95	
Residential Service Program Director	1.00	1.00	1.00	1.00	
Residential Case Manager	5.00	5.00	5.00	5.00	
Residential Counselor	1.00	1.00	1.00	1.00	
Resident Counselor	33.00	33.00	36.00	36.00	
Support Staff	52.00	52.00	66.00	67.00	
Maintenance	2.50	2.50	2.50	2.50	
Janitor	0.04	0.04	0.04	0.04	
Environmental Service Supervisor	0.03	0.03	0.03	0.03	
Human Resources Supervisor	0.19	0.19	0.19	0.19	
Independent Living Casemanager	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>99.52</b>	<b>99.52</b>	<b>116.52</b>	<b>117.52</b>	
<b>REVENUE SUMMARY:</b>					
United Way	\$9,134	\$8,000	\$8,000	\$8,000	
Iowa Purchase of Services	3,816	-	-	-	
Client Receipts	366,830	370,000	304,300	277,200	
Other	26,066	26,000	31,000	31,000	
H.U.D.	17,190	16,000	16,000	16,000	
HCBS (T19)	901,964	1,094,219	1,387,044	1,518,024	
Iowa-HCBS Match	113,711	154,000	120,000	120,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,438,711</b>	<b>\$1,668,219</b>	<b>\$1,866,344</b>	<b>\$1,970,224</b>	
Scott County Contribution	453,275	335,753	335,753	276,480	276,480
Title XIX Matching Funds	362,409	488,636	488,636	771,538	771,538
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$815,684</b>	<b>\$824,389</b>	<b>\$824,389</b>	<b>\$1,048,018</b>	<b>\$1,048,018</b>
<b>TOTAL REVENUES</b>	<b>\$2,254,395</b>	<b>\$2,492,608</b>	<b>\$2,690,733</b>	<b>\$3,018,242</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$2,109,306	\$2,190,721	\$2,596,269	\$2,723,940	
Equipment	8,416	14,432	14,358	14,713	
Expenses	110,677	123,345	126,343	127,861	
Supplies	79,753	88,330	85,000	76,730	
Occupancy	67,048	75,780	74,740	74,998	
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,375,200</b>	<b>\$2,492,608</b>	<b>\$2,896,710</b>	<b>\$3,018,242</b>	



<b>SERVICE AREA:</b> Mental Health Services	<b>PROGRAM:</b> Employment Services for Handicapped (43B)
<b>ACTIVITY:</b> Care of the Mentally Disabled	<b>ORGANIZATION:</b> Handicapped Development Center

**PROGRAM MISSION:** To assist individuals with disabilities to achieve employment outcomes in a sheltered environment or in the community by providing employment services and training.

- PROGRAM OBJECTIVES:**
1. To secure at least \$280,000 in net subcontract income for program support.
  2. To secure subcontract work sufficient to generate \$280,000 in client wages for self-sufficiency.
  3. To place and/or maintain 95 clients in Supported Employment.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
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<b>DEMAND</b>				
1. Handicapped population	5,533	5,533	5,533	5,533
2. Waiting list from outside agencies	113	103	100	100
3. Number of persons added to waiting list	52	40	40	40

<b>WORKLOAD</b>				
1. Clients	253	250	262	262
2. Client days	33,669	33,000	33,000	33,000
3. Activities offered	15	15	15	15
4. Average number of persons enrolled per day	158	158	158	158
5. Clients in supported employment	127	130	130	130

<b>PRODUCTIVITY</b>				
1. Cost per client day	\$20.62	\$33.34	\$34.45	\$34.45
2. Average per person annual cost	\$4,395	\$5,191	\$5,393	\$5,393

<b>EFFECTIVENESS</b>				
1. Clients in competitive jobs	5	4	4	4
2. Total client wages	\$312,230	\$280,000	\$280,000	\$280,000
3. Amount of sub-contract income	\$287,209	\$280,000	\$280,000	\$280,000
4. Scott County contribution as a percent of total program costs	26%	31%	31%	31%
5. Clients entering program from waiting list	21	30	30	30
6. Time on waiting list at admission (months)	22	20	20	20

**ANALYSIS:**

<p>The number of persons on the waiting list (D2) is requested at a level which is slightly decreased from the FY2000 projected level. This is also down 13% from the FY99 actual level experiences. Time on waiting list (E6) is expected to continue at the 20 month level, which is expected to be reached during the current year. This is a reduction of 2 months from the FY99 actual. Approximately 50% of the waiting list are students who have not graduated. Number of clients (W1) is expected to increase 4.8% over the FY2000 projected level. Number of clients in supported employment is expected to increase 7% over the FY2000 projected level.</p> <p>Supported employment services have been provided through 100% county contribution, a grant through the Division of Vocational Rehabilitation (VR) and the HCBS (Home and Community Based Services) Waiver program. Which allows supported employment services to be a Medicaid service for which the county is responsible for a match as opposed to complete costs. During FY2001, the Vocational Rehabilitation program will cease at the contract date of</p>	<p>9/30/2000. There will no longer be a special grant program available, and persons would need to seek this funding through the regular Vocational Rehabilitation channels. The agency added one job coach position to this budget to allow staffing levels to meet the needs of this program. This adds a cost of approximately \$20,000.</p> <p>HDC continues to have difficulty in recruiting staff which is consistent with the experience of human service agencies across the state. They have requested a merit salary increase of 4% be considered to assist in retaining current staff. The county contribution to workshop services is requested with a 3.1% increase in county contribution, which includes the requested salary increase. Supported employment services are requested at a level, which is 25.1% below the current budget level. This request takes into account the Vocational Rehabilitation grant pass through ending at the first quarter of FY2001. It also takes into account converting many of the consumers receiving supported employment services to the waiver program. There remains a certain number of consumers who are not able to be</p>	<p>served under the waiver program because of diagnosis and these persons will continue to be served with 100% county contribution. The total requested level for supported employment is requested at \$176,393. This program budget also provides a small program outside of the Special Services Fund for persons who are brain injured. This is requested at a county contribution level of \$11,112 or a 5% increase.</p> <p>The total requested level is \$889,403 or a 4.1% decrease. The decrease is, however, a result of the expected loss of pass through funding from the Vocational Rehabilitation grant. Net of the pass through funding, the agency is requesting an increase to this program of .2%. A funding level of the requested amount of \$889,403 is recommended contingent upon expenditures remaining within the capped special services fund level.</p>
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<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Employment Services/Handicapped (43B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President	0.14	0.14	0.14	0.14	
Senior Vice-President	0.14	0.14	0.14	0.14	
Administrative Assistant	0.14	0.14	0.14	0.14	
Receptionist/Clerk Typist	0.28	0.28	0.28	0.28	
Office Transcriptionist	0.82	0.82	0.82	0.82	
Records Clerk	0.14	0.14	0.14	0.14	
Accountant	0.14	0.14	0.14	0.14	
Accounting Technician	0.70	0.70	0.70	0.70	
Vocational Service Program Director	1.00	1.00	1.00	1.00	
Work Adjustment Case Manager	1.00	1.00	1.00	1.00	
Evaluator/Ext Employment Case Manager	1.00	1.00	1.00	1.00	
Placement/Ext Employment Case Manager	1.00	1.00	1.00	1.00	
Sales Manager	1.00	1.00	1.00	1.00	
Production Manager	1.00	1.00	1.00	1.00	
Vocational Skills Supervisor	2.00	2.00	2.00	2.00	
Extended Employment Supervisor	5.00	5.00	5.00	5.00	
Work Adjustment Supervisor	4.00	4.00	4.00	4.00	
Evaluation Supervisor	1.00	1.00	1.00	1.00	
Vocational Services Supervisor	2.00	2.00	2.00	2.00	
Driver/Warehouseman	1.00	1.00	1.00	1.00	
Maintenance	0.32	0.32	0.32	0.32	
Janitor	1.38	1.38	1.38	1.38	
Environmental Service Supervisor	0.02	0.02	0.02	0.02	
Human Resources Supervisor	0.14	0.14	0.14	0.14	
Employment Specialist	1.00	1.00	1.00	1.00	
Job Coach	11.00	11.00	11.00	12.00	
Extended Employment Casemanager	1.00	1.00	1.00	1.00	
CBA Casemanager	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>39.36</b>	<b>39.36</b>	<b>39.36</b>	<b>40.36</b>	
<b>REVENUE SUMMARY:</b>					
United Way	\$78,374	\$62,650	\$62,993	\$63,993	
Subcontract Sales	287,209	280,000	280,000	285,000	
Iowa Purchase of Service	13,702	12,000	13,800	14,000	
DVRS	33,517	23,000	33,000	34,000	
Other	29,798	35,000	34,500	34,500	
HCBS (T19)	44,620	84,408	129,796	214,359	
DVRS Grants (2)	25,325	24,000	5,317	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$512,545</b>	<b>\$521,058</b>	<b>\$559,406</b>	<b>\$645,852</b>	
Scott County Contribution	516,833	691,408	691,408	713,010	713,010
Scott County - Supported Employment	119,799	190,544	114,315	45,000	45,000
Title XIX Matching Funds	-	-	76,229	125,893	125,893
DVRS-SES 100% Grant	49,575	45,000	26,700	5,500	5,500
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$686,207</b>	<b>\$926,952</b>	<b>\$908,652</b>	<b>\$889,403</b>	<b>\$889,403</b>
<b>TOTAL REVENUES</b>	<b>\$1,198,752</b>	<b>\$1,448,010</b>	<b>\$1,468,058</b>	<b>\$1,535,255</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,004,641	\$1,157,762	\$1,159,759	\$1,231,228	
Equipment	19,341	23,049	23,571	23,706	
Expenses	152,737	172,225	176,649	179,223	
Supplies	39,518	43,610	43,300	43,930	
Occupancy	65,529	74,205	77,520	77,930	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,281,766</b>	<b>\$1,470,851</b>	<b>\$1,480,799</b>	<b>\$1,556,017</b>	

<b>SERVICE AREA: Mental Health Services</b>		<b>PROGRAM: Personal Independence Serv/Handicapped (43C)</b>			
<b>ACTIVITY: Care of the Developmentally Disabled</b>		<b>ORGANIZATION: Handicapped Development Center</b>			
<b>PROGRAM MISSION:</b> To assist persons with severe, multiple disabilities to live and work in the least restrictive environment by providing training in the areas of daily living skills, work skills, and accessing community resources.					
<b>PROGRAM OBJECTIVES:</b>					
1. To transition 2 clients into Employment Services.					
2. To maintain County contribution at less than 25% per year.					
3. To maintain average annual cost below \$15,000.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Handicapped population		5,533	5,533	5,533	5,533
2. Waiting list		-	3	2	2
3. Number of persons added to waiting list		-	2	2	2
<b>WORKLOAD</b>					
1. Clients		87	91	92	92
2. Client days		18,657	19,800	19,800	19,800
3. Activities offered		12,964	22	22	22
4. Average number attending per day		78	81	81	81
<b>PRODUCTIVITY</b>					
1. Cost per client day		\$54.15	\$58.14	\$59.55	\$59.55
2. Average per person cost		\$12,964	\$13,605	\$13,118	\$13,118
<b>EFFECTIVENESS</b>					
1. Clients transitioned from development to vocational services		1	1	1	1
2. County contribution as percentage of total program costs		15%	17%	16%	16%
<b>ANALYSIS:</b>					
<p>The agency continued to expect a waiting list (D2) to develop during the current fiscal year. The waiting list is projected to be at three by the end of FY2000 and to reduce to two during FY2001. The agency indicates that the program is reaching its capacity and a waiting list may be an on-going reality in the future. The number of clients (W1) and clients days (W2) is shown at a level that is relatively consistent with the FY2000 projected and the FY99 actual. The average number attending per day (W4) is also consistent with the FY2000 projected. All of these are up slightly from the FY99 actual level. During FY99 there was some difficulty in getting clients through the evaluation process, which also serves employment services. This problem has been alleviated and the clients attending is reaching these increased levels.</p> <p>The agency is requesting a 4% merit salary increase to this program to assist in retention of staff. The overall requesting total appropriations is requested with an increase of 2.9%. This is primarily seen in the personal services area which includes the merit salary increase and increased health</p>			<p>insurance costs. Other expense categories are expected to be slightly reduced during FY2001. The agency is also showing an expected 12% increase in outside revenues. This is primarily shown in increased Title XIX revenue to this program. This program provides day services to the consumers living at the ICR-MR (Residential Center). The increase in the number of consumers attending from the ICF-MR results in the increased Title XIX revenue.</p> <p>The agency is requesting \$376,542 in contribution from Scott County to this program. This is a decrease of 8.7% from the FY2000 budget. This includes the requested 4% merit salary increase. A funding level of \$376,542 is recommended contingent upon overall expenditures from the special services fund remaining within the capped limit.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Personal Independence Serv/Handicapped (43C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President	0.17	0.17	0.17	0.17	
Senior Vice-President	0.17	0.17	0.17	0.17	
Administrative Assistant	0.17	0.17	0.17	0.17	
Receptionist/Clerk Typist	0.34	0.34	0.34	0.34	
Office Transcriptionist	0.42	0.42	0.42	0.42	
Records Clerk	0.17	0.17	0.17	0.17	
Accountant	0.17	0.17	0.17	0.17	
Accounting Technician	0.85	0.85	0.85	0.85	
Developmental Services Program Director	1.00	1.00	1.00	1.00	
Case Manager	2.00	2.00	2.00	2.00	
Instructor	27.00	27.00	27.00	27.00	
Aide	1.90	1.90	1.90	1.90	
Maintenance	0.23	0.23	0.23	0.23	
Janitor	1.03	1.03	1.03	1.03	
Environmental Service Supervisor	0.02	0.02	0.02	0.02	
<b>TOTAL POSITIONS</b>	<b>35.64</b>	<b>35.64</b>	<b>35.64</b>	<b>35.64</b>	
<b>REVENUE SUMMARY:</b>					
United Way	\$21,064	\$37,330	\$16,905	\$16,905	
Subcontract Sales	48,645	44,000	44,000	48,000	
Iowa Purchase of Services	7,549	6,600	6,039	7,000	
Other	4,773	12,000	8,500	10,700	
Title XIX	688,438	617,000	674,937	720,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$770,469</b>	<b>\$716,930</b>	<b>\$750,381</b>	<b>\$802,605</b>	
Scott County Contribution	277,637	412,239	400,717	376,542	376,542
<b>TOTAL REVENUES</b>	<b>\$1,048,106</b>	<b>\$1,129,169</b>	<b>\$1,151,098</b>	<b>\$1,179,147</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$875,408	\$993,223	\$988,933	\$1,030,755	
Equipment	4,235	7,786	7,197	7,290	
Expenses	67,607	91,632	83,527	86,357	
Supplies	15,113	17,355	17,100	17,185	
Occupancy	47,836	52,540	53,341	55,155	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,010,199</b>	<b>\$1,162,536</b>	<b>\$1,150,098</b>	<b>\$1,196,742</b>	

SERVICE AREA: Mental Health Services		PROGRAM: Outpatient Services (51A)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To provide outpatient mental health services to all age groups in the Quad Cities area, including residents of Scott County who qualify for financial assistance from Scott County, by delivering a range of individual, group, and family mental health services					
PROGRAM OBJECTIVES:					
1. To provide service to 2,400 new patients.					
2. To provide services to 9,491 total patients.					
3. To provide 23,000 total hours of direct service.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Applications for services		2,540	2,600	2,600	2,600
<b>WORKLOAD</b>					
1. Total hours		23,557	23,000	23,000	23,000
2. Hours adult		16,636	15,000	15,000	15,000
3. Hours children		6,921	8,000	8,000	8,000
4. New cases		2,400	2,400	2,400	2,400
5. Total cases		9,802	9,491	9,491	9,491
<b>PRODUCTIVITY</b>					
1. Cost per outpatient hour		\$120.73	\$135.19	\$140.95	\$140.95
<b>EFFECTIVENESS</b>					
1. Scott County as a percent of program costs		31%	31%	30%	30%
<b>ANALYSIS:</b>					
<p>The agency expects applications for services (D1) to remain relatively stable during FY2000 and FY2001. All work-load indicators are also expected to remain consistent with FY2000 projected levels and the FY99 actuals, with total hours (W1) decreasing slightly from the FY99 actual, as well as the total cases. There is also a slight decrease in the number of adult hours (W2) and a slight increase in the number of children hours (W3).</p> <p>The agency is requesting consideration of a 4% salary increase in FY2001. Recruiting and retaining staff is an issue for this agency as it is to human services agencies in general. They believe that being able to provide current staff with a salary increase is necessary to allow retention. This request is carried through out the programs and should be considered as a budget issue by the Board during budget review.</p> <p>Although not included in this budget request, the agency indicates it will face some capital issues during the upcoming months. They are looking at an update in computerization and a roof replacement. They will be looking at a number of sources for</p>		<p>funding for these capital projects, but do expect to have to approach Scott County for some assistance.</p> <p>The agency has requested an increase in total appropriations of 9.7% over the FY2000 budget level for the outpatient program. This includes a 10.3% increase in personal services. The 4% salary increase and overall increase in benefits of 6.3%. Benefits are particularly impacted by increased costs of health insurance, which are projected to increase 15%. Also contributing to the increased overall personnel costs is the addition of professional staff occurring during the current budget year. This increase in staffing costs is offset by increased revenue estimated to be generated by the additional staff. Revenue is shown to increase by 9.7%, with the majority of that increase occurring in increased service fees. The agency has consistently shown this offset when adding professional staff to this program. Other expenses are requested at generally inflationary levels of between 3% and 4%. The county contribution is requested at an overall increase of 4% or \$981,105. This</p>		<p>requested level is recommended, contingent upon maintaining all expenditures within the capped special services fund authorized amount.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Outpatient Services (51A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
M.D.	8.10	8.35	8.35	8.35	
PH.D.	2.80	2.80	2.80	2.80	
Therapist	11.85	12.85	12.85	12.85	
Administrative & Clerical	16.40	16.40	16.40	16.40	
<b>TOTAL POSITIONS</b>	<b>39.15</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>	
<b>REVENUE SUMMARY:</b>					
Service Fees	\$2,012,250	\$1,991,720	\$2,145,897	\$2,236,872	
Miscellaneous	42,652	20,066	20,066	24,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$2,054,902</b>	<b>\$2,011,786</b>	<b>\$2,165,963</b>	<b>\$2,260,872</b>	
Scott County Contribution	893,247	943,370	943,370	981,105	981,105
<b>TOTAL REVENUES</b>	<b>\$2,948,149</b>	<b>\$2,955,156</b>	<b>\$3,109,333</b>	<b>\$3,241,977</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$2,604,624	\$2,706,688	\$2,860,865	\$2,984,716	
Equipment	18,796	15,218	15,218	15,827	
Expenses	99,980	109,768	109,768	113,705	
Supplies	52,823	54,156	54,156	56,322	
Occupancy	67,858	69,326	69,326	71,407	
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,844,081</b>	<b>\$2,955,156</b>	<b>\$3,109,333</b>	<b>\$3,241,977</b>	

SERVICE AREA: Mental Health Services		PROGRAM: Community Support Services (51B)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To support and enhance the ability of the serious and persistently mentally ill of Scott County to live in the community and improve the quality of their lives, by providing a broad range of psycho-social support services					
PROGRAM OBJECTIVES: 1. To provide service to 325 individuals.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Referrals to program - Frontier		90	90	90	90
<b>WORKLOAD</b>					
1. Active cases - Frontier		246	250	250	250
2. Referrals accepted - Frontier		90	90	90	90
3. Total cases YTD - Frontier		324	325	325	325
4. Average daily census - Frontier		90	90	90	90
5. Total units of service		2,702	2,760	2,760	2,760
<b>PRODUCTIVITY</b>					
1. Cost per case		\$2,035	\$2,180	\$2,292	\$2,292
2. Cost per unit of service		\$244	\$257	\$270	\$270
<b>EFFECTIVENESS</b>					
1. Scott County as a percent of program costs		46%	45%	45%	45%
<b>ANALYSIS:</b>					
<p>The Agency has maintained the requested number of referrals (D1) at the FY2000 projected level. This is consistent with the FY99 actual level achieved. The agency expects to accept 100% of referrals.(W2). The total units of service (W5) is shown for the 2000 projected and the FY2001 requested at a slight increase over the FY99 actual. A unit of service is defined as one month of service to one client. Cost per unit of service (P2) is requested at a 5% increase over the FY2000 projected level.</p> <p>The total appropriations are requested to increase 5.1%. This increase is primarily attributable to the personal services area which is increasing 5.3% in the request. This increase includes the 4% salary increase requested and the increase in health care costs which are expected to rise 15%.</p> <p>Outside revenues are shown with an expected 9.7% decrease, which is primarily shown in the Title XIX (Medicaid) revenue to this program. Scott County and Medicaid are the primary funders of this program. Medicaid is funded through the MBC Inc. Iowa Plan program, which is a managed care program.</p>		<p>This program has consistently tightened up its approvals for any higher level services and has thus reduced revenue to this program.</p> <p>The Scott County portion of the program provides services to persons with chronic mental illness who are not covered by the Medicaid managed care program. The program is funded in a capitated manner, but is reviewed against the billable value of services reported for Scott County clients.</p> <p>This program includes a request for funding for the peer support program in the amount of \$3,600 for conferences and training.</p> <p>Providing for a 4% salary increase, the projected reduction in Medicaid revenues, and the inclusion of support for the peer support program, a requested funding level of \$336,322 is requested. Contingent on total allocations being with the capped limit of the special services fund, a funding level of \$336,322 is recommended.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Community Support Services (51B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Administrative & Clerical	5.84	5.84	5.84	5.84	
Community Support	14.00	14.00	14.00	14.00	
<b>TOTAL POSITIONS</b>	<b>19.84</b>	<b>19.84</b>	<b>19.84</b>	<b>19.84</b>	
<b>REVENUE SUMMARY:</b>					
Service Fees	\$49,397	\$0	\$0	\$0	
Miscellaneous	45,972	38,500	38,500	40,040	
Title XIX	301,280	350,132	310,854	310,854	
<b>SUB-TOTAL REVENUE</b>	<b>\$396,649</b>	<b>\$388,632</b>	<b>\$349,354</b>	<b>\$350,894</b>	
Scott County Contribution	300,528	319,925	319,925	336,322	336,322
<b>TOTAL REVENUES</b>	<b>\$697,177</b>	<b>\$708,557</b>	<b>\$669,279</b>	<b>\$687,216</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$567,360	\$612,010	\$612,010	\$644,652	
Equipment	14,155	19,672	19,672	20,459	
Expenses	40,577	39,224	39,224	40,709	
Supplies	20,016	18,470	18,470	19,209	
Occupancy	17,166	19,181	19,181	19,757	
<b>TOTAL APPROPRIATIONS</b>	<b>\$659,274</b>	<b>\$708,557</b>	<b>\$708,557</b>	<b>\$744,786</b>	



SERVICE AREA: Mental Health Services		PROGRAM: Community Services (51C)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
<b>PROGRAM MISSION:</b> To provide consultation and education for contracted agencies in the community by: A) informing, educating and reviewing with the community information regarding mental illness/mental health issues; B) assessing and identifying those individuals in need of any of the components of mental health care; and C) linking/referring individuals to mental health services, making these services more accessible.					
<b>PROGRAM OBJECTIVES:</b>					
1. To provide 1,096 hours of service.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Agency requests		35	35	35	35
<b>WORKLOAD</b>					
1. Hours - Jail		466	510	510	510
2. Hours - Juvenile Detention Center		28	26	26	26
3. Hours - Community Health Care		144	123	123	123
4. Hours - United Way agencies		125	125	125	125
5. Hours - other community organizations		371	312	312	312
<b>PRODUCTIVITY</b>					
1. Cost per hour		\$64.56	\$69.28	\$72.29	\$72.29
<b>EFFECTIVENESS</b>					
1. County subsidy as a percent of program costs		65%	66%	65%	65%
<b>ANALYSIS:</b>					
<p>This program provides mental health consultation services at the jail, Juvenile Detention Center, CHC, and other community organizations. There is additional United Way funding to this program for consultation services to United Way agencies. All workload indicators relating to programs at these various agencies are requested for FY2001 at the FY2000 projected levels which are reasonably consistent with the FY99 actuals. The adjustments made are reflective of the actual experience so far during FY2000.</p> <p>The agency has been directed that the Jail and Juvenile Detention Center are Scott County's first priority for service under this budget. Service at CHC is the next priority. Service to other community organizations (W5) may be curtailed to the extent necessary to meet the needs of the priority organizations. In order to assure needed Jail coverage, the agency is developing a formal backup system during the current year. This will provide for full coverage during absences of the current practitioner.</p> <p>The agency is requesting a total increase in appropriations of 4.3%. This includes a</p>			<p>request for a 4% salary increase, as with the other programs, and an expected 15% increase in health insurance. Other expenses are generally expected to increase at an inflationary level. This results in a requested increase in the Scott County contribution of 4% or a level of \$51,764. Contingent upon overall expenditures being within the capped limit of the special services fund, a funding level of \$51,764 is recommended.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Community Services (51C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Therapist	0.80	0.80	0.80	0.80	
Administrative & Clerical	0.30	0.30	0.30	0.30	
<b>TOTAL POSITIONS</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	
<b>REVENUE SUMMARY:</b>					
United Way	\$7,843	\$10,274	\$10,274	\$10,685	
Contribution	9,755	9,586	9,586	10,233	
Community Service Fees	6,891	6,300	6,300	6,552	
<b>SUB-TOTAL REVENUES</b>	<b>\$24,489</b>	<b>\$26,160</b>	<b>\$26,160</b>	<b>\$27,470</b>	
Scott County Contribution	47,493	49,773	49,773	51,764	51,764
<b>TOTAL REVENUES</b>	<b>\$71,982</b>	<b>\$75,933</b>	<b>\$75,933</b>	<b>\$79,234</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$52,549	\$54,688	\$54,688	\$57,193	
Equipment	702	569	569	592	
Expenses	14,248	14,728	14,728	15,301	
Supplies	1,872	2,023	2,023	2,105	
Occupancy	3,840	3,925	3,925	4,043	
<b>TOTAL APPROPRIATIONS</b>	<b>\$73,211</b>	<b>\$75,933</b>	<b>\$75,933</b>	<b>\$79,234</b>	

SERVICE AREA: Mental Health Services		PROGRAM: Case Management (51D)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
<b>PROGRAM MISSION:</b> To service as advocates for adult consumers with chronic mental illness who are eligible for Title XIX by coordinating, monitoring and referring appropriate services by developing an individual comprehensive plan, in order to maintain individuals in the least restrictive community-based setting.					
<b>PROGRAM OBJECTIVES:</b>					
1. To provide service to 267 clients.					
2. To provide 2,400 months/units of service.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Eligible population		400	400	400	400
2. Available service slots		204	220	220	220
3. Waiting list		-	10	10	10
<b>WORKLOAD</b>					
1. Number of clients served		258	267	267	267
2. Average monthly caseload		34	34	34	34
3. Number of client and client related contacts		10,935	12,000	12,000	12,000
4. Units of services billed		2,367	2,400	2,400	2,400
<b>PRODUCTIVITY</b>					
1. Monthly cost per client (unit rate)		\$237.25	\$237.96	\$248.66	\$248.66
<b>EFFECTIVENESS</b>					
1. Number of placements to more restrictive settings		25	30	30	30
2. Number of hospitalizations		121	145	145	145
3. Number of placements to less restrictive settings		17	20	20	20
<b>ANALYSIS:</b>					
<p>The Agency does expect a waiting list of ten by the end of FY2000 and to continue at this level during FY2001 for this program (D3). The service slots remain the same as the FY2000 projected. This program provides service to persons who are Title XIX eligible. With the advent of the mental health managed care program, most of the costs of the match to federal dollars were assumed by MBC Inc., the Iowa Plan Managed Care contractor</p> <p>Scott County remains responsible for match for certain persons who are exempt from the state's managed care system. These are primarily persons who receive Title XIX benefits under the medically needy provisions.</p> <p>The agency has projected the reimbursement unit rate at a level which should provide that reimbursement is appropriately been received throughout the year and it is assumed that little or no retroactive adjustment will be needed. Scott County holds the provider number for case management and subcontracts with Vera French for this service. Therefore, all payments from third party providers are paid to Scott County and passed through to Vera</p>			<p>French. The level of passthrough funding is recommended at the requested level of \$540,415. A funding level of \$12803 in match is recommended. This results in an overall recommendation of \$553,218.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Case Management (51D)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Administrative & Clerical	5.04	5.04	5.04	5.04	
Case Manager	7.57	7.57	7.57	7.57	
<b>TOTAL POSITIONS</b>	<b>12.61</b>	<b>12.61</b>	<b>12.61</b>	<b>12.61</b>	
<b>REVENUE SUMMARY:</b>					
Title XIX Match	\$5,875	\$9,980	\$9,980	\$12,803	\$12,803
Title XIX Pass Through 100%	376,158	516,909	516,909	540,415	540,415
<b>SUB-TOTAL COUNTY CONTRIBUTION</b>	<b>\$382,033</b>	<b>\$526,889</b>	<b>\$526,889</b>	<b>\$553,218</b>	<b>\$553,218</b>
Less Match Included in 100% Pass Thru	5,875	9,980	9,980	12,803	12,803
<b>TOTAL REVENUE</b>	<b>\$376,158</b>	<b>\$516,909</b>	<b>\$516,909</b>	<b>\$540,415</b>	<b>\$540,415</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$389,233	\$425,013	\$425,013	\$445,235	
Equipment	7,591	6,147	6,147	6,393	
Expenses	45,390	42,951	42,951	44,486	
Supplies	21,296	21,872	21,872	22,747	
Occupancy	20,486	20,926	20,926	21,554	
<b>TOTAL APPROPRIATIONS</b>	<b>\$483,996</b>	<b>\$516,909</b>	<b>\$516,909</b>	<b>\$540,415</b>	

SERVICE AREA: Mental Health Services		PROGRAM: Inpatient Services (51E)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
<b>PROGRAM MISSION:</b> To provide the services of a psychiatrist for Vera French patients and other identified Scott County patients hospitalized at Genesis West psychiatric units, who are unable to pay for these services, by insuring the availability of a psychiatrist through the Genesis psychiatric call schedule.					
<b>PROGRAM OBJECTIVES:</b>					
1. To provide services at a cost of no more than \$48.26 a day.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Estimated total admissions		276	260	260	260
<b>WORKLOAD</b>					
1. Center admissions		276	260	260	260
2. Patient days		1,365	1,300	1,300	1,300
3. Commitment hearings		104	100	100	100
<b>PRODUCTIVITY</b>					
1. Cost per day		\$42.49	\$46.40	\$48.26	\$48.26
2. Cost per admission		\$210.14	\$232.00	\$241.00	\$241.00
<b>EFFECTIVENESS</b>					
1. Length of stay per participant (day)		5	5	5	5
2. Scott County as a percent of program costs		100%	100%	100%	100%
<b>ANALYSIS:</b>					
<p>This program provides payment for physician services to persons who are admitted to Genesis Medical Center for evaluation or treatment under Chapter 229 of the Iowa Code. It also covers services to persons who are approved for voluntary admission for treatment of psychiatric disorders. Additionally, it provides some coverage for other indigent patients who are hospitalized locally.</p> <p>Currently all local physicians except one are a part of the Vera French Staff and services to the above populations are covered through this program. The agency passes all funds in this program to physicians based on itemized statements submitted. The agency does not show any indirect expenses in the program. Therefore, the total expenses to this program are considered to be professional salaries. With the implementation of the contractual agreement with the Genesis Health Systems which allows Scott County to use the local facilities rather than the Mental Health Institute, there has been an increase in the physician services provided locally. Reimbursement levels are set at the</p>			<p>equivalent of Medicaid reimbursement for services. The agency is requesting that this program receive the 4% salary increase that is requested across programs. This is a request of \$62,733. Contingent on overall expenditures remaining within the approved capped level of expenditure of the special services fund, a funding level of \$62,733 is recommended.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Inpatient Services (51E)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
M.D.	0.40	0.40	0.40	0.40	
<b>TOTAL POSITIONS</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>	
<b>REVENUE SUMMARY:</b>					
Scott County Contribution	\$58,000	\$60,230	\$60,230	\$62,733	\$62,733
<b>TOTAL REVENUES</b>	<b>\$58,000</b>	<b>\$60,230</b>	<b>\$60,230</b>	<b>\$62,733</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$58,000	\$60,320	\$60,320	\$62,733	
<b>TOTAL APPROPRIATIONS</b>	<b>\$58,000</b>	<b>\$60,320</b>	<b>\$60,320</b>	<b>\$62,733</b>	

SERVICE AREA: Mental Health Services		PROGRAM: Residential (51F)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
<b>PROGRAM MISSION:</b> To provide multi-level residential treatment for those over 18 years of age with severe and persistent mental illness, by providing a structured therapeutic living situation and individualized treatment plans, formulated and directed by a multi-disciplinary treatment team, with the goal of achieving the highest level of functioning possible while improving quality of life.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain a minimum occupancy rate of 90% based on available beds.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Referrals		100	100	100	100
<b>WORKLOAD</b>					
1. Number of admissions		39	45	45	45
2. Total number of patient days		18,937	19,710	19,710	19,710
3. Total number of activities		16,339	16,400	16,400	16,400
4. Total units of psycho-social rehab/patient education service		36,711	36,700	36,700	36,700
<b>PRODUCTIVITY</b>					
1. Cost per patient day		\$102.36	\$105.01	\$109.21	\$109.21
<b>EFFECTIVENESS</b>					
1. Percentage of capacity		91%	95%	95%	95%
2. Percentage of patients improved at discharge		59%	75%	75%	75%
3. Percent of discharged clients transitioned/community support		59%	75%	75%	75%
<b>ANALYSIS:</b>					
<p>The agency is projecting that referrals to the program (D1) will remain consistent with the FY2000 projected level and the FY99 actual level. They expect that the number of admissions (W1) will increase during the current year and remain at that level during FY2001. This projects that 45% of the referrals received will result in admission to the program. The total number of patient days (W2) are also expected to increase 4% during the current year and remain at the level during FY2001. The percentage of capacity is expected to be at 95% for current and to continue at that level during FY2001 (E1). This is a projected increase of 4%. During the first quarter of FY2000, the agency experienced 100% capacity in this program and a waiting list is in place. There is an expectation, however, that there will be increased movement out of the program at the completion of the Vera French Housing Corporation's ten-plex which is currently under construction. This should allow the program to return to its general operating capacity.</p> <p>The agency is requesting total appropriations with a 4% increase. This</p>			<p>includes a requested 4% salary increase to allow recruitment and retention of staff and projected increases in health insurance costs. Revenues are also projected to increase 4% with the State Payment program revenue being the most in question. This program was taken over by MBC Inc., the Iowa Plan Managed Care Provider and although they have not yet experienced any significant change in this revenue source, they are projecting that such will occur during the current year and continue during FY2001. There is an expectation that the contractor will begin to decrease the use of residential services as a cost containment strategy. The agency has developed a positive financial position through the revenues to this program. Following completion of the current year's audit, Scott County and Vera French should begin to look at the overall financial situation of the agency</p> <p>Contingent on the total funding remaining within the capped limit of the special services fund. The requested funding level of \$1,450,413 is recommended.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Residential (51F)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
M.D.	0.45	0.45	0.45	0.45	
Therapist	1.00	1.00	1.00	1.00	
R.N./L.P.N.	11.60	11.60	11.60	11.60	
Administrative & Clerical	3.60	3.60	3.60	3.60	
Supervisor	4.00	4.00	4.00	4.00	
Activity Therapist	4.00	4.00	4.00	4.00	
Mental Health Workers	13.60	13.60	13.60	13.60	
Other	7.60	7.60	7.60	7.60	
<b>TOTAL POSITIONS</b>	<b>45.85</b>	<b>45.85</b>	<b>45.85</b>	<b>45.85</b>	
<b>REVENUE SUMMARY:</b>					
Social Security SSDI	\$273,696	\$263,889	\$263,889	\$270,222	
Miscellaneous	181,956	169,011	169,011	179,843	
SSA	128,853	135,851	135,851	135,851	
State Payment	198,863	106,432	106,432	116,168	
<b>SUB-TOTAL REVENUES</b>	<b>\$783,368</b>	<b>\$675,183</b>	<b>\$675,183</b>	<b>\$702,084</b>	
Scott County Contribution	518,749	1,394,628	1,394,628	1,450,413	1,450,413
Local Purchase of Service	789,778	-	-	-	-
<b>SUB-TOTAL COUNTY CONTRIBUTION</b>	<b>\$1,308,527</b>	<b>\$1,394,628</b>	<b>\$1,394,628</b>	<b>\$1,450,413</b>	<b>\$1,450,413</b>
<b>TOTAL REVENUES</b>	<b>\$2,091,895</b>	<b>\$2,069,811</b>	<b>\$2,069,811</b>	<b>\$2,152,497</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,665,780	\$1,792,510	\$1,792,510	\$1,864,871	
Equipment	47,250	41,094	41,094	43,381	
Expenses	17,881	20,947	20,947	24,213	
Supplies	87,622	97,147	97,147	99,923	
Occupancy	120,146	118,113	118,113	120,109	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,938,679</b>	<b>\$2,069,811</b>	<b>\$2,069,811</b>	<b>\$2,152,497</b>	



**SERVICE AREA: Mental Health Services**

**PROGRAM: Day Treatment Services (51G)**

**ACTIVITY: Care of Mentally Ill**

**ORGANIZATION: Vera French Comm Mental Health Center**

**PROGRAM MISSION:** To reduce the reliance on hospital inpatient services for residents of the Quad-City area, including Scott County residents who qualify for financial assistance from Scott County, by providing intensive day programming services.

**PROGRAM OBJECTIVES:**

- 1. To provide 3,675 days of treatment.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Admissions	162	160	160	160
<b>WORKLOAD</b>				
1. Days of treatment	3,316	3,675	3,675	3,675
2. Cases closed	164	160	160	160
<b>PRODUCTIVITY</b>				
1. Cost per client day	\$117.90	\$106.63	\$111.30	\$111.30
<b>EFFECTIVENESS</b>				
1. Length of stay	20	23	23	23
2. Scott County as a percent of program costs	58%	63%	63%	63%

**ANALYSIS:**

The agency expects the number of admissions (D1) will stay relatively consistent with the current year and the FY99 actual level. The number of days of treatment (W1) is expected to show an increase of 10.8% during FY2000 and continue at that level during FY2001. This is consistent with the increase projected in the length of stay (E1), which is also expected to continue into the next fiscal year.

The agency is requesting an increase to personal services of 4.6% for FY2001. This includes the requested 4% salary increase, and increased health insurance costs. An overall increase in appropriations of 5.1% is requested. Also included in this program is the supported employment project grant through the Vocational/Rehabilitation Department. This grant program will be ending at the close of the current contract on 9/30/99. Therefore, the pass through funding is reduced to show only the completion of this contract.

Revenues are shown as requested at a - 1.6% level. This reduction is in the Title XIX revenues projected. The reduction shown to

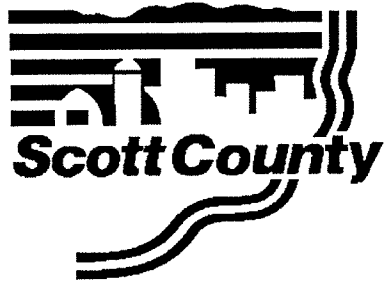
this item is still an increase over the FY99 actual received and is dramatically higher than the first three months experience of FY2000.

The county contribution for this program is requested to increase by 4.0% with participation in the requested salary increase. Funding is recommended at the requested level of \$263,120 (\$256,495 in county contribution and \$6,625 in pass through funding), contingent on the overall expenditures from the special services fund remaining within the capped limits.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Day Treatment Services (51G)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
M.D.	0.10	0.10	0.10	0.10	
PH.D.	0.25	0.25	0.25	0.25	
Therapist	1.25	1.25	1.25	1.25	
R.N./L.P.N.	1.00	1.00	1.00	1.00	
Administrative & Clerical	3.12	3.12	3.12	3.12	
Supervisor	1.00	1.00	1.00	1.00	
Activity Therapist	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>7.72</b>	<b>7.72</b>	<b>7.72</b>	<b>7.72</b>	
<b>REVENUE SUMMARY:</b>					
Service Fees	\$87,098	\$61,131	\$61,131	\$63,576	
Title XIX	70,100	84,120	79,310	79,310	
<b>SUB-TOTAL REVENUES</b>	<b>\$157,198</b>	<b>\$145,251</b>	<b>\$140,441</b>	<b>\$142,886</b>	
Scott County Contribution	234,556	246,630	246,630	256,495	256,495
Vocational Rehab Pass-thru	27,190	53,000	53,000	6,625	6,625
<b>SUB-TOTAL COUNTY CONTRIBUTION</b>	<b>\$261,746</b>	<b>\$299,630</b>	<b>\$299,630</b>	<b>\$263,120</b>	<b>\$263,120</b>
Net of Match Included in 100% Pass Through	27,190	53,000	53,000	6,625	6,625
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$234,556</b>	<b>\$246,630</b>	<b>\$246,630</b>	<b>\$256,495</b>	<b>\$256,495</b>
<b>TOTAL REVENUES</b>	<b>\$391,754</b>	<b>\$391,881</b>	<b>\$387,071</b>	<b>\$399,381</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$312,084	\$311,933	\$311,933	\$326,325	
Equipment	4,381	3,548	3,548	3,689	
Expenses	30,209	31,080	31,080	32,218	
Supplies	12,291	12,623	12,623	13,128	
Occupancy	32,008	32,697	32,697	33,678	
<b>TOTAL APPROPRIATIONS</b>	<b>\$390,973</b>	<b>\$391,881</b>	<b>\$391,881</b>	<b>\$409,038</b>	

<b>SERVICE AREA: Mental Health Services</b>		<b>PROGRAM: Case Monitoring (51H)</b>			
<b>ACTIVITY: Car of Mentally Ill</b>		<b>ORGANIZATION: Vera French Comm Mental Health Center</b>			
<b>PROGRAM MISSION:</b> To serve as advocates for adult consumers with chronic mental illness who are not eligible for Title XIX by assessing specific needs, planning for services, assisting consumers to access services and to monitor the effectiveness and appropriateness of services, in order to maintain the individual in the least restrictive community-based setting.					
<b>PROGRAM OBJECTIVES:</b>					
1. To provide service to 180 clients.					
2. To provide 1,680 months/units of service.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Eligible population		279	250	250	250
2. Available service slots		140	140	140	140
3. Waiting list		-			
<b>WORKLOAD</b>					
1. Number of clients served		176	180	180	180
2. Number of client and client related contacts		4,051	6,500	6,500	6,500
3. Units of service		1,680	1,680	1,680	1,680
<b>PRODUCTIVITY</b>					
1. Monthly cost per service slot (unit rate)		\$68.63	\$74.30	\$77.71	\$77.71
<b>EFFECTIVENESS</b>					
1. Number of placements in more restrictive settings		11	18	18	18
2. Number of hospitalizations		45	40	40	40
3. Number of placements in less restrictive settings		6	12	12	12
4. # & percent of consumers who applied for Title XIX/SSI/SSDI benefit		N/A	15	15	15
5. # & percent of consumers who received Title XIX/SSI/SSDI benefits		N/A	7	7	7
<b>ANALYSIS:</b>					
<p>The available service slots (W2) are maintained at the FY99 actual level. The agency projects that no waiting list will develop during the current or upcoming fiscal years. The agency expects that the number of clients served (W1) will remain stable.</p> <p>Client related contacts (W2) is projected to increase during the current year by 60% over the FY99 actual and continue at the higher level during FY2001. Given the actual first quarter experience for FY2000, this increase appears to be occurring.</p> <p>The agency projects that FY2001 personal services would increase by 4.8%. This includes the requested 4% salary increase and projected increased health insurance costs. The request for overall appropriations is increased by 4.6%. Since this program has no outside revenues, any increase in appropriations is reflected in the increase to county contributions. A funding level of \$130,560 is recommended contingent upon the overall expenditures for the special services fund remaining within the capped level.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Case Monitoring (51H)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Administrative & Clerical	1.17	1.17	1.17	1.17	
Supervisor	0.10	0.10	0.10	0.10	
Case Monitor	2.06	2.06	2.06	2.06	
<b>TOTAL POSITIONS</b>	<b>3.33</b>	<b>3.33</b>	<b>3.33</b>	<b>3.33</b>	
<b>REVENUE SUMMARY:</b>					
Scott County Contribution	\$118,087	\$124,827	\$124,827	\$130,560	\$130,560
<b>TOTAL REVENUES</b>	<b>\$118,087</b>	<b>\$124,827</b>	<b>\$124,827</b>	<b>\$130,560</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$94,224	\$103,510	\$103,510	\$108,477	
Equipment	1,973	1,597	1,597	1,661	
Expenses	9,733	10,110	10,110	10,466	
Supplies	5,535	5,685	5,685	5,913	
Occupancy	3,840	3,925	3,925	4,043	
<b>TOTAL APPROPRIATIONS</b>	<b>\$115,305</b>	<b>\$124,827</b>	<b>\$124,827</b>	<b>\$130,560</b>	



**SOCIAL SERVICES  
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**SERVICE AREA: Social Services**  
**ACTIVITY: Services to Poor**

**PROGRAM: Community Services Administration (17A)**  
**ORGANIZATION: Community Services**

**PROGRAM MISSION:** To provide administration of the department, including administration of the Scott County Management Plan for MH/DD Services, the Veteran Services program, the General Relief program, the Substance Abuse programs, and other social services and institutions.

**PROGRAM OBJECTIVES:**

1. To maintain administrative costs at 2% or less of department budget.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Authorized personnel (FTE's)	12.75	13.25	13.25	13.25
2. Liaison activities requested	284	250	250	250
3. Appeals/reviews requested	4	3	3	3
4. Number of authorized agencies	5	5	5	5
5. Total departmental budget	\$5,326,797	\$6,011,650	\$6,366,136	\$6,366,136

**WORKLOAD**

1. Percent of time spent on administration	45%	45%	45%	45%
2. Percent of time spent on program management	25%	25%	25%	25%
3. Percent of time spent on special projects	15%	15%	15%	15%
4. Percent of time spent on authorized agencies	15%	15%	15%	15%

**PRODUCTIVITY**

1. Administration cost as a percent of departmental budget	1.40%	1.27%	1.32%	1.32%
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**EFFECTIVENESS**

1. Program performance budget objectives accomplished	71%	100%	100%	100%
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**ANALYSIS:**

Administration performance indicators are expected to remain near the same level as projected for FY2000. Liaison activities requested (D2) will continue to be maintained at 250, although a slight increase was seen during FY99. Administration anticipates that the only change from FY2000 budget for non-salary costs will be an increase of \$200 in the expense item. This is attributable to an increase in the request for travel. The expense request will cover membership, including social work licensure fees, travel and registration for the Director to attend ISAC work groups, state level meetings, and for training. This results in a request for non-salary costs with an increase of 3.7%. A review of the Director's position was requested and is being recommended for an upgrade by the Human Resources Dept. This request should be considered as a budget issue during the Board's budget sessions. Non-salary costs are recommended at the requested level of \$5,590.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Community Services Administration (17A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
725-A Community Services Director	-	-	-	1.00	1.00
571-A Community Services Director	1.00	1.00	1.00	-	-
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$68,135	\$70,161	\$70,719	\$78,599	\$78,599
Expenses	5,958	5,040	5,240	5,240	5,240
Supplies	163	350	350	350	350
<b>TOTAL APPROPRIATIONS</b>	<b>\$74,256</b>	<b>\$75,551</b>	<b>\$76,309</b>	<b>\$84,189</b>	<b>\$84,189</b>



**SERVICE AREA:** Social Services

**PROGRAM:** General Assistance/Other Social Services (17B)

**ACTIVITY:** Services to Poor

**ORGANIZATION:** Community Services

**PROGRAM MISSION:** To provide financial assistance in meeting basic needs to Scott County residents.

**PROGRAM OBJECTIVES:**

1. To provide 1,700 community referrals.
2. To conduct 5,400 or more client interviews.B48

<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. Applications for assistance	4,918	5,000	5,000	5,000
2. Estimated population below poverty level	17,914	17,914	17,914	17,914
<b>WORKLOAD</b>				
1. Cases assisted	2,037	2,000	2,000	2,000
2. Community referrals made	1,792	1,700	1,700	1,700
3. Interviews conducted	5,032	5,400	5,400	5,400
4. Clients in work program	133	130	130	130
5. Total client hours worked	5,708	6,000	6,000	6,000
<b>PRODUCTIVITY</b>				
1. Average assistance granted	140.95	\$161.89	\$164.95	\$164.95
<b>EFFECTIVENESS</b>				
1. Percent of welfare requests assisted	41%	40%	40%	40%

**ANALYSIS:**

General assistance indicators are expected to remain consistent with the FY2000 projected levels and the FY99 actual levels. Applications for assistance (D1), cases assisted (W1) are consistent with these levels and with the first quarter FY2000 experience. The clients in the work program (W4) and the client hours worked (W5) are continued at a level that is consistent with the FY99 actual. However, the first quarter experience for these indicators shows that this may be an optimistic projection and may not be reached in the current year. Due to the employment climate, fewer persons who are able to work are coming on the program and those that do, stay for shorter periods of time.

General assistance expenses are requested at a level that is 13.6% below the FY2000 budget. This reduction is primarily attributable to the fact that the Juvenile Crime Prevention Grant no longer goes through the county. Regulations changed for this grant, and it is now received directly by the Decategorization Project. This reduction in expenses is shown with an equivalent reduction in revenue. The expense items

include a requested increase in rental assistance of 14.2% or \$19,200. The rental costs have been reduced for a number of years, however, the approved increase in rental payments appear to require additional funding for this item. Also included in this increased request is \$5,000 to be available to assist community agencies in providing for additional emergency winter shelter. This request should be considered by the Board during budget discussions. The burial costs are also requested to increase at an inflationary level of 2%, which is \$3,100. All other items in the expense category remain relatively consistent with the FY2000 budget levels. Both equipment and supplies are reduced in the request.

Personal services is requested at a 4.5% increase level. The department has requested upgrades for the case aide and case aide supervisor positions in this budget. Human Services has recommended that the case aide supervisor position be upgraded. They have not recommended an upgrade to the case aide positions at this time. These personnel requests should be considered by the Board

as budget issues during budget review.

Personnel requests should be considered by the Board during budget review. Non-salary costs are recommended at the requested level of \$342,170.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: General Assistance/Other Social Services (17B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
430-A Case Aide Supervisor	-	-	-	1.00	1.00 ✓
382-A Case Aide Supervisor	1.00	1.00	1.00	-	-
275-A Workfare Coordinator	1.00	1.00	-	-	-
271-A Veteran's Affairs Dir/Case Aide	0.30	0.30	0.30	0.30	0.30 ✓
252-C Case Aide	2.50	2.50	3.00	3.00	3.00 ✓
233-C Office Manager	0.90	0.90	0.90	0.90	0.90 ✓
162-C Clerk III/Secretary	0.90	0.90	0.90	0.90	0.90 ✓
141-C Clerk II/Receptionist	1.40	1.40	1.40	1.40	1.40
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$184,629	\$75,000	\$1,500	\$0	\$0
Fees and Charges	2,256	1,600	2,058	2,058	2,058
Miscellaneous	23,136	21,500	21,500	21,500	21,500
<b>TOTAL REVENUES</b>	<b>\$210,021</b>	<b>\$98,100</b>	<b>\$25,058</b>	<b>\$23,558</b>	<b>\$23,558</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$285,834	\$305,021	\$294,491	\$322,771	\$322,771
Equipment	2,000	3,000	1,400	1,500	1,500
Expenses	465,909	388,930	329,458	336,170	336,170
Supplies	3,069	7,500	6,000	4,500	4,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$756,812</b>	<b>\$704,451</b>	<b>\$631,349</b>	<b>\$664,941</b>	<b>\$664,941</b>

**SERVICE AREA:** Social Services  
**ACTIVITY:** Sevices to Military Veterans

**PROGRAM:** Veteran Services (17D)  
**ORGANIZATION:** Community Services

**PROGRAM MISSION:** To provide financial assistance in meeting basic needs to Scott County war time veterans and their families and provide technical assistance in applying for federal veterans benefits

**PROGRAM OBJECTIVES:**

1. To provide 320 or more welfare interviews.
2. To provide 400 or more service interviews.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Eligible population	16,868	16,818	16,818	16,818
2. Requests for veteran services	460	400	400	400
3. Estimated population below poverty	2,008	2,008	2,008	2,008
4. Applications for welfare assistance	373	320	320	320
<b>WORKLOAD</b>				
1. Welfare assistance interviews	378	320	320	320
2. Number of welfare cases assisted	130	115	115	115
3. Veterans services interviews	440	425	425	425
4. Veterans field contacts	-	3	3	3
<b>PRODUCTIVITY</b>				
1. Cost/per case assisted	\$721.76	\$882.22	\$931.73	\$931.73
2. Average time spent on field contacts (hours)	N/A	0.75	0.75	0.75
<b>EFFECTIVENESS</b>				
1. Percent of welfare requests assisted	28%	36%	36%	36%

**ANALYSIS:**

Veterans performance indicators are expected to remain consistent with the FY2000 projected levels. These are also relatively consistent with the FY99 actual levels. The indicators for welfare assistance: applications ((D4), cases assisted (W2), and interviews (W3) are reduced slightly to be consistent with the current experience. This program does not currently have many persons who receive assistance on a long term basis. The Veterans Affairs director has removed most of these persons from the assistance rolls by assisting them in gaining on-going federal benefits.

A 5.4% or \$3,992 increase from FY2000 budget for non-salary cost is anticipated. This is due primarily to increases within expenses. The increase in expenses is due to a requested 8.1% increase in burials and a requested increase in travel expenses. The burial request is based on the FY99 actual experience. The program continues to experience increased burial requests due to the deaths of World War II and Korean War veterans who represent an aging population. An inflationary increase to the cost of burial

services is also included in this request. Financial assistance with payment of utility, rental of space, and medical expenses in emergency situations for eligible persons are requested to continue at the FY2000 budget level. The department believes this level is appropriate. Travel covers expenses for the VA Director to attend spring and fall schools, regional meetings, and a national meeting to maintain certification. This item also covers expenses for attendance by Commissioners, if they so desire. This also covers travel to maintain contact and assist individual veterans with the federal benefits. Supplies are continued at the FY2000 budget level. No change is anticipated in equipment. Non-salary appropriations are recommended at the requested level of \$77,230 or a 5.4% increase.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Veteran Services (17D)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
271-A Veteran's Affairs Director	0.70	0.70	0.70	0.70	0.70
<b>TOTAL POSITIONS</b>	<b>0.70</b>	<b>0.70</b>	<b>0.70</b>	<b>0.70</b>	<b>0.70</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$1,645	\$2,500	\$1,500	\$1,500	\$1,500
<b>TOTAL REVENUES</b>	<b>\$1,645</b>	<b>\$2,500</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$26,058	\$27,194	\$27,725	\$30,103	\$30,103
Equipment	-	500	500	500	500
Expenses	66,914	70,589	71,080	74,580	74,580
Supplies	856	2,150	2,150	2,150	2,150
<b>TOTAL APPROPRIATIONS</b>	<b>\$93,828</b>	<b>\$100,433</b>	<b>\$101,455</b>	<b>\$107,333</b>	<b>\$107,333</b>

SERVICE AREA: Social Services		PROGRAM: Administrative Support (21A)			
ACTIVITY: Services to Poor		ORGANIZATION: Human Services			
<b>PROGRAM MISSION:</b> The Iowa Department of Human Services is a public expression of Iowa's desire for a stronger community. Working cooperatively with other, the Department of Human Services meets the unique needs of individuals who are experiencing personal, economic, social or health problems. The primary responsibilities of the Department are to help and empower individuals and families to become increasingly self-sufficient and productive and strive to improve the well being of all the people of the State of Iowa.					
<b>PROGRAM OBJECTIVES:</b>					
To process FIP/Medical applications within 30 days at 97.7%.					
To process Food Stamp applications within 30 days at 97.0%.					
To process Service applications within 30 days at 97.2%.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Authorized personnel (FTE's)		131	130	130	130
2. Services intake and ongoing cases		3,459	3,697	3,697	3,697
3. Income maintenance, intake and ongoing cases		9,188	9,218	9,218	9,218
<b>WORKLOAD</b>					
1. Service intake and ongoing cases served		3,459	3,697	3,697	3,697
2. Income maintenance, intake and ongoing cases		9,188	9,218	9,218	9,218
<b>PRODUCTIVITY</b>					
1. Average time spent per case per month (hours)		1.25	1.21	1.21	1.21
2. Average County cost per case per month		\$0.37	\$0.44	\$0.44	\$0.44
<b>EFFECTIVENESS</b>					
1. Percent of FIP/Medical applications processed within 30 days		95.30%	97.70%	97.70%	97.70%
2. Percent of food stamp applications processed within 30 days		97.10%	97.00%	97.00%	97.00%
3. Percent of applications for services handled within 30 days		89.00%	94.00%	97.20%	97.20%
<b>ANALYSIS:</b>					
<p>The agency has projected that the authorized personnel will be at 130 for the current year and continue at this level for FY2001. This is down one position from the FY99 actual level. The demand and workload indicators relating to services caseload ((D2 &amp; W1) are requested at the FY2000 projected level. The demand and workload indicators relating to income maintenance (D3 &amp; W2) are also requested at the FY2000 projected level. Both service and income maintenance show an increase over the FY99 actual level. The agency is requesting total appropriations for this program at 4.9% less than the FY2000 budget. Equipment has been reduced to zero, however, this is because the normal expenditures have been transferred to the supply portion of the budget which has increased 15.2%. The agency indicates that the increases are largely due to the increased cost of replacement copier toner and laser cartridges. They are also purchasing four new conference phones. The general office equipment purchases are level with the current year. Expenses are being requested at a level which is 22.6% below the current</p> <p>years budget level. This is primarily attributable to decrease in telephone expenditures. The agency does not project purchasing any additional phones and has included only the maintenance costs in the requested level. Overall the agency is requesting appropriations of 65,513. This request is 5% less than the current year's budget. The requested level is recommended.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Administrative Support (21A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$14,064	\$12,300	\$14,100	\$14,100	\$14,100
<b>TOTAL REVENUES</b>	<b>\$14,064</b>	<b>\$12,300</b>	<b>\$14,100</b>	<b>\$14,100</b>	<b>\$14,100</b>
<b>APPROPRIATION SUMMARY:</b>					
Equipment	\$323	\$1,179	\$0	\$0	\$0
Expenses	19,367	33,137	16,757	25,655	25,655
Supplies	25,051	34,600	32,627	39,858	39,858
<b>TOTAL APPROPRIATIONS</b>	<b>\$44,741</b>	<b>\$68,916</b>	<b>\$49,384</b>	<b>\$65,513</b>	<b>\$65,513</b>

<b>SERVICE AREA: Social Services</b>		<b>PROGRAM: Outreach to Older Persons (39A)</b>			
<b>ACTIVITY: Services to Other Adults</b>		<b>ORGANIZATION: Center for Active Seniors, Inc.</b>			
<b>PROGRAM MISSION:</b> To assist Scott County senior citizens in maintaining independent living by: A) completing comprehensive assessments to determine individual needs; B) providing assistance with completion of forms/applications to community programs and benefits; C) referrals to community programs and services; and D) implementation and monitoring of programs and services.					
<b>PROGRAM OBJECTIVES:</b>					
1. To make 9,540 collateral contacts.					
2. To service 250 people per FTE.					
3. To keep costs per contact under \$20.00.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Referrals to program		1,423	1,500	1,500	1,500
2. Meal site/activity center participants		591	600	35	35
<b>WORKLOAD</b>					
1. Contacts - individual client		6,187	5,940	5,940	5,940
2. Contacts - group		903	950	950	950
3. Collateral contacts		9,903	9,540	9,540	9,540
4. Unduplicated number of persons served on individual basis		1,100	1,595	1,595	1,595
5. Unduplicated number of persons served in groups		566	660	660	660
<b>PRODUCTIVITY</b>					
1. Cost per contact		\$18.03	\$19.51	\$22.90	\$22.90
<b>EFFECTIVENESS</b>					
1. Number of persons served per FTE (individual)		278	266	250	250
2. Contacts per individual person served		9.7	7.5	7.5	7.5
3. Staff costs as a percent of program costs		78%	76%	76%	76%
4. Assistance activities		3,673	3,600	3,600	3,600
<b>ANALYSIS:</b>					
<p>Referral the program (D1) are requested at a level which is consistent with the FY2000 projected level and is slightly over the FY99 actual level. The meal site participants (D2) are decreased significantly due to a change in the congregate meal program. As of the second quarter of the current year, CASI is no longer acting as the manager for the Area Agency on Aging meal sites. They will maintain the meal site at the Kimberly Road location and at Collins House. Therefore, this indicator is reduced to show this program change. The workload indicators are requested at a level which is consistent with the FY2000 projected levels and are reasonable consistent with the FY99 actual experience. The number of contacts with individual clients (W1) and the number of collateral contacts (W3) are projected to be down slightly from the FY99 levels. Conversely, the unduplicated numbers of person served (W4, W5) are up slightly from the FY99 experience. This program receives increased funding through continuation of the inner city program and a specific indicator should be added relating to this program.</p>		<p>The agency is requesting an increase of 12% in total appropriations. This is primarily increased in the personal services area. In this area the agency is requesting a 5.6% increase which includes a 3% cost of living increase, corresponding increases in benefits, and a projected significant increase in insurance. The agency is also showing requested outside revenue with an increase of 13.7%. Because the Congregate Meal Program is deleted for FY2001, indirect costs previously in that program are spread to all the remaining programs. This can be seen in the increase in FTEs shown for indirect administrative staff.</p> <p>This is a program which is not fixed in county contribution and the agency is requesting a 3% increase in county contribution, which includes the requested 3% salary increase. The requested funding level of \$89,052 is recommended.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Outreach to Older Persons (39A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	0.28	0.33	0.33	0.35	
Vice President/Resource Development	0.28	0.33	0.33	0.35	
Accounting Coordinator	0.28	0.33	0.33	0.35	
Administrative Coordinator	0.28	0.33	0.33	0.35	
Receptionist	0.28	0.33	0.33	0.35	
Janitor	0.84	0.81	0.81	0.86	
Social Services	1.00	1.00	1.00	1.00	
Caseworkers	6.00	6.00	6.00	6.00	
<b>TOTAL POSITIONS</b>	<b>9.24</b>	<b>9.46</b>	<b>9.46</b>	<b>9.61</b>	
<b>REVENUE SUMMARY:</b>					
Pledge Revenue	\$8,517	\$0	\$0	\$14,760	
Elder Care	14,419	15,097	15,097	15,550	
Title III B	32,363	33,676	33,676	34,686	
Transfers	17,606	-	-	-	
LTCIS	9,750	9,000	9,000	9,270	
United Way	51,954	51,225	51,225	52,762	
Contributions	24,945	3,460	3,460	5,535	
Activities	12,031	12,110	12,110	14,760	
Miscellaneous	209	330	330	369	
Interest	2,318	33	33	37	
CDBG	61,979	72,457	72,457	74,631	
Rent Revenue	2,241	2,310	2,310	2,695	
Project Income	1,009	25,362	25,362	39,031	
Supplemental Grants	-	-	-	900	
Day Foundation	-	692	-	-	
Plus Sixty	-	346	-	-	
GRB Community Foundation	-	1,211	-	-	
ALCOA	-	692	-	-	
SC Regional Authority	-	1,730	-	-	
Riverboat Development Authority	-	1,730	6,600	-	
Bingo	17,920	21,120	21,120	22,272	
<b>SUB-TOTAL REVENUES</b>	<b>\$257,261</b>	<b>\$252,581</b>	<b>\$252,780</b>	<b>\$287,258</b>	
Scott County Contribution	74,930	86,458	86,458	89,052	89,052
<b>TOTAL REVENUES</b>	<b>\$332,191</b>	<b>\$339,039</b>	<b>\$339,238</b>	<b>\$376,310</b>	
<b>APPROPRIATION SERVICES</b>					
Personal Services	\$228,972	\$270,055	\$270,055	\$285,110	
Equipment	-	165	165	190	
Expenses	55,977	56,070	62,670	65,132	
Supplies	2,947	2,651	2,651	17,413	
Occupancy	3,999	6,961	6,961	8,465	
<b>TOTAL APPROPRIATIONS</b>	<b>\$291,895</b>	<b>\$335,902</b>	<b>\$342,502</b>	<b>\$376,310</b>	





<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Transportation for Older Persons (39B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>					
Scott County Contribution	\$28,250	\$28,815	\$28,815	\$36,652	\$36,652
<b>TOTAL REVENUES</b>	<b>\$28,250</b>	<b>\$28,815</b>	<b>\$28,815</b>	<b>\$36,652</b>	
<b>APPROPRIATION SUMMARY:</b>					
Expenses	\$28,250	\$28,815	\$28,815	\$36,652	
<b>TOTAL APPROPRIATIONS</b>	<b>\$28,250</b>	<b>\$28,815</b>	<b>\$28,815</b>	<b>\$36,652</b>	

**SERVICE AREA: Social Services**  
**ACTIVITY: Service to Other Adults**

**PROGRAM: Day Care for Older Persons (39C)**  
**ORGANIZATION: Center for Active Seniors, Inc.**

**PROGRAM MISSION:** To provide supportive services to frail elderly Scott County residents who are at risk of institutionalization. To assist them and caregivers in maintaining an independent lifestyle as long as possible, by providing a range of services in a Day Care setting from 7:00 a.m. to 5:00 p.m., Monday through Friday.

**PROGRAM OBJECTIVES:**

1. To maintain requests at 75.
2. To maintain hours at 75,000.
3. To keep costs at or below \$4.50 per hour.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Requests	69	132	100	100
2. Program capacity	65	65	65	65
<b>WORKLOAD</b>				
1. Clients (unduplicated count)	153	194	175	175
2. Client hours	66,157	88,500	75,000	75,000
<b>PRODUCTIVITY</b>				
1. Cost per client hour	\$4.84	\$4.10	\$4.25	\$4.25
<b>EFFECTIVENESS</b>				
1. Volunteer hours/Day Care only	3,182	4,000	3,500	3,500
2. County contribution as a percent of program costs	3%	3%	5%	5%

**ANALYSIS:**

The number of requests (D1) is requested at a level which is 24% below the FY2000 projected level. This is, however, an increase of 45% over the FY99 actual. The workload indicators are consistent with an increase projected during the current year and a decrease requested for the upcoming fiscal year. Review of the first quarter experience indicated that the projections for the current year are probably unrealistic and the requested levels are more consistent with the current experience. The level of client hours (W2) is requested at a level which is 13% over the FY99 actual.

This is a program which has been frozen at the current year's level of \$11,005 in a contractual arrangement between Scott County and CASI. During the current year, the Congregate Meal Program has been shifted from CASI to the Area Agency on Aging and the Congregate Meal Program is no longer a program requesting county participation. It has been dropped from this budget request. In discussions with this agency concerning the change, it was determined that a need exists in the

community for this daycare program to provide services to persons with mental retardation/developmental disabilities who previously have continued in Employment Services with the Handicapped Development Center and to increase the connection with the Vera French Community Mental Health Center for services to elderly persons with mental retardation issues. It was determined that CASI could provide services to approximately three identified MR consumers beginning in the current year. This is an expansion of the program which would alleviate a current problem in the mental retardation service system.

This request is to lift the contractual provision for the FY2001 budget and increase this budget by \$3,281. The contractual provisions would then be re-instated at the new funding level of \$14,286. This should be considered as a budget issue by the Board of Supervisors during their budget sessions. Contingent upon review by the Board, a funding level of \$14,286 is recommended with reinstatement of the contractual provision freezing this funding level.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Day Care for Older Persons (39C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	0.29	0.33	0.33	0.35	
Vice President/Resource Development	0.29	0.33	0.33	0.35	
Accounting Coordinator	0.29	0.33	0.33	0.35	
Administrative Coordinator	0.29	0.33	0.33	0.35	
Receptionist	0.29	0.33	0.33	0.35	
Janitor	0.58	0.81	0.81	0.86	
Adult Day Center Coordinator	1.00	1.00	1.00	1.00	
Adult Day Center Asst. Coord	2.00	2.00	2.00	2.00	
Adult Day Center Facilitators	4.60	2.80	2.80	2.80	
Adult Day Center Aides	2.02	0.50	0.50	0.50	
<b>TOTAL POSITIONS</b>	<b>11.65</b>	<b>8.76</b>	<b>8.76</b>	<b>8.91</b>	
<b>REVENUE SUMMARY:</b>					
Medicaid Waiver	\$57,876	\$53,760	\$53,760	\$55,373	
Pledge Revenue	8,821	16,930	16,930	14,760	
Elder Care	16,574	17,682	17,682	18,212	
Title III B	12,500	11,392	11,392	11,734	
Title III D	874	874	874	900	
Transfers	18,235	-	-	-	
Title V	8,654	12,000	12,000	18,000	
Medicaid Waiver Meals	3,508	900	900	930	
Veteran's Administration	5,955	6,500	6,500	6,695	
United Way	20,194	23,596	23,596	24,304	
Contributions	27,248	4,120	4,120	5,535	
Fund Raising	13,288	14,420	14,420	14,760	
Miscellaneous	217	330	330	369	
Interest	2,401	33	33	37	
Rent Revenue	2,321	2,310	2,310	2,695	
Project Income	97,382	50,724	50,724	50,441	
Supplemental Grants	-	30,000	33,000	17,682	
Day Foundation	-	824	-	2,000	
Plus Sixty	-	412	-	5,000	
ADC Meals	12,072	10,000	10,000	10,000	
GRB Community Foundation	-	1,442	-	5,000	
ALCOA	-	824	-	5,000	
Friendly Thrift	-	500	500	500	
Scott County Regional Authority	-	2,060	-	-	
Riverboat Development Authority	-	2,060	6,600	5,000	
Transportation/ADC	7,329	7,370	7,370	7,591	
Bingo	18,560	21,120	21,120	22,272	
<b>SUB-TOTAL REVENUES</b>	<b>\$334,009</b>	<b>\$292,183</b>	<b>\$294,161</b>	<b>\$304,790</b>	
Scott County Contribution	11,005	11,005	11,005	14,286	14,286
<b>TOTAL REVENUES</b>	<b>\$345,014</b>	<b>\$303,188</b>	<b>\$305,166</b>	<b>\$319,076</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$215,364	\$211,127	\$211,127	\$222,233	
Equipment	-	165	165	190	
Expenses	58,584	68,115	74,715	70,775	
Supplies	42,465	22,614	22,614	17,413	
Occupancy	4,130	8,204	8,204	8,465	
<b>TOTAL APPROPRIATIONS</b>	<b>\$320,543</b>	<b>\$310,225</b>	<b>\$316,825</b>	<b>\$319,076</b>	

<b>SERVICE AREA: Social Services</b>	<b>PROGRAM: Volunteer Services for Older Persons (39D)</b>
<b>ACTIVITY: Services to Other Adults</b>	<b>ORGANIZATION: Center for Active Seniors, Inc.</b>

**PROGRAM MISSION:** To allow seniors of Scott County to stay in their homes with comfort, dignity and safety as long as possible and to stay out of institutions by providing services such as transportation, delivered meals, minor home repairs, friendly visits and phone calls, help with mail and paperwork and holiday baskets of food or gifts.

**PROGRAM OBJECTIVES:**

1. To provide 60,500 hours of volunteer service.
2. To keep the cost per volunteer hour at \$1.00 or less.
3. To generate at least \$600,000 worth of volunteer hours.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Eligible population	23,271	23,271	23,271	23,271
<b>WORKLOAD</b>				
1. Hours of service	54,398	55,000	60,000	60,000
<b>PRODUCTIVITY</b>				
1. Cost per volunteer hour	\$1.05	\$0.93	\$1.44	\$1.44
2. Cost as percent of dollar value of volunteer service	10.50%	9.30%	14.40%	14.40%
<b>EFFECTIVENESS</b>				
1. Dollar value of volunteer services	\$544,379	\$685,000	\$600,000	\$600,000
2. Hours served per volunteer	82	103	90	90

**ANALYSIS:**

The hours of service (W1) is requested at a level which is 9% over the FY2000 projected level and is 10.2% over the FY99 actual experience. The cost per volunteer hour is increased by 7 cents over the FY99 actual level. The agency continues a strong and active recruitment of volunteers but continues to experience the difficulty that all agencies experience in recruiting and maintaining volunteers.

This is a program which is controlled by the provisions of the contractual agreement between Scott County and CASI. This agreement provides that inflationary increases may be considered for this program. The agency is requesting a 3% increase in county contribution or a funding level of \$32,240. Funding is recommended at the requested level of \$32,240.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Volunteer Services for Older Persons (39D)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	0.06	0.11	0.11	0.12	
Vice President/Resource Development	0.06	0.11	0.11	0.12	
Accounting Coordinator	0.06	0.11	0.11	0.12	
Administrative Coordinator	0.06	0.11	0.11	0.12	
Receptionist	0.06	0.11	0.11	0.12	
Janitor	0.12	0.29	0.29	0.30	
Volunteer/Chore Coordinator	0.76	0.76	0.76	0.76	
Listen-To-Me-Read Coordinator	0.50	0.50	0.50	0.50	
<b>TOTAL POSITIONS</b>	<b>1.68</b>	<b>2.10</b>	<b>2.10</b>	<b>2.16</b>	
<b>REVENUE SUMMARY:</b>					
Pledge Revenue	\$1,825	\$9,192	\$9,192	\$5,440	
Transfers	3,773	-	-	-	
Contributions	5,581	1,260	1,260	2,040	
Activities	2,578	4,410	4,410	5,440	
Miscellaneous	45	110	110	136	
Interest	497	11	11	13	
Rent Revenue	480	770	770	995	
Project Income	1,095	19,022	19,022	20,237	
Supplemental Grants	-	-	-	540	
Lee Foundation	12,000	12,000	12,000	12,000	
Day Foundation	-	252	-	-	
Plus Sixty	-	126	-	-	
GRB Community Foundation	-	441	-	-	
ALCOA	-	252	-	-	
Scott County Regional Authority	-	630	-	-	
Riverboat Development Authority	-	630	2,200	-	
Bingo	3,840	7,040	7,040	7,360	
<b>SUB-TOTAL REVENUES</b>	<b>\$31,714</b>	<b>\$56,146</b>	<b>\$56,015</b>	<b>\$54,201</b>	
Scott County Contribution	30,390	31,301	31,301	32,240	32,240
<b>TOTAL REVENUES</b>	<b>\$62,104</b>	<b>\$87,447</b>	<b>\$87,316</b>	<b>\$86,441</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$44,558	\$55,391	\$55,391	\$56,081	
Equipment	-	55	55	71	
Expesnes	10,658	21,167	23,367	21,737	
Supplies	1,293	7,538	7,538	5,755	
Occupancy	854	2,735	2,735	2,797	
<b>TOTAL APPROPRIAITONS</b>	<b>\$57,363</b>	<b>\$86,886</b>	<b>\$89,086</b>	<b>\$86,441</b>	

SERVICE AREA: Social Services		PROGRAM: Leisure Services for Older Persons (39E)			
ACTIVITY: Services to Other Adults		ORGANIZATION: Center for Active Seniors, Inc.			
<b>PROGRAM MISSION:</b> To provide social, recreational, and informational activities to the Scott County in order to stimulate and strengthen group activities for older people. These group activities are designed to provide part of the information and social stimulation necessary to aid in helping seniors live as independently as possible.					
<b>PROGRAM OBJECTIVES:</b> To provide 800 activity sessions. 2. To maintain an average of 17 participants per session. 3. To keep costs per session at or below \$7.50.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Activity locations		17	2	2	2
<b>WORKLOAD</b>					
1. Sessions		6,456	2,012	1,500	1,500
2. Total Participants			30,000	25,000	25,000
<b>PRODUCTIVITY</b>					
1. Cost per session		\$7.93	\$52.86	\$68.57	\$68.57
2. Cost per participant			3.55	4.11	4.11
<b>EFFECTIVENESS</b>					
1. Participants per session		16	17	17	17
2. Staff costs as a percent of program costs		60%	63.30%	60.00%	60.00%
<b>ANALYSIS:</b>					
<p>The demand indicator of activity locations (D1) is reduced to 2 in the current year and continued at that level for FY2001. This is a result of the Area Agency on Aging taking over the Congregate Meal program. This transfer took place during the second quarter of the current year. With this transfer, CASI will no longer manage the Congregate Meal sites and therefore, will not have the activities at the meal site locations. They will continue to manage the meal site at the Kimberly Road location and will have activities there. Additionally, they will continue an activity site at the Collins House. Two new indicators have been added to give additional information regarding this program. W2 Total participants has been added to show the number of persons participating in the activities. In conjunction with W2, a new productivity indicator P2 is added that provides information on the cost per participant. The agency feels that since some of the activity sessions are quite large it is important to provide this additional information. Since the Congregate meal program is terminated, some of the costs which were attributed to that</p>		<p>program must be transferred to the other ongoing programs of the agency. The Leisure program is requested showing the transfer of personnel FTE's and related costs which had previously been in the Congregate Meals program. These include a portion of administrative personnel whose cost must then be redistributed through existing programs. Also included is the Senior Center Director who is now shown 100% to this program. This position was previously shown with 50% time to the Congregate Meals program.</p> <p>The Leisure program had previously been capped at the current years funding level through a contractual arrangement between Scott County and CASI. The FY2001 request is for consideration of lifting the cap in the FY2001 budget consideration and increasing the funding level by \$3,397, which allows for the redistribution of fixed costs. This should be considered by the Board of Supervisors during their budget discussions. Contingent upon consideration by the Board, the requested funding level of \$18,297 is recommended, with the funding level being</p>		<p>capped at the new level in the contractual agreement.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Leisure Services for Older Persons (39E)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	0.05	0.10	0.10	0.10	
Vice President/Resource Development	0.05	0.10	0.10	0.10	
Accounting Coordinator	0.05	0.10	0.10	0.10	
Administrative Coordinator	0.05	0.10	0.10	0.10	
Receptionist	0.05	0.10	0.10	0.10	
Janitor	0.10	0.25	0.25	0.28	
Senior Center Director	0.50	0.50	0.50	1.00	
Activity Managers	1.15	1.15	1.15	1.15	
Site Managers	-	-	-	0.50	
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.40</b>	<b>2.40</b>	<b>3.43</b>	
<b>REVENUE SUMMARY:</b>					
Pledge Revenue	\$1,521	\$8,878	\$8,878	\$5,040	
Title III C	-	-	-	9,316	
Transfers	3,144	-	-	-	
Contributions	4,601	1,160	1,160	1,890	
Activities	2,175	4,060	4,060	5,040	
Membership	-	6,000	6,000	6,000	
Miscellaneous	37	100	100	126	
Interest	414	10	10	13	
CDBG	-	-	-	10,524	
Rent Revenue	400	700	700	925	
Project Income	20,487	31,702	31,702	21,535	
Supplemental Grants	-	-	-	432	
Knouse Grant	-	2,000	2,000	2,000	
Day Foundation	-	232	-	-	
Plus Sixty	-	116	5,000	-	
GRB Community Foundation	-	406	-	-	
ALCOA	-	232	-	-	
Scott County Regional Authority	-	580	20,000	10,000	
Riverboat Development Authority	-	580	2,000	5,000	
Bingo	3,200	6,400	6,400	6,720	
<b>SUB-TOTAL REVENUES</b>	<b>\$35,979</b>	<b>\$63,156</b>	<b>\$88,010</b>	<b>\$84,561</b>	
Scott County Contribution	14,900	14,900	14,900	18,297	18,297
<b>TOTAL REVENUES</b>	<b>\$50,879</b>	<b>\$78,056</b>	<b>\$102,910</b>	<b>\$102,858</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$31,350	\$55,725	\$55,725	\$74,590	
Equipment	-	50	20,050	66	
Expenses	8,828	19,242	21,242	20,395	
Supplies	10,320	6,853	6,853	5,253	
Occupancy	713	2,486	2,486	2,554	
<b>TOTAL APPROPRIATIONS</b>	<b>\$51,211</b>	<b>\$84,356</b>	<b>\$106,356</b>	<b>\$102,858</b>	



**SERVICE AREA:** Social Services  
**ACTIVITY:** Services to Other Adults

**PROGRAM:** Congregate Meals (39F)  
**ORGANIZATION:** Center for Active Seniors, Inc.

**PROGRAM MISSION:** To provide well-balanced meal and nutritious meals to the seniors of Scott County in a congregate meal setting in order to enable older persons to maximize the use of personal and existing community resources, and therefore live as independently as possible.

**PROGRAM OBJECTIVES:**

- To provide 5,525 meals in FY 2001.
- 2. To keep the cost per meal below \$3.15.
- 3. To provide 1,000 volunteer hours.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Sites	16	1	1	-
<b>WORKLOAD</b>				
1. Meals served	85,555	5,625	5,500	-
<b>PRODUCTIVITY</b>				
1. Cost per meal/total management cost	\$3.15	\$3.16	\$3.15	\$0.00
<b>EFFECTIVENESS</b>				
1. Volunteer hours/Congregate Meals only	22,527	1,000	1,000	-

**ANALYSIS:**

This program is no longer requesting county funding. Due to a new arrangement with the Area Agency on Aging, CASI is no longer managing the congregate meal sites. They will maintain a meal site at the Kimberly Road location, but they have been advised that funding for them would be considered no different than any other meal site location and they should make arrangements with the Area Agency on Aging around cost issues. Therefore, the funding request is reduced to zero for this program.

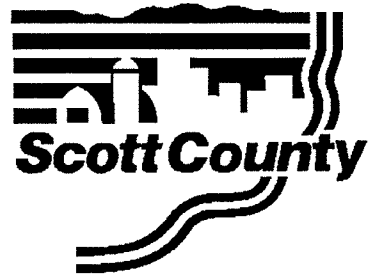
As can be seen in the other programs, the agency has requested that some of the county funding to this program be diverted to other programs. These requests will be considered by the Board of Supervisors during the budget discussions. The diversion requests in the amount of \$3,397 in increased funding to the Leisure program, and \$3,281 in increased funding to the Day Care program. The Leisure program is taking the cost of personnel who had previously been shown in the Congregate Meal program, and the Day Care program has agreed to serve elderly persons with mental retardation. The current year's county funding

to the Congregate Meal program was at \$13,794, which results in an overall reduction of \$7,116.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Congregate Meals (39F)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	0.29	0.05	0.05	-	-
Vice President/Resource Development	0.29	0.05	0.05	-	-
Accounting Coordinator	0.29	0.05	0.05	-	-
Administrative Coordinator	0.29	0.05	0.05	-	-
Receptionist	0.29	0.05	0.05	-	-
Janitor	0.58	0.14	0.14	-	-
Senior Center Director	0.50	0.50	0.50	-	-
Senior Center Assistant	1.00	-	-	-	-
Site Managers	6.28	0.50	0.50	-	-
Meal Drivers	1.10	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>10.91</b>	<b>1.39</b>	<b>1.39</b>	<b>-</b>	<b>-</b>
<b>REVENUE SUMMARY:</b>					
Pledge Revenue	\$8,821	\$0	\$0	\$0	-
Title III C	134,244	33,561	33,561	-	-
Title V	18,235	-	-	-	-
LTCIS	5,671	-	-	-	-
Medicaid Waiver Meals	1,210	-	-	-	-
Contributions	23,543	-	-	-	-
Fund Raising	12,461	-	-	-	-
Miscellaneous	1,754	50	50	-	-
Interest	2,401	5	5	-	-
CDBG	18,835	10,039	10,039	-	-
Rent Revenue	2,321	350	350	-	-
Project Income	1,045	-	-	-	-
Knouse Grant	2,000	-	-	-	-
Day Foundation	-	-	-	-	-
Plus Sixty	-	-	-	-	-
GRB Community Foundation	-	-	-	-	-
ALCOA	-	-	-	-	-
Scott County Regional Authority	-	-	-	-	-
Riverboat Development Authority	-	-	1,000	-	-
Bingo	18,560	3,200	3,200	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$251,101</b>	<b>\$47,205</b>	<b>\$48,205</b>	<b>\$0</b>	<b>\$0</b>
Scott County Contribution	13,794	9,000	9,000	-	-
<b>TOTAL REVENUES</b>	<b>\$264,895</b>	<b>\$56,205</b>	<b>\$57,205</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$200,191	\$26,995	\$26,995	\$0	-
Equipment	-	25	25	-	-
Expenses	59,403	9,622	10,622	-	-
Supplies	7,591	3,426	3,426	-	-
Occupancy	12,069	1,243	1,243	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$279,254</b>	<b>\$41,311</b>	<b>\$42,311</b>	<b>\$0</b>	<b>\$0</b>

<b>SERVICE AREA: Social Services</b>		<b>PROGRAM: Health Services-Community Services (40B)</b>			
<b>ACTIVITY: Services to Other Adults</b>		<b>ORGANIZATION: Community Health Care, Inc.</b>			
<b>PROGRAM MISSION:</b> To provide comprehensive primary health care for community service clients by offering medical, lab, x-ray, pharmacy, dental and mental health services					
<b>PROGRAM OBJECTIVES:</b>					
1. To meet 100% of Community Service requests.					
2. To maintain the Community Service cost per encounter under \$95.00.					
3. To continue to work with the Community Services' staff to insure that all third party revenue is maximized.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Estimated number of Scott County citizens below poverty level		12,482	12,482	12,482	12,482
2. Number of Community Services visits		2,748	2,700	2,800	2,800
<b>WORKLOAD</b>					
1. Cost of Community Services medical services		\$55,300	\$53,160	\$57,497	\$57,497
2. Cost of Community Services dental services		\$5,441	\$6,573	\$5,154	\$5,154
3. Cost of Community Services pharmacy services		\$177,745	\$151,510	\$172,000	\$172,000
4. Cost of Community Services lab services		\$5,994	\$5,088	\$5,678	\$5,678
5. Cost of Community Services x-ray services		\$3,016	\$3,669	\$2,857	\$2,857
<b>PRODUCTIVITY</b>					
1. Cost per Community Services visit		\$89.24	\$81.48	\$85.03	\$85.03
<b>EFFECTIVENESS</b>					
1. Percent of Community Services encounter requests seen		100%	100%	100%	100%
2. Federal standard for cost per visit		\$110.00	\$110.00	\$110.00	\$110.00
<b>ANALYSIS:</b>					
<p>The Community Services program of Community Health Care (CHC) provides needed services to persons determined eligible for medical assistance by the Scott County Community Services Dept. The number of community services visits (D.2) is expected to increase slightly over FY'00 projections. Workload indicators (W.1-W.5) represent a projection of billable services provided. Cost of pharmacy services (W.3) continues to be of concern.</p> <p>During the FY'00 fiscal year CHC and the County have had several meetings to look at better ways to control pharmacy costs. During FY'00 CHC attempted to control those costs by increasing their formulary so as not to send as many prescriptions out to private retailers and to have better inventory control and purchasing guidelines. This has been only somewhat successful.</p> <p>Cost per community service visit (P.1) is expected to remain in line with FY'00 projections. All community services encounter requests (E.1) are expected to be seen.</p> <p>No revenues are generated for this program. This program was increased by 11.2% during FY'00 to compensate for the increase in pharmaceutical costs. CHC is again asking for an \$18,490 increase or 8.2% solely for increased pharmaceutical costs. Based on discussion with the Agency it is recommended that this increase be granted.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Health Services-Community Services (40B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Physician	0.32	0.32	0.32	0.32	
Physician Assistant	0.11	0.11	0.11	0.11	
Nurse Practitioner	0.09	0.09	0.09	0.09	
Nutritionist	0.04	0.04	0.04	0.04	
Health Educator	0.03	0.03	0.03	0.03	
Social Worker	0.06	0.06	0.06	0.06	
X-Ray Technician	0.04	0.04	0.04	0.04	
Lab Technician	0.13	0.13	0.13	0.13	
Nursing Coordinator	0.03	0.03	0.03	0.03	
LPN/Medical Assistant	0.48	0.48	0.48	0.48	
Dentist	0.11	0.11	0.11	0.11	
Dental Hygienist	0.09	0.09	0.09	0.09	
Dental Assistants	0.20	0.20	0.20	0.20	
Dental Receptionist	0.03	0.03	0.03	0.03	
Pharmacist	0.06	0.06	0.06	0.06	
Pharmacy Technician	0.06	0.06	0.06	0.06	
Information Services Coordinator	0.03	0.03	0.03	0.03	
Medical Records Clerk	0.17	0.17	0.17	0.17	
Transcriptionist	0.11	0.11	0.11	0.11	
Business Office Coordinator	0.03	0.03	0.03	0.03	
Lead Insurance Clerk	0.03	0.03	0.03	0.03	
Insurance Clerk	0.17	0.17	0.17	0.17	
Receptionist	0.18	0.18	0.18	0.18	
Executive Director	0.03	0.03	0.03	0.03	
Director Operations/Finance	0.03	0.03	0.03	0.03	
Administrative Assistant	0.03	0.03	0.03	0.03	
Administrative Secretary	0.06	0.06	0.06	0.06	
Telephone Operator	0.03	0.03	0.03	0.03	
Data Entry Operator	0.10	0.10	0.10	0.10	
Medical Unit Clerk	0.03	0.03	0.03	0.03	
Accounting Specialist	0.03	0.03	0.03	0.03	
Medical Clinic Manager	0.05	0.05	0.05	0.05	
Health Specialist	0.03	0.03	0.03	0.03	
Development Specialist	0.03	0.03	0.03	0.03	
Accountant	0.03	0.03	0.03	0.03	
<b>TOTAL POSITIONS</b>	<b>3.08</b>	<b>3.08</b>	<b>3.08</b>	<b>3.08</b>	
<b>REVENUE SUMMARY:</b>					
Scott County Contribution	\$197,832	\$220,000	\$220,000	\$238,075	\$238,075
<b>TOTAL REVENUE</b>	<b>\$197,832</b>	<b>\$220,000</b>	<b>\$220,000</b>	<b>\$238,075</b>	<b>\$238,075</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$67,492	\$64,200	\$64,200	\$66,075	
Expenses	59,821	40,000	40,000	34,000	
Supplies	117,924	120,000	120,000	138,000	
<b>TOTAL APPROPRIATIONS</b>	<b>\$245,237</b>	<b>\$224,200</b>	<b>\$224,200</b>	<b>\$238,075</b>	



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<b>SERVICE AREA: County Environment</b>		<b>PROGRAM: Conservation Administration (18A)</b>			
<b>ACTIVITY: Conservation &amp; Recreation Services</b>		<b>ORGANIZATION: Conservation</b>			
<b>PROGRAM MISSION:</b> To professionally and efficiently manage the activities of the Conservation department for the Conservation Board, staff and general public by providing administrative, technical, and clerical support					
<b>PROGRAM OBJECTIVES:</b>					
1. To accomplish 80% of all program performance objectives					
2. To keep administrative costs as a percent of department budget below 12.03%					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Authorized personnel excluding seasonal park personnel (FTE's)		39.6	40.6	40.6	40.6
2. Authorized budget (Net of Golf)		\$2,070,798	\$2,539,372	\$2,402,183	\$2,402,183
3. Golf Course budget		\$971,695	\$1,048,839	\$1,069,511	\$1,069,511
<b>WORKLOAD</b>					
1. Park system program & fiscal management		30%	30%	30%	30%
2. Golf Course program & fiscal management		50%	50%	50%	50%
3. Conservation Board requests & concerns		10%	10%	10%	10%
4. Meetings, outside activities, citizen concerns		10%	10%	10%	10%
<b>PRODUCTIVITY</b>					
1. Administrative cost as a percent of department budget		12.22%	11.69%	12.02%	12.02%
2. Administrative personnel as a percent of department personnel		10.10%	9.85%	9.85%	9.85%
<b>EFFECTIVENESS</b>					
1. Program performance objectives accomplished		42%	80%	80%	80%
<b>ANALYSIS:</b>					
<p>The are no requested changes to the FTE authorized total for FY 2000-01. There is only a title change for the assistant naturalist position under the Wapsi Center program to the position title "naturalist".</p> <p>Overall for the department non-salary expenses are recommended to increase 4.6% over current budgeted levels (net of the decrease in CIP appropriations below the current year due to the Wapsi Dormitory project which was offset by other grant revenues and fund balance).</p> <p>The primary reason for this increase is due to the maintenance and access fees for the new 800 MHz radios. Net of these new fees, non-salary costs would only be increasing 2.9%.</p> <p>The Administration program non-salary costs are increasing \$9,750 due primarily to increased engineering fees which have risen considerably in recent years. Also 800 MHz radio fees and maintenance costs are now being charged to this program based on the prorated number of radios used throughout the department.</p> <p>The fluctuation in the percent of</p>		<p>administration cost as a percent of the department budget (P.1) is due to the higher cost of the dormitory budget included in the current year budget.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Conservation Administration (18A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
775-A Director	1.00	1.00	1.00	1.00	1.00
445-A Operations Manager	1.00	1.00	1.00	1.00	1.00
220-A Conservation Assistant	1.00	1.00	1.00	1.00	1.00
141-A Clerk II	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$99	\$0	\$0	\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$99</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$185,698	\$197,596	\$214,235	\$226,935	\$226,935
Equipment	28,387	1,000	1,000	1,500	1,500
Expenses	29,568	41,800	72,286	50,435	50,435
Supplies	9,416	9,300	9,400	9,900	9,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$253,069</b>	<b>\$249,696</b>	<b>\$296,921</b>	<b>\$288,770</b>	<b>\$288,770</b>



SERVICE AREA: County Environment		PROGRAM: Parks & Recreation (18B)		
ACTIVITY: Conservation & Recreation Services		ORGANIZATION: Conservation		
<b>PROGRAM MISSION:</b> To improve the quality of life and promote and preserve the health, welfare, and enjoyment for the citizens of Scott County and the general public by acquiring, developing, operating, and preserving the historical, educational, environmental, recreational and natural resources of the County				
<b>PROGRAM OBJECTIVES:</b>				
1. To keep cost per capita to maintain park system (net of revenues) at \$11 or below.				
2. To accommodate 40,000 people at the Scott County Park Pool.				
3. To achieve revenue levels at Scott County Park and West Lake Park at \$248,700 and \$287,800 respectively.				
PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Population of Scott County	158,591	158,591	158,591	158,591
2. Number of out-of-county entrance	11,415	12,000	12,000	12,000
3. Attendance at Scott County pool	41,011	40,248	40,000	40,000
4. Attendance at West Lake Park beach	25,846	25,329	25,000	25,000
5. Number of camp sites available	738	738	738	738
6. Total acres owned	2,795	2,795	2,795	2,795
<b>WORKLOAD</b>				
1. Number of out-of-county entrance requests processed	11,415	12,000	12,000	12,000
2. Total attendance at Scott County pool	41,011	40,248	40,000	40,000
3. Total attendance at West Lake Park beach	25,486	25,329	25,000	25,000
4. Number of new acres developed	-	-	-	-
<b>PRODUCTIVITY</b>				
1. Per capita cost of park system (with CIP)	\$13.06	\$16.01	\$15.15	\$15.15
2. Per capita cost of park system (net of revenues)	\$8.74	\$11.09	\$10.47	\$10.47
<b>EFFECTIVENESS</b>				
1. Revenue received from Scott County Park	\$263,436	\$245,200	\$248,700	\$248,700
2. Revenue received from Buffalo Shores	\$45,193	\$49,500	\$53,000	\$53,000
3. Revenue received from West Lake Park	\$270,101	\$264,600	\$287,800	\$287,800
4. Revenue received from Pioneer Village	\$62,361	\$61,200	\$65,200	\$65,200
5. Revenue received from Cody Homestead	\$10,260	\$12,800	\$12,900	\$12,900
<b>ANALYSIS:</b>				
<p>No FTE position organization changes have been requested for this program for FY 2000-01.</p> <p>Charges for services are projected to increase 6.6% next year primarily due to increased camping and wedding fees.</p> <p>Use of property revenues are recommended to increase 2.1% with miscellaneous revenues being reduced to more reflect historic levels. The increase for the current year projection is due to several one-time donations.</p> <p>Capital improvements appropriations are recommended to be reduced to prior years budgeted appropriation levels net of the additional funding support for the Wapsi Center dormitory being built in the current fiscal year.</p> <p>The original estimate for the dormitory project was \$230,750. Final bids came in at \$316,000. A budget amendment will be necessary this year for this higher amount.</p> <p>This revised dormitory project amount will be funded from Riverboat grants (\$140,000), REAP (\$30,000), Conservation CIP funding (\$66,000), and General Fund</p>		<p>balance (\$80,000 - of which 50% is a grant and 50% to be paid back in two equal \$20,000 installments in FY02 and FY03).</p> <p>Net of the aforementioned CIP reduction, non-salary costs for this program are recommended to increase 3.7%. Net of the new 800 MHz radio access and maintenance fees, non-salary costs for this program would be increasing 2.1%.</p> <p>Capital funding for next year includes the final \$25,000 payment of the 5-year payback program to the County general fund for its contribution to the Brophy and Oliver land purchases several years ago.</p> <p>Other capital projects for next year at Scott County Park include pool filter replacement, playground equipment, Pine Grove restroom renovation, lock replacements, a garage addition at the ranger's residence, pool building improvements, electric hookups at Buffalo Shores, lock replacements at Westlake Park and various REAP projects.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Park &amp; Recreation (18B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
357-A Park Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
307-A Park Ranger	2.00	2.00	2.00	2.00	2.00
220-A Patrol Ranger	1.00	1.00	1.00	1.00	1.00
187-A Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00
187-A Equipment Mechanic	2.00	2.00	2.00	2.00	2.00
187-A Park Crew Leader	1.00	1.00	1.00	1.00	1.00
162-A Park Maintenance Worker	5.00	5.00	5.00	5.00	5.00
99-A Cody Homestead Site Coordinator	0.75	0.75	0.75	0.75	0.75
Z Seasonal Concession Worker	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>15.25</b>	<b>15.25</b>	<b>15.25</b>	<b>15.25</b>	<b>15.25</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$40,397	\$41,000	\$41,000	\$42,500	\$42,500
Fees and Charges	482,245	497,200	497,200	530,200	530,200
Use of Money/Property	120,480	126,200	122,770	128,850	128,850
Miscellaneous	9,240	13,700	23,272	13,200	13,200
<b>TOTAL REVENUES</b>	<b>\$652,362</b>	<b>\$678,100</b>	<b>\$684,242</b>	<b>\$714,750</b>	<b>\$714,750</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$883,562	\$901,647	\$900,708	\$990,233	\$990,233
Equipment	117,721	143,721	143,721	142,000	142,000
Capital Improvement	229,008	445,200	516,950	270,000	270,000
Expenses	206,906	255,140	268,631	275,130	275,130
Supplies	273,851	267,610	269,458	278,760	278,760
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,711,048</b>	<b>\$2,013,318</b>	<b>\$2,099,468</b>	<b>\$1,956,123</b>	<b>\$1,956,123</b>

SERVICE AREA: Golf Course Enterprise Fund		PROGRAM: Glynn's Creek (18E/F)			
ACTIVITY: Conservation & Recreation Services		ORGANIZATION: Conservation			
<b>PROGRAM MISSION:</b> To operate and maintain a high quality 18-hole public golf course for the recreational enjoyment of the citizens of Scott County and the surrounding area by providing the best customer service and golfing experience possible					
<b>PROGRAM OBJECTIVES:</b>					
1. To increase rounds of play to 38,000.					
2. To increase average income per round to \$32.45.					
3. To have the number of outings at 120 accommodating 6,720 participants.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Rounds of play requested		37,162	39,000	38,000	38,000
2. Acres to maintain: greens/tees/fairways and rough/woods		4/5/159/30	4/5/459/30	4/5/459/30	4/5/459/30
3. Number of carts to maintain (including Ranger & food/beverage cart)		77	79	79	79
4. Number of outings/participants requested		104/5468	130/7280	120/6720	120/6720
<b>WORKLOAD</b>					
1. Rounds of play provided		37,162	39,000	38,000	38,000
2. Acres maintained: greens/tees/fairways & rough/woods		4/5/159/30	4/5/159/30	4/5/159/30	4/5/159/30
3. Number of carts maintained (including Ranger & food/beverage cart)		77	79	79	79
4. Number of outings/participants provided		104/5468	130/7280	120/6720	120/6720
<b>PRODUCTIVITY</b>					
1. Maintenance operating cost/acre (not including capital costs)		\$1,909	\$2,239	\$2,328	\$2,328
2. Maintenance costs per round (not including capital costs)		\$10.17	\$11.82	\$12.13	\$12.13
3. Maintenance costs per hole (1993 industry average is \$25,000)		\$21,003	\$24,632	\$25,607	\$25,607
<b>EFFECTIVENESS</b>					
1. Green fees collected		\$567,591	\$647,000	\$681,713	\$681,713
2. Net cart revenue collected		\$277,419	\$286,000	\$297,500	\$297,500
3. Net income from Pro Shop and rentals		\$14,413	\$24,000	\$25,400	\$25,400
4. Net income from concessions		\$128,089	\$140,520	\$145,500	\$145,500
5. Net income from range		\$49,669	\$52,000	\$58,125	\$58,125
6. Income per round		\$28.59	\$30.78	\$32.45	\$32.45
<b>ANALYSIS:</b>					
<p>There are no changes requested to the authorized table of organization for FY2001.</p> <p>Non-salary costs are recommended to increase 1.8% over current budgeted amounts.</p> <p>Revenues are recommended to increase 4.7% over current budget amounts. The Conservation Board will be increasing fees by 5% in January 2001. Also rounds are projected to increase over FY1999 actual level to 38,000. It is noted that calendar year 1999 realized almost 39,500 rounds, however the fall weather through November was the best experienced in recent memory. In the past, increases in rounds have leveled off for a period prior to increasing thus the current and next fiscal years are projected to be at 38,000 rounds. Good spring weather could increase FY 2000's projection later.</p> <p>It is noted that 1999 actual expenditures reflect accrual accounting with FY00 budget numbers reflecting modified accrual showing principal payments on the outstanding bonds under debt service and equipment purchases under the equipment sub-object expense category instead of depreciation.</p>		<p>FY00 estimate and FY01 budget show revenues over expenditures on full accrual with a reconciliation of uses of cash toward other purposes such as payment of principal amounts of the certificates of participation, equipment purchases which are capitalized on the balance sheet, and amortization of outstanding interest owed the general fund being paid back over a five year basis beginning in FY99. Any remaining cash would be used toward future equipment replacements or capital projects.</p> <p>The Conservation Department renegotiated existing leases on several of their high usage large equipment (greens mowers, fairway mowers, etc.) with their current vendor to include 11 pieces of equipment. The lease arrangement allows for equipment replacement to occur within budgeted cashflow amounts. Once the bonds are paid off (Fiscal Year 2013), all equipment will be purchased as opposed to leasing.</p> <p>Personal services costs are increasing due to prior year vacancies in the assistant golf pro position being hopefully filled in the next season.</p>		<p>The number of outings is budgeted to be less than the current year projection. This will allow more public access to the course as it continues to increase in popularity and use by the community.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Glyns Creek (18E/F)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
462-A Golf Pro/Manager	1.00	1.00	1.00	1.00	1.00
462-A Golf Course Superintendent	1.00	1.00	1.00	1.00	1.00
187-A Mechanic/Crew Leader	1.00	1.00	1.00	1.00	1.00
187-A Golf Turf Assistant	1.00	1.00	1.00	1.00	1.00
162-A Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Z Seasonal Assistant Golf Pro	0.75	0.75	0.75	0.75	0.75
Z Seasonal Golf Pro Staff	7.05	7.05	7.05	7.05	7.05
Z Seasonal Part Time Laborers	5.55	5.55	5.55	5.55	5.55
<b>TOTAL POSITIONS</b>	<b>19.35</b>	<b>19.35</b>	<b>19.35</b>	<b>19.35</b>	<b>19.35</b>
<b>REVENUE SUMMARY:</b>					
Total Charges for Services	\$14,588	\$25,000	\$24,000	\$25,400	\$25,400
Total Green Fees	567,591	645,212	647,000	681,713	681,713
Net Cart Fees	277,519	288,020	282,230	297,500	297,500
Net Food/Beverage	125,066	142,820	140,520	145,500	145,500
Net Merchandise Sales	11,094	8,000	8,000	9,000	9,000
Net Driving Range Sales	49,669	52,540	52,000	58,125	58,125
Total Interest Income	14,807	15,000	15,000	15,000	15,000
Total Miscellaneous	2,018	1,000	1,000	1,000	1,000
<b>TOTAL REVENUES</b>	<b>\$1,062,352</b>	<b>\$1,177,592</b>	<b>\$1,169,750</b>	<b>\$1,233,238</b>	<b>\$1,233,238</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$381,819	\$408,837	\$438,642	\$469,401	\$469,401
Equipment (minor)	-	69,000	2,000	2,000	2,000
Depreciation	148,026	-	148,026	148,026	148,026
Expenses	70,284	73,820	78,030	79,700	79,700
Supplies	95,710	120,200	126,267	121,470	121,470
Debt Service	275,856	318,520	255,874	248,914	248,914
<b>TOTAL APPROPRIATIONS</b>	<b>\$971,695</b>	<b>\$990,377</b>	<b>\$1,048,839</b>	<b>\$1,069,511</b>	<b>\$1,069,511</b>
<b>NET INCOME (LOSS)</b>	<b>\$90,657</b>	<b>\$187,215</b>	<b>\$120,911</b>	<b>\$163,727</b>	<b>\$163,727</b>
<b>USES OF CASH RECONCILIATION:</b>					
Add back depreciation (non-cash expense)	148,026		148,026	148,026	148,026
Deduct balance sheet cash outlays:					
Principal payment Certificates of Participation	(140,000)		(145,000)	(155,000)	(155,000)
Equipment purchases (major)	(64,186)		(67,000)	(67,000)	(67,000)
Amortized General Fund interest payment	(38,256)		(44,728)	(41,492)	(41,492)
Other balance sheet account changes (net)	3,759		-	-	-
<b>AMOUNT OF CASH AVAILABLE FOR OTHER USES</b>	<b>\$ -</b>		<b>\$ 12,209</b>	<b>\$ 48,261</b>	<b>\$ 48,261</b>

SERVICE AREA: County Environment		PROGRAM: Wapsi River Environmental Education Center (18G)		
ACTIVITY: Conservation & Recreation Services		ORGANIZATION: Conservation		
PROGRAM MISSION: To increase the understanding of natural resource systems by providing the programs and site which will facilitate learning and scientific literacy by students and the general public on a regional basis				
PROGRAM OBJECTIVES:				
1. Maintain and develop 225-acre education center preserve.				
2. Maintain public presentations at the same level				
3. Increase student contact hours by 5%				
4. Increase overall attendance by 2%				
PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Population of Scott and Clinton counties	208,488	208,488	208,488	208,488
2. Public presentations	160	160	160	160
3. Student contact hours	16,767	17,000	17,850	17,850
4. Inner-city youth field day/youths	20/627	24/735	24/735	24/735
5. Overall attendance	23,851	24,000	24,500	24,500
<b>WORKLOAD</b>				
1. Population of Scott and Clinton counties	208,000	208,000	208,000	208,000
2. Public programs	160	160	160	160
3. Student contact hours	16,767	17,000	17,850	17,850
4. Publish an 8-12 page newsletter, number of copies annually	6,950	7,300	7,300	7,300
5. Develop and maintain existing buildings for public use	4	5	5	5
6. Develop and conduct inner-city field days/youths	20/627	24/735	24/735	24/735
<b>PRODUCTIVITY</b>				
1. Per capita cost of Center	\$0.51	\$0.69	\$0.75	\$0.75
2. Number of acres maintained	225	225	225	225
<b>EFFECTIVENESS</b>				
1. Percent of park acres developed	11%	11%	11%	11%
2. Operating revenues generated (net of CIP Grants)	\$4,013	\$6,250	\$7,100	\$7,100
<b>ANALYSIS:</b>				
<p>No Fte changes requested for next year in this program. The Assistant Naturalist position is recommended for its position title to be changed to Naturalist.</p> <p>Intergovernmental revenues are decreasing dramatically due to FY2000 including \$190,750 in grant funds toward the construction of the dormitory facility. The amount for next year is for anticipated Riverboat Authority Grants for the summer youth programs and/or dormitory furnishings.</p> <p>Use of money and property is recommended to increase due to rentals received for the dormitory.</p> <p>Non-salary costs are recommended to increase \$2,100 primarily for building maintenance costs and access fees for the 800 MHz radio system.</p> <p>Student contact hours are projected to increase 5% over current year projections. Inner-city youth program is expected to remain stable for next year along with the overall attendance at the facility..</p>				

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Wapsi River Environmental Education Center (18G)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
382-A Naturalist/Director	1.00	1.00	1.00	1.00	1.00
271-A Assistant Naturalist	-	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$28,000	\$190,750	\$90,000	\$20,000	\$20,000
Fees and Charges	308	100	50	50	50
Use of Money/Property	3,200	5,200	5,200	6,000	6,000
Miscellaneous	505	1,000	1,000	1,100	1,100
<b>TOTAL REVENUES</b>	<b>\$32,013</b>	<b>\$197,050</b>	<b>\$96,250</b>	<b>\$27,150</b>	<b>\$27,150</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$80,488	\$122,156	\$117,063	\$128,270	\$128,270
Equipment	2,770	-	-	-	-
Expenses	15,429	18,420	17,900	20,520	20,520
Supplies	7,996	8,500	8,020	8,500	8,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$106,683</b>	<b>\$149,076</b>	<b>\$142,983</b>	<b>\$157,290</b>	<b>\$157,290</b>

SERVICE AREA: County Environment		PROGRAM: Planning & Development Administration (25A)			
ACTIVITY: Environmental Quality/County Development		ORGANIZATION: Planning & Development			
<b>PROGRAM MISSION:</b> To provide professional planning and technical assistance to the Board of Supervisors, the Planning & Zoning Commission and the Board of Adjustment in order to develop, review and adopt land use policies and regulations that guide and control the growth of Scott County by balancing the need to identify areas appropriate for development with the need to preserve productive farm land					
<b>PROGRAM OBJECTIVES:</b>					
1. To handle 90% of requests for planning information by date requested					
2. To accomplish 100% of departmental objectives					
3. To review Land Use Policies and Future Land Use Map annually.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Planning information requests and issues		477	400	400	400
2. Tax deed and tax delinquent properties		26	24	30	30
3. Number of department objectives		6	5	5	5
4. Departmental budget		\$192,640	\$224,611	\$236,198	\$236,198
5. Authorized positions		4.33	4.33	4.33	4.33
<b>WORKLOAD</b>					
1. Planning information requests and issues handled		477	400	400	400
2. Tax deed and tax delinquent properties administered		26	24	26	26
3. Number of department objectives administered		5	5	5	5
<b>PRODUCTIVITY</b>					
1. Time spent on planning information provided		60%	50%	50%	50%
2. Time spent on tax deed and tax delinquent properties maintained		5%	5%	5%	5%
3. Time spent on objectives administered		25%	25%	25%	25%
4. Time spent on Economic Development issues		10%	10%	10%	10%
<b>EFFECTIVENESS</b>					
1. Percent of planning requests handled by date requested		90%	90%	90%	90%
2. Percent of tax deed properties auctioned or transferred		0%	95%	95%	95%
3. Percent of department objectives accomplished		83%	95%	95%	95%
4. Program performance budget objectives accomplished		66%	100%	100%	100%
<b>ANALYSIS:</b>					
<p>Non-salary expenses for this program is recommended for a modest increase of \$100 for travel due to inflation. Non-salary expenses for total department is recommended to decrease \$800. This reflects a decrease of \$1,000 in maintenance of vehicles. The department has requested a new vehicle and anticipates maintenance costs to go down. In addition, a modest increase of \$100 in travel and \$100 in supplies is recommended as mentioned above.</p> <p>Total revenues for this program are recommended to decrease \$5,000. This decrease is due to the elimination of the State L.U.S.T. grant funds because clean up at North Pine service station is completed. Total department revenues are anticipated to increase 5.4% or \$9,055 due to the strong building activity. Building permit revenue is projected to increase \$15,000 and Board of Adjustment Appeals are projected to increase \$1,000. A portion of this increase in revenues is offset by a decrease of \$5,000 from the State L.U.S.T. grant funds as mentioned above and a decrease of \$1,500 for plat filings. Plat filings are down because of the</p>			<p>limited areas where subdivisions can be proposed which reduces the number of plat subdivisions</p> <p>The requests for planning information (D.1) remains strong which is a reflection of continued high building activity. Economic projections indicate that building activity can be expected to remain at the current pace in the next fiscal year. Tax deed properties (D.2) held by the County number 24 with seven of those railroad rights of way parcels. Two of the tax deed properties are commercial properties with environmental issues. The remaining 15 properties are vacant residential properties of various sizes. The department expects to schedule a tax deed auction sometime in the next six to eight months, when most of these properties can be sold.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Planning &amp; Development Administration (25A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
534-A Planning & Development Director	0.50	0.50	0.50	0.50	0.50
314-C Building Inspector	0.05	0.05	0.05	0.05	0.05
252-C Planning & Development Specialist	0.50	0.50	0.50	0.50	0.50
162-A Clerk III	0.25	0.25	0.25	0.25	0.25
Z Planning Intern	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>
<b>REVENUE SUMMARY:</b>					
Governmental	\$3,020	\$5,000	\$2,500	\$0	\$0
Fees and Charges	5	80	75	75	75
Miscellaneous	-	75	75	75	75
Sale of Fixed Assets	-	5,000	5,000	5,000	5,000
<b>TOTAL REVENUES</b>	<b>\$3,025</b>	<b>\$10,155</b>	<b>\$7,650</b>	<b>\$5,150</b>	<b>\$5,150</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$67,090	\$66,160	\$70,063	\$73,712	\$73,712
Expenses	11,402	20,295	20,795	20,395	20,395
Supplies	1,281	1,110	1,110	1,110	1,110
<b>TOTAL APPROPRIATIONS</b>	<b>\$79,773</b>	<b>\$87,565</b>	<b>\$91,968</b>	<b>\$95,217</b>	<b>\$95,217</b>



SERVICE AREA: County Environment		PROGRAM: Code Enforcement (25B)			
ACTIVITY: County Development		ORGANIZATION: Planning & Development			
<b>PROGRAM MISSION:</b> To fairly enforce County building subdivision, and zoning codes for the protection of the lives, safety and welfare of Scott County citizens by efficiently and effectively interpreting and implementing the regulations. Also to enforce the State law regulating noxious weed abatement by responding to complaints of infestations of any identified noxious weeds.					
<b>PROGRAM OBJECTIVES:</b>					
1. To investigate 100% of all zoning violation compliants					
2. To maintain average inspections per permit under 2.5					
3. To keep cost of weed abatement under \$50 per compliant					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Requests for weed abatement		173	200	200	200
2. Zoning and building information/complaints received		821	800	800	800
3. Building permit applications		638	800	800	800
4. Zoning changes requested		47	40	50	50
5. Subdivision plat applications		53	40	50	50
<b>WORKLOAD</b>					
1. Weed abatements conducted		132	140	140	140
2. Complaints investigated		821	800	800	800
3. Building inspections conducted per new permit		2.4	2.5	2.5	2.5
4. Zoning cases initiated		47	40	50	50
5. Subdivision plats administered		53	40	50	50
<b>PRODUCTIVITY</b>					
1. Cost/weed abatement problem (5%)		\$42.69	\$46.75	\$49.90	\$49.90
2. Cost/complaint investigated (15%)		\$20.59	\$24.54	\$26.20	\$26.20
3. Cost/building inspection conducted per permit (50%)		\$88.32	\$81.81	\$87.34	\$87.34
4. Cost/zoning cases initiated (15%)		\$359.70	\$490.88	\$419.23	\$419.23
5. Cost/subdivision plats administered (15%)		\$318.98	\$490.88	\$419.23	\$419.23
<b>EFFECTIVENESS</b>					
1. Percent of deficient weed conditions abated		95%	75%	95%	95%
2. Percent of deficient zoning and building conditions abated		80%	90%	90%	90%
3. Percent of building inspections made on day requested		98%	95%	95%	95%
4. % of subdiv plats resolved 1 month minimum time per review phase		100%	100%	100%	100%
<b>ANALYSIS:</b>					
<p>The department anticipates total revenues in this program to increase 8.9% or \$14,060 due to the strong building activity. Non-salary expenses are recommended to decrease \$900. This reflects an anticipated decrease in budgeted costs for maintenance of vehicles due to the department's request for a replacement vehicle. This request is being reviewed by the Vehicle Advisory Committee.</p> <p>Building permit and other development requests are expected to remain at current high levels with continued strong economy. Building inspections per permit remain projected at 2.5. Requests for weed abatement have also remained stable with most enforcement efforts directed to chronic problem areas and responding to specific complaints.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Code Enforcement (25B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
534-A Planning & Development Director	0.50	0.50	0.50	0.50	0.50
314-C Building Inspector	0.95	0.95	0.95	0.95	0.95
252-A Planning & Development Specialist	0.50	0.50	0.50	0.50	0.50
162-A Clerk III	0.25	0.25	0.25	0.25	0.25
Z Weed/Zoning Enforcement Aide	0.58	0.58	0.58	0.58	0.58
<b>TOTAL POSITIONS</b>	<b>2.78</b>	<b>2.78</b>	<b>2.78</b>	<b>2.78</b>	<b>2.78</b>
<b>REVENUE SUMMARY:</b>					
Licenses and Permits	\$160,402	\$150,240	\$175,300	\$165,300	\$165,300
Fees and Charges	8,687	7,750	6,750	6,750	6,750
<b>TOTAL REVENUES</b>	<b>\$169,089</b>	<b>\$157,990</b>	<b>\$182,050</b>	<b>\$172,050</b>	<b>\$172,050</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$96,818	\$114,425	\$116,068	\$125,406	\$125,406
Expenses	14,542	14,450	14,450	13,450	13,450
Supplies	1,508	2,025	2,125	2,125	2,125
<b>TOTAL APPROPRIATIONS</b>	<b>\$112,868</b>	<b>\$130,900</b>	<b>\$132,643</b>	<b>\$140,981</b>	<b>\$140,981</b>

SERVICE AREA: County Environment		PROGRAM: Regional Planning/Technical Assistance (36A)			
ACTIVITY: County Environment		ORGANIZATION: Bi-State Regional Commission			
<b>PROGRAM MISSION:</b> To serve local governments in the Bi-State Region by: 1) providing regional planning, coordination, & administration services; 2) serving as a regional forum for problems/issues; 3) providing technical assistance to member governments.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain the level of local government membership and participation at 44 communities and 5 counties.					
2. To provide direct service to Scott County in transportation, economic development, environment, data & graphics, housing, technical assistance & intergovernmental/regional programs.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Number of participating units of government (counties & cities)		49	49	49	49
2. Number of on-going events/meetings/groups requiring coordination		118	118	118	118
3. Direct services to Scott County government (person hours)		641	1,000	1,000	1,000
4. Direct services to all part units of local government (person hours)		12,149	12,000	12,000	12,000
<b>WORKLOAD</b>					
1. Number of participating units of local government (counties/cities)		49	49	49	49
2. Number of on-going events/meetings/groups requiring coordination		118	118	118	118
3. Direct services to Scott County (person hours)		641	1,000	1,000	1,000
4. Direct services to all part units of local government (person hours)		12,149	12,000	12,000	12,000
<b>PRODUCTIVITY</b>					
1. Percent of time spent on housing assistance		18%	15%	15%	15%
2. Percent of time spent on highway/transit		33%	36%	36%	36%
3. Percent of time spent on environment and recreation		4%	11%	11%	11%
4. Percent of time spent on community planning & development		10%	14%	14%	14%
5. Percent of time spent on intergovernmental forums & regional services		5%	13%	13%	13%
6. Percent of time spent on data and graphic services		30%	11%	11%	11%
<b>EFFECTIVENESS</b>					
1. Local funding as a percent of agency budget		50%	49%	47%	47%
2. Scott County funding as a percent of local funding		8.60%	8.10%	9.00%	9.00%
<b>ANALYSIS:</b>					
<p>The number of participating units of local governments remains at 49, with 44 cities and towns and five counties. The number of on-going events, meetings and groups requiring coordination reflects 69 organizations in addition to the 49 member governments.</p> <p>Direct services to Scott County fell in FY'99 to 641 (person hours). In FY'97 &amp; FY'98 direct service to Scott County were 1,278 and 1,288, respectively. Much of those services were attributed to regional programs such as the preparation of the Scott County Housing Needs Assessment and other housing assistance programs. Direct services are projected to be back up to 1,000 (person hours) in FY'00 &amp; FY'01 due mostly to assistance provided for the Decatorization Program.</p> <p>Assistance provided by Bi-State to Scott County is based on requests from County Departments, Bi-State does not initiate any action to provide those services but rather only responds to specific requests. Due to recent improvements in the County's computer hardware and software, many of the projects that had previously been completed by the Bi-</p>			<p>State graphics department are now able to be done in house. The Bi-State Executive Director has met with Scott County department heads to present the types of services available from Bi-State.</p> <p>The Commission approved a 3% increase in member dues for FY'01. The dues are set on a pro-rata basis in accordance with each jurisdiction's population. It is recommended that Scott County's FY'01 contribution of \$55,462 be approved</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Regional Planning/Technical Assistance (36A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Executive Director	1.00	1.00	1.00	1.00	
Program Director	2.00	2.00	2.00	2.00	
Project Manager	2.00	2.00	1.00	1.00	
Planner & Senior Planner	5.90	6.00	7.00	7.00	
Administrative Services Director	1.00	1.00	1.00	1.00	
Data Services Planner	1.00	1.00	1.00	1.00	
Graphics/Data Coordinator	-	-	1.00	1.00	
Controller	1.00	1.00	1.00	1.00	
Word Processing Coordinator	1.00	1.00	-	-	
Word Processor/Receptionist	1.00	1.00	3.00	3.00	
Planning Assistant	2.16	2.00	2.00	2.00	
Housing Rehab Specialist	1.00	1.00	1.00	1.00	
Graphics Specialist	3.00	3.00	2.00	2.00	
Word Processor/Account Clerk	1.00	1.00	-	-	
RICWMA Solid Waste Coordinator	1.00	1.00	-	-	
<b>TOTAL POSITIONS</b>	<b>24.06</b>	<b>24.00</b>	<b>23.00</b>	<b>23.00</b>	
<b>REVENUE SUMMARY:</b>					
Membership Fees	\$236,198	\$241,776	\$243,259	\$250,557	
Charges for Services	326,071	371,548	327,794	317,566	
Federal/State Funding	212,276	197,375	233,079	268,129	
Transportation	403,227	407,174	466,694	434,602	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,177,772</b>	<b>\$1,217,873</b>	<b>\$1,270,826</b>	<b>\$1,270,854</b>	
Scott County Contribution	52,279	53,847	53,847	55,462	55,462
<b>TOTAL REVENUES</b>	<b>\$1,230,051</b>	<b>\$1,271,720</b>	<b>\$1,324,673</b>	<b>\$1,326,316</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,061,026	\$1,128,881	\$1,106,374	\$1,145,782	
Equipment	6,454	2,500	2,500	2,500	
Expenses	142,495	137,275	153,425	143,700	
Occupancy	30,342	30,147	32,486	32,481	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,240,317</b>	<b>\$1,298,803</b>	<b>\$1,294,785</b>	<b>\$1,324,463</b>	

<b>SERVICE AREA:</b> County Environment	<b>PROGRAM:</b> Animal Shelter (44A)
<b>ACTIVITY:</b> Animal Control	<b>ORGANIZATION:</b> Humane Society

**PROGRAM MISSION:** To reduce animal control problems for Scott County citizens by: A) temporarily housing stray and adoptable animals; B) educating citizens on spaying, neutering and responsible pet ownership; and C) enforcing state and local laws concerning animals.

**PROGRAM OBJECTIVES:**

1. To maintain the number of animals received below 8,000 through education and training.
2. To maintain the average animal days held below 10 days by increasing adoptions and return to owners.
3. To maintain Scott County contribution below 6% of funding.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Number of hours per day facility is open	7	7	7	7
2. Number of days of week facility is open	7	7	7	7
3. Number of hours per day animal control is available: Mon - Fri	11	11	11	11
4. Number of hours per day animal control is available: Sat - Sun	9	9	9	9
<b>WORKLOAD</b>				
1. Animals handled	7,494	7,644	7,797	7,797
2. Total animal days in shelter	63,750	65,663	67,633	67,633
3. Number of educational programs given	187	193	199	199
<b>PRODUCTIVITY</b>				
1. Cost per animal shelter day	\$8.27	\$7.90	\$8.28	\$8.28
<b>EFFECTIVENESS</b>				
1. Scott County contribution as a percent of program costs	5.20%	5.20%	5.10%	5.10%
2. Total animals adopted	26.90%	27.70%	28.20%	28.20%
3. Total animals returned to owner	16.50%	16.70%	16.90%	16.90%

**ANALYSIS:**

Workload data indicates that animals handled(W.1) are expected to increase approximately 2% over FY'00 budget projections. Total animal days in shelter(W.2) are also expected to increase by 3% which averages out to 9 days per animal. A new workload indicator has been added to reflect the number of educational programs given(W.3) in an attempt increase adoptions. Two new effectiveness indicators have also been added in Total animals adopted(E.2) and Total animals returned to owner(E.3) also to reflect on adoptions. Cost per animal shelter day(P.1) is expected to increase by 5% over FY'00 projections due to increased cost of supplies and animal rendering. There is no change in personnel. Revenues are expected to increase 2% primarily from a transfer of funds from the Society to increase Adoption efforts.

The Humane Society continues to contract with the Health Department to do animal bite investigations. The Humane Society is asking for a 2% increase from Scott County or \$506.00. The Board of Health recommends that the request be approved.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Animal Shelter (44A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Manager	1.00	1.00	1.00	1.00	
Animal Control	5.00	5.00	5.00	5.00	
Animal Control Officer (Part-Time)	2.00	2.00	2.00	2.00	
#1 Kennel Person Stray	1.00	1.00	1.00	1.00	
#2 Kennel Person Stray	1.00	1.00	1.00	1.00	
#3 Kennel Person Adoption	1.00	1.00	1.00	1.00	
#4 Kennel Person Stray (Part-Time)	2.00	2.00	2.00	2.00	
Kennel Attendant (Part-Time)	2.00	2.00	2.00	2.00	
#5 Health Technician	1.00	1.00	1.00	1.00	
Receptionist	1.00	1.00	1.00	1.00	
Building Maintenance	0.25	0.25	0.25	0.25	
Kennel Person	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>	
<b>REVENUE SUMMARY:</b>					
City Subsidies	\$195,508	\$189,718	\$181,355	\$187,973	
Other	202,700	194,160	195,689	201,862	
Transfer from Society Fund	39,022	80,385	80,385	83,600	
<b>SUB-TOTAL REVENUES</b>	<b>\$437,230</b>	<b>\$464,263</b>	<b>\$457,429</b>	<b>\$473,435</b>	
Scott County Contribution	24,560	25,297	25,297	25,803	25,803
<b>TOTAL REVENUES</b>	<b>\$461,790</b>	<b>\$489,560</b>	<b>\$482,726</b>	<b>\$499,238</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$309,905	\$329,812	\$333,842	\$365,439	
Expenses	54,115	57,871	55,846	57,170	
Supplies	17,032	9,116	12,116	15,000	
Occupancy	11,210	13,994	12,994	13,361	
<b>TOTAL APPROPRIATIONS</b>	<b>\$392,262</b>	<b>\$410,793</b>	<b>\$414,798</b>	<b>\$450,970</b>	

SERVICE AREA: County Environment		PROGRAM: Regional Tourism Development (54A)			
ACTIVITY: County Development		ORGANIZATION: QC Convention /Visitors Bureau			
<b>PROGRAM MISSION:</b> To enhance the quality of life and economic development for residents and visitors by marketing the Quad Cities region as an outstanding Midwest convention and tourism destination.					
<b>PROGRAM OBJECTIVES:</b>					
1. To increase visitor inquiries processed, documented and qualified by 3%.					
2. To increase group tour operators inquiries processed, documented and qualified by 3%.					
3. To increase convention/meeting planner inquiries processed, documented, and qualified.					
4. To increase trade show sales leads processed, documented & qualified by 3%.					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Inquiries requested from visitors (public)		312,188	325,000	335,000	335,000
2. Inquiries requested from group tour operators		1,044	1,000	1,030	1,030
3. Inquiries from convention/meeting planners		1,627	1,680	1,730	1,730
4. Information requests derived from trade shows		555	1,020	1,050	1,050
<b>WORKLOAD</b>					
1. Inquiries from visitors processed		312,188	325,000	335,000	335,000
2. Inquiries from group tour operators processed		1,044	1,000	1,030	1,030
3. Inquiries from convention/meeting planners processed		1,627	1,680	1,730	1,730
4. Information requests from trade shows processed		555	1,020	1,050	1,050
<b>PRODUCTIVITY</b>					
1. Cost per visitor inquiry processed		\$2.47	\$2.47	\$2.47	\$247.00
2. Cost per group tour operator inquiry processed		\$12.65	\$12.65	\$12.65	\$12.65
3. Cost per convention/meeting planner inquiry processed		\$11.57	\$11.57	\$11.57	\$11.57
4. Cost per trade show information request processed		\$12.11	\$12.11	\$12.11	\$12.11
<b>EFFECTIVENESS</b>					
1. Economic impact of tourism on the Quad Cities		\$114,354,240	\$118,475,445	\$122,000,000	\$122,000,000
2. Number of visitors to Quad Cities		1,021,020	1,155,000	1,190,000	1,190,000
<b>ANALYSIS:</b>					
<p>The Quad Cities Convention and Visitors Bureau has continued its work to expand tourism and convention opportunities in the QCA. This past year, the QCCVB Board approved the purchase of the Mississippi Valley Welcome Center Gift Shop. A portion of the purchase price was paid for with RDA Grant. The gift shop is anticipated to generate income to help offset the cost to the QCCVB of operating the Welcome Center.</p> <p>In 1999, the QCCVB Board also approved a merger agreement with the Quad Cities Sports Commission. Following approval of the merger the Board created a half time position for a Sports Marketing Manager that will be expanded to full time in FY'01. The duties of the Sports Marketing Manager will be similar to those of the executive director of the Sports Commission, a position that was eliminated with the merger. Those duties include attracting and promoting amateur and professional sporting events and sports competitions in the area. The Quad Cities Marathon, previously the responsibility of the Sports Commission, will be coordinated through the QCCVB in the future.</p>		<p>The QCCVB Board also approved the creation of an accounting clerk position for FY'01 which brings to 14 the total Bureau FTE's for FY'01, up from 12 FTE's in FY'99 and 10 FTE's in FY'98. In FY'99 the CVB Board had approved the creation of a Sales Coordinator and Convention and Visitor Service Manager positions. With these increases in staffing levels the QCCVB budget has seen a 38% increase in personnel service appropriations from FY'99 to FY'01.</p> <p>The QCCVB has also seen an increase in revenues over that same time period. Between FY'98 and FY'01 revenues have increased 40%. The total amount of motel-hotel tax collected has increased and the cities have approved an increase in the percentage of the tax they contribute. The revenue contributed by Davenport, Bettendorf and Moline has increased 30% over this four year time period. Other additional revenues have come from the MVWC gift shop, increase in the State of Illinois local tourism grant, and a private sector funding raising campaign.</p> <p>The Productivity Indicators (P1-.4.) are based on the cost of the incoming 800#phone</p>		<p>call, the printing cost of the information provided, and the postage to send the information. It does not include any indirect costs and that is why the cost per response remains stable year to year. Adjustments to these indicators would be made any time there was an increase in those three areas; printing, postage or phone.</p> <p>Scott County approved a 3% increase in FY'99 and a 1.9% increase in its contribution last year. The CVB has requested a 3.2% increase in Scott County's contribution for FY'01. It is recommended that the request for \$65,000 be approved.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Regional Tourism Development (54A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	1.00	1.00	1.00	1.00	
Vice President Finance & Administration	1.00	1.00	1.00	1.00	
Vice President Marketing & Communications	1.00	1.00	1.00	1.00	
Vice President of Sales	1.00	1.00	1.00	1.00	
Sports Marketing Manager	-	-	0.50	1.00	
Tourism Sales Manager	1.00	1.00	1.00	1.00	
Vice President Visitor Services	1.00	1.00	1.00	1.00	
Marketing & Communications Manager	1.00	1.00	1.00	1.00	
Administrative Assistant	1.00	1.00	1.00	1.00	
Convention Sales Manager	2.00	2.00	2.00	2.00	
Accounting Clerk	-	-	0.50	1.00	
Sales Coordinator	1.00	1.00	1.00	1.00	
Convention & Visitor Serv Manager	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>12.00</b>	<b>12.00</b>	<b>13.00</b>	<b>14.00</b>	
<b>REVENUE SUMMARY:</b>					
Davenport	\$376,322	\$325,000	\$364,000	\$382,000	
Bettendorf	181,691	165,000	175,000	184,000	
Moline	120,000	136,500	136,500	143,300	
Rock Island	30,000	30,000	30,000	30,000	
East Moline	3,000	3,000	3,000	3,000	
Rock Island County	10,000	10,000	10,000	10,500	
Silvis	1,075	1,075	1,075	1,075	
State of Illinois/LTCB	139,278	163,000	164,100	160,000	
Illinois Matching Grant	1,216	-	-	2,100	
Other Grants	-	3,000	3,000	2,100	
Interest	5,200	6,500	6,500	7,400	
Misc. Income	51,556	5,825	45,000	48,300	
Miss. Valley Welcome Center	200,675	133,500	183,575	200,000	
Memberships	54,133	55,000	55,000	58,000	
Publications Income	12,769	16,200	16,200	16,000	
Joint Projects Income	2,735	5,000	5,000	5,000	
Union Station Visitors Center	500	2,200	200	300	
Friends of QC Grant	53,000	50,000	50,000	50,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,243,150</b>	<b>\$1,110,800</b>	<b>\$1,248,150</b>	<b>\$1,303,075</b>	
Scott County Contribution	60,000	63,000	63,000	65,000	65,000
Contingency	1,800	-	-	-	-
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$61,800</b>	<b>\$63,000</b>	<b>\$63,000</b>	<b>\$65,000</b>	<b>\$65,000</b>
<b>TOTAL REVENUES</b>	<b>\$1,304,950</b>	<b>\$1,173,800</b>	<b>\$1,311,150</b>	<b>\$1,368,075</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$388,938	\$447,100	\$503,400	\$538,436	
Equipment	33,672	31,500	31,500	32,445	
Expenses	589,303	646,575	676,175	685,080	
Supplies	12,470	11,500	11,500	11,845	
Occupancy	25,529	24,200	24,200	24,926	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,049,912</b>	<b>\$1,160,875</b>	<b>\$1,246,775</b>	<b>\$1,292,732</b>	

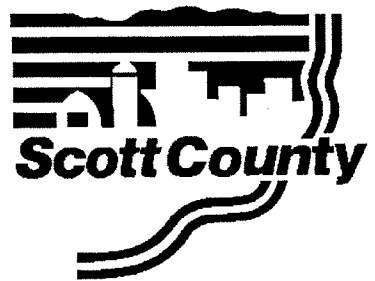


SERVICE AREA: County Environment		PROGRAM: Regional Economic Development (49A)			
ACTIVITY: County Development		ORGANIZATION: Quad City Development Group			
<b>PROGRAM MISSION:</b> To assist Quad City businesses to expand and grow. To attract new capital investment and generate jobs or the Quad Cities by marketing the Quad City area to external businesses. To council local communities on becoming more attractive to existing and potential employers.					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain level of participation at 13 local government units.					
2. To maintain at least 125 private sector members.					
3. To maintain the number of active prospects at 150 in FY 2001.					
4. To participate in 16 successful projects (8 Quad City area businesses and 8 from outside the Quad City area) in FY 2001.					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Number of participating units of government (counties & cities)		13	13	13	13
2. Number of participating private sector members		122	125	125	125
3. Local businesses contacted via Business Conneciton		167	250	250	250
4. External business contacted		2,847	2,000	2,000	2,000
5. Number of prospect inquiries		195	300	300	300
<b>WORKLOAD</b>					
1. Number of participating units of government (counties & cities)		13	13	13	13
2. Number of participating private sector members		122	125	125	125
3. Local business establishments contacted		369	325	350	350
4. External business establishments contacted/interested responses		193	250	250	250
<b>PRODUCTIVITY</b>					
1. Percent of time spent on support services		23%	23%	23%	23%
2. Percent of time spent on external marketing		43%	43%	43%	43%
3. Percent of time spent on existing businesses		34%	34%	34%	34%
<b>EFFECTIVENESS</b>					
1. Percent of local business establishment contacted		114%	90%	90%	90%
2. Number of prospects on active lists		126	150	150	150
3. Number of successful projects during year		17	16	16	16
<b>ANALYSIS:</b>					
<p>The Quad City Development Group has coordinated the area efforts to retain the Rock Arsenal's jobs and expand the use of the Arsenal's facilities. To that end, the services of a Washington consulting firm has been retained to lobby on behalf of the Arsenal and the Quad Cities. Scott County has contributed a pro-rated share to the cost of hiring that consulting firm. That appropriation was billed to non-departmental professional services. This year the QCDG has asked for a separate appropriation of \$15,000 for Scott County's share of the consulting firm's fee.</p> <p>The QCDG has also applied for a \$300,000 State of Illinois DECA Grant to complete capital improvements on Arsenal facilities in order to market the Arsenal to the private sector for other uses. This would reduce the overhead that has to be borne by the remaining military users and would hopefully improve the likelihood those military uses would remain and/or be expanded. Those grant monies are shown as Other Revenue projected for FY'00.</p> <p>The announced retirement of QCDG President John Gardner has necessitated an increase in the current fiscal year's estimate for staff salaries to cover the cost of the over lap between Mr. Gardner's departure and his successor's coming on board. Additional funds have also been budgeted for the candidate search and possible payment of moving expenses.</p> <p>The QCDG has sought to maintain parity with public sector contributions from both sides of the river. The QCDG Board approved an increase of 4% in public sector member dues request for FY'01. Scott County approved an increase of 3% in FY'00 and 5% in FY'99. It is recommended that the FY'01 request of \$33,743 for dues and the \$15,000 for Scott County's share of the cost of the Arsenal consultant be approved. The consultant appropriation would be included as non-departmental professional services.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Regional Economic Development (49A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President	1.00	1.00	1.00	1.00	
Vice-President	1.00	1.00	1.00	1.00	
Project Manager	3.00	3.00	3.00	3.00	
Administrative Secretary	1.00	1.00	1.00	1.00	
Computer Specialist	1.00	1.00	1.00	1.00	
Receptionist/Secretary	0.50	0.50	0.50	0.50	
Member Relations Representative	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	
<b>REVENUE SUMMARY:</b>					
Private Sector Members	\$356,732	\$421,000	\$360,940	\$390,000	
Public Sector Members	316,612	336,000	331,920	343,297	
Other	89,291	112,000	421,580	126,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$762,635</b>	<b>\$869,000</b>	<b>\$1,114,440</b>	<b>\$859,297</b>	
Scott County Contribution	31,500	32,445	32,445	33,743	33,743
<b>TOTAL REVENUES</b>	<b>\$794,135</b>	<b>\$901,445</b>	<b>\$1,146,885</b>	<b>\$893,040</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$530,525	\$528,000	\$563,710	\$514,450	
Equipment	10,772	14,000	10,060	11,000	
Expenses	258,536	304,000	312,260	361,300	
Supplies	7,902	9,000	6,970	8,000	
Occupancy	63,346	65,000	66,380	69,300	
<b>TOTAL APPROPRIATIONS</b>	<b>\$871,081</b>	<b>\$920,000</b>	<b>\$959,380</b>	<b>\$964,050</b>	

<b>SERVICE AREA:</b> County Environment	<b>PROGRAM:</b> Soil Conservation Matching Funds (50A)			
<b>ACTIVITY:</b> Environmental Quality	<b>ORGANIZATION:</b> Scott Soil & Water Conservation District			
<b>PROGRAM MISSION:</b> To promote soil and water resource protection, enhancement, and stewardship for diverse communities in Scott County by providing technical assistance, financial incentive and education to install conservation practices.				
<b>PROGRAM OBJECTIVES:</b>				
1. To protect cropland on 300 acres of eroding land through the total cost share program.				
2. To provide technical assistance to 450 land users.				
3. To provide conference, workshop, or individual training to 245 people.				
4. To handle contracts for assist from: farmers, urban businesses, other gov't agencies, limited resource producers & women landowners				
<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. Number of practices	48	55	55	55
<b>WORKLOAD</b>				
1. Number of technical contacts with land users	N/A	N/A	450	450
2. Conference education or training to # of individuals	245	300	300	300
<b>PRODUCTIVITY</b>				
1. # of requests for assistance provided w/complete designs & serv	65%	60%	60%	60%
<b>EFFECTIVENESS</b>				
1. Acres of cropland protected	364	300	300	300
2. Tons of soil saved per year	5,566	800	800	800
3. Number of waste storage structures built	-	1	1	1
4. Acres of waste management plans written	857	400	400	400
5. Number of diverse groups assisted	1	5	5	5
<b>ANALYSIS:</b>				
<p>The Natural Resources Conservation Service obtains funding through Federal and State appropriations. Scott County has allocated an annual contribution of \$25,000 for qualified soil conservation projects. The two previous budget years the NRCS has only spent 60% of the County's annual contribution. In each of the four years prior to that, FY'94-FY'97, the full \$25,000 commitment has been spent.</p> <p>The Federal dollars allocated are for the Duck Creek Environmental Quality Incentive Program and other nutrient, pasture and erosion control management programs. The level of Federal funding is dependant on annual Congressional appropriations.</p> <p>Effectiveness indicators identify the areas where the NRCS efforts are focused. The NRCS has identified five diverse user groups to provide service through outreach and workshop training. The demand and workload indicators quantify types of assistance or training provided those user groups.</p>				

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Soil Conservation Matching Funds (50A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
District Conservationist	1.00	1.00	1.00	1.00	
Secretary	1.00	1.00	1.00	1.00	
Resource Conservationist	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	
<b>REVENUE SUMMARY:</b>					
State	\$28,293	\$30,000	\$35,725	\$35,000	
Federal	18,552	38,500	38,500	12,000	
Lakes	-	-	-	-	
Land Owners	56,804	65,000	65,000	47,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$103,649</b>	<b>\$133,500</b>	<b>\$139,225</b>	<b>\$94,000</b>	
Scott County Contribution	15,031	25,000	25,000	25,000	25,000
<b>TOTAL REVENUES</b>	<b>\$118,680</b>	<b>\$158,500</b>	<b>\$164,225</b>	<b>\$119,000</b>	



**ROADS & TRANSPORTATION  
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**SERVICE AREA: Roads & Transportation**

**PROGRAM: Administration & Engineering (27A)**

**ACTIVITY: Secondary Roads Admin & Engineering**

**ORGANIZATION: Secondary Roads**

**PROGRAM MISSION:** To provide equal, fair and courteous service for all citizens of Scott County by being accessible, accommodating and responding to the needs of the public by following established policies and procedures

**PROGRAM OBJECTIVES:**

1. To maintain administration cost under 4% of budget.
2. To maintain engineering cost under 8% of budget.
3. To complete 100% of department projects.
4. To hold project cost to under 100% of budgeted amount.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Authorized personnel (FTE's)	33.1	33.1	33.4	33.4
2. Department budget	\$3,893,521	\$3,726,500	\$4,048,700	\$4,048,700
3. Administrative and engineering expenses (excluding salaries)	\$168,504	\$34,000	\$37,200	\$37,200
<b>WORKLOAD</b>				
1. Percent of time spent on administration	31.60%	33.50%	33.00%	33.00%
2. Percent of time spent on planning and plan preparation	32.90%	31.70%	32.10%	32.10%
3. Percent of time spent surveying and construction supervision	23.30%	23.20%	23.50%	23.50%
4. Percent of time spent on maint engr/traffic engr/other misc engr	12.20%	11.60%	11.40%	11.40%
<b>PRODUCTIVITY</b>				
1. Cost for administration-salaries	\$120,545	\$128,000	\$132,000	\$132,000
2. Cost for planning and plan preparation-salaries	\$125,090	\$120,904	\$127,893	\$127,893
3. Cost for surveying and construction supervision-salaries	\$88,605	\$88,392	\$93,450	\$93,450
4. Cost for maintenance engr/traffic engr/other misc engr-salaries	\$46,909	\$44,198	\$45,657	\$45,657
5. Cost for administration & engineering expenses (excluding salaries)	\$168,504	\$34,000	\$37,200	\$37,200
<b>EFFECTIVENESS</b>				
1. Administrative cost as a percent of total budget expenditures	3.00%	3.20%	3.20%	3.20%
2. Engineering cost as a percent of total budget expenditures	6.60%	6.40%	6.50%	6.50%
3. Engineering cost as a percent of construction cost (including FM)	30.50%	12.30%	15.70%	15.70%
4. Actual project cost as a percent of construction budget cost	84.40%	83%	100%	100%
5. Percent of department programs/projects accomplished	100%	100%	100%	100%

**ANALYSIS:**

The property tax levy was calculated by increasing both rural levy amount and county-wide levy amount from last year by 3%. Total inter-governmental revenues are expected to increase \$166,595 or 10.2% primarily due to a \$96,595 increase in Road Use Tax receipts and \$70,000 in reimbursements from several cities for construction projects. All other revenues are recommended to stay at FY'00 levels. Total fiscal year revenues for the department are recommended to increase \$227,781 or 6.2% from the FY'00 budget.

The department submitted one organizational change request for a seasonal maintenance worker (0.3 FTE) which has recommended by the Human Resources department. This has changed the requested authorized personnel (D.1) in the department from 33.1 to 33.4. The budget for administration and engineering (27A) is recommended to increase \$20,200 or 4.9% due mainly from increased salaries

The total departmental budget (D.2) is recommended to increase \$122,200 or 3.1% from the original 1999/2000 budget and 8.6% from the 1999/2000 projected. The increase is

primarily due to a recommended \$150,000 increase in local construction (27D). There is also a recommended increase in general roadway expenditures (27C) of \$20,000 or 2.1%, and a recommended decrease of \$68,000 or 3.8% in roadway maintenance.

The recommended departmental budget will decrease the secondary roads fund balance by \$136,078 for FY'01 leaving a projected fund balance of \$488,903, which includes reserves for operations and equipment. According to financial management policies, the Secondary Roads Fund must maintain a fund balance of at least 10% of annual operating expenses, which would be \$309,870 for FY'01.

Administrative and engineering expenses (excluding salaries) are recommended to increase slightly from FY'00. Workload percentages (W.1 - W.4) are recommended to remain approximately at FY'00 levels. All productivity indicators (P.1 - P.5) are recommended to increase slightly from FY'00 reflecting the higher salary expenditures. Administrative and engineering costs as a percentage of the total budget (E.1 and E.2)

are recommended to remain at FY'00 levels. Engineering cost as a percent of construction cost (E.3) is recommended to increase 3.4% over last fiscal year. All departmental programs and projects (E.5) are recommended to be completed.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Administration &amp; Engineering (27A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
864-A County Engineer	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Engineer	1.00	1.00	1.00	1.00	1.00
300-A Engineering Aide II	3.00	3.00	3.00	3.00	3.00
204-A Office Leader	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$1,992,788	\$1,630,305	\$1,630,305	\$1,796,900	\$1,796,900
Licenses and Permits	1,016	1,000	1,000	1,000	1,000
Fees and Charges	38,810	9,000	9,000	9,000	9,000
Miscellaneous	28,969	5,000	5,000	5,000	5,000
General Basic Fund Transfer	522,543	538,219	538,219	554,366	554,366
Rural Service Basic Transfer	1,457,589	1,501,317	1,501,317	1,546,356	1,546,356
<b>TOTAL REVENUES</b>	<b>\$4,041,715</b>	<b>\$3,684,841</b>	<b>\$3,684,841</b>	<b>\$3,912,622</b>	<b>\$3,912,622</b>
<b>APPROPRIATION SUMMARY:</b>					
Administration	\$274,153	\$141,000	\$141,000	\$150,200	\$150,200
Engineering	281,908	275,000	275,000	286,000	286,000
Holding Accounts	1,736	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$557,797</b>	<b>\$416,000</b>	<b>\$416,000</b>	<b>\$436,200</b>	<b>\$436,200</b>



SERVICE AREA: Roads & Transportation		PROGRAM: Roadway Maintenance (27B)			
ACTIVITY: Roadway Maintenance		ORGANIZATION: Secondary Roads			
<b>PROGRAM MISSION:</b> To provide a safe, well-maintained road system by utilizing the latest in maintenance techniques and practices at a reasonable cost while providing the least possible inconvenience to the traveling public					
<b>PROGRAM OBJECTIVES:</b>					
1. To hold cost per mile for rock road, blading and resurfacing to under \$2,200/mi.					
2. To hold cost per mile for signs, paint and traffic service to under \$275/mi.					
3. To hold cost per mile for roadside maintenance to under \$250/mi.					
4. To maintain asphalt/concrete roads to at least 60% of that required.					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Number of bridges and culverts (over 48" diameter)		642	642	642	642
2. Miles of rock/earth roads		398	398	398	398
3. Miles of asphalt/concrete roads		156	156	156	156
4. Miles of snow routes		554	554	554	554
5. Number of traffic signs/miles of pavement painting		4800/156	4850/156	4850/156	4850/156
6. Miles of roadside		1,108	1,108	1,108	1,108
<b>WORKLOAD</b>					
1. Number of bridges/culverts to receive maintenance		27/64	25/50	25/50	25/50
2. Miles of rock/earth to be bladed and re-rocked as required		398	398	398	398
3. Miles of asphalt/concrete roads to receive maintenance		156	156	156	156
4. Miles of snow plowing/tons of sand and salt applied		554/2240	554/3000	554/3000	554/3000
5. Number of signs install-replace/mile pavement paint/mile traffic serve		374/156/554	300/156/554	300/156/554	300/156/554
6. Miles of roadsides maint (ditch clean/shlds rock/mow-spray etc)		1,108	1,108	1,108	1,108
<b>PRODUCTIVITY</b>					
1. Cost per bridge maintained/cost per culvert maintained		\$544/\$1430	800/440	800/1040	800/1040
2. Cost per miles of rock/earth road blading and resurfacing		\$1,643	\$2,053	\$1,915	\$1,915
3. Cost per miles of asphalt/concrete surface maintenance		\$451	\$833	\$577	\$577
4. Cost per mile for snow plowing, sand and salt, etc.		\$264	\$349	\$349	\$349
5. Cost per mile for signs installed/pavement paint/traffic serv		\$249	\$240	\$253	\$253
6. Cost per mile of roadside maint (ditch clean/shlds/mow-spray/etc)		\$174	\$212	\$203	\$203
<b>EFFECTIVENESS</b>					
1. Percent of bridges & culverts requiring maintenance acutally maint		61%	50%	50%	50%
2. Cost of blading/re-rocking as percent of that needed		73%	90%	80%	80%
3. Dollar of asphalt/concrete maint as % of that needed or required		57%	75%	70%	70%
<b>ANALYSIS:</b>					
<p>Total appropriations for the program are recommended to decrease \$68,000 or 3.8% as compared to FY'00. Bridge and culvert maintenance is recommended to increase \$30,000 or 71.4% due to maintenance or replacement of existing culverts on the following years resurfacing projects. Total road maintenance is recommended to decrease \$105,000 or 8.0% this is due to decreases in granular and concrete patching. Road clearing and snow and ice control are recommended to remain at FY'00 levels. Total traffic control appropriations are recommended to increase \$7,000 or 5.3%</p> <p>All demand indicators (D.1-D.6) and workload indicators (W.1-W.6) are recommended to remain the same as 1999/2000. Cost per culvert maintained (P.1) is recommended to increase due to repairing with liners or replacing existing culverts on the following years resurfacing projects. These are more expensive than normal culvert maintenance. Cost per mile of rock resurfacing (P.2) is recommended to decrease as fewer tons are to be hauled. Cost per mile of asphalt/concrete maintenance (P.3) is also recommended to decrease due to less concrete patching being necessary. Remaining productivity items (P.4-P.6) are recommended to remain about the same as 1999/2000. Effectiveness items (E.2-E.3) reflect these changes.</p>					

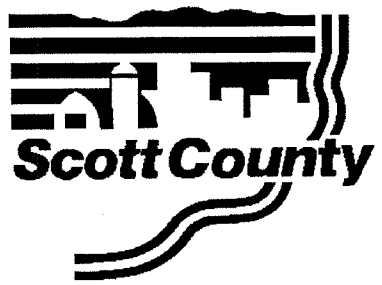
<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Roadway Maintenance (27B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
430-A Secondary Roads Superintendent	1.00	1.00	1.00	1.00	1.00
213-B Special Project Crew Leader	1.00	1.00	1.00	1.00	1.00
199-B Crew Leader/Heavy Equipment Operator	-	-	-	3.00	3.00
187-B Heavy Equipment Operator II	3.00	3.00	3.00	-	-
174-B Heavy Equipment Operator III	7.00	7.00	7.00	7.00	7.00
163-B Truck Crew Coordinator	1.00	1.00	1.00	1.00	1.00
153-B Truck Driver/Laborer	9.00	9.00	9.00	9.00	9.00
Z Seasonal Maint	0.30	0.30	0.30	0.60	0.60
<b>TOTAL POSITIONS</b>	<b>22.30</b>	<b>22.30</b>	<b>22.30</b>	<b>22.60</b>	<b>22.60</b>
<b>APPROPRIATION SUMMARY:</b>					
Bridges/Culverts	\$114,583	\$42,000	\$42,000	\$72,000	\$72,000
Road Maintenance	1,057,091	1,312,000	1,312,000	1,207,000	1,207,000
Road Clearing	96,489	95,000	95,000	95,000	95,000
Snow/Ice Control	146,910	193,000	193,000	193,000	193,000
Traffic Control	138,070	133,000	133,000	140,000	140,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,553,143</b>	<b>\$1,775,000</b>	<b>\$1,775,000</b>	<b>\$1,707,000</b>	<b>\$1,707,000</b>

SERVICE AREA: Roads & Transportation		PROGRAM: General Roadway Expenditures (27C)			
ACTIVITY: General Road Expenditures		ORGANIZATION: Secondary Roads			
<b>PROGRAM MISSION:</b> To provide modern, functional and dependable equipment in a ready state of repair so that general maintenance of County roads can be accomplished at the least possible cost and without interruption					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain cost per unit repaired to below \$175.					
2. To maintain cost per unit serviced to below \$150.					
3. To maintain cost per unit for equipment supplies below \$2,700.					
4. To maintain cost per unit for tools, materials and shop operation below \$3,000.					
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>					
1. Pieces of heavy/medium equipment		26	26	26	26
2. Number of heavy/medium trucks		21	21	21	21
3. Number of miscellaneous pieces of equipment, cars and pick-up		20	20	20	20
4. Cost of new equipment required		\$429,422	\$360,000	\$372,000	\$372,000
5. Cost of tools, materials, supplies and shop operation		\$164,379	\$184,000	\$187,000	\$187,000
6. Building and grounds expense		\$48,482	\$20,000	\$20,000	\$20,000
<b>WORKLOAD</b>					
1. Number of units repaired-major (work orders)		838	900	900	900
2. Number of units serviced (oil change, etc.)		280	300	300	300
3. Equipment supplies required (excluding parts)		\$113,046	\$161,500	\$164,000	\$164,000
4. Number of new equipment purchases		6	6	7	7
5. Shop expenses, tools, materials and supplies		\$164,379	\$184,000	\$187,000	\$187,000
6. Building and grounds expense		\$48,482	\$20,000	\$20,000	\$20,000
<b>PRODUCTIVITY</b>					
1. Cost per unit repaired (including parts and outside service)		\$163.28	\$158.89	\$158.89	\$158.89
2. Cost per unit for servicing		\$121.69	\$140.00	\$140.00	\$140.00
3. Cost per unit for equipment supplies		\$1,687.25	\$2,410.45	\$2,447.76	\$2,447.76
4. Cost per unit for new equipment		\$71,570	\$60,000	\$53,143	\$53,143
5. Cost of tools, materials, supplies and shop operation/unit		\$2,553.42	\$2,746.27	\$2,791.04	\$2,791.04
6. Cost for buildings and grounds		\$48,462	\$20,000	\$20,000	\$20,000
<b>EFFECTIVENESS</b>					
1. Percent of change in cost per unit repaired		+10.1%	-2.6%	0.00%	0.00%
2. Percent change in cost per unit serviced		-18.10%	+15.0%	0.00%	0.00%
3. Percent change in cost per unit for equipment supplies		+13.2%	+42.8%	+1.5%	+1.5%
4. Percent change in cost per unit for new equipment		+8.9%	-16.1%	-11.4%	-11.4%
5. Percent change in cost per unit tools/materials/supplies/shop cost		+1.7%	+7.5%	+1.6%	+1.6%
6. Percent change in cost for buildings and grounds		+47.7%	-58.7%	0.00%	0.00%
<b>ANALYSIS:</b>					
<p>Total appropriations for the program (excluding equipment) are recommended to increase \$8,000 or 1.4%. This increase is due to a \$5,000 increase in equipment operations needed for service contracts with the new radio system, and a \$3,000 increase in tools/materials/supplies required for corrugated metal pipe for the culvert maintenance projects referred to in 27B. Appropriations for buildings and grounds (D.6) are recommended to remain at the \$20,000 level approved for FY'00.</p> <p>In FY'94 the department established an equipment reserve fund for the replacement of equipment. Each year the department would allocate \$350,000 to the fund and if expenditures were less than the allocated \$350,000 the fund balance would increase and accordingly if expenditures were greater than \$350,000 the fund balance would decrease at the end of the year. For FY'01 equipment purchases (D.4) are recommended for \$372,000 which is a \$12,000 increase over last fiscal year. If the department makes the anticipated purchases, this will be the third consecutive year the equipment has exceeded</p>		<p>the \$350,000 allocation and will leave an approximate zero balance in the equipment fund.</p> <p>If this trend is expected to continue the department will have to make an adjustment the annual allocation amount in order to avoid a negative fund balance, or revisit the concept of an equipment fund all together.</p> <p>The Board decided to increase the equipment annual funding amount to \$400,000 beginning in FY2002.</p> <p>Pieces of heavy/medium equipment (D.1) are recommended to stay at 26. Scheduled purchases for FY'01 include one each of the following: crawler backhoe, lowboy trailer, semi-tractor (used), 4WD vehicle, 1/2 ton pick-up truck, utility trailer, 3/4 ton pick-up truck, and \$40,000 in miscellaneous smaller pieces of equipment. All performance indicators are recommended to remain approximately at FY'00 levels except for the examples mentioned above.</p>			

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: General Roadway Expenditures (27C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
233-A Shop Supervisor	1.00	1.00	1.00	1.00	1.00
187-B Mechanic	2.00	2.00	2.00	2.00	2.00
162-B Shop Control Clerk	1.00	1.00	1.00	1.00	1.00
Z Eldridge Garage Caretaker	0.30	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>
<b>APPROPRIATION SUMMARY:</b>					
New Equipment	\$429,422	\$360,000	\$360,000	\$372,000	\$372,000
Equipment Operation	412,503	506,500	506,500	511,500	511,500
Tools/Materials/Supplies	46,466	49,000	49,000	52,000	52,000
Property/Assessment	48,482	20,000	20,000	20,000	20,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$936,873</b>	<b>\$935,500</b>	<b>\$935,500</b>	<b>\$955,500</b>	<b>\$955,500</b>

SERVICE AREA: Capital Projects		PROGRAM: Road Construction (27D)			
ACTIVITY: Roadway Construction		ORGANIZATION: Secondary Roads			
<b>PROGRAM MISSION:</b> To provide for the best possible use of tax dollars for road and bridge construction by (A) using the most up to date construction techniques and practices therefore extending life and causing less repairs, (B) analyzing the existing system to determine best possible benefit to cost ratio and (C) by providing timely repairs to prolong life of system					
<b>PROGRAM OBJECTIVES:</b>					
1. To control actual cost for day labor bridge const. To below \$60.00/sq.ft.					
2. To control cost for resurfacing to below \$40.00/lin.ft.					
3. To control actual cost of construction to not to exceed budget by 10%.					
4. To complete 100% of annual program.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Roads/bridges/culverts below standards (based/needs study in \$		\$21,171,000	\$30,908,000	\$30,908,000	\$30,908,000
2. Number of bridges with sufficiency ratings below 50 (requiring repl)		4	4	4	4
3. # of bridges with sufficiency ratings 50-75 (requiring rehab/repl		28	22	22	22
4. \$ value of projects requiring construction in County 5-Year Plan		\$7,100,000	\$8,470,000	\$8,220,000	\$8,220,000
<b>WORKLOAD</b>					
1. Cost/roads prosd for patch & edge drain (1st yr of 5-yr plan) FM		-	-	750,000	750,000
2. Cost/bridges proposed for construction (1st yr of 5-yr plan) BRS/FM		\$203,308	-	-	-
3. Cost of misc/culvert/bridge construction (1st yr of 5-yr plan) Local		\$235,642	\$200,000	\$200,000	\$200,000
4. Cost of road rehabilitation resurfacing/local (1st yr of 5-yr plan)		\$413,835	\$400,000	\$0	\$0
5. Cost of roads proposed for resurfacing (1st yr of 5-yr plan)FM&STP		\$0	\$1,150,000	\$800,000	\$800,000
<b>PRODUCTIVITY</b>					
1. Cost/mile of edge drain & patching (FM) 21.5ml.		-	-	\$34,884	\$34,884
2. Cost/sq foot of bridge construction/rehab (BRS/FM)		\$43.72	-	-	-
3. Cost/sq ft of culvert/bridge const. (Local) 3650sq ft.		\$64.55	\$51.28	\$54.79	\$54.79
4. Cost/lineal ft road rehabilitation resurfacing/local (0) (66,802 ft.)		\$34.07	\$23.20	\$0.00	\$0.00
5. Cost/lineal ft resurface/repair FM 22,176ft.		-	\$23.20	\$36.08	\$36.08
<b>EFFECTIVENESS</b>					
1. Actual cost as percent of budget cost (excluding FM)		84.40%	100%	100%	100%
2. Percent of construction projects completed		100%	100%	100%	100%
3. % of roads/bridges/culverts constructed vs those below standard		4.00%	5.60%	5.60%	5.60%
4. % of bridges replaced/rehabilitated vs those below standard		8.80%	3.80%	7.60%	7.60%
5. Dollar value of construction as percent of 5 year plan		11.90%	20.60%	21.20%	21.20%
<b>ANALYSIS:</b>					
<p>Total appropriations for the program are recommended to increase \$150,000 or 18.8% over last fiscal year. The cost of Roads/Bridges/Culverts below standard (D.1) has been changed to reflect the new 1998 IDOT needs study report. The remaining demand indicators are recommended to stay at FY'00 levels. Cost of bridge construction (W.3) represents \$150,000 for a contract bridge and \$50,000 for a single day labor bridge. For FY'01, \$750,000 is recommended for tile line projects (W.1) and \$800,000 is recommended for Farm to Market and STP funds (W.5). Cost per lineal ft. for resurfacing (P.5) is recommended to increased due to proposed "crack and seat" and 5" of asphalt compared to "cold-in-place" and 3" of asphalt for 1999/2000. Effectiveness items (E.1-E.5) reflect cost of these construction projects.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	1998-99	1999-00	1999-00	2000-01	2000-01
PROGRAM: Roadway Construction (27D)	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
APPROPRIATION SUMMARY:					
Construction	\$852,115	\$800,000	\$600,000	\$950,000	\$950,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$852,115</b>	<b>\$800,000</b>	<b>\$600,000</b>	<b>\$950,000</b>	<b>\$950,000</b>



**STATE AND LOCAL GOVERNMENT SERVICES  
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**SERVICE AREA: State & Local Government Service**  
**ACTIVITY: Representation Services**

**PROGRAM: Auditor Administration (13A)**  
**ORGANIZATION: Auditor**

**PROGRAM MISSION:** To provide the best possible management of statutory County Auditor responsibilities and to insure that the responsibilities are carried out in the best interests of the citizens of Scott County by establishing policies and goals for office operation.

**PROGRAM OBJECTIVES:**

1. To keep administration costs at or below 13.8% of total budget.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Authorized personnel (FTE's)	15.4	15.4	15.4	15.4
2. Departmental budget	\$920,955	\$923,781	\$982,166	\$982,166
<b>WORKLOAD</b>				
1. Percent of time spent on personnel administration	25%	25%	25%	25%
2. Percent of time spent on fiscal management	25%	25%	25%	25%
3. Percent of time spent on citizen requests	25%	25%	25%	25%
4. Percent of time spent on miscellaneous activity	25%	25%	25%	25%
<b>PRODUCTIVITY</b>				
1. Administration cost as a percent of departmental budget	12.7%	13.2%	13%	13%
2. Administration personnel as a percent of departmental personnel	13%	13%	13%	13%
<b>EFFECTIVENESS</b>				
1. Program performance budget objectives accomplished	77%	80%	80%	80%

**ANALYSIS:**

Total revenues for the department are recommended to decrease \$31,850 or 26% from last year due to fewer scheduled reimbursable special elections. This figure could change should a special election be required.

Total non-salary appropriations for the entire department are recommended to increase \$28,040 or 19.3%. Most of this increase is due the Auditor's election program which is higher than last year because of the general election scheduled in November. Non-salary appropriations for the administration program are recommended to increase \$30 or 2.8%. No personnel requests were submitted for the administration program. All budget indicators are recommended as submitted.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Auditor Administration (13A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Auditor	1.00	1.00	1.00	1.00	1.00
Y First Deputy	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$116,086	\$119,423	\$120,355	\$125,053	\$125,053
Expenses	507	855	855	855	855
Supplies	505	220	220	250	250
<b>TOTAL APPROPRIATIONS</b>	<b>\$117,098</b>	<b>\$120,498</b>	<b>\$121,430</b>	<b>\$126,158</b>	<b>\$126,158</b>

SERVICE AREA: State & Local Government Service		PROGRAM: Elections (13B)		
ACTIVITY: Representation Services		ORGANIZATION: Auditor		
<b>PROGRAM MISSION:</b> To provide efficient and accurate election and voter registration services for the citizens of Scott County by developing and maintaining complete voter registration tasks.				
<b>PROGRAM OBJECTIVES:</b>				
1. To conduct error free elections.				
2. To process 5,000 absentee applications.				
3. To process 25,000 voter registration changes.				
PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Registered voters	107,489	105,000	110,000	110,000
2. Registered voter changes requested	21,149	25,000	30,000	30,000
3. Elections	16	27	7	7
4. Polling places to be maintained	75	78	75	75
5. Absentee voter applications requested	13,683	5,000	16,000	16,000
<b>WORKLOAD</b>				
1. Elections conducted: Scheduled	6	27	6	6
2. Elections conducted: Special Election	10	3	1	1
3. Percent of time spent on citizen requests	21,149	25,000	30,000	30,000
4. Polling places arranged and administered	75	78	75	75
5. Poll worker personnel arranged and trained	1,085	800	1,200	1,200
6. Absentee voter applications processed	13,683	15,000	16,000	16,000
<b>PRODUCTIVITY</b>				
1. Average cost per scheduled election conducted (57%)	\$38,251	\$7,707	\$38,465	\$38,465
2. Average cost per special election conducted (15%)	\$6,040	\$18,253	\$60,734	\$60,734
3. Cost per registered voter change processed (28%)	\$8.24	\$4.09	\$3.78	\$3.78
<b>EFFECTIVENESS</b>				
1. Number of elections requiring a recount	0	0	0	0
<b>ANALYSIS:</b>				
<p>Total revenues for the Elections program are recommended to decrease \$34,850 or 44.9% due to only one reimbursable election being scheduled for the school boards.</p> <p>Non-salary appropriations for the program are recommended to increase \$27,485 or 22.1%. The increase is needed for the additional costs associated with the 2000 general election. Commercial services are recommended to increase \$9,000 to cover printing costs for ballots, and professional services are recommended to increase \$6,600 for temporary employees to assist during the election. In FY'00 the office installed a new voter registration system and \$20,000 is recommended to pay for maintenance on that system for FY'01. Total non-salary appropriations for the program are recommended at \$151,900 of which \$34,850 is budgeted for reimbursement.</p> <p>Pollworker salaries are recommended to increase \$650 or 0.8%. The new amount includes a \$.50 per hour raise beginning in FY'01. Of the \$82,650 recommended for pollworkers, \$58,550 is non-reimbursable and \$24,100 is to be reimbursed by the school</p>		<p>districts for school board elections.</p> <p>There were no requests for equipment purchases and supplies are recommended to increase \$1,350 or 12% to cover extra costs associated with the general election.</p> <p>The average cost per special election conducted (P.2) is recommended to increase as compared to FY'99 actual and FY'00 budget due to only one special election (W.2) being anticipated. All other indicators are consistent with past performance and are recommended as submitted.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Elections (13B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Y Deputy Auditor-Elections	1.00	1.00	1.00	1.00	1.00
291-C Election Supervisor	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$159,527	\$73,550	\$73,550	\$38,700	\$38,700
Fees and Charges	3,389	4,000	4,000	4,000	4,000
Miscellaneous	326	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$163,242</b>	<b>\$77,550</b>	<b>\$77,550</b>	<b>\$42,700</b>	<b>\$42,700</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$239,007	\$240,649	\$240,885	\$254,061	\$254,061
Expenses	159,261	113,165	113,165	139,300	139,300
Supplies	5,254	11,250	11,250	12,600	12,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$403,522</b>	<b>\$365,064</b>	<b>\$365,300</b>	<b>\$405,961</b>	<b>\$405,961</b>

<b>SERVICE AREA: State &amp; Local Government Service</b>		<b>PROGRAM: Recorder Administration (26A)</b>			
<b>ACTIVITY: State Administrative Services</b>		<b>ORGANIZATION: Recorder</b>			
<b>PROGRAM MISSION:</b> To continue serving citizens of Scott County by directing and reviewing personnel in working with Vital Records, Conservations, Recreational Vehicle registrations and titles by working with Department of Public Health, Iowa Department of Revenue and the Department of Natural Resources, by assuring policies are in place					
<b>PROGRAM OBJECTIVES:</b>					
1. To monitor volume and service provided by each department, I.e. real estate, conservation and vital records					
2. To maintain workload percent as budgeted below.					
<b>PERFORMANCE INDICATORS</b>		<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>					
1. Authorized personnel (FTE's)		13	14	14	14
2. Departmental budget		\$495,152	\$530,103	\$559,731	\$559,731
<b>WORKLOAD</b>					
1. Percent of time spent on personnel administration		25%	35%	35%	35%
2. Percent of time spent on fiscal management		18%	27%	27%	27%
3. Percent of time spent on citizen requests		29%	38%	38%	38%
<b>PRODUCTIVITY</b>					
1. Administration personnel as a percent of departmental personnel		11.50%	10.70%	10.70%	10.70%
<b>EFFECTIVENESS</b>					
1. Program performance budget objectives accomplished		100%	100%	100%	100%
<b>ANALYSIS:</b>					
<p>Total department revenues are projected to decrease \$5,509. This decrease is primarily based on a decrease of \$7,660 for recording of instruments due to a decline in real estate activity. In addition, revenue for boat fees are down \$3,200 because this is an even year and boat registrations are due on odd years. These decreases are offset by an increase in vital records of \$5,600 based on three month actual figures.</p> <p>Non-salary expenditures are projected to remain the same. The department has requested an upgrade of one Clerk II to a "Vital Records Specialist" which is under review by the Human Resources Department.</p> <p>All other indicators are in line with budget.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Recorder Administration (26A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Recorder	1.00	1.00	1.00	1.00	1.00
Y First Deputy	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>REVENUE SUMMARY:</b>					
Use of Money and Property	\$4,692	\$5,500	\$5,500	\$5,000	\$5,000
<b>TOTAL REVENUES</b>	<b>\$4,692</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$91,015	\$93,579	\$94,263	\$97,881	\$97,881
Expenses	1,563	2,950	2,950	2,950	2,950
<b>TOTAL APPROPRIATIONS</b>	<b>\$92,578</b>	<b>\$96,529</b>	<b>\$97,213</b>	<b>\$100,831</b>	<b>\$100,831</b>

SERVICE AREA: State & Local Government Service		PROGRAM: Public Records (26B)			
ACTIVITY: State Administrative Services		ORGANIZATION: Recorder			
<b>PROGRAM MISSION:</b> To serve the citizens of Scott County by maintaining official records of documents effecting title to real estate and other important documents, issuing various types of conservation license and recreational vehicle registrations and titles.					
<b>PROGRAM OBJECTIVES:</b>					
1. To process 46,000 real estate transactions.					
2. To complete 5,000 transfer tax transactions.					
3. To process 4,500 conservation licenses.					
4. To process 11,000 recreational vehicle registrations.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Real estate transactions requested		47,771	48,000	46,000	46,000
2. Uniform Commercial Code transactions		1,248	1,200	1,200	1,200
3. Transfer tax requests		5,044	5,100	5,000	5,000
4. Conservation license requests		25,010	4,500	4,500	4,500
5. Recreational vehicle registrations requested		11,107	2,500	11,000	11,000
6. Public inquiries		16,000	18,000	18,000	18,000
<b>WORKLOAD</b>					
1. Real estate transactions completed		47,771	48,000	46,000	46,000
2. Uniform Commercial Code transactions completed		1,248	1,200	1,200	1,200
3. Percent of time spent on citizen requests		5,044	5,100	5,000	5,000
4. Conservation licenses processed		25,010	4,500	4,500	4,500
5. Recreational vehicle registrations processed		11,107	2,500	11,000	11,000
6. Public inquiries		16,000	18,000	18,000	18,000
<b>PRODUCTIVITY</b>					
1. Cost per real estate transactions processed		\$3.47	\$4.08	\$4.10	\$4.10
2. Uniform Commercial Code transaction processed		\$2.95	\$5.45	\$2.91	\$2.91
3. Cost per transfer tax transaction processed		\$3.65	\$3.84	\$4.19	\$4.19
4. Cost per conservation license issued		\$3.38	\$4.36	\$3.88	\$3.88
5. Cost per recreational vehicle registration processed		\$3.31	\$3.92	\$4.13	\$4.13
<b>EFFECTIVENESS</b>					
1. Dollar amount of fee revenue generated		\$862,749	\$874,610	\$872,050	\$872,050
2. Recorder's Record Management Fund		\$59,942	\$47,500	\$45,540	\$45,540
<b>ANALYSIS:</b>					
<p>Revenue in this program is anticipated to increase \$101,760 from FY00 budgeted amount. This is in line with FY99 actual figures and the FY00 estimate. The number of recorded documents are going down; however, this decrease is substantially offset in revenue because the value of property being sold in the County is going up in price.</p> <p>Non-salary costs are recommended to remain unchanged.</p> <p>Real estate transactions requested and completed (D.1 &amp; W.1) is expected to decrease based on the past three years activity plus the current four months for real estate activity. Transfer Tax requests (D.3 &amp; W.1) is down slightly which is in line with last year's actuals. The dollar amount of fee revenue generated (E.1) is down slightly which correlates with the decrease in the real estate activity.</p> <p>All other indicators appear to be in line.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Public Records (26B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Y First Deputy	0.50	0.50	0.50	0.50	0.50
Y Second Deputy	1.00	1.00	1.00	1.00	1.00
191-C Real Estate Specialist	1.00	1.00	1.00	1.00	1.00
191-C Conservation Specialist	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	4.00	4.00	4.00	4.00	4.00
125-C Clerk I	1.50	1.50	1.50	1.50	1.50
<b>TOTAL POSITIONS</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$862,749	\$770,290	\$874,610	\$872,050	\$872,050
Miscellaneous	2,515	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$865,264</b>	<b>\$770,290</b>	<b>\$874,610</b>	<b>\$872,050</b>	<b>\$872,050</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$340,393	\$318,613	\$314,431	\$341,698	\$341,698
Expenses	16,699	1,580	1,580	1,580	1,580
Supplies	10,908	11,150	11,150	11,150	11,150
<b>TOTAL APPROPRIATIONS</b>	<b>\$368,000</b>	<b>\$331,343</b>	<b>\$327,161</b>	<b>\$354,428</b>	<b>\$354,428</b>



<b>SERVICE AREA: State &amp; Local Government Service</b>	<b>PROGRAM: Vital Records (26D)</b>			
<b>ACTIVITY: State Administrative Services</b>	<b>ORGANIZATION: Recorder</b>			
<b>PROGRAM MISSION:</b> To maintain official records of birth, death and marriage certificates registration by providing requested documents in a timely manner, take applications of marriage and issue the proper documents within the legal time frame of 3 days.				
<b>PROGRAM OBJECTIVES:</b>				
1. To process 15,000 certified copies of vital records.				
2. To process 1,450 marriage applications.				
3. To complete registrations of 5,200 vital records.				
<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. Vital records certified copies requested	15,407	15,000	15,000	15,000
2. Marriage applications processed	1,345	1,450	1,450	1,450
3. Vital records registration (birth and death)	5,408	5,000	5,200	5,200
<b>WORKLOAD</b>				
1. Vital records copies completed	15,407	15,000	15,000	15,000
2. Marriage applications processed	1,345	1,450	1,450	1,450
3. Percent of time spent on citizen requests	5,408	5,000	5,200	5,200
<b>PRODUCTIVITY</b>				
1. Cost per vital records transaction	\$1.59	\$4.77	\$4.70	\$4.70
2. Cost per marriage application processed	\$1.54	\$4.94	\$4.93	\$4.93
3. Cost per vital records registration (birth and death)	\$1.59	\$4.70	\$4.71	\$4.71
<b>EFFECTIVENESS</b>				
1. Dollar amount of fees generated for transactions	\$62,262	\$60,000	\$60,000	\$60,000
<b>ANALYSIS:</b>				
<p>Revenues in this program are projected to increase 9.9% or \$5,600.00 which is in line with last year's actual figures. This is due in part to an increased number of births and marriages, each normally requires a certified copy.</p> <p>Non-salary expenditures will remain unchanged from last year.</p> <p>The Human Resources Department is reviewing the department's requests for an upgrade from a Clerk II to a "Vital Records Specialist".</p> <p>Vital records registration (W.3) is increased slightly due to demand and past history. Dollar amount of fees generated for transactions (E.1) are fees collected for certified copies at the County's share of \$4 per copy. This fee is projected to increase based upon demand and last year's actuals.</p>				

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Vital Records (26D)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
141-C Clerk II	1.00	1.00	1.00	1.00	1.00
125-C Clerk I	2.50	2.50	2.50	2.50	2.50
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$62,262	\$56,400	\$60,000	\$62,000	\$62,000
<b>TOTAL REVENUES</b>	<b>\$62,262</b>	<b>\$56,400</b>	<b>\$60,000</b>	<b>\$62,000</b>	<b>\$62,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$28,783	\$99,031	\$97,585	\$107,741	\$107,741
Expenses	1,200	1,600	1,600	1,600	1,600
Supplies	4,590	1,600	1,600	1,600	1,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$34,573</b>	<b>\$102,231</b>	<b>\$100,785</b>	<b>\$110,941</b>	<b>\$110,941</b>

SERVICE AREA: State & Local Government Service

PROGRAM: Motor Vehicle Registration-Courthouse (30C)

ACTIVITY: State Administrative Services

ORGANIZATION: Treasurer

PROGRAM MISSION: To provide professional motor vehicle service for all citizens through versatile, courteous and efficient customer service skills

PROGRAM OBJECTIVES:

- 1. To retain at least \$900,000 of motor vehicle revenue.
- 2. To process at least 60% of all motor vehicle plate fees at the Courthouse.
- 3. To process at least 85% of all motor vehicle title & security interest fees at the Courthouse.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Number of motor vehicle renewal notices issued	103,340	104,000	104,000	104,000
2. Number of title and security interest transactions	76,376	77,000	77,000	77,000
3. Number of duplicates and additional fees requested	5,877	5,900	5,900	5,900
4. Number of junking certificates & misc transactions requested	21,074	21,000	21,000	21,000
5. Total dollar motor vehicle plate fees received-Courthouse	\$9,264,658	\$9,300,000	\$9,400,000	\$9,400,000
6. Total dollar motor vehicle title & security interest fees rec-Courthouse	\$13,455,960	\$13,500,000	\$13,550,000	\$13,550,000
<b>WORKLOAD</b>				
1. Number of vehicle renewals processed	153,733	154,000	154,000	154,000
2. Number of title & security interest transactions processed	76,376	77,000	77,000	77,000
3. Percent of time spent on citizen requests	5,877	5,900	5,900	5,900
4. Number junking certificates & misc transactions processed	21,074	21,000	21,000	21,000
5. Total dollar motor vehicle plate fees processed-Courthouse	\$9,264,658	\$9,300,000	\$9,400,000	\$9,400,000
6. Total \$ motor vehicle title & security int fees processed-Courthouse	\$13,455,960	\$13,500,000	\$13,550,000	\$13,550,000
<b>PRODUCTIVITY</b>				
1. Cost per renewals processed (25%)	\$0.525	\$0.566	\$0.596	\$0.596
2. Cost per title & security interest transaction (50%)	\$2.11	\$2.27	\$2.39	\$2.39
3. Cost per duplicate and/or additional fee (15%)	\$8.23	\$8.87	\$9.34	\$9.34
4. Cost per junking certificate & misc transactions (10%)	\$1.53	\$1.66	\$1.74	\$1.74
5. Total \$ motor vehicle plate fees processed/window/clerk/day	\$6,181	\$5,813	\$5,875	\$5,875
6. Total \$ motor vehicle title & security int fees proc/window/clerk/day	\$8,977	\$8,438	\$8,469	\$8,469
<b>EFFECTIVENESS</b>				
1. Total dollar motor vehicle revenue retained by County	\$874,253	\$875,000	\$920,000	\$920,000
2. Percent of total motor vehicle plate fees processed at Courthouse	64.08%	64%	64%	64%
3. Percent of total motor vehicle title & security int fees proc-Courthouse	87.21%	87%	87%	87%

ANALYSIS:

Total revenues for this program are recommended to increase by 5.5% or \$46,600. This is mainly due to anticipated growth in vehicle registration fees. Revenue from motor vehicle fees has consistently increased throughout the 1990's from between 2% and 5%.

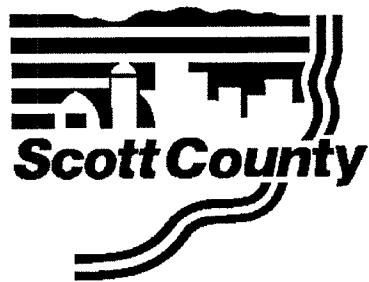
Total non-salary appropriations are recommended to increase by \$2,883, or 13.7%, due almost entirely to increases in supplies. This is because of under budgeting for the cost of motor vehicle registration renewal notices. The Treasurer's office utilizes an outside vendor to process these notices at a cost of \$.10 each plus postage. The cost of purchasing this service is partially offset by savings in postage costs. This is due to the vendor's ability to list up to six vehicles for one individual on the same renewal notice. When the County was processing the notices one was printed and mailed for each vehicle.

No personnel changes were requested for this program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Motor Vehicle Registration-Courthouse (30C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Y Deputy Treasurer - Motor Vehicle 75%	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	0.30	0.30	0.30	0.30	0.30
141-C Clerk II	8.60	8.60	8.60	8.60	8.60
<b>TOTAL POSITIONS</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$877,766	\$846,120	\$877,680	\$892,720	\$892,720
Miscellaneous	(65)	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$877,701</b>	<b>\$846,120</b>	<b>\$877,680</b>	<b>\$892,720</b>	<b>\$892,720</b>
<b>APPROPRIATION SUMMARY</b>					
Personal Services	\$299,193	\$321,917	\$324,487	\$347,643	\$347,643
Expenses	3,372	4,123	4,398	4,398	4,398
Supplies	19,988	16,992	19,950	19,600	19,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$322,553</b>	<b>\$343,032</b>	<b>\$348,835</b>	<b>\$371,641</b>	<b>\$371,641</b>

SERVICE AREA: State Local Government Service		PROGRAM: County General Store (30D)			
ACTIVITY: State Administrative Services		ORGANIZATION: Treasurer			
<b>PROGRAM MISSION:</b> To professionally provide any motor vehicle and property tax services as well as other County services to all citizens at a convenient location through versatile, courteous and efficient customer service skills					
<b>PROGRAM OBJECTIVES:</b>					
1. To process at least 5% of all property tax payments.					
2. To process at least 40% of all motor vehicle plate fees.					
3. To process at least 12% of all motor vehicle title & security interest fees.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Total dollar property taxes received		\$8,962,051	\$9,056,731	\$9,244,301	\$9,244,301
2. Total dollar motor vehicle plate fees received		\$5,191,468	\$5,200,000	\$5,200,000	\$5,200,000
3. Total dollar motor vehicle title & security interest fees received		\$1,973,527	\$2,000,000	\$2,000,000	\$2,000,000
4. Number of hunting & fishing licenses requested		698	700	700	700
5. Number of voter registration applications requested		117	200	200	200
6. Number city bus/city sewer collections		5/464	N/A	N/A	N/A
<b>WORKLOAD</b>					
1. Total dollar property taxes processed		\$8,962,051	\$9,056,731	\$9,244,301	\$9,244,301
2. Total dollar motor vehicle plate fees processed		\$5,191,468	\$5,200,000	\$5,200,000	\$5,200,000
3. Percent of time spent on citizen requests		\$1,973,527	\$2,000,000	\$2,000,000	\$2,000,000
4. Number hunting & fishing licenses issued for Recorder		698	700	700	700
5. Number of voter registration applications processed for Auditor		117	200	200	200
6. Number of city bus/city sewer collections		5/464	N/A	N/A	N/A
<b>PRODUCTIVITY</b>					
1. Total dollar property taxes processed/window clerk/day		\$8,761	\$9,057	\$9,244	\$9,244
2. Total dollar motor vehicle plate fees processed/window/clerk/day		\$5,075	\$5,200	\$5,200	\$5,200
3. Total \$ motor vehicle title & security int fees proc/window/clerk/day		\$1,929	\$2,000	\$2,000	\$2,000
<b>EFFECTIVENESS</b>					
1. Percent total property tax processed-General Store		6.41%	6%	6%	6%
2. Percent total motor vehicle plate fees processed-General Store		35.91%	36%	36%	36%
3. Percent total motor vehicle title & security int fees proc-General Store		12.79%	13%	13%	13%
<b>ANALYSIS:</b>					
<p>Non-salary appropriations for the General Store are recommended to decrease by 7.8%. This is due to reductions in budgeted security costs and supplies.</p> <p>Last year's budget included charges for a security guard to be on site during the final hour of business day. This has been avoided by the use of electronic monitoring provided by Risk Management. The reduction to supplies is due to one-time increases in FY 1999 for the purchase of new telephones and associated equipment.</p> <p>Revenue earned by this program was solely due to services provided for the benefit of the City of Davenport. This included the sale of city bus passes and the collection of city sewer bills, for which the County was paid \$1,200 per year. These services were discontinued (D.6) during November of 1998 and no further revenues are forthcoming.</p> <p>No changes in personnel were requested for this program.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: County General Store (30D)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
496-A Operations Manager	0.10	0.10	0.10	0.10	0.10
382-A County General Store Manager	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$500	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$186,493	\$192,166	\$195,707	\$209,461	\$209,461
Expenses	34,338	37,074	35,171	36,003	36,003
Supplies	2,194	3,988	3,975	1,875	1,875
<b>TOTAL APPROPRIATIONS</b>	<b>\$223,025</b>	<b>\$233,228</b>	<b>\$234,853</b>	<b>\$247,339</b>	<b>\$247,339</b>



**INTERPROGRAM SERVICES  
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**SERVICE AREA:** Interprogram Services

**PROGRAM:** General Administration (11A)

**ACTIVITY:** Policy & Administration

**ORGANIZATION:** Administration

**PROGRAM MISSION:** To enhance county services for citizens and county departments by providing effective management and coordination of resources

**PROGRAM OBJECTIVES:**

1. To maintain status quo relative to management personnel as a percent of total personnel.
2. To schedule 375 meetings with individual department heads.
3. To schedule 115 meetings with individual Board members.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Authorized personnel (FTE's)	411.86	415.17	416.47	416.47
2. Units directly supervised	9	9	9	9
3. Dollar value of budget	\$40,727,400	\$45,241,963	\$50,546,193	\$50,488,576
4. Jurisdiction population	158,591	158,591	158,591	158,591
<b>WORKLOAD</b>				
1. Board of Supervisors meetings held	91	100	100	100
2. Schedule meetings with individual Board members	115	115	115	115
3. Agenda items forwarded to Board of Supervisors	530	600	600	600
4. Scheduled meetings with individual department heads	355	375	375	375
5. Other scheduled meetings held	703	700	700	700
<b>PRODUCTIVITY</b>				
1. Management cost as a percent of County budget	0.53%	0.45%	0.43%	0.43%
2. Management personnel as a percent of total personnel	0.65%	0.65%	0.65%	0.65%
<b>EFFECTIVENESS</b>				
1. Program performance budget objectives accomplished	94%	100%	100%	100%

**ANALYSIS:**

The department's performance indicators are expected to remain at the same level as projected for FY00. Non-salary expenses are recommended to remain stable.

Management personnel as a percent of total personnel (P.2) have been stable throughout the past several years.

The budget is increasing next year due primarily to continued pressures of jail overcrowding requiring the County to house inmates out of County at other jail facilities. Also the cost of employee health care premiums are expected to increase substantially over current levels based on claim experience.

The increase in FTE's for next year (1.30 FTE) consists of an additional correction officer supervisor at the jail to handle inmate grievances and coordinate training, and for a part time mower position at Secondary Roads.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: General Administration (11A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
A County Administrator	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Administrator	0.50	0.50	0.50	0.50	0.50
298-A Administrative Assistant	0.60	0.60	0.60	0.60	0.60
Z Administrative Intern	0.60	0.60	0.60	0.60	0.60
<b>TOTAL POSITIONS</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$257	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$257</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$181,446	\$194,149	\$191,376	\$203,339	\$203,339
Expenses	7,687	12,950	9,350	12,950	12,950
Supplies	2,235	1,350	1,350	1,350	1,350
<b>TOTAL APPROPRIATIONS</b>	<b>\$191,368</b>	<b>\$208,449</b>	<b>\$202,076</b>	<b>\$217,639</b>	<b>\$217,639</b>

<b>SERVICE AREA:</b> Interprogram Service	<b>PROGRAM:</b> Business/Finance (13D)			
<b>ACTIVITY:</b> Policy & Administration	<b>ORGANIZATION:</b> Auditor			
<b>PROGRAM MISSION:</b> To provide accurate and efficient implementation of the County's financial accounting system, including the timely and appropriate bi-weekly processing of the payroll and accounts payable functions by using County financial policies and generally accepted accounting principles				
<b>PROGRAM OBJECTIVES:</b>				
1. To keep cost per invoice processed below \$3.00.				
2. To keep cost per time card processed below \$2.00				
3. To keep cost per account center maintained below \$8.50.				
<b>PERFORMANCE INDICATORS</b>	<b>1998-99 ACTUAL</b>	<b>1999-00 PROJECTED</b>	<b>2000-01 REQUESTED</b>	<b>2000-01 ADOPTED</b>
<b>DEMAND</b>				
1. Invoices submitted	27,209	24,000	26,000	26,000
2. Employees on payroll	618	590	600	600
3. Official Board meetings requiring minutes	57	60	60	60
4. Accounting account/centers to be maintained	6,803	8,000	8,000	8,000
5. Poll workers	613	650	650	650
<b>WORKLOAD</b>				
1. Invoices processed	27,209	24,000	29,000	29,000
2. Time cards processed	33,867	31,000	32,500	32,500
3. Board meetings minutes recorded	57	60	60	60
4. Account/centers maintained	6,803	8,000	8,000	8,000
<b>PRODUCTIVITY</b>				
1. Cost per invoice processed (35%)	\$2.66	\$3.06	\$2.80	\$2.80
2. Cost per time card processed (30%)	\$1.84	\$2.03	\$2.14	\$2.14
3. Cost per Board meeting minutes recorded (5%)	\$181.73	\$175.07	\$193.15	\$193.15
4. Cost per account/center maintained (30%)	\$9.14	\$7.88	\$8.69	\$8.69
<b>EFFECTIVENESS</b>				
1. Claims lost or misplaced	0	0	0	0
<b>ANALYSIS:</b>				
<p>Total non-salary appropriations for the program are recommended to increase \$250 or 2.0%. Both equipment purchases and expenses are recommended at FY'00 levels. Supplies are recommended to increase \$250 or 3.4% to cover increased costs of A/P and Payroll checks.</p> <p>An organizational change request was submitted by the department for the upgrade of the Accounting Supervisor Position. Following review the Human Resources Department approved the upgrade.</p> <p>All indicators are consistent with past performance and are recommended as submitted.</p>				

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Business/Finance (13D)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
611-A Accounting Supervisor	-	-	-	0.70	0.70
516-A Accounting Supervisor	0.70	0.70	0.70	-	-
252-A Payroll Specialist	1.50	1.50	1.50	1.50	1.50
252-C Accounts Payable/Receivable Specialist	0.50	-	-	-	-
252-C Accounts Payable Specialist	-	1.50	1.50	1.50	1.50
177-A Official Records Clerk	0.90	0.90	0.90	0.90	0.90
177-C Senior Clerk	1.00	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$400	\$500	\$500	\$500	\$500
Miscellaneous	11	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$411</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$198,682	\$197,843	\$210,690	\$221,384	\$221,384
Equipment	50	2,000	2,000	2,000	2,000
Expenses	697	2,990	2,990	2,990	2,990
Supplies	7,747	7,250	7,250	7,500	7,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$207,176</b>	<b>\$210,083</b>	<b>\$222,930</b>	<b>\$233,874</b>	<b>\$233,874</b>

<b>SERVICE AREA:</b> Interprogram Services	<b>PROGRAM:</b> Taxation (13E)
<b>ACTIVITY:</b> Policy & Administration	<b>ORGANIZATION:</b> Auditor

**PROGRAM MISSION:** To provide efficient and accurate taxation services to the citizens of scott County, as well as to other County departments, by developing and maintaining complete tax records and systems

**PROGRAM OBJECTIVES:**

1. To keep cost per parcel taxed below \$1.65.
2. To keep cost per tax credit processed below \$1.75.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Parcels to be taxed	67,969	67,500	68,000	68,000
2. Real estate transactions requested	8,725	8,100	8,200	8,200
3. Tax credits requested	60,250	60,500	60,500	60,500
4. Control licenses requested	33	35	35	35
5. Local budgets to be certified	49	49	49	49
<b>WORKLOAD</b>				
1. Parcels taxed	67,696	67,500	68,000	68,000
2. Real estate transactions processed	8,726	8,100	8,200	8,200
3. Tax credits processed	60,250	60,500	60,500	60,500
4. Control licenses processed	33	35	35	35
5. Local budgetes certified	49	49	49	49
<b>PRODUCTIVITY</b>				
1. Cost per parcels taxed (54%)	\$1.55	\$1.61	\$1.70	\$1.70
2. Cost per real estate transaction processed (15%)	\$3.34	\$3.72	\$3.90	\$3.90
3. Cost per tax credit processed (30%)	\$0.97	\$1.00	\$1.06	\$1.06
4. Cost per control license processed (1%)	\$58.80	\$57.37	\$61.00	\$61.00

<b>EFFECTIVENESS</b>				
1. Dollar amount of licenses, permits and fees	\$47,047	\$44,675	\$45,000	\$45,000

**ANALYSIS:**

Total revenues for the program are recommended to increase \$3,000 or 6.7% due to an anticipated increase in transfer fees.

Total non-salary appropriations are recommended to increase \$275 or 3.6% over last year. The total increase is in supplies. Expenses are recommended to remain at FY'00 levels. There was one organizational request submitted by the department for the Accounting Supervisor position which is also part of the Business and Finance program. The request is under review by the Human Resources department.

All performance indicators are consistent with past performance and are recommended as submitted.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Taxation (13E)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Y Deputy Auditor-Tax	1.00	1.00	1.00	1.00	1.00
611-A Accounting Supervisor	-	-	-	0.30	0.30
516-A Accounting Supervisor	0.30	0.30	0.30	-	-
194-C Platroom Draftsman	0.50	0.50	0.50	0.50	0.50
177-C Tax Aide	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>4.80</b>	<b>4.80</b>	<b>4.80</b>	<b>4.80</b>	<b>4.80</b>
<b>REVENUE SUMMARY:</b>					
Licenses and Permits	\$4,060	\$4,425	\$4,425	\$4,425	\$4,425
Fees and Charges	43,006	40,250	43,250	43,250	43,250
Miscellaneous	(19)	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$47,047</b>	<b>\$44,675</b>	<b>\$47,675</b>	<b>\$47,675</b>	<b>\$47,675</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$185,349	\$193,221	\$197,554	\$208,333	\$208,333
Expenses	5,968	1,815	3,557	1,815	1,815
Supplies	2,715	5,750	5,750	6,025	6,025
<b>TOTAL APPROPRIATIONS</b>	<b>\$194,032</b>	<b>\$200,786</b>	<b>\$206,861</b>	<b>\$216,173</b>	<b>\$216,173</b>



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Budget &amp; Information Processing Admin (14A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A Director Budget & Information Processing	1.00	1.00	1.00	1.00	1.00
283-A BIP Office Supervisor	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$111,335	\$115,229	\$116,367	\$121,235	\$121,235
Expenses	4,386	2,970	4,600	4,600	4,600
Supplies	1,190	850	1,250	1,250	1,250
<b>TOTAL APPROPRIATIONS</b>	<b>\$116,911</b>	<b>\$119,049</b>	<b>\$122,217</b>	<b>\$127,085</b>	<b>\$127,085</b>



SERVICE AREA: Interprogram Services		PROGRAM: Information Processing (14B)			
ACTIVITY: Central Services		ORGANIZATION: Budget & Information Processing			
<b>PROGRAM MISSION:</b> To provide dependable phone and comuter services for County employees by: 1) informing, educating and empowering employees with computer knowledge; 2) researching, installing, and maintaining innovative computer and telephone solutions; and 3) designing and implementing user friendly software systems					
<b>PROGRAM OBJECTIVES:</b>					
1. To complete rewrite of all remaining DOS in-house systems to Windows format (11 estimated for FY01).					
2. To provide first level response to 85% of Help Desk calls.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Number of users		17	17	17	17
2. Existing in-house developed systems to be maintained		55	38	31	31
3. New application systems written		1	-	1	1
4. Number of terminals/printers/file servers in use		357/174/8	360/174/10	360/174/11	360/174/10
5. Existing systems re-written to Windows format		11	3	11	11
<b>WORKLOAD</b>					
1. Existing in-house developed systems maintained		55	38	31	31
2. New application systems installed		1	-	1	1
3. Number of telephone ports (handsets, faxes, modems)		772	780	780	780
4. Number of terminals/printers/file servers maintained		357/174/8	360/174/10	360/174/11	360/174/10
5. Existing systems re-written to Windows format		11	3	11	11
<b>PRODUCTIVITY</b>					
1. Percent of programmer time spent on new application development		30%	5%	10%	10%
2. Percent of programmer time spent on maint of existing systems		10%	20%	20%	20%
3. Percent of programmer time spent on re-written existing systems		22%	50%	60%	60%
4. Training on visual basic/SQL server		n/a	25%	10%	10%
<b>EFFECTIVENESS</b>					
1. Percent of support calls answered by first level support		85%	85%	85%	85%
<b>ANALYSIS:</b>					
<p>Non-salary costs are recommended to increase 14% or \$30,522 for this program. The two primary areas of increase are for maintenance of equipment (\$20,800) and software maintenance costs (\$3,000) and supplies (\$2,250). Net of these increases non-salary costs would be increasing 2%.</p> <p>The County's PCLAN network has expanded and changed in recent years requiring outside maintenance service contracts. In the past these costs have been paid out of CIP but should be moved to the BIP operating budget. FY01 request includes \$5,800 for core builder and \$15,000 for the remote site WAN equipment</p> <p>Software maintenance increased for FY01 for firewall services (virus checks, web restrictions, etc.) from outside vendor estimated at \$3,000.</p> <p>Supplies have increased to higher consumable costs associated with the laser color printers and technical journals and periodicals.</p> <p>The Information Processing staff was reorganized last year by abolishing the Manager of Information Processing position</p>		<p>and upgrading the four Network Systems Technicians to Network Systems Administrators. This reorganization has removed a layer of managerial interaction with users allowing the Network Systems Administrators to work more directly with the users to address their immediate needs and concerns. The Network Systems Administrators have also been empowered to have limited purchasing authority as well as involvement in the long term network planning process.</p> <p>The Board authorized the addition of a programmer/analyst II position during the first quarter to program MH-DD systems. This position will be funded using MH-DD fund balances until the time of the Senior Programmer Analyst's retirement at which time the authorized FTE level will drop back to previous levels.</p> <p>The County's 55 existing in-house developed systems (W.1) that are being maintained in the current application development DOS software has been reduced to 38 after an evaluation of all systems and recognizing that some were unused or</p>		<p>obsolete. Also, some systems were replaced by user developed applications using Microsoft Office modules as well as some third party software replacements.</p> <p>The remaining 38 have been or are being either re-written to the Windows environment or replaced with third party Windows software. The largest single in-house developed software application is the County's tax system. This will be a massive effort that is planned to be completed prior to the retirement of the County's current lead programmer in January 2002. 3 systems were replaced with third party software in FY00 with an additional 7 third party replacements anticipated in FY01 bringing the total inhouse systems down to 31 as indicated under D.2 and W.1 above. 11 systems were re-written last year with an additional 3 estimated for the current fiscal year and the remaining 11 projected to be rewritten next year. This number is subject to change depending on the priority and size of the system being re-written.</p> <p>All remaining indicators are consistent with past years.</p>	

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Information Processing (14B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
511-A Senior Programmer Analyst	1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst II	3.00	3.00	4.00	4.00	4.00
406-A Network Systems Administrator	4.00	4.00	4.00	4.00	4.00
283-A BIP Office Supervisor	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>8.25</b>	<b>8.25</b>	<b>9.25</b>	<b>9.25</b>	<b>9.25</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$57,834	\$55,500	\$58,500	\$58,500	\$58,500
Fees and Charges	5,445	5,800	5,500	5,500	5,500
Miscellaneous	967	500	1,015	1,015	1,015
<b>TOTAL REVENUES</b>	<b>\$64,246</b>	<b>\$61,800</b>	<b>\$65,015</b>	<b>\$65,015</b>	<b>\$65,015</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$452,705	\$483,359	\$519,233	\$563,913	\$563,913
Equipment	361	-	-	-	-
Expenses	198,341	214,057	199,695	242,329	242,329
Supplies	6,410	4,400	6,650	6,650	6,650
<b>TOTAL APPROPRIATIONS</b>	<b>\$657,817</b>	<b>\$701,816</b>	<b>\$725,578</b>	<b>\$812,892</b>	<b>\$812,892</b>

SERVICE AREA: Interprogram Services		PROGRAM: Support Services (14C)						
ACTIVITY: Central Services		ORGANIZATION: Budget & Information Processing						
PROGRAM MISSION: To provide firendly, professional customer services to County departments and authorized agencies in the areas of mail, office supplies, copying, property accounting, word processing, reception phone coverae, optical imaging and centralized purchasing								
PROGRAM OBJECTIVES:								
1. To process at least 2,040 purchase orders.								
2. To keep cost per copy made below \$.03 per copy.								
3. To save \$22,800 due to presorting outgoing mail.								
PERFORMANCE INDICATORS		1998-99	1999-00	2000-01	2000-01			
		ACTUAL	PROJECTED	REQUESTED	ADOPTED			
<b>DEMAND</b>								
1. Purchase requisitions received		2,130	2,032	2,040	2,040			
2. Number of pieces of outgoing mail		596,146	541,928	545,000	545,000			
3. Requests for copies (Print Shop) - County/other		1,059,529	1,060,364	1,060,364	1,060,364			
4. Number of files including subsequents imaged and indexed		75,390	105,000	98,000	98,000			
<b>WORKLOAD</b>								
1. Number of purchase orders issued		2,130	2,032	2,040	2,040			
2. Number of pieces of mail pre-sorted		495,509	478,712	480,000	480,000			
3. Number of copies (Print Shop)		2,053,029	1,279,236	1,279,236	1,279,236			
4. Number of files including subsequents imaged and indexed		75,390	97,208	98,000	98,000			
<b>PRODUCTIVITY</b>								
1. Average dollar amount per purchase order		\$507	\$2,496	\$2,496	\$2,496			
2. Average cost per piece of outgoing mail		\$0.364	\$0.751	\$0.597	\$0.597			
4. Cost per copy made (Print Shop)		\$0.019	\$0.026	\$0.026	\$0.026			
6. Hours spent imaging/indexing/subsequents		1,184	992	1,000	1,000			
<b>EFFECTIVENESS</b>								
1. Dollar amount saved between delivered price - highest bid		\$1,080,062	\$1,268,688	\$1,200,000	\$1,200,000			
2. Dollar amount saved by using pre-sort		\$7,233	\$11,968	\$22,800	\$22,800			
3. Percent of outgoing mail pre-sorted		90%	88%	88%	88%			
4. Dollar value of NAEIR items received		\$11,488	\$16,864	\$15,000	\$15,000			
<b>ANALYSIS:</b>								
<p>Non-salary costs for this program are recommended to increase 13.1% or \$49,940. The two primary areas for this increase are postage (\$37,200) and maintenance of equipment (\$13,390). Net of these two areas of increase non-salary costs would be decreasing slightly by -0.2%.</p> <p>Postage is recommended to increase by \$37,200 to a total budgeted level of \$325,600. This represents a 10% increase over the FY98 actual postage cost of \$295,991. Fy01 will be a presidential election year. Absentee ballots have increased substantially in prior years. Postage rates increased 3% in 1999 and are expected to increase up to 6% in 2001. Depending on absentee utilization this may or may not be sufficient. If not, the County's contingency funds could be used.</p> <p>Maintenance of equipment is increasing due to the number of satellite copiers in County departments requiring annual maintenance contracts. Also, the move to digital copiers with computer network interfaces and increased technology have increased copier maintenance costs.</p> <p>Support service staff continues to provide</p>			<p>imaging support (W.4) to the Treasurer's office. Both the Treasurer's and Recorder's optical systems were developed in-house prior to the installation of windows. As such an outside technical person wrote imaging code in C++ programming language (not used by our in-house programmers) to facilitate viewing and downloading of imaged documents. The County will be moving to a windows based vendor supported imaging solution in FY01 to replace the existing systems. This will be a major effort spanning both the current fiscal year and next year.</p> <p>Last year the County purchased a digital duplicator machine to replace its old offset printing machine. A computer interface was installed for this device. This will allow the Print Shop Support Services Clerk to transfer manual forms to computerized digital forms which will allow for speedier turn around, more up to date form design and lower form inventory levels. This process is currently underway.</p> <p>The digital high-speed copier in the printshop also has a network interface available that is planned for installation in</p>			<p>FY01. This will allow for forms previously printed on the impact line printer to be printed with laser quality output such as assessment rolls and possible ballot printing for the Auditor's elections.</p> <p>The percentage of outgoing mail being pre-sorted (E.3) continues to be high due to the use of an outside vendor certified by the United States Postal Service to provide bar-coding and pre-sorting services. It is anticipated that this will save the County approximately \$22,800 next fiscal year (E.2). The higher amount is due to increased associated with the presidential election.</p> <p>The amount saved using bidding and soliciting quotes (E.1) for products and services continues to be a significant amount.</p>		

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Support Services (14C)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
283-A BIP Office Supervisor	0.25	0.25	0.25	0.25	0.25
252-A Purchasing Specialist	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services	2.00	2.00	2.00	2.00	2.00
141-C Clerk II/Word Processing	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services Receptionist	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$131,935	\$120,000	\$133,000	\$133,000	\$133,000
Fees and Charges	13,345	16,700	13,400	13,400	13,400
Miscellaneous	1,488	250	1,515	1,515	1,515
<b>TOTAL REVENUES</b>	<b>\$146,768</b>	<b>\$136,950</b>	<b>\$147,915</b>	<b>\$147,915</b>	<b>\$147,915</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$158,992	\$162,294	\$167,668	\$175,760	\$175,760
Equipment	335	-	-	-	-
Expenses	295,236	334,610	345,010	383,900	383,900
Supplies	22,561	46,750	40,400	47,400	47,400
<b>TOTAL APPROPRIATIONS</b>	<b>\$477,124</b>	<b>\$543,654</b>	<b>\$553,078</b>	<b>\$607,060</b>	<b>\$607,060</b>

SERVICE AREA: Interprogram Services		PROGRAM: Buildings & Grounds Administration (15A)			
ACTIVITY: Central Services		ORGANIZATION: Buildings & Grounds			
<b>PROGRAM MISSION:</b> To provide responsible administrative leadership and coordination for the building maintenance, custodial, security and capital improvement functions by providing facilities that are safe and pleasant for the public to conduct business in and comfortable for employees to work in					
<b>PROGRAM OBJECTIVES:</b>					
1. To keep administrative cost as a percent of total departmental budget below 8%.					
2. To achieve at least 85% of departmental objectives.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Authorized personnel (FTE's)		18.34	18.30	18.30	18.30
2. Span of control/departments		3	3	3	3
3. Departmental budget		\$1,068,999	1,114,154	\$1,190,879	\$1,190,879
<b>WORKLOAD</b>					
1. Percent of time spent on program management		25%	16%	12%	12%
2. Percent of time spent on personnel administration		6%	8%	6%	6%
3. Percent of time spent on fiscal management		4%	6%	4%	4%
4. Percent of time spent on miscellaneous activities		30%	35%	35%	35%
5. % of time spent coord & superv arch eng, constr & remod proj		35%	35%	43%	43%
<b>PRODUCTIVITY</b>					
1. Administration cost as a percent of departmental budget		8.40%	7.60%	7.60%	7.60%
2. Administration personnel as a percent of departmental personnel		8.20%	8.20%	8.20%	8.80%
<b>EFFECTIVENESS</b>					
1. Percent of department objectives accomplished		87%	85%	85%	85%
2. Program performance budget objectives accomplished		80%	85%	85%	85%
<b>ANALYSIS:</b>					
<p>Appropriations net of personal services for the total department are recommended to increase from last year's budget by \$11,098 or 2%. This entire increase can be attributed to a higher funding level for utilities in the Buildings &amp; Grounds maintenance program (15B). Net of the rise in utility costs the departmental budget would have declined slightly.</p> <p>Non-salary items for the administration program are recommended to increase by \$3,295 due primarily to the need for additional filling units.</p> <p>Workload indicators for this program are expected to shift as Master Plan implementation begins and as a second research effort for a jail overcrowding solution begins. Both of these efforts will begin in earnest in the second and third quarter of FY 2000.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Buildings &amp; Grounds Administration (15A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
608-A Director of Buildings & Grounds	-	1.00	1.00	1.00	1.00
496-A Director of Buildings & Grounds	1.00	-	-	-	-
198-A Project Assistant	-	0.50	0.50	0.50	0.50
177-A Secretary	0.50	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$97	\$275	\$110	\$100	\$100
<b>TOTAL REVENUES</b>	<b>\$97</b>	<b>\$275</b>	<b>\$110</b>	<b>\$100</b>	<b>\$100</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$78,695	\$80,130	\$87,608	\$94,938	\$94,938
Equipment	1,122	-	-	3,375	3,375
Expenses	7,395	5,300	5,826	5,170	5,170
Supplies	3,143	1,800	2,000	1,850	1,850
<b>TOTAL APPROPRIATIONS</b>	<b>\$90,355</b>	<b>\$87,230</b>	<b>\$95,434</b>	<b>\$105,333</b>	<b>\$105,333</b>

**SERVICE AREA:** Interprogram Services

**PROGRAM:** Maintenance of Buildings & Grounds (15B)

**ACTIVITY:** Central Services

**ORGANIZATION:** Buildings & Grounds

**PROGRAM MISSION:** To provide comprehensive maintenance to services for County departments and campus facilities by sustaining high levels of safety, functionality and comfort in all facilities

**PROGRAM OBJECTIVES:**

- 1. To maintain staff per square foot at or below \$0.35.
- 2. To achieve user satisfaction with quality of maintenance service at or above 75%.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Buildings/locations maintained	8	8	8	8
<b>WORKLOAD</b>				
1. Square feet of buildings maintained	292,370	292,370	292,370	292,370
2. Number of parking tickets issued	111	100	120	120
3. Square feet of grounds maintained	626,443	626,443	626,443	626,443
4. Number of requests for service	1,462	1,500	1,500	1,500
<b>PRODUCTIVITY</b>				
1. Man hours per square foot	0.015	0.016	0.016	0.016
2. Staff cost per square foot	\$0.24	\$0.32	\$0.34	\$0.34
3. Supply cost per square foot	\$0.054	\$0.046	\$0.047	\$0.047
4. Outside contractor cost per square foot	\$0.046	\$0.064	\$0.066	\$0.066
5. Total maintenance cost per square foot	\$0.80	\$0.85	\$0.89	\$0.89
<b>EFFECTIVENESS</b>				
1. User satisfaction level with quality of service (as a percent)	75%	80%	75%	75%

**ANALYSIS:**

Appropriations net of personal services are recommended to increase by only 0.8%. This is due to the combination of a large reduction in budgeted spending for the purchase of equipment and increases to budgeted utilities and commercial services.

The department is anticipating a 4% rise utilities spending based on historical usage patterns. The cost for utilities includes all water, sewer, gas, and electric for all County facilities. Commercial services costs are increasing due to higher pest control, maintenance, and lawn and tree service contracts.

Funding for supply purchases are recommended to remain virtually unchanged.

All demand and workload indicators are projected and recommended to remain steady at current levels. The number of requests for service (W.) continues to run at a high level, presumably due to the continued high maintenance resulting from aging security and HVAC equipment at the main jail facility.

The department projects productivity indicators to end FY 2000 at budgeted levels and no significant changes are recommended.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Maintenance of Buildings &amp; Grounds (15B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
300-A Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00
268-C Maintenance Specialist	3.00	3.00	3.00	3.00	3.00
198-A Project Assistant	-	-	-	0.50	0.50
182-C Maintenance Worker	2.00	2.00	2.00	2.00	2.00
182-C Maintenance II	-	-	-	-	-
177-A Secretary	0.50	0.50	0.50	-	-
162-C Preventive Maintenance	1.00	1.00	1.00	1.00	1.00
91-C Courthouse Security Guard	0.49	0.49	0.49	0.49	0.49
83-C General Laborer	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>8.49</b>	<b>8.49</b>	<b>8.49</b>	<b>8.49</b>	<b>8.49</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$18,823	\$21,500	\$19,000	\$21,000	\$21,000
Miscellaneous	2,588	2,550	1,750	2,155	2,155
Sales General Fixed Assets	1,131	1,500	2,500	1,500	1,500
<b>TOTAL REVENUES</b>	<b>\$22,542</b>	<b>\$25,550</b>	<b>\$23,250</b>	<b>\$24,655</b>	<b>\$24,655</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$222,985	\$289,584	\$266,218	\$301,366	\$301,366
Equipment	9,155	18,000	18,000	2,125	2,125
Expenses	455,235	452,338	456,860	471,870	471,870
Supplies	50,571	43,604	44,100	43,950	43,950
<b>TOTAL APPROPRIATIONS</b>	<b>\$737,946</b>	<b>\$803,526</b>	<b>\$785,178</b>	<b>\$819,311</b>	<b>\$819,311</b>



SERVICE AREA: Interprogram Services		PROGRAM: Custodial Services (15H)			
ACTIVITY: Central Services		ORGANIZATION: Buildings & Grounds			
<b>PROGRAM MISSION:</b> To provide comprehensive custodial maintenance functions for all non-secure County campus facilities by ensuring high levels of sanitation and cleanliness					
<b>PROGRAM OBJECTIVES:</b>					
1. To maintain staff cost per square foot at or below \$1.35.					
2. To achieve user satisfaction with quality of custodial service at or above 75%.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Number of floors to be cleaned		12	12	13	13
<b>WORKLOAD</b>					
1. Square feet of building cleaned		164,600	164,600	176,600	176,600
2. Man hours - total per year		12,844	12,200	13,600	13,600
<b>PRODUCTIVITY</b>					
1. Man hours per square foot		0.078	0.074	0.077	0.077
2. Custodial staff cost per square foot		\$1.26	\$1.34	\$1.34	\$1.34
3. Supply cost per square foot		\$0.154	\$0.109	\$0.105	\$0.105
4. Custodial cost per square foot		\$1.46	\$1.50	\$1.50	\$1.50
<b>EFFECTIVENESS</b>					
1. User satisfaction level with quality of service (as a percent)		75%	80%	75%	75%
<b>ANALYSIS:</b>					
<p>Non-salary appropriations are recommended to increase by \$3,250 due primarily to recommended increases for equipment purchases. Even with the increase the current budget for non-salary costs is 10.8% below FY 1999 actual non-salary spending.</p> <p>Demand and workload indicators are expected to increase when the sixth floor of the Bicentennial Building is brought back on line midway through FY 2001. This will increase the demand and workload by 8% and 7% percent respectively. Staffing levels should remain steady as other areas will be off line temporarily during renovations.</p> <p>Productivity indicators will be difficult to compare to the recommended amounts due to the increase in square footage. Although it appears that each productivity indicator will remain constant or have slight decreases, the underlying measures are recommended to increase. Total man-hours per year (W.2) are recommended to increase 12% next fiscal year when current vacant positions are filled. Custodial staff cost per square foot (P.2) should increase accordingly. Supply</p> <p>purchases are recommended to increase by 2.8%, however the rise in square footage allows the supply cost per square foot to decline slightly.</p> <p>Overall, total custodial cost per square foot is recommended to remain unchanged.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Custodial Services (15H)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
198-A Custodial Supervisor	1.00	1.00	1.00	1.00	1.00
162-C Lead Custodial Worker	2.00	2.00	2.00	2.00	2.00
130-C Custodial Worker	4.80	4.80	4.80	4.80	4.80
<b>TOTAL POSITIONS</b>	<b>7.80</b>	<b>7.80</b>	<b>7.80</b>	<b>7.80</b>	<b>7.80</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$110	\$120	\$75	\$120	\$120
<b>TOTAL REVENUES</b>	<b>\$110</b>	<b>\$120</b>	<b>\$75</b>	<b>\$120</b>	<b>\$120</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$207,994	\$231,942	\$207,642	\$237,085	\$237,085
Equipment	630	650	1,000	3,500	3,500
Expenses	5,987	6,700	6,900	7,150	7,150
Supplies	26,087	18,000	18,000	18,500	18,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$240,698</b>	<b>\$257,292</b>	<b>\$233,542</b>	<b>\$266,235</b>	<b>\$266,235</b>

**SERVICE AREA:** Interprogram Services

**PROGRAM:** Human Resources Management (24A)

**ACTIVITY:** Policy & Administration

**ORGANIZATION:** Human Resources

**PROGRAM MISSION:** To foster positive employee relations & progressive organizational improvements for employees, applicants & depts. by ensuring fair & equal treatment; providing opportunity for employee development & professional growth; assisting in identifying, retaining qualified employees; utilizing effective, innovative recruitment & benefit strategies; encouraging & facilitating open communication; providing advice/counsel on employment issues and establishing strategic business partnerships with departments to improve organizational design

**PROGRAM OBJECTIVES:**

1. To resolve 85% of grievances without outside arbitration.
2. To conduct 38 training sessions with 425 in attendance.
3. To resolve 90% of arbitrated disputes in the County's favor.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Employee bargaining units	4	4	4	4
2. Position vacancies	72	60	65	65
3. Routine personnel actions requested	449	380	400	400
4. Authorized personnel (FTE's)	411.86	415.17	416.47	416.47
5. Discrimination complaints received	1	3	3	3
<b>WORKLOAD</b>				
1. Contracts negotiated/grievances and disputes resolved	3/8	1/7	3/7	3/7
2. Jobs posted/applications received	64/1152	60/1600	65/1500	65/1500
3. Number of job audits/departmental studies conducted	26/3	15/2	15/2	15/2
4. Training sessions conducted/number of employees in attendance	50/442	34/400	38/425	38/425
5. Trainees placed/minorities hired/females hired	0/7/26	3/7/15	2/7/15	02/07/2015
<b>PRODUCTIVITY</b>				
1. Time spent on labor relations administration	25%	10%	30%	30%
2. Time spent on filling vacancies	40%	50%	30%	30%
3. Time spent on processing personnel actions	5%	5%	5%	5%
4. Time spent on pay and benefit administration	10%	15%	10%	10%
5. Time spent on employee development and training	10%	10%	20%	20%
6. Time spent on EEO activities	10%	10%	5%	5%
<b>EFFECTIVENESS</b>				
1. Impasse issues resolved in County's favor	90%	85%	85%	85%
2. Grievances resolved without outside arbitration	100%	90%	90%	90%
3. Arbitrated grievances resolved in County's favor	N/A	90%	90%	90%
4. Minorities/females placed in under-utilized positions	1/6	3/3	3/3	3/3
5. Substantiated EEO complaints/trainees hired full-time	0/0	0/3	0/2	0/2
6. Performance objectives achieved	85%	90%	90%	90%

**ANALYSIS:**

Non-salary appropriations are recommended to increase by \$22,613 or 22.6%. This is due to substantial increases requested for three expense items, which are employee development, recruitment, and professional services, all of which are tied to the Board's target issues of retention and development of employees.

Employee development includes the funding for the County's PRIDE Celebration, County Picnic, and tuition reimbursement. This expense is recommended to increase due to the rising cost of the annual PRIDE celebration (specifically the employee gift) and the increased use of the employee tuition reimbursement benefit.

Recruitment funding is being recommended at a level equal to fiscal year 1999's actual cost, which was the highest in recent history. This increase allows for the relocation of an estimated two new hires for professional level positions. Also contributing to the increase is additional cost relating to pre-hiring physicals, drug testing, and pre-testing materials.

The final major factor in the department's

total non-salary budget increase is a 71% or \$8,300 rise in professional services. This is to provide funding for new training options including the management training series as well as computer training related to the County's conversion to the Windows operating system.

Net of the increases to the three aforementioned expense items the remaining non-salary costs are recommended to increase by less than one percent. There was no request for equipment purchases for the department and only a slight increase in the recommended funding for supplies. The \$500 increase in supplies was made necessary by increased supply usage in the Risk Management area.

No requests for personnel changes were made in this department.

The increase in FTE's for next year (1.30 FTE) consists of an additional correction officer supervisor at the jail to handle inmate grievances and coordinate training, and for a part time mower position at Secondary Roads.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Human Resources Management (24A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
634-A Assistant County Administrator	0.50	0.50	0.50	0.50	0.50
323-A Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
252-A Human Resources Assistant	1.00	1.00	1.00	1.00	1.00
198-A Secretary	1.00	1.00	1.00	1.00	1.00
Z Governmental Trainee	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$24	\$1,000	\$1,000	\$1,000	\$1,000
Miscellaneous	1,488	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$1,512</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$154,641	\$181,576	\$170,343	\$196,020	\$196,020
Expenses	84,011	77,131	80,850	99,214	99,214
Supplies	3,187	2,850	2,850	3,380	3,380
<b>TOTAL APPROPRIATIONS</b>	<b>\$241,839</b>	<b>\$261,557</b>	<b>\$254,043</b>	<b>\$298,614</b>	<b>\$298,614</b>

SERVICE AREA: Interprogram Services		PROGRAM: Risk Management (23E)			
ACTIVITY: Risk Management Services		ORGANIZATION: Non-Departmental			
<b>PROGRAM MISSION:</b> To reduce, mitigate and avoid losses for the county by coordinating the identification, review and settlement of claims, and enhancing risk reduction activities					
<b>PROGRAM OBJECTIVES:</b>					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Number of site visits/inspections to be performed		10	10	10	10
2. Number of auto accidents		12	15	15	15
3. Number of worker's compensation claims filed		47	50	30	30
4. Number of OSHA complaints filed against County		1	-	-	-
5. Number of property claims		4	10	10	10
6. Number of liability claims		8	10	10	10
<b>WORKLOAD</b>					
1. Number of site visits/safety inspections conducted		10	10	10	10
2. Number of auto accidents reported		12	15	15	15
3. Number of worker's compensation claims reviewed		60	60	40	40
4. Number of OSHA complaints resolved		1	-	-	-
5. Number of property claims filed		3	9	9	9
6. Number of liability claims filed		8	9	9	9
<b>PRODUCTIVITY</b>					
1. Time spent on site visits/safety inspections		5%	5%	5%	5%
2. Time spent on reviewing loss time accidents (incidents)		50%	30%	30%	30%
3. Time spent on reviewing worker's compensation claims		40%	40%	40%	40%
4. Time spent on reviewing and resolving OSHA complaints		5	5	5	5
5. Time spent on risk management research		0%	25%	25%	25%
<b>EFFECTIVENESS</b>					
1. Performance objectives achieved		100%	100%	100%	100%
2. Dollar amount of worker's compensation claims		\$53,498	\$148,000	\$105,000	\$105,000
3. Dollar amount of auto claims		\$44,485	\$40,000	\$56,000	\$56,000
4. Dollar amount of property claims		\$128,324	\$2,000	\$50,000	\$50,000
5. Dollar amount of liability claims		\$19,623	\$35,000	\$35,000	\$35,000
<b>ANALYSIS:</b>					
<p>The Risk Management Coordinator, under the direction of the Assistant County Administrator, is responsible for loss prevention and safety functions for the County. The Risk Management Coordinator position was created to provide a higher level of oversight and management to this essential program. Fiscal year 1999 was the first complete year for this position and resulted in coordinated, timely, and thorough reviews of all claims, proactive training, and programs to reduce the incidence of claims and potential losses. Between fiscal year 1998 and fiscal year 1999 the number of auto accidents, worker's compensation claims, property claims, and liability claims all declined.</p> <p>Actual dollars spent on judgements &amp; claims that both occurred and were finalized during fiscal year 1999 are listed under effectiveness indicators E.2 through E.5. Those figures do not include payments made during 1999 on incidents from previous fiscal years.</p> <p>Total payments made on judgements &amp; claims vary greatly from year to year. Total payments made during FY '99, and the four previous fiscal years, are as follows: FY '99 - \$377,545; FY '98 - \$313,913; FY '97 - \$261,409; FY '96 - \$487,244; and FY '95 - \$531,888. The average amount of claim losses during the five-year period calculates to \$394,400. The average pay-out was substantially higher than current year projections and the recommended budget due to two large liability claims paid out during 1995 and 1996 and the Risk Manager's efforts to finalize long outstanding worker's compensation claims during 1998 and 1999.</p> <p>Claim losses for fiscal year 2000/01 are budgeted at \$246,000 since no shock losses are pending.</p> <p>Total non-salary costs are recommended to increase by only 1.2% or \$7,500. This is a decline of 4.6% or \$30,582 from FY 1999 actual spending.</p> <p>The remaining indicators are recommended as submitted by the Risk Management Coordinator.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Risk Management (23E)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
417-A Risk Management Coordinator	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$0	\$0	\$5,000	\$5,000	\$5,000
<b>TOTAL REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$45,079	\$47,416	\$49,194	\$52,518	\$52,518
Expenses	662,036	624,000	629,500	631,500	631,500
Supplies	1,045	1,000	1,000	1,000	1,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$708,160</b>	<b>\$672,416</b>	<b>\$679,694</b>	<b>\$685,018</b>	<b>\$685,018</b>

**SERVICE AREA:** Interprogram Services

**PROGRAM:** Legislation & Policy (29A)

**ACTIVITY:** Policy & Administration

**ORGANIZATION:** Supervisors, Board of

**PROGRAM MISSION:** To enhance county services for citizens and County Departments by providing effective management and coordination of services

**PROGRAM OBJECTIVES:**

1. To keep expenditures at or below .5% of total county budget.
2. To hold 100 Board of Supervisor meetings.
3. To consider 600 agenda items.
4. To deliberate 470 resolutions.

PERFORMANCE INDICATORS	1998-99	1999-00	2000-01	2000-01
	ACTUAL	PROJECTED	REQUESTED	ADOPTED
<b>DEMAND</b>				
1. Board of Supervisor meetings scheduled	91	100	100	100
2. Dollar value of budget	\$40,727,400	\$45,241,963	\$50,546,193	\$50,488,576
3. Agenda items to be considered	530	600	600	600
4. Board and commissions requiring memberships	45	43	43	43

<b>WORKLOAD</b>				
1. Board of Supervisor meetings held	91	100	100	100
2. Number of resolutions deliberated	513	470	470	470
3. Agenda items considered	530	600	600	600

<b>PRODUCTIVITY</b>				
1. Departmental expenditures as a percent of total County expenditures	0.50%	0.50%	0.50%	

<b>EFFECTIVENESS</b>				
1. Program performance budget objectives accomplished	50%	100%	100%	

**ANALYSIS:**

The Board's performance indicators are expected to remain near the same level as projected for FY00 with the exception of (D.4) boards and commissions. Boards and commissions requiring membership is decreased by one due to the dissolution of the Substitute Medical Decision Making Board and the MH/MR/DD Planning Council.

There is no increase in non-salary expenses.

The budget is increasing next year due primarily to continued pressures of jail overcrowding requiring the County to house inmates out of County at other jail facilities. Also the cost of employee health care premiums are expected to increase substantially over current levels based on claim experience.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Legislation &amp; Policy (29A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Chair, Board of Supervisors	1.00	1.00	1.00	1.00	1.00
X Member, Board of Supervisors	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$240	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$240</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$186,441	\$196,883	\$195,086	\$207,616	\$207,616
Expenses	4,100	11,000	11,000	11,000	11,000
Supplies	887	2,400	2,400	2,400	2,400
<b>TOTAL APPROPRIATIONS</b>	<b>\$191,428</b>	<b>\$210,283</b>	<b>\$208,486</b>	<b>\$221,016</b>	<b>\$221,016</b>



SERVICE AREA: Interprogram Services		PROGRAM: Treasurer Administration (30A)			
ACTIVITY: Policy & Administration		ORGANIZATION: Treasurer			
<b>PROGRAM MISSION:</b> To provide consistent policies and procedures for all citizens by offering skillful, efficient, responsive, versatile, involved, courteous and excellent customer service					
<b>PROGRAM OBJECTIVES:</b>					
1. To Maintain administrative costs as a percent of the departmental budget at or below 10.25%.					
PERFORMANCE INDICATORS		1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>					
1. Authorized personnel (FTE's)		28.6	28.6	28.6	28.6
2. Department budget		\$1,173,527	\$1,254,623	\$1,315,969	\$1,315,969
3. Organizations requirin liaison and coordination		23	23	23	23
<b>WORKLOAD</b>					
1. Percent of time spent on personnel administration		35%	35%	35%	35%
2. Percent of time spent on fiscal management		35%	35%	35%	35%
3. Percent of time spent on liaison activities and coordination		5%	5%	5%	5%
4. Percent of time spent on miscellaneous activities		25%	25%	25%	25%
<b>PRODUCTIVITY</b>					
1. Administration cost as a percent of departmental budget		10.25%	10.21%	10.15%	10.15%
2. Administration personnel as a percent of departmental personnel		7%	7%	7%	7%
<b>EFFECTIVENESS</b>					
1. Program performance budget objectives accomplished		69%	75%	75%	75%
<b>ANALYSIS:</b>					
<p>Total revenues for the department are recommended to increase by 30.4%, or \$753,169. The major increases are due to greater eamings on investments, motor vehicle revenues, and interest and penalties on taxes.</p> <p>Total departmental non-salary costs are recommended to decline by 3.1%.</p> <p>Non-salary costs for the Treasurer's administration program are recommended to increase only slightly (0.9%) due to increased funding for employee development.</p> <p>All indicators are recommended as submitted.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Treasurer Administration (30A)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Treasurer	1.00	1.00	1.00	1.00	1.00
611-A Financial Management Supervisor	-	-	-	0.30	0.30
516-A Financial Management Supervisor	0.30	0.30	0.30	-	-
496-A Operations Manager	0.30	0.30	0.30	0.30	0.30
141-C Clerk II	0.40	0.40	0.40	0.40	0.40
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$116,103	\$118,092	\$122,505	\$129,248	\$129,248
Equipment	786	-	-	-	-
Expenses	3,849	4,770	4,820	4,820	4,820
Supplies	1,304	768	768	768	768
<b>TOTAL APPROPRIATIONS</b>	<b>\$122,042</b>	<b>\$123,630</b>	<b>\$128,093</b>	<b>\$134,836</b>	<b>\$134,836</b>

**SERVICE AREA:** Interprogram Services

**PROGRAM:** Tax Collection (30B)

**ACTIVITY:** Policy & Administration

**ORGANIZATION:** Treasurer

**PROGRAM MISSION:** To provide professional property tax service for all citizens through versatile, courteous, and efficient customer service skills

**PROGRAM OBJECTIVES:**

1. To collect \$300,000 of penalties & costs on delinquent taxes.
2. To collect 99% of taxes on current levy.
3. To process at least 85% of all taxes by mail.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Total number property tax/special assessment statements issued	150,559	151,000	151,000	151,000
2. Dollar value of tax certification	\$138,308,158	\$141,568,042	\$144,500,000	\$144,500,000
3. Number of tax certificates issued	1,799	1,800	1,800	1,800
4. Number of elderly tax credit applications	572	700	700	700
5. Total dollar property taxes received over counter	\$11,589,572	\$11,863,402	\$12,109,100	\$12,109,100
6. Total dollar property taxes received by mail/lock box	\$119,283,948	\$122,031,652	\$124,559,000	\$124,559,000
<b>WORKLOAD</b>				
1. Total # property tax/special assessment receipts processed	139,996	140,430	140,430	140,430
2. Dollar value of taxes collected on current year certification	\$137,871,728	\$141,511,415	\$144,442,200	\$144,442,200
3. Number of tax certificates redeemed	1,703	1,800	1,800	1,800
4. Number of elderly tax credits approved/processed by State	728	700	700	700
5. Total dollar property taxes processed over counter	\$11,589,572	\$11,863,402	\$12,109,100	\$12,109,100
6. Total dollar property taxes processed by mail/lock box	\$119,283,948	\$122,031,652	\$124,559,000	\$124,559,000
<b>PRODUCTIVITY</b>				
1. Cost per property tax/special assessment statement processed-94%	\$1.67	\$2.09	\$2.21	\$2.21
2. Cost per tax certificate issued and/or redeemed-3%	\$4.70	\$5.20	\$5.49	\$5.49
3. Cost per elderly tax credit application processed-3%	\$11.00	\$13.37	\$14.12	\$14.12
4. Average dollar property taxes processed/window clerk/day	\$7,732	\$7,415	\$7,568	\$7,568
<b>EFFECTIVENESS</b>				
1. Percent of taxes collected on current year's levy	99.65%	99.60%	99.60%	99.60%
2. Total dollars of interest & penalties retained by County	\$293,462	\$297,000	\$308,000	\$308,000
3. Total dollars of state credits collected	\$7,976,519	\$7,900,000	\$7,850,000	\$7,850,000
4. Total dollars of abated and suspended taxes	\$346,770	\$400,000	\$400,000	\$400,000
5. Percent total property taxes processed over counter	8.28%	8%	8%	8%
6. Percent total property taxes processed by mail/lock box	85.30%	86%	86%	86%

**ANALYSIS:**

Total revenues for this program are recommended to increase by 9.7%. Roughly half of the increase will come from penalties and interest on delinquent taxes and tax sale redemption fees based on historical trends. The remaining increase is due to revenue obtained from the sale of bidder numbers at the Treasurer's annual tax sale. This revenue has doubled during the past two years.

Total non-salary appropriations are recommended to decline by 5.6%. This is due to the combination of increases in the cost of public notices, the purchase of filing cabinets, and a large reduction in supply funding. The drop in budgeted supplies was the result of lowering the budgeted amount to the average of the program's actual spending over the last four years.

All demand and workload indicators are consistent with past years, allowing for increases in dollar volumes due to the increase in total anticipated taxes certified for collection (D.2).

No personnel requests were made for this program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Tax Collection (30B)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
496-A Operations Manager	0.30	0.30	0.30	0.30	0.30
332-A Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	5.60	5.60	5.60	5.60	5.60
<b>TOTAL POSITIONS</b>	<b>7.40</b>	<b>7.40</b>	<b>7.40</b>	<b>7.40</b>	<b>7.40</b>
<b>REVENUE SUMMARY:</b>					
Penalties & Interest on Taxes	\$374,804	\$417,000	\$424,000	\$436,500	\$436,500
Fees and Charges	47,169	23,150	45,150	46,150	46,150
<b>TOTAL REVENUES</b>	<b>\$421,973</b>	<b>\$440,150</b>	<b>\$469,150</b>	<b>\$482,650</b>	<b>\$482,650</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$221,101	\$233,951	\$263,251	\$283,833	\$283,833
Equipment	-	-	-	600	600
Expenses	26,099	24,634	26,530	26,530	26,530
Supplies	19,821	27,195	22,200	21,800	21,800
<b>TOTAL APPROPRIATIONS</b>	<b>\$267,021</b>	<b>\$285,780</b>	<b>\$311,981</b>	<b>\$332,763</b>	<b>\$332,763</b>

**SERVICE AREA:** Interprogram Services  
**ACTIVITY:** Policy & Administration

**PROGRAM:** Accounting/Finance (30E)  
**ORGANIZATION:** Treasurer

**PROGRAM MISSION:** To provide professional accounting, cash handling and investment services to Scott County through competitive bidding, prudent investing, and following generally accepted accounting principles

**PROGRAM OBJECTIVES:**

1. To process at least 1,400 investment transactions.
2. To keep the number of receipt errors below 200.
3. To earn \$1,7250,000 or more in investment income.

PERFORMANCE INDICATORS	1998-99 ACTUAL	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>DEMAND</b>				
1. Number of miscellaneous receipts received	3,818	3,800	3,800	3,800
2. Number of travel advances requested/parking tickets issued	198/213	180/250	180/250	180/250
3. Number of warrants/health claims drawn on bank for payment	26,778	27,000	27,000	27,000
4. Dollar value principle and interest due on bonds	\$1,058,675	\$1,074,375	\$592,485	\$592,485
5. Number receipt errors detected during reconciliation process	215	200	200	200
6. Dollar amount available for investment annually	\$228,167,328	\$230,000,000	\$235,000,000	\$235,000,000
<b>WORKLOAD</b>				
1. Number miscellaneous receipts issued	3,818	3,800	3,800	3,800
2. Number travel advances issued/parking tickets paid/dismissed	198/219	180/250	180/250	180/250
3. Number warrants/health claims paid by Treasurer	26,778	27,000	27,000	27,000
4. Dollar value principle & interest paid on bonds	\$1,058,675	\$1,074,375	\$592,485	\$592,485
5. Number receipt errors corrected during reconciliation process	89	200	200	200
6. Number of investment transactions processed	1,396	1,400	1,400	1,400
<b>PRODUCTIVITY</b>				
1. Cost per miscellaneous receipt issued (20%)	\$12.51	\$12.15	\$12.68	\$12.68
2. Cost travel advance issued (5%)	\$60.32	\$64.12	\$66.91	\$66.91
3. Cost per warrant processed (30%)	\$2.68	\$2.57	\$2.68	\$2.68
4. Cost per receipt error (10%)	\$111.11	\$115.43	\$120.44	\$120.44
5. Cost per investment transaction (30%)	\$51.34	\$49.47	\$51.62	\$51.62
<b>EFFECTIVENESS</b>				
1. Dollar amount of miscellaneous receipts collected	\$25,527,126	\$25,000,000	\$25,000,000	\$25,000,000
2. Total cash over(short) due to receipt error	(\$1,550)	(\$300)	(\$300)	(\$300)
3. Number checks returned-insufficient funds	641	650	650	650
4. Number motor vehicle & property tax refund checks issued	5,207	5,000	5,000	5,000
5. Total investment revenue from use of money/property	\$1,751,709	\$1,973,000	\$1,850,000	\$1,850,000
6. General fund investment revenue only	\$1,635,649	\$1,825,000	\$1,730,612	\$1,730,612

**ANALYSIS:**

Total revenues for this program are recommended to increase by 55.9%, or \$664,069, over the FY 1999 budget due to anticipated increases to investment earnings and interest revenue from the loan to the Golf Course. This latter revenue, budgeted at \$125,000, was not previously credited to the Treasurer's accounting/finance program.

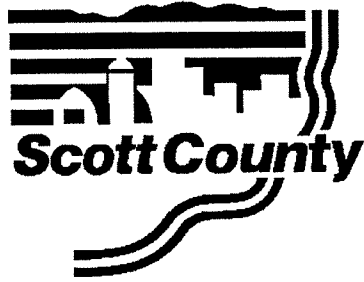
The recommended increase to investment earnings (\$538,869) is based on projections for higher interest yields as well as an increase to the average daily balance available for investment. Total investment revenue from the use of money and property (E.5) reflects all earnings from investments made by the Treasurer's office. General fund investment revenue (E.6) reflects budgeted interest revenues less transfers to other funds.

Total non-salary costs are recommended to decline by 4.2% due primarily to reductions in the cost of courier service and bank service charges.

The department has requested a job evaluation for the Financial Management Supervisor position. This is under review by the Human Resources department.

Budget indicators are consistent with past years.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>PROGRAM: Accounting/Finance (30E)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
611-A Financial Management Supervisor	-	-	-	0.70	0.70
516-A Financial Management Supervisor	0.70	0.70	0.70	-	-
332-A Tax Accounting Supervisor	0.50	0.50	0.50	0.50	0.50
191-C Cashier	1.00	1.00	1.00	1.00	1.00
177-C Motor Vehicle Account Clerk	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>4.20</b>	<b>4.20</b>	<b>4.20</b>	<b>4.20</b>	<b>4.20</b>
<b>REVENUE SUMMARY:</b>					
Use of Money/Property	\$1,635,649	\$1,186,131	\$1,825,000	\$1,730,612	\$1,730,612
Miscellaneous	2,001	2,000	2,100	2,200	2,200
<b>TOTAL REVENUES</b>	<b>\$1,637,650</b>	<b>\$1,188,131</b>	<b>\$1,827,100</b>	<b>\$1,732,812</b>	<b>\$1,732,812</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$186,385	\$192,190	\$175,554	\$185,926	\$185,926
Expenses	51,566	56,671	53,332	54,771	54,771
Supplies	933	2,456	1,975	1,885	1,885
<b>TOTAL APPROPRIATIONS</b>	<b>\$238,884</b>	<b>\$251,317</b>	<b>\$230,861</b>	<b>\$242,582</b>	<b>\$242,582</b>



SUPPLEMENTAL INFORMATION

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## BASIS OF ACCOUNTING

Scott County's accounting system for budgeting purposes is on the modified accrual basis of accounting. The State of Iowa does require that all budget amendments be enacted one month prior to the end of the fiscal year. Budget appropriations for Scott County are projected on the modified accrual basis of accounting.

Both the annual budget and preparation of the audited Comprehensive Annual Financial Report of the County are based on generally accepted accounting principles and meets the criteria set forth by the Government Finance Officers Association for its Certificate of Achievement for Excellence in Financial Reporting. The format includes basic fund types as follows:

**General Fund** - This fund accounts for all transactions of the County that pertain to the general administration of the County and the services traditionally provided to its citizens. This includes law enforcement services, legal services, emergency services, juvenile justice administration services, physical health services, care of the mentally ill, care of the developmentally disabled, services to the poor, services to military veterans, services to the elderly, environmental quality services, conservation and recreation services, animal control services, county development services, representation (election) services, state administrative services, and various interprogram services such as policy and administration, central services, and risk management services.

**Special Revenue Funds** - These funds are utilized to account for revenues derived from specific sources which are usually required by law or regulation to be accounted for as separate funds. For Scott County these funds include the MH-DD Fund, the Rural Services Basic Fund and the Secondary Roads Fund.

**Debt Service Fund** - This fund accounts for the accumulation of revenues for and payment of principal and interest on general obligation long-term debt.

**Capital Projects Fund** - These funds are utilized to account for financial resources to be used for the acquisition or construction of capital facilities or other major fixed assets.

**Enterprise Funds** - These funds are utilized to account for operations and activities that are financed or operated in a manner similar to the private business enterprise, and where the cost of providing goods and services to the general public on a continuing basis is expected to be recovered primarily through user charges. The County accounts for its Glynn's Creek Golf Course at Scott County Park through the Golf Course Enterprise Fund.

**Internal Service Funds** - These funds are established to finance and account for services for and commodities furnished by one department or agency to other departments or agencies of the County. Budgeted internal service funds include the Vehicle Replacement Reserve Fund, Electronic Equipment Reserve Fund, and the Self-Insurance Reserve Fund.

The accounting of financial activities for the County and the budget appropriation process are additionally maintained in groups according to classifications required by the State of Iowa. Revenues are credited to individual fund types while expenditures are recorded according to service areas within specific funds for budgetary control purposes. This budget document was prepared according to these criteria. The following service areas are included in the budget:

- Public Safety
- Court Services
- Physical Health and Education Services
- Mental Health Services
- Social Services
- County Environment Services
- Roads and Transportation Services
- State and Local Government Services
- Interprogram Services
- Debt Service
- Capital Projects

## BUDGET PREPARATION PROCESS

The preparation of Scott County's budget involves the interaction of County departments, authorized agencies, boards and commissions, the Board of Supervisors, and the general public. This process begins with the initial distribution of budget materials to departments and authorized agencies and is completed with the Board of Supervisors certification of a budget for the upcoming fiscal year.

The County's budgetary process begins nine months prior to July 1st, the beginning of the County's fiscal year. In early October the Board of Supervisors meets with the County Administrator and the Director of Budget and Information Processing to identify specific areas to be reviewed during the budget process. These specific areas of review are then given to department heads and agency directors to keep in mind as they prepare their budget requests for the ensuing year. At the end of October, Budget Planning Manuals and appropriate worksheets are distributed to department heads and authorized agency directors. The Budget Planning Manuals identify the budgetary process and give specific directions on the process. Scott County's system includes the completion of several Program Performance Budget (PPB) forms that are described in detail in the manual.

Scott County's budgetary process is on the County's microcomputer system, and consequently, historical data is forwarded to the departments. The department's primary responsibility is to review the historical data in respect to services to be provided to the citizens of Scott County by the department. The Office of Budget and Information Processing provides personnel and wage information. The department head reviews the information to determine what level of appropriation will be required to provide the current level of services. Any additional service levels proposed to be provided to the general public at the request of either the department, County Administrator, or Board of Supervisors, are identified and highlighted during the budget review process.

Additionally, while analyzing expenditure requirements in order to support current service levels, the department is also requested to establish performance objectives for the upcoming fiscal year. These performance objectives relate to the service levels currently provided by the department's programs. Quarterly status reports on the progress being made toward the current year's performance objectives are also required and are forwarded to the Board of Supervisors throughout the fiscal year for their review and information. The County's Program Performance Budget system is further explained at the end of this budget preparation process discussion.

In regard to goals and objectives, the Board of Supervisors, during their work sessions every other January, discusses and identify target issues for the overall operation of the County. These bi-annual target issues are reviewed mid-term for possible changes or refinements. A complete listing of the target issues appears in the Board Chairman and County Administrator's budget message included in the budget document.

Department requests for appropriations are submitted to the Office of Budget and Information Processing for initial review by the end of November. The departments consult with the appropriate boards and commissions in developing the budget as it relates to service levels. Staff further allocates expenditures by sub-object type. The department head meets with the County Administrator, the Director of Budget and Information Processing and the department's assigned budget analyst during the remainder of December and the first part of January regarding the proposed budgets. The Office of Budget and Information Processing prepares revenue estimates from input from the respective departments. Each department is required to submit potential revenue estimates for their programs. The Office of Budget and Information Processing estimates general revenues such as those from the State and Federal government, and lastly determines the County's taxing ability. A preliminary budget is discussed with the County Administrator. This preliminary budget reflects the budget requests as submitted by the departments and adjusted by the County budget team in relation to revenue projections.

The County Administrator presents to the Board of Supervisors a balanced budget in late January. The Board of Supervisors receives a 3-ring binder of information which includes the budget message from the County Administrator, various schedules dealing with taxation and property valuations, in addition to the proposed revenue schedules, expenditure schedules, and summary of department programs as they pertain to the proposed budget. Copies of the initial proposed budget as presented to the Board of Supervisors are available at the County Auditor's office and public libraries for citizen review.

## **BUDGET PREPARATION PROCESS**

(Continued)

The summary information for the departments includes a history of financial data in addition to a revised estimate for the current year and the proposed budget for both expenditures and revenues. Additionally, a brief description of the program is presented with other program performance indicator information as it applies to the budget. Any changes from the current year to the proposed year are also noted. Of special importance is the inclusion of the performance objectives for the programs within each department.

The month of February is basically devoted to discussions with the Board of Supervisors. At the Board's first budget work session in February the respective budget analyst briefly reviews each program and, if appropriate, budget issues are identified and written on newsprint for further discussion at subsequent budget work sessions. In addition, each Board member, based on his own review of the budget materials or from budget discussions, identifies other budget issues and policy matters which then are also noted on the newsprint. These budget issues then become subsequent agenda items at future budget sessions until all are resolved. These sessions, as in the case of the goals and objectives sessions of the Board of Supervisors during January, are open to the general public.

After the general budget meetings with County staff and department/agency directors as necessary, the Board of Supervisors meets to discuss the County's services and items of concern to the operation of the County. These discussions basically entail a balancing of proposed requests and potential revenue sources. The Board of Supervisors identifies items that they had previously discussed which were to be considered as additions or deletions to the proposed budget. The Board then has the task of weighing certain services or programs within the organization in light of available resources. After the Board of Supervisors agrees upon a proposed level of services, and likewise an appropriation level, the Board sets a public hearing. Notice of such public hearing is made in the local official newspapers and a summary of proposed expenditure and revenue levels is included in that publication. According to state law, the tax rate can not be increased after publication of the proposed expenditure levels for the public hearing thus, department/agency requests are always used as a basis of publication. During the public hearing, citizens are given the opportunity to voice their objections or support of the proposed budget as presented. After the public hearing, the Board of Supervisors considers any comments made and then act upon the approval of the budget.

The Board officially authorizes by resolution to certify with the County Auditor and the State Office of Management the adopted budget for the upcoming year on or before the state law deadline of March 15th. After certification, staff reviews the budget and detailed information changed in light of Board of Supervisors discussions. The budget is subsequently printed and available for distribution. The budget document then becomes an instrument and a guide for the Board and departments during the year for achieving the goals and objectives, and providing programs and services as described in the budget.

### **SCOTT COUNTY'S PROGRAM PERFORMANCE BUDGETING SYSTEM**

Prior to fiscal year 1983-84 Scott County was accustomed to budgeting for TOTAL departments and authorized agencies. In the program performance budget, the County continues to budget for departments, but each department divides its budget into functions or services, which are known as "programs". There are several reasons for dividing organizational budgets into program budgets.

First and foremost, program budgets emphasize the services the County provides instead of the expenses the County incurs. Budget justifications are based upon citizen needs, the County's response to their needs, and the resources the County requires to provide the response that the County proposes. The program performance budget provides a positive focus on the services that the County provides, instead of a negative focus on the money that the County spends. In order to accomplish this change in emphasis, the County needs to budget for each service (program).

Second, program budgets improve Scott County's management capabilities. In the "old" system, the emphasis was on reviewing line item expenditures and the County's role was that of a senior bookkeeper. If funds were expended within the limits of budgeted line items, the County was a good manager. In the "new" system, the emphasis is on managing services, and thus there is need for some flexibility to control expenditures in order to produce the results expected of programs. This program performance budget provides the County with the flexibility to do this.

## BUDGET PREPARATION PROCESS

(Continued)

Third, program budgets improve leadership, delegation of authority, and follow-up responsibility for assuring that services are provided at the programmed level. The "results oriented" budget contains specific plans for output, efficiency, and effectiveness. These plans, which are called "performance objectives" are the guidelines that subordinates use for individual performance, which are monitored on a regular, quarterly basis.

Finally, program budgeting enables large departments to divide their operations into more manageable sub-departmental cost centers. This also allows directors of large departments to place more responsibility on managers and first-line supervisors, and to train them in management skills required for budgeting, planning, and leadership.

Once programs have been identified for departments and authorized agencies specific performance indicators are developed and tracked.

Performance indicators are statistical measures of actual and planned performance which report on four important characteristics of each Scott County Program:

- Demand - who needs the program, how much is needed?
- Workload - what does the program produce, who is served?
- Productivity - what is the cost of one unit of workload, how efficient is the program? and
- Effectiveness - what is the quality, impact, or responsiveness of the program?

### **Demand:**

Is this program necessary? How much service is required or requested? Demand is the external factor that demonstrates the "need" for the program. Demand data enables decision-makers to adjust services and costs to respond to changes in the direction and/or magnitude of the demand for the service.

#### GENERAL EXAMPLES:

- Eligible Populations
- Service Area Size
- Deficient Conditions
- Requests or Applications
- Complaints

### **Workload:**

How much service is being provided? How do service outputs (workload) compare to service needs (demand)? Facts about workload enable decision-makers to relate budget expenditures to personnel outputs, and to relate outputs to demand. Workload data is also the basis, along with total expenditures, for unit cost, or productivity indicators.

#### GENERAL EXAMPLES:

- Units of Output
- Transactions Processed
- People Served
- Time Spent

### **Productivity:**

Is the program being run efficiently? What is the average cost of one unit of service? Unit cost (productivity) data enables decision-makers to measure efficiency, as opposed to total expenditures. Productivity unit costs also can be used to quickly estimate the cost of adding more service, or the savings to be realized for reductions in service.

## **BUDGET PREPARATION PROCESS**

(Continued)

### **Effectiveness:**

How well is the program doing? What is its impact and/or quality? Effectiveness data enables decision-makers to see that quality does not suffer as productivity increases, or that quality improves if productivity declines.

#### **GENERAL EXAMPLES:**

- Response Time
- Workload as Percent of Demand
- Objectives Accomplished
- Error Rate
- Interval Between Service Repetition

#### **CAVEATS:**

- Not everything is measurable
- Be aware of data availability-don't spend a dollar for a dime's worth of information
- Who selects indicators-a process of negotiation between you and your budget analyst
- No comparisons to other governments (internal organization comparison)
- Indicators before objectives

The Program Performance Budget (PPB) system has worked very well for Scott County since its implementation in fiscal year 1983-84.

# MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY

**Date of Incorporation:** December 31, 1837

**Form of Government:** County Board/County Administrator

**Area in Square Miles** 447

**Median Age of Population** 36.5

**Miles of Roads and Streets:**

Interstate Highways	43
State Highways	78
County Roads	556
City Streets	<u>727</u>
Total Miles	<u>1,404</u>

**Acres of Industrial Lands** 1,017

**Farming Acres** 228,188

**Number of Farms** 1,422

**County Employees:**

Board Members	5
Elected Officials	5
Full time equivalents	416

**Schools Within the County: Public Schools**

Elementary	39
Junior High	9
Senior High	6
Total Students	27,614

**Non-Public Schools:**

K-8	8
High School	2
Total Students	3,416

**Higher Education:**

University	2
Colleges	1
Junior College	1
Vocational Schools	4
Total Students	16,317

**Recreation: Parks**

County Parks	7
Number of Acres	2,348
City Parks	80
Number of Acres	1,960

**Golf Courses:**

Private	2
Public	7
Municipal	3

**Snowmobile Trails, Total Miles** 77

**State Wildlife Preserve Open to Public Hunting and Fishing** 2,785/Acres

Number of Lakes	5
Number of Boat Launches	4
Number of Beaches	1
Number of Swimming Pools	1
Number of Zoos	1
Number of Baseball Diamonds	2

**Public Safety:**

County Sheriff Department	1
City Police Department	8
Fire Department:	
Full-time	2
Volunteer	11
Rescue Squads	2

**Elections: Last General Election**

Registered Voters	105,250
Votes Cast	48,330
Percent	45.9%

**Elections: Last Municipal Election**

Registered Voters	83,265
Votes Cast	22,935
Percent	27.5%

**Building Permits:**

Issued in the Year Ended	
June 30, 1999	638
Value of Issued Permits	\$19,084,648

MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)

**Ten Principal Taxpayers**

As of June 30, 1999

Organization	Taxable Value	% of Total Taxable Value
Mid-American Energy	\$223,409,664	5.02%
Aluminum Company of America	181,513,139	4.07%
SDG Macerich Properties	68,322,342	1.53%
Davenport Water Company	43,489,511	0.98%
U.S. West Communications	28,866,057	0.65%
Davenport Cement Company	28,522,951	0.64%
Oscar Mayer Foods Corp.	26,097,497	0.59%
Deere & Company	25,728,780	0.58%
Quanex Corporation	24,916,092	0.56%
Ralston Purina Company	24,272,101	0.54%
<b>Total</b>	<b>\$675,138,134</b>	<b>15.16%</b>

Source: County tax rolls.

## BUDGET GLOSSARY

The Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget document in understanding these terms, a budget glossary has been included in the document.

**Accrual Accounting:** A basis of accounting in which debits and credits are recorded at the time they are incurred as opposed to when cash is actually received or spent. For example, in accrual accounting, a revenue which was earned between April 1 and June 30, but for which payment was not received until July 10, is recorded as being received on June 30 rather than on July 10.

**Appropriation:** An authorization made by the Board of Supervisors which permits the County to incur obligations and to make expenditures of resources.

**Appropriation Resolution:** The official enactment by the Board of Supervisors to establish legal authority for County officials to obligate and expend resources.

**Assessed Valuation:** A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the City or County Assessors.)

**Audit:** A comprehensive investigation of the manner in which the government's resources were actually utilized. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

**Authorized Agency:** A recognized non-profit agency receiving County funding and following the County's required PPB budgeting requirements.

**Balance Sheet:** A financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.

**Bond:** A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond resolution. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, park improvements, roads and bridges.

**Budget:** A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various County services.

**Budget Amendment:** A legal procedure utilized by the Board of Supervisors to revise a budgeted service area appropriation. The Code of Iowa also requires Board approval through the adoption of a resolution for any interdepartmental or interfund adjustments or for any transfer within a department from one sub-object level total to another. County staff has the prerogative to adjust expenditures within sub-object level totals of a departmental budget.

**Budget Calendar:** The schedule of key dates or events which County departments and authorized agencies follow in the preparation, adoption, and administration of the budget.

**Budget Document:** The instrument used by the budget-making authority to present a comprehensive financial program to the Board of Supervisors.

**Budgeted Funds:** Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The budget document that is submitted for Board approval is composed of budgeted funds.



**Budget Message:** The opening section of the budget from the Chairman of the Board of Supervisors which provides the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the identified target issues of the Board of Supervisors.

**Budgetary Control:** The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

**Capital Improvement Program:** A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

**Capital Improvement Program Budget:** A Capital Improvement Program (CIP) Budget is a separate budget from the operating budget. However, for Scott County it is included in the same budget document. Items in the CIP are usually construction projects designed to improve the value of the government assets. Examples of capital improvement projects include new roads, buildings, recreational facilities and large scale remodeling. Also included are capital equipment purchases such as vehicles, furniture, machinery, building improvements, microcomputers and special tools, which are usually distinguished from operating items according to their value and projected useful life.

**Cash Accounting:** A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services. The budget document is prepared on a cash basis since Iowa law requires all budget amendments to be adopted one month *prior* to the end of the fiscal year. The annual audit, however, is prepared on an accrual accounting basis.

**Cash Management:** The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

**Current Taxes:** Taxes that are levied and due within one year.

**Debt Services:** The County's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

**Delinquent Taxes:** Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

**Department:** A major administrative division of the County which indicates overall management responsibility for an operation or a group of related operations as defined by Iowa law or by County ordinance.

**Depreciation:** The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

**Disbursement:** Payment for goods and services in cash or by check.

**Enterprise Fund:** A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. An enterprise fund in Scott County will be established for the golf course currently being developed and scheduled to open at the start of FY 1991-92.

**Estimated Revenue:** The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by the Board of Supervisors.

**Expenditure:** This term refers to the outflow of funds paid for an asset obtained or goods and services obtained. This term applies to all funds.

**Fiscal Year:** The time period designated by the County signifying the beginning and ending period for recording financial transactions. Scott County has specified July 1 to June 30 as its fiscal year.

**Fixed Assets:** Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

**FTE:** Full-time equivalent; an authorized position equivalent to working 2,080 hours in a year.

**Fund:** An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service fund, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

**Fund Balance:** Fund balance is the excess of assets over liabilities and is therefore also known as surplus funds.

**Full Faith and Credit:** A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).

**GAAP:** Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles

**General Fund:** The largest fund within the County, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as law enforcement, mental health services, finance, data processing, park and recreation, physical health services, services to the poor, county development services, and general administration.

**General Ledger:** A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

**General Obligation Bonds:** Bonds that finance a variety of public projects such as roads, buildings, and improvements; the repayment of these bonds is usually made from the Debt Service Fund, and these bonds are backed by the full faith and credit of the issuing government.

**GFOA:** Government Finance Officers Association of the United States and Canada

**GASB:** Government Accounting Standards Board - promulgates accounting standards and practices for governments

**Grant:** A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

**HCBS:** Home and community based mental health mental retardation services

**Interfund Transfers:** Amounts transferred from one fund to another.

**Intergovernmental Revenue:** Revenue received from another government for a specified purpose. In Scott County, these are funds primarily from the State of Iowa.

**Internal Service Fund:** Funds used to account for the financing of goods or services provided by one department to another department, for example, the Vehicle Replacement Reserve Fund.

**Inventory:** A detailed listing of property currently held by the government.

**Invoice:** A bill requesting payment for goods or services by a vendor or other governmental unit.

**Levy:** To impose taxes, special assessments, or service charges for the support of County activities.

**Line-Item Budget:** A budget that lists each expenditure account (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

**Long Term Debt:** Debt with a maturity of more than one year after the date of issuance.

**MH-DD:** Mental health, developmentally disabled. Also refers to the Special Revenue Fund created by the State of Iowa to account for mental health, mental retardation and developmentally disabled program costs

**Modified Accrual Accounting:** A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure". Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

**Object Code:** An expenditure category, such as personal services, supplies, or equipment.

**Operating Budget:** The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

**Operating Fund:** A fund restricted to a fiscal budget year.

**PPB:** Program Performance Budget - see below.

**Performance Objectives:** Specific quantitative and qualitative measures of work performed as an objective of the department.

**Program Budget:** A budget that focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.

**Program Performance Budget:** A budget that focuses upon activities rather than line items. Demand, workload, productivity, and effectiveness indicator data are collected in order to assess the efficiency of services. Typical data collected might include miles of road needed to be paved, miles of roads paved, cost of paved roads per mile, percent of roads not able to be paved.

**Property Tax:** Property taxes are levied on both real and personal property according to the property's taxable valuation and the tax rate.

**Revenue:** Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, grants, shared revenues and interest income.

**Revenue Bonds:** Bonds usually sold for constructing a project that will produce revenue for the government. The revenue is used to pay the principal and interest of the bond.

**Requisition:** A written request from a department to the purchasing division for specific goods or services. This action precedes the authorization of a purchase order.

**Reserve:** An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Risk Management:** An organized attempt to protect a government's assets against accidental loss in the most economical method.

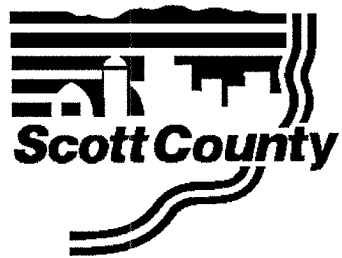
**Source of Revenue:** Revenues are classified according to their source or point of origin.

**Special Revenue Fund:** A fund utilized to account for revenues derived from specific sources which are usually required

by law or regulation to be accounted for as separate funds.

**T19:** Title nineteen services. Also referred to as Title XIX. Federal funding assistance for eligible recipients

**Voucher:** A claim document indicating that a transaction has occurred. It usually contains the accounts related to the transaction.



# DEPARTMENT/AUTHORIZED AGENCIES BUDGET TOTAL SUMMARIES

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<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Administration</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
A County Administrator	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Administrator	0.50	0.50	0.50	0.50	0.50
298-A Administrative Assistant	0.60	0.60	0.60	0.60	0.60
Z Administrative Intern	0.60	0.60	0.60	0.60	0.60
<b>TOTAL POSITIONS</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>
<b>REVENUE SUMMARY:</b>					
Fines/Forfeitures/Miscellaneous	\$257	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$257</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$181,446	\$194,149	\$191,376	\$203,339	\$203,339
Expenses	7,687	12,950	9,350	12,950	12,950
Supplies	2,235	1,350	1,350	1,350	1,350
<b>TOTAL APPROPRIATIONS</b>	<b>\$191,368</b>	<b>\$208,449</b>	<b>\$202,076</b>	<b>\$217,639</b>	<b>\$217,639</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Attorney</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X County Attorney	1.00	1.00	1.00	1.00	1.00
Y First Assistant Attorney	1.00	1.00	1.00	1.00	1.00
Y Deputy First Assistant Attorney	3.00	3.00	3.00	3.00	3.00
A Assistant Attorney II	1.00	1.00	1.00	1.00	1.00
A Assistant Attorney I	9.00	9.00	9.00	9.00	9.00
511-A Office Administrator	1.00	1.00	1.00	1.00	1.00
323-A Case Expeditor	1.00	1.00	1.00	1.00	1.00
252-A Executive Secretary	1.00	1.00	1.00	1.00	1.00
252-A Child Support Recovery Aide	3.00	3.00	3.00	3.00	3.00
252-A Paralegal	3.00	3.00	3.00	3.00	3.00
223-C Victim/Witness Coordinator	1.00	1.00	1.00	1.00	1.00
191-C Intake Coordinator	1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary	4.00	4.00	4.00	4.00	4.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	5.00	5.00	5.00	5.00	5.00
Z Summer Law Clerk	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>37.00</b>	<b>37.00</b>	<b>37.00</b>	<b>37.00</b>	<b>37.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$231,710	\$228,689	\$253,500	\$267,800	\$267,800
Charges for Services	450	-	450	-	-
Fines/Forfeitures/Miscellaneous	46,436	10,000	10,055	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$278,596</b>	<b>\$238,689</b>	<b>\$264,005</b>	<b>\$277,800</b>	<b>\$277,800</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,653,836	\$1,750,044	\$1,746,724	\$1,879,919	\$1,879,919
Equipment	9,971	13,000	13,510	9,000	9,000
Expenses	136,447	85,527	97,627	86,040	86,040
Supplies	37,812	29,324	36,489	35,175	35,175
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,838,066</b>	<b>\$1,877,895</b>	<b>\$1,894,350</b>	<b>\$2,010,134</b>	<b>\$2,010,134</b>



<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Auditor</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Auditor	1.00	1.00	1.00	1.00	1.00
X First Deputy Auditor	1.00	1.00	1.00	1.00	1.00
X Deputy Auditor-Elections	1.00	1.00	1.00	1.00	1.00
X Deputy Auditor-Tax	1.00	1.00	1.00	1.00	1.00
611-A Accounting Supervisor	-	-	-	1.00	1.00
516-A Accounting Supervisor	1.00	1.00	1.00	-	-
291-C Election Supervisor	1.00	1.00	1.00	1.00	1.00
252-A Payroll Specialist	1.50	1.50	1.50	1.50	1.50
252-C Accounts Payable Specialist	1.50	1.50	1.50	1.50	1.50
194-C Platroom Draftsman	0.50	0.50	0.50	0.50	0.50
177-A Official Records Clerk	0.90	0.90	0.90	0.90	0.90
177-C Tax Aide	3.00	3.00	3.00	3.00	3.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>15.40</b>	<b>15.40</b>	<b>15.40</b>	<b>15.40</b>	<b>15.40</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$159,527	\$73,550	\$73,550	\$38,700	\$38,700
Licenses & Permits	4,060	4,425	4,425	4,425	4,425
Charges for Services	46,795	44,750	47,750	47,750	47,750
Fines/Forfeitures/Miscellaneous	318	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$210,700</b>	<b>\$122,725</b>	<b>\$125,725</b>	<b>\$90,875</b>	<b>\$90,875</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$739,125	\$751,136	\$769,484	\$808,831	\$808,831
Equipment	50	2,000	2,000	2,000	2,000
Expenses	166,434	118,825	120,567	144,960	144,960
Supplies	16,221	24,470	24,470	26,375	26,375
<b>TOTAL APPROPRIATIONS</b>	<b>\$921,830</b>	<b>\$896,431</b>	<b>\$916,521</b>	<b>\$982,166</b>	<b>\$982,166</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Budget &amp; Information Processing</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A Director Budget & Information Processing	1.00	1.00	1.00	1.00	1.00
511-A Senior Programmer Analyst	1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst II	3.00	4.00	4.00	4.00	4.00
406-A Network Systems Administrator	4.00	4.00	4.00	4.00	4.00
283-A BIP Office Supervisor	1.00	1.00	1.00	1.00	1.00
252-A Purchasing Specialist	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services	2.00	2.00	2.00	2.00	2.00
141-C Clerk II/Word Processing	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services Receptionist	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>14.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$189,769	\$175,500	\$191,500	\$191,500	\$191,500
Charges for Services	18,790	22,500	18,900	18,900	18,900
Fines/Forfeitures/Miscellaneous	2,455	750	2,530	2,530	2,530
<b>TOTAL REVENUES</b>	<b>\$211,014</b>	<b>\$198,750</b>	<b>\$212,930</b>	<b>\$212,930</b>	<b>\$212,930</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$723,032	\$760,882	\$803,268	\$860,908	\$860,908
Equipment	696	-	-	-	-
Expenses	497,963	551,637	549,305	630,829	630,829
Supplies	30,161	52,000	48,300	55,300	55,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,251,852</b>	<b>\$1,364,519</b>	<b>\$1,400,873</b>	<b>\$1,547,037</b>	<b>\$1,547,037</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Buildings and Grounds</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
608-A Director Buildings & Grounds	-	1.00	1.00	1.00	1.00
496-A Director Buildings & Grounds	1.00	-	-	-	-
300-A Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00
268-C Maintenance Specialist	3.00	3.00	3.00	3.00	3.00
198-A Project Assistant	-	1.00	1.00	1.00	1.00
198-A Custodial Supervisor	1.00	1.00	1.00	1.00	1.00
182-C Maintenance Worker	2.00	2.00	2.00	2.00	2.00
177-A Secretary	1.00	-	-	-	-
162-C Preventive Maintenance	1.00	1.00	1.00	1.00	1.00
162-C Lead Custodial Worker	2.00	2.00	2.00	2.00	2.00
130-C Custodial Worker	4.80	4.80	4.80	4.80	4.80
91-C Courthouse Security Guard	0.49	0.49	0.49	0.49	0.49
83-C General Laborer	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>17.79</b>	<b>17.79</b>	<b>17.79</b>	<b>17.79</b>	<b>17.79</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$18,823	\$21,500	\$19,000	\$21,000	\$21,000
Fines/Forfeitures/Miscellaneous	2,795	2,945	1,935	2,375	2,375
<b>TOTAL REVENUES</b>	<b>\$21,618</b>	<b>\$24,445</b>	<b>\$20,935</b>	<b>\$23,375</b>	<b>\$23,375</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$509,674	\$601,656	\$561,468	\$633,389	\$633,389
Equipment	10,907	18,650	19,000	9,000	9,000
Expenses	468,617	464,338	469,586	484,190	484,190
Supplies	79,801	63,404	64,100	64,300	64,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,068,999</b>	<b>\$1,148,048</b>	<b>\$1,114,154</b>	<b>\$1,190,879</b>	<b>\$1,190,879</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Community Services</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
725-A Community Services Director	-	-	-	1.00	1.00
571-A Community Services Director	1.00	1.00	1.00	-	-
430-A Mental Health Coordinator	-	-	-	1.00	1.00
430-A Case Aide Supervisor	-	-	-	1.00	1.00
382-A Case Adie Supervisor	1.00	1.00	1.00	-	-
332-A Social Worker	1.00	1.00	1.00	-	-
275-A Workfare Coordinator	1.00	1.00	1.00	-	-
271-A Veteran's Affairs Dir/Case Aide	1.00	1.00	1.00	1.00	1.00
252-C Case Aide	4.00	4.00	4.00	4.50	4.50
233-C Office Manager	1.00	1.00	1.00	1.00	1.00
162-C Clerk III/Secretary	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Receptionist	1.50	1.50	1.50	1.50	1.50
Z Mental Health Advocate	0.75	0.75	0.75	0.75	0.75
<b>TOTAL POSITIONS</b>	<b>13.25</b>	<b>13.25</b>	<b>13.25</b>	<b>12.75</b>	<b>12.75</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$2,559,708	\$2,739,565	\$2,871,779	\$3,085,487	\$3,085,487
Charges for Services	56,375	50,600	49,257	49,257	49,257
Fines/Forfeitures/Miscellaneous	27,865	24,000	24,500	24,500	24,500
<b>TOTAL REVENUES</b>	<b>\$2,643,948</b>	<b>\$2,814,165</b>	<b>\$2,945,536</b>	<b>\$3,159,244</b>	<b>\$3,159,244</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$518,030	\$546,183	\$545,296	\$598,717	\$598,717
Equipment	2,000	3,500	1,900	2,000	2,000
Expenses	5,082,784	5,615,665	5,409,131	5,771,898	5,757,441
Supplies	5,226	12,000	10,600	12,000	12,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$5,608,040</b>	<b>\$6,177,348</b>	<b>\$5,966,927</b>	<b>\$6,384,615</b>	<b>\$6,370,158</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Conservation (Net of Golf Course)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
775-A Director	1.00	1.00	1.00	1.00	1.00
445-A Operations Manager	1.00	1.00	1.00	1.00	1.00
382-A Naturalist/Director	1.00	1.00	1.00	1.00	1.00
357-A Park Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
307-A Park Ranger	2.00	2.00	2.00	2.00	2.00
271-A Assistant Naturalist	-	1.00	1.00	1.00	1.00
220-A Conservation Assistant	1.00	1.00	1.00	1.00	1.00
220-A Patrol Ranger	1.00	1.00	1.00	1.00	1.00
187-A Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00
187-A Equipment Mechanic	2.00	2.00	2.00	2.00	2.00
187-A Park Crew Leader	1.00	1.00	1.00	1.00	1.00
162-A Park Maintenance Worker	5.00	5.00	5.00	5.00	5.00
141-A Clerk II	1.00	1.00	1.00	1.00	1.00
99-A Cody Homestead Site Coordinator	0.75	0.75	0.75	0.75	0.75
Z Seasonal Concession Worker	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>20.25</b>	<b>21.25</b>	<b>21.25</b>	<b>21.25</b>	<b>21.25</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$68,397	\$231,750	\$131,000	\$62,500	\$62,500
Charges for Services	482,553	497,300	497,250	530,250	530,250
Use of Money/Property	123,680	131,400	127,970	134,850	134,850
Fines/Forfeitures/Miscellaneous	9,844	14,700	24,272	14,300	14,300
<b>TOTAL REVENUES</b>	<b>\$684,474</b>	<b>\$875,150</b>	<b>\$780,492</b>	<b>\$741,900</b>	<b>\$741,900</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,149,747	\$1,221,399	\$1,232,006	\$1,345,438	\$1,345,438
Equipment	148,877	144,721	144,721	143,500	143,500
Capital Improvements	229,008	445,200	516,950	270,000	270,000
Expenses	251,903	315,360	358,817	346,085	346,085
Supplies	291,263	285,410	286,878	297,160	297,160
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,070,798</b>	<b>\$2,412,090</b>	<b>\$2,539,372</b>	<b>\$2,402,183</b>	<b>\$2,402,183</b>

DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Glynnns Creek Golf Course	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
462-A Golf Pro/Manager	1.00	1.00	1.00	1.00	1.00
462-A Golf Course Superintendent	1.00	1.00	1.00	1.00	1.00
187-A Mechanic/Crew Leader	1.00	1.00	1.00	1.00	1.00
187-A Golf Turf Assistant	1.00	1.00	1.00	1.00	1.00
162-A Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Z Seasonal Assistant Golf Pro	0.75	0.75	0.75	0.75	0.75
Z Seasonal Golf Pro Staff	7.05	7.05	7.05	7.05	7.05
Z Seasonal Part Time Laborers	5.55	5.55	5.55	5.55	5.55
<b>TOTAL POSITIONS</b>	<b>19.35</b>	<b>19.35</b>	<b>19.35</b>	<b>19.35</b>	<b>19.35</b>
<b>REVENUE SUMMARY:</b>					
Total Charges for Services	\$14,588	\$25,000	\$24,000	\$25,400	\$25,400
Total Green Fees	567,591	645,212	647,000	681,713	681,713
Net Cart Fees	277,519	288,020	282,230	297,500	297,500
Net Food/Beverage	125,066	142,820	140,520	145,500	145,500
Net Merchandise Sales	11,094	8,000	8,000	9,000	9,000
Net Driving Range Sales	49,669	52,540	52,000	58,125	58,125
Total Interest Income	14,807	15,000	15,000	15,000	15,000
Total Miscellaneous	2,018	1,000	1,000	1,000	1,000
<b>TOTAL REVENUES</b>	<b>\$1,062,352</b>	<b>\$1,177,592</b>	<b>\$1,169,750</b>	<b>\$1,233,238</b>	<b>\$1,233,238</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$381,819	\$408,837	\$438,642	\$469,401	\$469,401
Equipment (minor)	-	69,000	2,000	2,000	2,000
Depreciation	148,026	-	148,026	148,026	148,026
Expenses	70,284	73,820	78,030	79,700	79,700
Supplies	95,710	120,200	126,267	121,470	121,470
Debt Service	275,856	318,520	255,874	248,914	248,914
<b>TOTAL APPROPRIATIONS</b>	<b>\$971,695</b>	<b>\$990,377</b>	<b>\$1,048,839</b>	<b>\$1,069,511</b>	<b>\$1,069,511</b>
<b>NET INCOME (LOSS)</b>	<b>\$90,657</b>	<b>\$187,215</b>	<b>\$120,911</b>	<b>\$163,727</b>	<b>\$163,727</b>
<b>USES OF CASH RECONCILIATION:</b>					
Add back depreciation (non-cash expense)	148,026		148,026	148,026	148,026
Deduct balance sheet cash outlays:					
Principal payment Certificates of Participation	(140,000)		(145,000)	(155,000)	(155,000)
Equipment purchases (major)	(64,186)		(67,000)	(67,000)	(67,000)
Amortized General Fund interest payment	(38,256)		(44,728)	(41,492)	(41,492)
Other balance sheet account changes (net)	3,759		-	-	-
<b>AMOUNT OF CASH AVAILABLE FOR OTHER USES</b>	<b>\$ -</b>		<b>\$ 12,209</b>	<b>\$ 48,261</b>	<b>\$ 48,261</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Health</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A Health Director	-	1.00	1.00	1.00	1.00
702-A Health Director	1.00	-	-	-	-
571-A Deputy Director	-	1.00	1.00	1.00	1.00
516-A Deputy Director	1.00	-	-	-	-
430-A Program Development Coordinator	1.00	1.00	1.00	1.00	1.00
417-A Environmental Health Coordinator	-	2.00	2.00	2.00	2.00
417-A Community Health Coordinatoor	-	1.00	1.00	1.00	1.00
417-A Clinical Services Coordinator	-	1.00	1.00	1.00	1.00
417-A Public Health Services Coordinator	-	1.00	1.00	1.00	1.00
408-A Public Health Services Coordinator	1.00	-	-	-	-
376-A Environmental Health Specialist II	3.00	-	-	-	-
376-A Disease Prevention Specialist II	2.00	-	-	-	-
366-A Public Health Nurse	-	5.75	5.75	5.75	5.75
355-A Disease Prevention Specialist	-	2.00	2.00	2.00	2.00
355-A Environmental Health Specialist	-	7.00	7.00	7.00	7.00
323-A Public Health Nurse	5.75	-	-	-	-
307-A Environmental Health Specialist I	6.00	-	-	-	-
307-A Disease Prevention Specialist I	2.00	-	-	-	-
298-A Administrative Office Manager	1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00
177-A Lab Technician	-	0.75	0.75	0.75	0.75
162-A Resource Specialist	-	2.00	2.00	2.00	2.00
162-A Clerk III	2.00	-	-	-	-
141-A Resource Assistant	-	2.60	2.60	2.60	2.60
125-A Clerk I	3.10	-	-	-	-
Z Interpreters	0.35	0.35	0.35	0.35	0.35
Z Environmental Health Intern	0.25	0.25	0.25	0.25	0.25
Z Lab Technician	0.75	-	-	-	-
Z Health Services Professional	1.19	1.20	1.20	1.20	1.20
<b>TOTAL POSITIONS</b>	<b>32.39</b>	<b>31.90</b>	<b>31.90</b>	<b>31.90</b>	<b>31.90</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$252,965	\$193,783	\$193,783	\$174,901	\$174,901
Licenses and Permits	184,601	211,780	213,280	201,880	201,880
Charges for Services	36,178	43,150	43,150	39,200	39,200
Fines/Forfeitures/Miscellaneous	25,292	17,840	14,400	18,640	18,640
<b>TOTAL REVENUES</b>	<b>\$499,036</b>	<b>\$466,553</b>	<b>\$464,613</b>	<b>\$434,621</b>	<b>\$434,621</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,364,525	\$1,479,956	\$1,527,755	\$1,670,801	\$1,670,801
Equipment	3,482	3,200	3,200	9,515	9,515
Expenses	606,164	641,202	641,202	649,975	649,975
Supplies	39,238	40,781	40,781	44,003	44,003
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,013,409</b>	<b>\$2,165,139</b>	<b>\$2,212,938</b>	<b>\$2,374,294</b>	<b>\$2,374,294</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Human Resources</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
634-A Assistant County Administrator	0.50	0.50	0.50	0.50	0.50
323-A Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
252-A Human Resources Assistant	1.00	1.00	1.00	1.00	1.00
198-A Secretary	1.00	1.00	1.00	1.00	1.00
Z Governmental Trainee	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>
<b>REVENUE SUMMARY:</b>					
Charges for Services	\$24	\$1,000	\$1,000	\$1,000	\$1,000
Fines/Forfeitures/Miscellaneous	1,488	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$1,512</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$154,641	\$181,576	\$170,343	\$196,020	\$196,020
Expenses	84,011	77,131	80,850	99,214	99,214
Supplies	3,187	2,850	2,850	3,380	3,380
<b>TOTAL APPROPRIATIONS</b>	<b>\$241,839</b>	<b>\$261,557</b>	<b>\$254,043</b>	<b>\$298,614</b>	<b>\$298,614</b>



<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Human Services</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$14,110	\$12,300	\$14,100	\$14,100	\$14,100
<b>TOTAL REVENUES</b>	<b>\$14,110</b>	<b>\$12,300</b>	<b>\$14,100</b>	<b>\$14,100</b>	<b>\$14,100</b>
<b>APPROPRIATION SUMMARY:</b>					
Equipment	\$323	\$1,179	\$0	\$0	\$0
Expenses	75,003	105,437	89,056	116,654	116,654
Supplies	25,051	34,600	32,627	39,858	39,858
<b>TOTAL APPROPRIATIONS</b>	<b>\$100,377</b>	<b>\$141,216</b>	<b>\$121,683</b>	<b>\$156,512</b>	<b>\$156,512</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Juvenile Court Services</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
449-A Juvenile Detention Center Director	1.00	1.00	1.00	1.00	1.00
308-A Operations Supervisor	-	-	-	1.00	1.00
204-A Senior Detention Youth Worker	2.00	1.00	1.00	1.00	1.00
169-A Detention Youth Worker	8.00	9.80	9.80	9.80	9.80
<b>TOTAL POSITIONS</b>	<b>11.00</b>	<b>11.80</b>	<b>11.80</b>	<b>12.80</b>	<b>12.80</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$480,541	\$521,607	\$76,272	\$64,600	\$64,600
Charges for Services	25,100	35,000	35,000	35,000	35,000
Fines/Forfeitures/Miscellaneous	2,011	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$507,652</b>	<b>\$556,607</b>	<b>\$111,272</b>	<b>\$99,600</b>	<b>\$99,600</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$380,686	\$407,986	\$402,427	\$452,956	\$452,956
Equipment	\$820	\$0	\$1,200	\$1,200	\$1,800
Expenses	515,993	531,580	56,033	10,750	10,750
Supplies	20,498	23,200	23,900	23,900	23,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$917,997</b>	<b>\$962,766</b>	<b>\$483,560</b>	<b>\$488,806</b>	<b>\$489,406</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Non-Departmental</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
417-A Risk Management Coordinator	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$337,345	\$291,501	\$437,662	\$436,784	\$436,784
Charges for Services	31,714	12,000	31,715	31,715	31,715
Use of Money & Property	33,507	35,900	33,507	33,507	33,507
Fines/Forfeitures/Miscellaneous	226,961	154,200	147,200	147,200	147,200
<b>TOTAL REVENUE</b>	<b>\$629,527</b>	<b>\$493,601</b>	<b>\$650,084</b>	<b>\$649,206</b>	<b>\$649,206</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	(\$36,336)	\$82,581	\$64,115	\$67,999	\$67,999
Expenses	771,660	1,175,919	1,178,833	1,534,221	1,534,221
Supplies	4,036	9,100	9,600	9,600	9,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$739,360</b>	<b>\$1,267,600</b>	<b>\$1,252,548</b>	<b>\$1,611,820</b>	<b>\$1,611,820</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Planning &amp; Development</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
534-A Planning & Development Director	1.00	1.00	1.00	1.00	1.00
314-C Building Inspector	1.00	1.00	1.00	1.00	1.00
252-A Planning & Development Specialist	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.50	0.50	0.50	0.50	0.50
Z Weed/Zoning Enforcement Aide	0.58	0.58	0.58	0.58	0.58
Z Planning Intern	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>4.33</b>	<b>4.33</b>	<b>4.33</b>	<b>4.33</b>	<b>4.33</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$3,020	\$5,000	\$2,500	\$0	\$0
Licenses and Permits	160,402	150,240	175,300	165,300	165,300
Charges for Services	8,692	7,830	6,825	6,825	6,825
Fines/Forfeitures/Miscellaneous	-	75	75	75	75
<b>TOTAL REVENUES</b>	<b>\$172,114</b>	<b>\$163,145</b>	<b>\$184,700</b>	<b>\$172,200</b>	<b>\$172,200</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$163,908	\$180,585	\$186,131	\$199,118	\$199,118
Expenses	25,944	34,745	35,245	33,845	33,845
Supplies	2,789	3,135	3,235	3,235	3,235
<b>TOTAL APPROPRIATIONS</b>	<b>\$192,641</b>	<b>\$218,465</b>	<b>\$224,611</b>	<b>\$236,198</b>	<b>\$236,198</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Recorder</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Recorder	1.00	1.00	1.00	1.00	1.00
Y First Deputy	1.00	1.00	1.00	1.00	1.00
Y Second Deputy	1.00	1.00	1.00	1.00	1.00
191-C Real Estate Specialist	1.00	1.00	1.00	1.00	1.00
191-C Conservation Specialist	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	5.00	5.00	5.00	5.00	5.00
125-C Clerk I	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>
<b>REVENUE SUMMARY:</b>					
Fees and Charges	\$984,953	\$874,210	\$982,130	\$979,590	\$979,590
Use of Money/Property	8,138	9,889	9,889	9,000	9,000
Fines/Forfeitures/Miscellaneous	2,515	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$995,606</b>	<b>\$884,099</b>	<b>\$992,019</b>	<b>\$988,590</b>	<b>\$988,590</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$460,192	\$511,223	\$506,279	\$547,320	\$547,320
Expenses	19,462	6,130	6,130	6,130	6,130
Supplies	15,498	12,750	12,750	12,750	12,750
<b>TOTAL APPROPRIATIONS</b>	<b>\$495,152</b>	<b>\$530,103</b>	<b>\$525,159</b>	<b>\$566,200</b>	<b>\$566,200</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Secondary Roads</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
864-A County Engineer	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Engineer	1.00	1.00	1.00	1.00	1.00
430-A Secondary Roads Superintendent	1.00	1.00	1.00	1.00	1.00
300-A Engineering Aide II	3.00	3.00	3.00	3.00	3.00
233-A Shop Supervisor	1.00	1.00	1.00	1.00	1.00
213-B Crew Leader/Operator I	3.00	3.00	3.00	3.00	3.00
204-A Office Leader	1.00	1.00	1.00	1.00	1.00
199-B Sign Crew Leader	1.00	1.00	1.00	1.00	1.00
187-B Mechanic	2.00	2.00	2.00	2.00	2.00
174-B Heavy Equipment Operator III	7.00	7.00	7.00	7.00	7.00
163-B Truck Crew Coordinator	1.00	1.00	1.00	1.00	1.00
162-B Shop Control Clerk	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.50	0.50	0.50	0.50	0.50
153-B Truck Driver/Laborer	9.00	9.00	9.00	9.00	9.00
Z Seasonal Maintenance Worker	0.30	0.30	0.30	0.60	0.60
Z Engineering Aide (Seasonal Maint)	0.30	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>33.10</b>	<b>33.10</b>	<b>33.10</b>	<b>33.40</b>	<b>33.40</b>
<b>REVENUES SUMMARY:</b>					
Intergovernmental	\$1,992,788	\$1,630,305	\$1,630,305	\$1,796,900	\$1,796,900
Licenses & Permits	1,016	1,000	1,000	1,000	1,000
Charges for Services	38,810	9,000	9,000	9,000	9,000
Fines/Forfeitures/Miscellaneous	23,084	5,000	5,000	5,000	5,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,055,698</b>	<b>\$1,645,305</b>	<b>\$1,645,305</b>	<b>\$1,811,900</b>	<b>\$1,811,900</b>
<b>APPROPRIATION SUMMARY:</b>					
Administration	\$275,889	\$141,000	\$141,000	\$150,200	\$150,200
Engineering	281,908	275,000	275,000	286,000	286,000
Bridges & Culverts	114,583	42,000	42,000	72,000	72,000
Roads	1,057,091	1,312,000	1,312,000	1,207,000	1,207,000
Snow & Ice Control	146,910	193,000	193,000	193,000	193,000
Traffic Controls	138,070	133,000	133,000	140,000	140,000
Road Clearing	96,489	95,000	95,000	95,000	95,000
New Equipment	429,422	360,000	360,000	372,000	372,000
Equipment Operation	418,051	511,500	511,500	516,500	516,500
Tools, Materials & Supplies	40,919	44,000	44,000	47,000	47,000
Real Estate & Buildings	48,482	20,000	20,000	20,000	20,000
Roadway Construction	852,115	800,000	600,000	950,000	950,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$3,899,929</b>	<b>\$3,926,500</b>	<b>\$3,726,500</b>	<b>\$4,048,700</b>	<b>\$4,048,700</b>

DEPARTMENT: Sheriff	1998-99 ACTUAL	1999-00 BUDGET	1999-00 PROJECTED	2000-01 REQUESTED	2000-01 ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
X Sheriff	1.00	1.00	1.00	1.00	1.00
Y Chief Deputy	1.00	1.00	1.00	1.00	1.00
Y Second Chief Deputy	1.00	1.00	1.00	1.00	1.00
519-A Captain	2.00	2.00	2.00	2.00	2.00
464-A Lieutenant	4.00	4.00	4.00	4.00	4.00
451-E Sergeant	6.00	6.00	6.00	6.00	6.00
417-A Support Services Director	1.00	1.00	1.00	1.00	1.00
390-A Chief Correction Supervisor	1.00	1.00	1.00	1.00	1.00
353-A Support/Program Supervisor	1.00	1.00	1.00	1.00	1.00
353-A Shift Lieutenant	-	3.00	3.00	3.00	3.00
332-A Shift Sergeant	-	3.00	3.00	4.00	4.00
332-A Shift Supervisor	6.00	-	-	-	-
329-E Deputy	27.00	28.00	28.00	28.00	28.00
300-A Chief Telecommunications Operator	1.00	1.00	1.00	1.00	1.00
283-H Lead Correction Officer	-	10.00	10.00	10.00	10.00
246-H Correction Officer	-	40.20	40.20	40.20	40.20
245-A Lead Tele/Communications Operator	3.00	3.00	3.00	3.00	3.00
228-A Tele/Communications Operator	8.00	8.00	8.00	8.00	8.00
228-A Office Supervisor	1.00	1.00	1.00	1.00	1.00
223-A Food Service Manager	1.00	1.00	1.00	1.00	1.00
223-H Correction Officer	50.50	-	-	-	-
220-A Lead Bailiff	1.00	1.00	1.00	1.00	1.00
191-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	3.00	3.00	3.00	3.00	3.00
176-H Jail Custodian/Correction Officer	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	1.00	2.00	2.00	2.00	2.00
151-A Bailiff	6.70	6.70	6.70	6.70	6.70
141-C Clerk II	2.00	1.00	1.00	1.00	1.00
125-C Clerk I	1.00	1.00	1.00	1.00	1.00
125-H Jail Custodian	-	1.00	1.00	1.00	1.00
122-C Cook	2.50	2.80	2.80	2.80	2.80
99-H Custodial Worker	1.00	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>135.70</b>	<b>136.70</b>	<b>136.70</b>	<b>137.70</b>	<b>137.70</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$106,635	\$76,832	\$143,646	\$141,266	\$141,266
Licenses & Permits	13,101	5,000	11,244	12,100	12,100
Charges for Services	680,549	536,050	431,248	449,700	449,700
Fines/Forfeitures/Miscellaneous	19,698	5,700	4,349	3,700	3,700
<b>TOTAL REVENUES</b>	<b>\$819,983</b>	<b>\$623,582</b>	<b>\$590,487</b>	<b>\$606,766</b>	<b>\$606,766</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$ 5,713,084	\$ 6,070,378	\$ 6,170,375	\$ 6,884,144	\$ 6,825,927
Equipment	46,573	47,623	52,542	71,612	71,612
Expenses	372,316	654,665	569,201	1,510,341	1,510,341
Supplies	551,923	572,700	584,250	623,450	623,450
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 6,683,896</b>	<b>\$ 7,345,366</b>	<b>\$ 7,376,368</b>	<b>\$ 9,089,547</b>	<b>\$ 9,031,330</b>

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Supervisors, Board of</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Chair, Board of Supervisors	1.00	1.00	1.00	1.00	1.00
X Member, Board of Supervisors	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>REVENUE SUMMARY:</b>					
Fines/Forfeitures/Miscellaneous	\$240	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$240</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$186,441	\$196,883	\$195,086	\$207,616	\$207,616
Expenses	4,100	11,000	11,000	11,000	11,000
Supplies	887	2,400	2,400	2,400	2,400
<b>TOTAL APPROPRIATIONS</b>	<b>\$191,428</b>	<b>\$210,283</b>	<b>\$208,486</b>	<b>\$221,016</b>	<b>\$221,016</b>



<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Treasurer</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Treasurer	1.00	1.00	1.00	1.00	1.00
Y Deputy Treasurer-Vehicle	1.00	-	-	-	-
611-A Financial Management Supervisor	-	-	-	1.00	1.00
516-A Financial Management Supervisor	1.00	1.00	1.00	-	-
496-A Operations Manager	1.00	1.00	1.00	1.00	1.00
382-A County General Store Manager	1.00	1.00	1.00	1.00	1.00
332-A Tax Accounting Specialist	-	1.00	1.00	1.00	1.00
298-A Motor Vehicle Supervisor	-	1.00	1.00	1.00	1.00
252-C Accounting Specialist	1.00	-	-	-	-
191-C Cashier	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00
177-C Motor Vehicle Account Clerk	2.00	2.00	2.00	2.00	2.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	17.60	17.60	17.60	17.60	17.60
<b>TOTAL POSITIONS</b>	<b>28.60</b>	<b>28.60</b>	<b>28.60</b>	<b>28.60</b>	<b>28.60</b>
<b>REVENUE SUMMARY:</b>					
Penalties & Interest on Taxes	\$374,804	\$417,000	\$424,000	\$436,500	\$436,500
Charges for Services	925,435	869,270	922,830	938,870	938,870
Use of Money & Property	1,635,649	1,186,131	1,825,000	1,730,612	1,730,612
Fines/Forfeitures/Miscellaneous	1,937	2,000	2,100	2,200	2,200
<b>TOTAL REVENUES</b>	<b>\$2,937,825</b>	<b>\$2,474,401</b>	<b>\$3,173,930</b>	<b>\$3,108,182</b>	<b>\$3,108,182</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,009,274	\$1,058,316	\$1,081,504	\$1,156,111	\$1,156,111
Equipment	786	0	0	600	600
Expenses	119,224	127,272	124,251	126,522	126,522
Supplies	44,240	51,399	48,868	45,928	45,928
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,173,524</b>	<b>\$1,236,987</b>	<b>\$1,254,623</b>	<b>\$1,329,161</b>	<b>\$1,329,161</b>

DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Bi-State Metropolitan Planning Commission	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
Executive Director	1.00	1.00	1.00	1.00	
Program Director	2.00	2.00	2.00	2.00	
Project Manager	2.00	2.00	1.00	1.00	
Planner & Senior Planner	5.90	6.00	7.00	7.00	
Administrative Services Director	1.00	1.00	1.00	1.00	
Data Services Planner	1.00	1.00	1.00	1.00	
Graphics/Data Coordinator	-	-	1.00	1.00	
Controller	1.00	1.00	1.00	1.00	
Word Processing Coordinator	1.00	1.00	-	-	
Word Processor/Receptionist	1.00	1.00	3.00	3.00	
Planning Assistant	2.16	2.00	2.00	2.00	
Housing Rehab Specialist	1.00	1.00	1.00	1.00	
Graphics Specialist	3.00	3.00	2.00	2.00	
Word Processor/Account Clerk	1.00	1.00	-	-	
RICWMA Solid Waste Coordinator	1.00	1.00	-	-	
<b>TOTAL POSITIONS</b>	<b>24.06</b>	<b>24.00</b>	<b>23.00</b>	<b>23.00</b>	
<b>REVENUE SUMMARY:</b>					
Membership Fees	\$236,198	\$241,776	\$243,259	\$250,557	
Charges for Services	326,071	371,548	327,794	317,566	
Federal/State Funding	212,276	197,375	233,079	268,129	
Transportation	403,227	407,174	466,694	434,602	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,177,772</b>	<b>\$1,217,873</b>	<b>\$1,270,826</b>	<b>\$1,270,854</b>	
Scott County Contribution	52,279	53,847	53,847	55,462	55,462
<b>TOTAL REVENUES</b>	<b>\$1,230,051</b>	<b>\$1,271,720</b>	<b>\$1,324,673</b>	<b>\$1,326,316</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$1,061,026	\$1,128,881	\$1,106,374	\$1,145,782	
Equipment	6,454	2,500	2,500	2,500	
Expenses	142,495	137,275	153,425	143,700	
Occupancy	30,342	30,147	32,486	32,481	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,240,317</b>	<b>\$1,298,803</b>	<b>\$1,294,785</b>	<b>\$1,324,463</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Buffalo Ambulance</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	25.00	25.00	30.00	30.00	
<b>TOTAL POSITIONS</b>	<b>25.00</b>	<b>25.00</b>	<b>30.00</b>	<b>30.00</b>	
<b>REVENUE SUMMARY:</b>					
Municipal Subsidy	\$14,000	\$14,000	\$14,000	\$14,000	
Service Fees	78,210	45,000	45,000	70,000	
Other	7,364	21,900	21,900	22,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$99,574</b>	<b>\$80,900</b>	<b>\$80,900</b>	<b>\$106,000</b>	
Scott County Contribution	22,650	22,650	22,650	22,650	22,650
Funding Reserve	10,000	10,000	10,000	10,000	10,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$32,650</b>	<b>\$32,650</b>	<b>\$32,650</b>	<b>\$32,650</b>	<b>\$32,650</b>
<b>TOTAL REVENUES</b>	<b>\$132,224</b>	<b>\$113,550</b>	<b>\$113,550</b>	<b>\$138,650</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$0	\$15,000	\$15,000	\$25,200	
Equipment	25,770	37,500	37,500	37,500	
Expenses	96,425	64,656	64,656	70,950	
Supplies	1,551	2,750	2,750	2,000	
Occupancy	8,478	6,500	6,500	7,500	
<b>TOTAL APPROPRIATIONS</b>	<b>\$132,224</b>	<b>\$126,406</b>	<b>\$126,406</b>	<b>\$143,150</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Center for Alcohol/Drug Services</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Executive Director	1.00	1.00	1.00	1.00	
Treatment Supervisor	2.00	2.00	2.00	2.00	
Finance Manager	1.00	1.00	1.00	1.00	
Business/Office Manager	1.00	1.00	1.00	1.00	
Accounting Specialist	1.00	1.00	1.00	1.00	
Client Accts Receivable Specialist	2.70	2.70	2.70	2.70	
Administrative Assistant	1.00	1.00	1.00	1.00	
Clerical	11.40	11.40	11.40	11.40	
Maintenance	1.00	1.00	1.00	1.00	
QA/UR Program Manager	1.11	1.11	1.11	1.11	
Prevention Coordinator	1.00	1.00	1.00	1.00	
Prevention Specialist	8.00	7.00	7.00	7.00	
Counselors	34.50	34.50	34.50	36.25	
Techs/CCW	15.50	15.50	15.50	15.50	
Program Managers	7.00	7.00	7.00	5.00	
Health Care Coordinator	1.00	1.00	1.00	1.00	
RN/LPN	6.50	6.50	6.50	6.50	
<b>TOTAL POSITIONS</b>	<b>96.71</b>	<b>95.71</b>	<b>95.71</b>	<b>95.46</b>	
<b>REVENUE SUMMARY:</b>					
I.D.S.A. Treatment	\$1,212,042	\$1,234,447	\$1,234,447	\$1,296,930	
I.D.S.A. Prevention	252,284	206,000	206,000	205,832	
DHS	-	-	-	40,000	
D.A.S.A.	522,081	528,571	528,571	528,549	
Rock Island County	30,000	30,000	30,000	32,000	
United Way	98,685	98,628	98,628	98,685	
Client Fees	221,919	238,385	238,385	238,500	
Insurance Payments	807,127	878,025	878,025	759,000	
Interest	20,926	20,535	20,535	20,685	
Seventh Judicial District	86,657	95,000	95,000	95,000	
Contributions	35,132	33,500	33,500	33,500	
County Commitments	37,164	32,000	32,000	32,000	
Local Schools	64,779	68,000	68,000	68,000	
U S Fed Probation	30,174	30,000	30,000	30,000	
Medicaid	9,753	13,000	13,000	13,000	
Contractual Fees/Payment	499,759	481,288	481,288	506,300	
Juvenile Court	90,443	70,000	70,000	70,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$4,018,925</b>	<b>\$4,057,379</b>	<b>\$4,057,379</b>	<b>\$4,067,981</b>	
Scott County Contribution	220,304	239,909	239,909	254,390	254,390
IDPH Substance Abuse Funds	5,671	8,050	8,050	10,000	10,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$225,975</b>	<b>\$247,959</b>	<b>\$247,959</b>	<b>\$264,390</b>	<b>\$264,390</b>
<b>TOTAL REVENUES</b>	<b>\$4,244,900</b>	<b>\$4,305,338</b>	<b>\$4,305,338</b>	<b>\$4,332,371</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$3,216,290	\$3,179,721	\$3,179,721	\$3,192,881	
Equipment	5,490	7,200	7,200	7,200	
Expenses	658,735	647,960	647,960	669,097	
Supplies	254,839	259,095	259,095	255,756	
Occupancy	216,333	205,673	205,673	196,553	
<b>TOTAL APPROPRIATIONS</b>	<b>\$4,351,687</b>	<b>\$4,299,649</b>	<b>\$4,299,649</b>	<b>\$4,321,487</b>	

DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Center for Active Seniors, Inc.	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	1.00	1.00	1.00	1.00	
Vice President/Resource Development	1.00	1.00	1.00	1.00	
Accounting Coordinator	1.00	1.00	1.00	1.00	
Administrative Coordinator	1.00	1.00	1.00	1.00	
Receptionist	1.00	1.00	1.00	1.00	
Janitor	2.28	2.50	2.50	2.50	
Social Services Coordinator	1.00	1.00	1.00	1.00	
Caseworkers	6.00	6.00	6.00	6.00	
Adult Day Center Coordinator	1.00	1.00	1.00	1.00	
Adult Day Center Assistant Coordinator	1.00	1.00	1.00	1.00	
Adult Day Center Facilitators	1.00	1.00	1.00	1.00	
Adult Day Center Aides	4.60	2.80	2.80	2.80	
Adult Day Center Nursing Assistant	2.02	0.50	0.50	0.50	
Volunteer/Chore Coordinator	1.00	1.00	1.00	1.00	
Listen-To-Me Read Coordinator	0.50	0.50	0.50	0.50	
Senior Center Director	1.00	1.00	1.00	1.00	
Senior Center Assistant	1.00	-	-	-	
Activity Manager	1.15	1.15	1.15	1.15	
Site Managers	6.28	0.50	0.50	0.50	
Meal Drivers	1.10	-	-	-	
<b>TOTAL POSITIONS</b>	<b>35.93</b>	<b>24.95</b>	<b>24.95</b>	<b>24.95</b>	
<b>REVENUE SUMMARY:</b>					
Medicaid Waiver ADC	\$57,876	\$53,760	\$53,760	\$55,373	
Pledge Revenue	30,418	35,000	35,000	40,000	
Title III B	45,263	45,068	45,068	46,420	
Title III C	134,244	33,561	33,561	9,316	
Title III D	874	874	874	900	
Elderly Care Funds	31,163	32,779	32,779	33,762	
Title V	26,889	12,000	12,000	18,000	
LTCIS	15,421	9,000	9,000	9,270	
Veterans Administration	5,955	6,500	6,500	6,695	
United Way	72,148	74,821	74,821	77,066	
Contributions	88,594	10,000	10,000	15,000	
Activities	43,822	35,000	35,000	40,000	
CDBG	80,814	82,496	82,496	85,155	
Project Income	123,064	126,810	126,810	131,244	
Other	186,960	164,108	193,608	200,536	
<b>SUB-TOTAL REVENUES</b>	<b>\$943,505</b>	<b>\$721,777</b>	<b>\$751,277</b>	<b>\$768,737</b>	
Scott County Contribution	173,269	181,479	181,479	190,527	190,527
IDPH Substance Abuse Funds	10,134	10,134	10,134	10,134	10,134
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$183,403</b>	<b>\$191,613</b>	<b>\$191,613</b>	<b>\$200,661</b>	<b>\$200,661</b>
<b>TOTAL REVENUES</b>	<b>\$1,126,908</b>	<b>\$913,390</b>	<b>\$942,890</b>	<b>\$969,398</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$739,310	\$625,046	\$625,046	\$663,497	
Equipment	-	500	20,500	520	
Expenses	235,531	219,446	239,446	231,019	
Supplies	83,845	48,565	48,565	50,038	
Occupancy	22,192	23,618	23,618	24,324	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,080,878</b>	<b>\$917,175</b>	<b>\$957,175</b>	<b>\$969,398</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Community Health Care</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Physician	11.20	11.05	11.05	11.95	
Physician Assistant	2.96	3.00	1.98	2.00	
Nurse Practitioner	4.30	4.80	4.80	4.80	
Nutritionist	1.00	1.00	1.00	1.00	
Health Educator/Social Worker	3.00	3.00	3.00	3.00	
X-Ray Technician	1.40	1.32	2.10	2.10	
Lab Technician	4.10	4.10	6.00	6.00	
Nursing Coordinator	1.00	1.00	2.00	2.00	
LPN/Medical Assistant	22.00	22.00	23.60	23.60	
Dentist	2.45	2.60	3.00	3.00	
Dental Hygienist	2.89	2.59	2.09	2.09	
Dental Assistants	6.75	7.75	6.40	6.40	
Dental Receptionist	1.00	1.00	1.00	1.00	
Pharmacist/Pharmacy Technician	5.50	6.50	6.50	6.50	
Information Services Coordinator	1.00	1.00	1.00	1.00	
Medical Records Clerks	3.00	3.00	3.00	3.00	
Transcriptionist	3.00	3.00	3.00	3.00	
Business Office Coordinator	1.00	1.00	1.00	1.00	
Revenue Specialist	1.00	1.00	1.00	1.00	
Lead Insurance Clerk/Insurance Clerks	5.00	5.50	5.50	5.50	
Receptionist	9.00	9.00	9.00	9.00	
Executive Director	1.00	1.00	1.00	1.00	
Director of Finance/Operations	2.00	2.00	2.00	2.00	
Administrative Assistant/Administrative Secretary	4.00	4.00	4.00	4.00	
Outreach Worker (Homeless)	1.00	1.00	1.00	1.00	
Telephone Operator/Data Entry Operator	4.10	5.50	5.50	5.50	
Medical Unit Clerk	1.00	1.00	1.00	1.00	
RN (Homeless)	1.00	1.00	1.00	1.00	
Human Resources Specialist	1.00	1.00	1.00	1.00	
Accounting Specialist	1.00	1.00	1.00	1.00	
Medical Clinic Manager	1.00	1.00	1.00	1.00	
Health Specialist	1.00	1.00	1.00	1.00	
Homeless Program Clerk	1.00	1.00	1.00	1.00	
Development Specialist/Development Assistant	2.00	2.00	2.00	2.00	
Accountant	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>114.65</b>	<b>118.71</b>	<b>121.52</b>	<b>122.44</b>	
<b>REVENUE SUMMARY:</b>					
Iowa State Dept Health/Child Health	\$ 163,952	\$ 150,000	\$ 150,000	\$ 150,000	
HHS-UHI	1,786,462	1,564,105	1,564,105	1,564,105	
Patient Fees	5,076,163	5,150,000	5,150,000	5,350,000	
Other	820,323	722,679	722,679	792,679	
<b>SUB-TOTAL REVENUES</b>	<b>\$7,846,900</b>	<b>\$7,586,784</b>	<b>\$7,586,784</b>	<b>\$7,856,784</b>	
Scott County Contribution	250,778	272,946	272,946	291,021	291,021
Senior Health Grant	9,129	13,765	13,765	11,000	11,000
<b>SUB-TOTAL CONTRIBUTION</b>	<b>\$259,907</b>	<b>\$286,711</b>	<b>\$286,711</b>	<b>\$302,021</b>	<b>\$302,021</b>
<b>TOTAL REVENUES</b>	<b>\$8,106,807</b>	<b>\$7,873,495</b>	<b>\$7,873,495</b>	<b>\$8,158,805</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$4,873,757	\$4,960,266	\$4,960,266	\$5,107,014	
Expenses	1,911,767	1,471,500	1,471,500	1,489,000	
Supplies	1,111,537	1,067,254	1,067,254	1,132,852	
Occupancy	318,286	363,900	363,900	369,050	
<b>TOTAL APPROPRIATIONS</b>	<b>\$8,215,347</b>	<b>\$7,862,920</b>	<b>\$7,862,920</b>	<b>\$8,097,916</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Durant Ambulance</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	24.00	24.00	24.00	24.00	
<b>TOTAL POSITIONS</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	
<b>REVENUE SUMMARY:</b>					
Political Subdivision Contracts	\$22,733	\$22,194	\$22,800	\$22,800	
Services	53,360	74,200	74,000	74,000	
Contributions	11,250	7,000	8,000	8,000	
Other	3,857	3,200	3,900	3,900	
<b>SUB-TOTAL REVENUES</b>	<b>\$91,200</b>	<b>\$106,594</b>	<b>\$108,700</b>	<b>\$108,700</b>	
Scott County Contribution	10,300	10,300	10,300	10,300	10,300
<b>TOTAL REVENUES</b>	<b>\$101,500</b>	<b>\$116,894</b>	<b>\$119,000</b>	<b>\$119,000</b>	
<b>APPROPRIATION SUMMARY:</b>					
Equipment	\$0	\$2,000	\$21,000	\$21,000	
Expenses	86,133	87,100	95,310	95,310	
Supplies	5,862	11,500	11,500	11,500	
Occupancy	4,757	6,500	6,500	6,500	
<b>TOTAL APPROPRIATIONS</b>	<b>\$96,752</b>	<b>\$107,100</b>	<b>\$134,310</b>	<b>\$134,310</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Emergency Management Agency</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Director	1.00	1.00	1.00	1.00	
Operations Officer	1.00	-	-	-	
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$22,432	\$30,849	\$30,849	\$25,849	
Miscellaneous	51,439	54,100	54,100	50,100	
<b>SUB-TOTAL REVENUES</b>	<b>\$73,871</b>	<b>\$84,949</b>	<b>\$84,949</b>	<b>\$75,949</b>	
Scott County Contribution	42,877	25,357	25,357	25,357	25,357
<b>TOTAL REVENUES</b>	<b>\$116,748</b>	<b>\$110,306</b>	<b>\$110,306</b>	<b>\$101,306</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$85,698	\$49,956	\$53,193	\$54,900	
Equipment	681	17,500	17,500	11,500	
Capital Improvements	10,600	-	-	4,500	
Expenses	16,748	33,150	35,400	24,300	
Supplies	5,534	9,700	6,500	6,100	
<b>TOTAL APPROPRIATIONS</b>	<b>\$119,261</b>	<b>\$110,306</b>	<b>\$112,593</b>	<b>\$101,300</b>	



DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Genesis Visiting Nurse Association	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
Director Nursing/Patient Services	1.31	1.00	1.00	1.00	
Nursing Coordinator	5.73	10.07	10.07	10.07	
Nursing Supervisor	5.49	5.14	5.14	5.14	
Staff Nurse (RN)	67.94	68.82	68.82	69.93	
Support Services Coordinator	1.00	1.00	1.00	1.00	
Homemaker Supervisors	1.70	1.64	1.64	1.64	
Home Health Aides	27.26	28.58	28.58	28.58	
Family Life Specialist	1.91	1.98	1.98	1.98	
Homemakers	14.47	14.28	14.28	14.28	
Executive Director	1.00	1.00	1.00	1.00	
Controller	1.00	1.00	1.00	1.00	
Switchboard Operator	2.00	2.01	2.01	2.01	
Secretarial	3.93	6.05	6.05	6.05	
Clerical	23.53	21.76	21.76	23.36	
<b>TOTAL POSITIONS</b>	<b>158.27</b>	<b>164.33</b>	<b>164.33</b>	<b>167.04</b>	
<b>REVENUE SUMMARY:</b>					
Contributions	\$20,733	\$64,007	\$64,007	\$8,000	
Other Government Fees	7,045,136	7,674,266	7,674,266	8,141,753	
Program Service Fees	1,006,676	1,051,701	1,051,701	1,107,708	
United Way	138,342	142,451	142,451	142,451	
Miscellaneous	1,010	414	414	414	
<b>SUB-TOTAL REVENUES</b>	<b>\$8,211,897</b>	<b>\$8,932,839</b>	<b>\$8,932,839</b>	<b>\$9,400,326</b>	
Scott County Contribution	122,382	125,000	125,000	125,000	125,000
State Health Pass Through Funds	468,182	456,713	456,713	456,713	456,713
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$590,564</b>	<b>\$581,713</b>	<b>\$581,713</b>	<b>\$581,713</b>	<b>\$581,713</b>
<b>TOTAL REVENUES</b>	<b>\$8,802,461</b>	<b>\$9,514,552</b>	<b>\$9,514,552</b>	<b>\$9,982,039</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$5,696,529	\$6,169,794	\$6,169,794	\$6,470,509	
Equipment	21,538	23,693	23,693	23,693	
Expenses	2,592,881	2,834,362	2,834,362	3,281,763	
Supplies	473,882	490,993	490,993	499,844	
Occupancy	287,270	282,937	282,937	282,937	
<b>TOTAL APPROPRIATIONS</b>	<b>\$9,072,100</b>	<b>\$9,801,779</b>	<b>\$9,801,779</b>	<b>\$10,558,746</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Handicapped Development Center</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President	1.00	1.00	1.00	1.00	1.00
Senior Vice-President	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Receptionist/Clerk Typist	3.00	3.00	3.00	3.00	3.00
Office Transcriptionist	2.97	2.97	2.97	2.97	2.97
Records Clerk	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accounting Technician	5.00	5.00	5.00	5.00	5.00
Developmental Services Program Director	1.00	1.00	1.00	1.00	1.00
Case Manager	2.00	2.00	2.00	2.00	2.00
Instructor	27.00	27.00	27.00	27.00	27.00
Aide	1.90	1.90	1.90	1.90	1.90
Vocational Services Program Director	1.00	1.00	1.00	1.00	1.00
Work Adjustment Case Manager	1.00	1.00	1.00	1.00	1.00
Evaluator/Ext Employment Case Manager	1.00	1.00	1.00	1.00	1.00
Placement/Ext Employment Case Manager	1.00	1.00	1.00	1.00	1.00
Sales Manager	1.00	1.00	1.00	1.00	1.00
Production Manager	1.00	1.00	1.00	1.00	1.00
Vocational Skills Supervisor	2.00	2.00	2.00	2.00	2.00
Extended Employment Supervisor	5.00	5.00	5.00	5.00	5.00
Work Adjustment Supervisor	4.00	4.00	4.00	4.00	4.00
Evaluation Supervisor	1.00	1.00	1.00	1.00	1.00
Vocational Services Supervisor	2.00	2.00	2.00	2.00	2.00
Driver/Warehouseman	1.00	1.00	1.00	1.00	1.00
Residential Services Program Director	1.00	1.00	1.00	1.00	1.00
Residential Case Manager	5.00	5.00	5.00	5.00	5.00
Residential Counselor	1.00	1.00	1.00	1.00	1.00
Resident Counselor	33.00	33.00	36.00	36.00	36.00
Support Staff	52.00	52.00	66.00	67.00	67.00
Maintenance	4.50	4.50	4.50	4.50	4.50
Janitor	2.50	2.50	2.50	2.50	2.50
Environmental Service Supervisor	1.00	1.00	1.00	1.00	1.00
Vice-President of ICF/MR Services	1.00	1.00	1.00	1.00	1.00
Health Services Supervisor	1.00	1.00	1.00	1.00	1.00
Program Supervisor	4.00	4.00	4.00	4.00	4.00
Social Worker	1.00	1.00	1.00	1.00	1.00
Nurse RN	1.00	1.00	1.00	1.00	1.00
Nurse LPN	7.50	7.50	7.50	7.50	7.50
Shift Supervisor	9.00	9.00	9.00	9.00	9.00
Trainer	1.00	1.00	1.00	1.00	1.00
Direct Service Staff	85.00	85.00	85.00	85.00	85.00
Dietary Supervisor	1.00	1.00	1.00	1.00	1.00
Cook/Dietary Aide	9.00	9.00	9.00	9.00	9.00
Psychologist	1.00	1.00	1.00	1.00	1.00
Recreation Therapist Supervisor	1.00	1.00	1.00	1.00	1.00
Recreation Specialist	5.00	5.00	5.00	5.00	5.00
Therapy Assistant (PT/OT/Speech)	6.00	6.00	6.00	6.00	6.00
Secretary	1.00	1.00	1.00	1.00	1.00
Receptionist	2.50	2.50	2.50	2.50	2.50
Housekeeper Supervisor/Housekeeper	9.00	9.00	9.00	9.00	9.00
Laundry	3.25	3.25	3.25	3.25	3.25
Program Director	1.00	1.00	1.00	1.00	1.00
Human Resources Supervisor	0.83	0.83	0.83	0.83	0.83
Employment Specialist	1.00	1.00	1.00	1.00	1.00
Job Coach	11.00	11.00	11.00	12.00	12.00
Medication Aide	3.00	3.00	3.00	3.00	3.00
Independent Living Casemanager	1.00	1.00	1.00	1.00	1.00
Extended Employment Casemanager	1.00	1.00	1.00	1.00	1.00
CBA Casemanager	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>337.95</b>	<b>337.95</b>	<b>354.95</b>	<b>356.95</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Handicapped Development Center (con't)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>					
United Way	\$108,572	\$107,980	\$87,898	\$88,898	
Subcontract Sales	335,854	324,000	324,000	333,000	
Iowa Purchase of Service	25,067	18,600	19,839	21,000	
Client Receipts	366,830	370,000	304,300	277,200	
DVRS	33,517	23,000	33,000	34,000	
Other	68,534	105,000	108,350	110,700	
Title XIX Revenue	4,908,358	5,220,287	5,240,841	5,442,800	
HUD	17,190	16,000	16,000	16,000	
HCBS (T19)	946,584	1,178,627	1,516,840	1,732,383	
State of Iowa-HCBS Match	113,711	154,000	120,000	120,000	
DVRS Grants (2)	25,325	24,000	5,317	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$6,949,542</b>	<b>\$7,541,494</b>	<b>\$7,776,385</b>	<b>\$8,175,981</b>	
Scott County Contribution	1,247,745	1,439,400	1,427,878	1,366,032	1,366,032
County County - Supported Employment	119,799	190,544	114,315	45,000	45,000
Title XIX Matching Funds	362,409	488,636	564,865	897,431	897,431
DVRS-SES 100% Grant	49,575	45,000	26,700	5,500	5,500
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$1,779,528</b>	<b>\$2,163,580</b>	<b>\$2,133,758</b>	<b>\$2,313,963</b>	<b>\$2,313,963</b>
<b>TOTAL REVENUES</b>	<b>\$8,729,070</b>	<b>\$9,705,074</b>	<b>\$9,910,143</b>	<b>\$10,489,944</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$7,479,352	\$8,132,979	\$8,528,392	\$8,928,671	
Equipment	49,246	73,129	70,389	71,290	
Expenses	647,834	733,213	734,038	744,352	
Supplies	324,704	370,100	355,300	348,180	
Occupancy	408,505	451,861	440,742	435,808	
<b>TOTAL APPROPRIATIONS</b>	<b>\$8,909,641</b>	<b>\$9,761,282</b>	<b>\$10,128,861</b>	<b>\$10,528,301</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Humane Society</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Manager	1.00	1.00	1.00	1.00	
Animal Control	5.00	5.00	5.00	5.00	
Animal Control Officer (Part-Time)	2.00	2.00	2.00	2.00	
#1 Kennel Person Stray	1.00	1.00	1.00	1.00	
#2 Kennel Person Stray	1.00	1.00	1.00	1.00	
#3 Kennel Person Adoption	1.00	1.00	1.00	1.00	
#4 Kennel Person Stray (Part-Time)	2.00	2.00	2.00	2.00	
Kennel Attendant (Part-Time)	2.00	2.00	2.00	2.00	
#5 Health Technician	1.00	1.00	1.00	1.00	
Receptionist	1.00	1.00	1.00	1.00	
Building Maintenance	0.25	0.25	0.25	0.25	
Kennel Person	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>	
<b>REVENUE SUMMARY:</b>					
City Subsidies	\$195,508	\$189,718	\$181,355	\$187,973	
Other	202,700	194,160	195,689	201,862	
Transfer from Society Fund	39,022	80,385	80,385	83,600	
<b>SUB-TOTAL REVENUES</b>	<b>\$437,230</b>	<b>\$464,263</b>	<b>\$457,429</b>	<b>\$473,435</b>	
Scott County Contribution	24,560	25,297	25,297	25,803	25,803
<b>TOTAL REVENUES</b>	<b>\$461,790</b>	<b>\$489,560</b>	<b>\$482,726</b>	<b>\$499,238</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$309,905	\$329,812	\$333,842	\$365,439	
Expenses	54,115	57,871	55,846	57,170	
Supplies	17,032	9,116	12,116	15,000	
Occupancy	11,210	13,994	12,994	13,361	
<b>TOTAL APPROPRIATIONS</b>	<b>\$392,262</b>	<b>\$410,793</b>	<b>\$414,798</b>	<b>\$450,970</b>	

<b>DEPARTMENT:</b> LeClaire Ambulance	<b>1998-99</b> ACTUAL	<b>1999-00</b> BUDGET	<b>1999-00</b> PROJECTED	<b>2000-01</b> REQUESTED	<b>2000-01</b> ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	20.00	20.00	20.00	20.00	
<b>TOTAL POSITIONS</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	
<b>REVENUE SUMMARY:</b>					
Gifts and Donations	\$62,651	\$3,500	\$59,648	\$3,000	
Riverdale Subsidy	2,250	2,250	2,250	2,250	
Princeton Subsidy	1,375	1,500	1,500	1,500	
Interest Income	1,282	1,500	368	450	
Ambulance Fees	84,018	75,000	78,344	85,000	
Other Income	948	5,000	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$152,524</b>	<b>\$88,750</b>	<b>\$142,110</b>	<b>\$92,200</b>	
Scott County Contribution	22,044	22,044	22,044	22,044	22,044
Funding Reserve	-	10,000	10,000	10,000	10,000
Scott County EMS Assoc Train Reimbursement	-	1,000	1,000	1,000	
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$22,044</b>	<b>\$33,044</b>	<b>\$33,044</b>	<b>\$33,044</b>	<b>\$32,044</b>
<b>TOTAL REVENUES</b>	<b>\$174,568</b>	<b>\$121,794</b>	<b>\$175,154</b>	<b>\$125,244</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$69,396	\$34,500	\$52,720	\$43,240	
Equipment	-	1,000	4,000	4,500	
Expenses	85,214	62,100	146,529	78,400	
Supplies	2,480	2,000	2,592	2,500	
Occupancy	5,784	6,000	6,504	7,000	
<b>TOTAL APPROPRIATIONS</b>	<b>\$162,874</b>	<b>\$105,600</b>	<b>\$212,345</b>	<b>\$135,640</b>	

DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Library	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
Library Director	1.00	1.00	1.00	1.00	
Administrative Secretary	1.00	1.00	1.00	1.00	
Reference Librarian	1.00	1.00	1.00	1.00	
Children's Librarian	1.00	1.00	1.00	1.00	
Bookmobile Librarian	1.00	1.00	1.00	1.00	
Technical Processing Clerk	1.00	1.00	1.00	1.00	
Circulation Librarian	1.00	1.00	1.00	1.00	
Reserve Librarian	1.00	1.00	1.00	1.00	
Processing Clerk	1.25	1.25	1.25	1.25	
Library Page	1.00	1.00	1.00	1.00	
Bookmobile Driver	1.00	1.00	1.00	1.00	
Station Attendants	3.94	3.94	3.94	3.94	
Data Entry Clerk	1.10	1.10	1.10	1.10	
<b>TOTAL POSITIONS</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>	
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$383,773	\$332,008	\$332,008	\$342,808	
Fees and Charges	6,185	12,000	12,000	12,000	
Miscellaneous	74	-	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$390,032</b>	<b>\$344,008</b>	<b>\$344,008</b>	<b>\$354,808</b>	
Scott County Contribution	309,210	322,925	322,925	329,258	329,258
<b>TOTAL REVENUES</b>	<b>\$699,242</b>	<b>\$666,933</b>	<b>\$666,933</b>	<b>\$684,066</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$387,892	\$419,538	\$419,538	\$427,618	
Equipment	96,938	108,300	108,300	108,300	
Expenses	125,578	108,259	108,259	111,812	
Supplies	24,305	21,500	21,500	23,000	
Payment of Principle	9,335	9,336	9,336	9,336	
<b>TOTAL APPROPRIATIONS</b>	<b>\$644,048</b>	<b>\$666,933</b>	<b>\$666,933</b>	<b>\$680,066</b>	

DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Medic	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
Director	1.00	1.00	1.00	1.00	
Supervisor Paramedic, EMT	60.00	48.00	60.00	60.00	
Medical Director	0.15	0.15	0.15	0.15	
Secretary/Bookkeeper	1.00	1.00	1.00	2.00	
Manager	3.00	3.00	3.00	3.00	
System Status Controller	12.00	11.00	12.00	12.00	
Support Staff	2.00	1.00	2.00	2.00	
Wheelchair/Shuttle Operator	12.00	12.00	12.00	12.00	
<b>TOTAL POSITIONS</b>	<b>91.15</b>	<b>77.15</b>	<b>91.15</b>	<b>92.15</b>	
<b>REVENUE SUMMARY:</b>					
Net Patient Revenue	\$3,022,175	\$3,144,000	\$2,839,125	\$3,000,000	
Other Support	849,464	890,000	1,014,500	1,035,000	
<b>SUB-TOTAL REVENUE</b>	<b>\$3,871,639</b>	<b>\$4,034,000</b>	<b>\$3,853,625</b>	<b>\$4,035,000</b>	
Scott County Contribution	-	-	-	-	-
Genesis Medical Center	-	-	-	-	-
Davenport Medical Center	-	-	-	-	-
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL REVENUES</b>	<b>\$3,871,639</b>	<b>\$4,034,000</b>	<b>\$3,853,625</b>	<b>\$4,035,000</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$2,522,896	\$2,585,000	\$2,574,848	\$2,731,000	
Equipment	36,224	20,000	15,000	15,000	
Expenses	1,021,159	1,101,000	1,012,725	1,054,000	
Supplies	105,881	100,000	114,316	116,000	
Occupancy	97,048	105,000	103,125	105,000	
<b>TOTAL APPROPRIATIONS</b>	<b>\$3,783,208</b>	<b>\$3,911,000</b>	<b>\$3,820,014</b>	<b>\$4,021,000</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Mississippi Valley Fairgrounds</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Manager	1.00	1.00	1.00	1.00	
Office Manager	1.00	1.00	1.00	1.00	
Property Manager	1.00	1.00	1.00	1.00	
Grounds Crew	2.00	2.00	2.00	2.00	
Housekeeping	1.00	1.00	1.00	1.00	
Fair Office	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	
<b>REVENUE SUMMARY:</b>					
Fair Revenues	\$1,274,443	\$1,055,500	\$1,101,500	\$1,101,500	
Grounds Revenues	665,068	562,000	594,000	594,000	
State Contribution	10,213	-	-	-	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,949,724</b>	<b>\$1,617,500</b>	<b>\$1,695,500</b>	<b>\$1,695,500</b>	
Scott County Contribution	25,000	25,000	25,000	25,000	25,000
<b>TOTAL REVENUES</b>	<b>\$1,974,724</b>	<b>\$1,642,500</b>	<b>\$1,720,500</b>	<b>\$1,720,500</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$401,202	\$411,500	\$473,000	\$473,000	
Fair Expenses	680,078	675,300	708,800	708,800	
Grounds Expenses	18,326	11,000	28,000	28,000	
Overhead Expenses	334,218	351,000	367,500	367,500	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,433,824</b>	<b>\$1,448,800</b>	<b>\$1,577,300</b>	<b>\$1,577,300</b>	



DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Quad-Cities Convention & Visitors Bureau	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
President/CEO	1.00	1.00	1.00	1.00	
Vice President Finance & Administration	1.00	1.00	1.00	1.00	
Vice President Marketing & Communications	1.00	1.00	1.00	1.00	
Vice President of Sales	1.00	1.00	1.00	1.00	
Sports Marketing Manager	-	-	0.50	1.00	
Tourism Sales Manager	1.00	1.00	1.00	1.00	
Vice President Visitor Services	1.00	1.00	1.00	1.00	
Marketing & Communications Manager	1.00	1.00	1.00	1.00	
Administrative Assistant	1.00	1.00	1.00	1.00	
Convention Sales Manager	2.00	2.00	2.00	2.00	
Accounting Clerk	-	-	0.50	1.00	
Sales Coordinator	1.00	1.00	1.00	1.00	
Convention & Visitor Serv Manager	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>12.00</b>	<b>12.00</b>	<b>13.00</b>	<b>14.00</b>	
<b>REVENUE SUMMARY:</b>					
Davenport	\$376,322	\$325,000	\$364,000	\$382,000	
Bettendorf	181,691	165,000	175,000	184,000	
Moline	120,000	136,500	136,500	143,300	
Rock Island	30,000	30,000	30,000	30,000	
East Moline	3,000	3,000	3,000	3,000	
Rock Island County	10,000	10,000	10,000	10,500	
Silvis	1,075	1,075	1,075	1,075	
State of Illinois/LTCB	139,278	163,000	164,100	160,000	
Illinois Matching Grant	1,216	-	-	2,100	
Other Grants	-	3,000	3,000	2,100	
Interest	5,200	6,500	6,500	7,400	
Misc. Income	51,556	5,825	45,000	48,300	
Miss. Valley Welcome Center	200,675	133,500	183,575	200,000	
Memberships	54,133	55,000	55,000	58,000	
Publications Income	12,769	16,200	16,200	16,000	
Joint Projects Income	2,735	5,000	5,000	5,000	
Union Station Visitors Center	500	2,200	200	300	
Friends of QC Grant	53,000	50,000	50,000	50,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$1,243,150</b>	<b>\$1,110,800</b>	<b>\$1,248,150</b>	<b>\$1,303,075</b>	
Scott County Contribution	60,000	63,000	63,000	65,000	65,000
Contingency	1,800	-	-	-	-
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$61,800</b>	<b>\$63,000</b>	<b>\$63,000</b>	<b>\$65,000</b>	<b>\$65,000</b>
<b>TOTAL REVENUES</b>	<b>\$1,304,950</b>	<b>\$1,173,800</b>	<b>\$1,311,150</b>	<b>\$1,368,075</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$388,938	\$447,100	\$503,400	\$538,436	
Equipment	33,672	31,500	31,500	32,445	
Expenses	589,303	646,575	676,175	685,080	
Supplies	12,470	11,500	11,500	11,845	
Occupancy	25,529	24,200	24,200	24,926	
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,049,912</b>	<b>\$1,160,875</b>	<b>\$1,246,775</b>	<b>\$1,292,732</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Quad-City Development Group</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
President	1.00	1.00	1.00	1.00	
Vice-President	1.00	1.00	1.00	1.00	
Project Manager	3.00	3.00	3.00	3.00	
Administrative Secretary	1.00	1.00	1.00	1.00	
Computer Specialist	1.00	1.00	1.00	1.00	
Receptionist/Secretary	0.50	0.50	0.50	0.50	
Member Relations Representative	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	
<b>REVENUE SUMMARY:</b>					
Private Sector Members	\$356,732	\$421,000	\$360,940	\$390,000	
Public Sector Members	316,612	336,000	331,920	343,297	
Other	89,291	112,000	421,580	126,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$762,635</b>	<b>\$869,000</b>	<b>\$1,114,440</b>	<b>\$859,297</b>	
Scott County Contribution	31,500	32,445	32,445	33,743	33,743
<b>TOTAL REVENUES</b>	<b>\$794,135</b>	<b>\$901,445</b>	<b>\$1,146,885</b>	<b>\$893,040</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$530,525	\$528,000	\$563,710	\$514,450	
Equipment	10,772	14,000	10,060	11,000	
Expenses	258,536	304,000	312,260	361,300	
Supplies	7,902	9,000	6,970	8,000	
Occupancy	63,346	65,000	66,380	69,300	
<b>TOTAL APPROPRIATIONS</b>	<b>\$871,081</b>	<b>\$920,000</b>	<b>\$959,380</b>	<b>\$964,050</b>	

DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Scott Soil Conservation District	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
District Conservationist	1.00	1.00	1.00	1.00	
Secretary	1.00	1.00	1.00	1.00	
Resource Conservationist	1.00	1.00	1.00	1.00	
<b>TOTAL POSITIONS</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	
<b>REVENUE SUMMARY:</b>					
State	\$28,293	\$30,000	\$35,725	\$35,000	
Federal	18,552	38,500	38,500	12,000	
Lakes	-	-	-	-	
Land Owners	56,804	65,000	65,000	47,000	
<b>SUB-TOTAL REVENUES</b>	<b>\$103,649</b>	<b>\$133,500</b>	<b>\$139,225</b>	<b>\$94,000</b>	
Scott County Contribution	15,031	25,000	25,000	25,000	25,000
<b>TOTAL REVENUES</b>	<b>\$118,680</b>	<b>\$158,500</b>	<b>\$164,225</b>	<b>\$119,000</b>	

DEPARTMENT:	1998-99	1999-00	1999-00	2000-01	2000-01
Vera French Community Mental Health Center	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
<b>AUTHORIZED POSITIONS:</b>					
MD	9.05	9.30	9.30	9.30	
PH D	3.05	3.05	3.05	3.05	
Therapist	14.90	15.90	15.90	15.90	
RN/LPN	12.60	12.60	12.60	12.60	
Administrative/Clerical	35.47	35.47	35.47	35.47	
Supervisor	5.10	5.10	5.10	5.10	
Activity Therapist	5.00	5.00	5.00	5.00	
Mental Health Workers	13.60	13.60	13.60	13.60	
Other	7.60	7.60	7.60	7.60	
Case Manager	7.57	7.57	7.57	7.57	
Case Monitor	2.06	2.06	2.06	2.06	
Community Support	14.00	14.00	14.00	14.00	
<b>TOTAL POSITIONS</b>	<b>130.00</b>	<b>131.25</b>	<b>131.25</b>	<b>131.25</b>	
<b>REVENUE SUMMARY:</b>					
Service Fees	\$2,148,745	\$2,052,851	\$2,207,028	\$2,300,448	
SSI/SSDI	273,696	263,889	263,889	270,222	
United Way	7,843	10,274	10,274	10,685	
Contributions	9,755	9,586	9,586	10,233	
Miscellaneous	270,580	227,577	227,577	243,883	
Community Service Fees	6,891	6,300	6,300	6,552	
SSA	128,853	135,851	135,851	135,851	
Title XIX	787,186	951,161	907,073	930,579	
State Payment	198,863	106,432	106,432	116,168	
<b>SUB-TOTAL REVENUES</b>	<b>\$3,832,412</b>	<b>\$3,763,921</b>	<b>\$3,874,010</b>	<b>\$4,024,621</b>	
Scott County Contribution	2,170,660	3,139,473	3,139,473	3,269,392	3,269,392
Title XIX Match	5,875	9,980	9,980	12,803	12,803
Title XIX Pass-Thru	376,158	516,909	516,909	540,415	540,415
DVRS-SES Grant 100% (Re/Allt)	816,968	-	-	-	-
Vocational Rehab Pass-Thru	-	53,000	53,000	6,625	6,625
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$3,369,661</b>	<b>\$3,719,362</b>	<b>\$3,719,362</b>	<b>\$3,829,235</b>	<b>\$3,829,235</b>
Less: Title XIX Pass-Thru	376,158	516,909	516,909	540,415	540,415
Less: Vocational Rehab Pass-Thru	-	53,000	53,000	6,625	6,625
<b>TOTAL COUNTY CONTRIBUTION (NET)</b>	<b>\$2,993,503</b>	<b>\$3,149,453</b>	<b>\$3,149,453</b>	<b>\$3,282,195</b>	<b>\$3,282,195</b>
<b>TOTAL REVENUES</b>	<b>\$6,825,915</b>	<b>\$6,913,374</b>	<b>\$7,023,463</b>	<b>\$7,306,816</b>	
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$5,743,854	\$6,066,672	\$6,220,849	\$6,494,202	
Equipment	94,848	87,845	87,845	92,002	
Expenses	258,018	268,808	268,808	281,098	
Supplies	201,455	211,976	211,976	219,347	
Occupancy	265,344	268,093	268,093	274,591	
<b>TOTAL APPROPRIATIONS</b>	<b>\$6,563,519</b>	<b>\$6,903,394</b>	<b>\$7,057,571</b>	<b>\$7,361,240</b>	

<b>DEPARTMENT:</b>	<b>1998-99</b>	<b>1999-00</b>	<b>1999-00</b>	<b>2000-01</b>	<b>2000-01</b>
<b>Wheatland Ambulance</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUESTED</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	20.00	20.00	20.00	20.00	
<b>TOTAL POSITIONS</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	
<b>REVENUE SUMMARY:</b>					
Ambulance Revenue	\$28,989	\$31,348	\$30,000	\$30,000	
Interest and Donations	3,112	4,354	3,200	3,200	
State Education Fund	2,972	3,676	-	-	
Fund Raiser	100	4,008	500	500	
Miscellaneous Revenue	461	380	100	100	
Political Subdivisions	12,517	10,350	12,557	12,557	
<b>SUB-TOTAL REVENUE</b>	<b>\$48,151</b>	<b>\$54,116</b>	<b>\$46,357</b>	<b>\$46,357</b>	
Scott County Contribution	2,800	2,800	2,800	2,800	2,800
<b>TOTAL REVENUE</b>	<b>\$50,951</b>	<b>\$56,916</b>	<b>\$49,157</b>	<b>\$49,157</b>	
<b>APPROPRIATION SUMMARY:</b>					
Equipment	\$5,201	\$5,316	\$6,500	\$6,500	
Expenses	33,842	37,598	37,050	35,550	
Supplies	4,512	5,092	5,050	5,050	
Occupancy	1,378	1,592	1,400	1,400	
<b>TOTAL APPROPRIATIONS</b>	<b>\$44,933</b>	<b>\$49,598</b>	<b>\$50,000</b>	<b>\$48,500</b>	

## FINANCIAL MANAGEMENT POLICIES

The following financial policies and relevant sections from the Code of Iowa have been developed and assembled here to provide guidance to the County's financial management system. The County's intent is to support a sound and efficient financial management system which best utilizes available resources and provides an acceptable service level to the citizens of Scott County. The following policies are not intended to restrict the Board of Supervisors' authority in determining service needs and/or activities of the County.

These financial policies do not limit the Board of Supervisors' ability and responsibility to respond to service delivery needs above or beyond these policies. The Board as a policy making group is still accountable for the efficient and responsive operation of the County.

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**EXCERPTS FROM SCOTT COUNTY CODE**  
**CHAPTER 3**  
**APPOINTED OFFICERS AND DEPARTMENTS**

**SEC. 3-1. OFFICE OF THE ADMINISTRATOR**

- A. There shall be an Office of the Administrator responsible for the general administration of the County.
- B. The Office of the Administrator shall be headed by a County Administrator appointed by, and serving at the pleasure of the Board of Supervisors.
- C. The County Administrator shall report to, and be accountable to, the Board of Supervisors for the performance of the office's duties and responsibilities.
- D. The County Administrator shall be a full time employee of the County.
- E. The County Administrator may serve as head of one or more departments of County government not under the direct control of an elected official.

**SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR.**

- A. The County Administrator serves as the principal advisor to the Board of Supervisors in all matters relating to the overall management of County government operations.
- B. The County Administrator shall have direct administrative authority over all operating departments within the scope of responsibility of the Board of Supervisors.
- C. The County Administrator shall prescribe the accepted standards of administrative practice for all operating departments within the scope of responsibility of the Board of Supervisors.
- D. The County Administrator shall execute and enforce all resolutions and orders of the Board of Supervisors and see that all laws required to be enforced through the Board of Supervisors or by operating departments subject to its control are faithfully executed.
- E. The County Administrator is authorized by the Board of Supervisors to take any reasonable ministerial action necessary in carrying out the responsibilities assigned to him, and to act at his discretion, upon matters not covered by Board policy or strictly prohibited by the Code of Iowa or this Code. Such action will be reported to the Board of Supervisors as soon as practicable thereafter.
- F. The County Administrator may delegate to appropriate department heads or professional staff members the authority to discharge certain duties and responsibilities vested in him by the Board of Supervisors. However, the delegation of such authority does not relieve the County Administrator of ultimate accountability and responsibility.
- G. The County Administrator shall be responsible for the preparation, review and submission (in conjunction with the County Auditor as provided by the Code of Iowa) of a proposed annual operating budget plan for consideration by the Board of Supervisors. As such, a copy of the budget requests of all operating departments, including those under the direction of other elected

SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR. (CON'T)

county officials, and appointed boards, commissions, or other agencies receiving County funding, shall be submitted to the County Administrator in accordance with an annual budget planning calendar and in compliance with such dates and dead-lines as identified in the Code of Iowa. All departmental budget requests shall be in the format and contain such content as prescribed by the County Administrator.

- H. The County Administrator shall be responsible for the development of all proposed capital program plans and the financing thereof, for consideration by the Board of Supervisors. He shall further be responsible for the execution of, and status reporting for all capital projects approved by the Board of Supervisors.
- I. The County Administrator or his designee shall have access to the books and papers of all operating departments, for purposes of gathering appropriate data required in support of the execution of the official duties of the Administrator's Office or in compliance with specific directions of the Board of Supervisors.
- J. The County Administrator is responsible for periodic reporting of the status of the certified or amended annual operating budget, as well as the status of all active funds. Such reporting shall be done in cooperation with the appropriate elected official having statutory authority and/or responsibility.
- K. The County Administrator is responsible for the review and recommendation of all County operating department personnel appointments and other personnel items to be brought before the Board of Supervisors for their consideration and action.
- L. The County Administrator shall have the authority to fill vacancies in authorized positions below department head level, within the limitations of budget funding and in conformance with established personnel policies. Such personnel appointments shall be filed bi-weekly in conjunction with Board of Supervisors meetings.
- M. The County Administrator shall be authorized to approve compensation step increases that are in conformance with personnel policies.
- N. The County Administrator is responsible for the review and assessment of all administrative matters to be considered by the Board of Supervisors. All administrative items to be considered by the Board of Supervisors shall be forwarded to the Chairman of the Board of Supervisors by the County Administrator for purposes of assigning to the appropriate committee for consideration.
- O. The County Administrator may recommend appropriate administrative organizational structures and/or administrative reorganizations as he deems necessary for the efficient and effective operation of County government.
- P. The County Administrator may recommend policy to the Board of Supervisors.
- Q. The County Administrator shall be responsible for the management of all County facilities, except as responsibility for specific facilities is otherwise entrusted to county elected officials pursuant to the Code of Iowa.



SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR. (CON'T)

- R. The County Administrator shall be responsible for acquisition of all County goods and services in the most cost effective manner as possible, and in accordance with policies and procedures established by the Board of Supervisors and the State of Iowa.
- S. The County Administrator shall present to the Board of Supervisors an ordinarily ranked list of at least three candidates for all department head position vacancies. The final decision relative to filling department head vacancies shall be made by the Board of Supervisors based upon candidates recommended by the County Administrator. For purposes of this section department head positions include the Director of Budget and Information Processing, Director of Buildings and Grounds, Director of Community Services, Director of Personnel, Planning and Development Administrator, and County Engineer.
- T. The County Administrator may, under the general direction of the Board of Supervisors, bring together various county elected office holders, departments, and agencies to work together on common problems, issues, or opportunities.
- U. The County Administrator may, under the general direction of the Board of Supervisors, represent the Board of Supervisors in meetings with the following: elected office holders; county agencies not under the direct responsibility of the Board of Supervisors; local, state, and federal officials and agencies; community groups and agencies; and the general public.

SEC. 3-3. DEPARTMENT OF BUDGET AND INFORMATION PROCESSING.

- A. There shall be a Department of Budget and Information Processing responsible for coordination and monitoring of the County's budgetary process, administration of the information processing function of County government, and administration of various support services used by County offices and departments. These support services include: central purchasing and inventory control; telephone service; printing and document reproduction; inbound, outbound and inter-office mail; processing services; copy machine and typewriter maintenance; central office supply; and, administration of County car pool.

SEC. 3-4. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE DIRECTOR OF BUDGET AND INFORMATION PROCESSING.

- A. The Director of Budget and Information Processing serves as the principal management official in the planning, development and control of the County's budget process, working closely with the operating departments and agencies of the County in all facets of the budgetary process.
- B. The Budget and Information Processing Director shall have direct administrative authority over the employees of the Budget and Information Processing department including responsibility for administering collective bargaining agreements and County personnel policies as appropriate to the department.
- C. The Budget and Information Processing Director shall be responsible for monitoring receipts and disbursements of the approved County budget and providing timely management financial reports respecting same for the County Administrator.
- D. The Budget and Information Processing Director shall be responsible for maintaining liaison with the operating departments and agencies of the County respecting their data and information processing needs to insure the provision of superior service.

SEC. 3-4. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE DIRECTOR OF  
BUDGET AND INFORMATION PROCESSING. (CON'T)

- E. The Budget and Information Processing Director shall provide financial management guidance to the County Administrator in the development of a Capital Improvement Program for the County.
- F. The Budget and Information Processing Director shall provide risk management guidance to the County Administrator respecting the formulation, implementation and monitoring of County-wide policies as they relate to insurance, safety, claims processing and the settling of losses.
- G. The Budget and Information Processing Director shall be responsible for managing the delivery of all data processing services to external clients as approved by the Board of Supervisors as well as internal County departments and agencies.
- H. The Budget and Information Processing Director shall be responsible for the performance of special projects as assigned from time to time by the County Administrator and/or the Board of Supervisors.
- I. The Director of Budget and Information Processing shall be responsible for developing, implementing and administering a central purchasing function for all County elected offices and departments.
- J. The Director of Budget and Information Processing shall be responsible for developing, implementing and maintaining an inventory control system for all County equipment and property and providing appropriate interface with the County purchasing system.
- K. The Director of Budget and Information Processing shall be responsible for the effective delivery of all other support services specified in Section 3-3.A. to County offices and departments.

## **XXXIII. FINANCIAL MANAGEMENT POLICIES**

### **GENERAL POLICY**

The following financial policies have been developed to provide guidance to the County's financial management system.

### **SCOPE**

This policy is applicable to all offices and departments within Scott County government.

### **PURPOSE**

The County's intent is to support a sound and efficient financial management system which best utilizes available resources and provides an acceptable service level to the citizens of Scott County. The following statements are not intended to restrict Scott County's authority in determining service needs and/or activities of Scott County. These financial policies do not limit the Scott County Board's of Supervisors ability and responsibility to respond to service delivery needs above or beyond these policies. The Scott County Board of Supervisors as a policy making group is still accountable for the efficient and responsive operation of Scott County.

### **SPECIFIC POLICY PROVISIONS**

#### **REVENUE POLICY**

1. Scott County will initiate efforts to maintain diversified and stable revenues in an attempt to limit the impact of short run fluctuations in any one revenue source.
2. Annual revenues will be estimated by an objective, and whenever possible analytical process.
3. Existing revenue sources will be re-examined with new revenue sources investigated during the annual budget preparation process.
4. Revenues may exceed expenditures if the fund balance of any funds needs to be increased to meet minimum balance requirements. Additionally, surplus fund balances may supplement revenues in order to fund estimated expenditure levels, generally for onetime expenditures or capital costs.
5. Property tax revenue collections will be established through a tax levy rate for general operations which will not generally exceed the cost of living of the previous year.
6. In relation to enterprise funds which have been established to support expenditure levels, user fees and charges will be established to fund direct and indirect cost of the activity whenever feasible.
7. User fees in other governmental areas such as health and recreational services will be established at a level which will not inhibit participation by all.
8. All user fees and charges will be re-evaluated on an annual basis during the budget preparation process.
9. One-time or special purpose revenues such as grant funds will be utilized to fund capital expenditures or expenditures required by that revenue. Such revenues will generally not be used to subsidize reoccurring personnel, operating and maintenance costs and if approved will be qualified by stating such on-going program may be ended once grant funds or other revenue sources no longer exist.

10. Scott County will on a continuous basis seek methods to reduce the County's reliance on the property tax through seeking legislative support for local option taxes, investigating additional non-property tax revenue sources, and encouraging the expansion and diversification of the County's tax base with commercial and industrial development.

**OPERATING BUDGET/EXPENDITURE POLICY**

1. The County Administrator will compile and submit to the Scott County Board of Supervisors a balanced budget by the first of February of each year.
2. The balanced budget will reflect expenditures which will not exceed estimated resources and revenues. Routine expenditures will not be greater than the previous year's expenditure level by more than the estimated annual percentage increase in the cost of living.
3. The operating budget for Scott County will be developed and established on a service level basis. Any additions, deletions and/or alterations in the operating budget will be related to services to be provided to the general public.
4. The operating budget will emphasize productivity of human resources in providing services, efficient use of available revenue sources, and quality of services to be provided.
5. New service levels will be considered when additional revenues or offsetting reductions of expenditures are identified, the new services fall within the broad framework of the County operation, or when such services are mandated by the State of Iowa or the federal government.
6. Current County expenditures will be funded by current revenues unless specifically approved by the Board of Supervisors.
7. The County will avoid the postponement of current expenditures to future years, accruing future years revenues, or utilization of short term debt to fund operating expenditures.
8. The operating budget will provide funding for the on-going maintenance and replacement of fixed assets and equipment. These expenditures will be funded from current revenues transferred to the Vehicle Replacement, Electronic Equipment and Capital Improvement Funds.
9. Minimum year-end unreserved, undesignated fund balances or fund equity will be maintained for all governmental and proprietary funds as follows:

**Governmental**

<u>Fund Types</u>	<u>Minimum Fund Balance</u>
General	15% of annual operating expenses
Secondary Road	10% of annual operating expenses
MH-DD	10% of annual operating expenses
Rural Services	\$25,000 minimum balance
Recording Management Fee	No minimum required
Debt Service	\$25,000 minimum balance
Capital Projects	\$500,000 minimum balance

**Proprietary**

<u>Fund Types</u>	<u>Minimum Fund Equity</u>
Health Insurance*	\$25,000 minimum balance
Self-Insurance	\$1,000,000 minimum balance
Golf Course**	Escrowed Annual Debt Service Payment

- \* Health Insurance Fund minimum balance requirement for existing self-insured pharmacy program. When and if this program is phased out the remaining fund balance will be transferred to General Fund.
- \*\* The Glynn's Creek Golf Course opened in July 1992. In the early years of operation the General Fund loaned money to the Golf Course Enterprise fund. While course annual revenues currently exceed operating expenses and bonded debt payments the General Fund loan advance will not be paid back until the original bond issue is retired in the year 2013. Annual General Fund loan advance interest payments will be made from any excess of revenues over expenditures with any remaining funds going toward future equipment replacement/capital needs. Future Fund Equity minimum requirements will be set once the loan and debt liabilities have been repaid.

10. Each year the County will revise current year expenditure projections during the succeeding year's budget preparation process. Costs of operating future capital improvements included in the capital projects budget will be included in the operating budget.
11. The County will participate in a risk management program to minimize losses and reduce costs. This program will also protect the County against catastrophic losses through the combination of insurance, self-insurance and various federal and state programs.
12. The County will maintain a budgetary control system to monitor its adherence to the approved operating budget.
13. All departments will have access to on-line monthly expense and revenue reports comparing actual revenues and expenditures to budgeted amounts.

#### **CAPITAL IMPROVEMENT BUDGET POLICY**

1. The County will make all capital improvements in accordance with the adopted Capital Improvement Program except for emergency capital improvements which are deemed necessary by the County staff and approved individually by the Board of Supervisors.
2. Capital improvements will be identified on the basis of long-range projected needs rather than on immediate needs in order to minimize future maintenance, replacement and capital costs.
3. A capital improvement program will be developed for a five-year period and updated annually.
4. Estimated costs of each capital improvement projected for each year will be included in the plan.
5. Revenue sources for capital improvements will be identified in the plan whenever possible.
6. Intergovernmental funding sources from the federal, state and private sector will be actively sought and used as available to assist in financing of capital improvements.
7. Future operating costs associated with the capital improvement will be projected and included as a part of the budget submission in the capital improvement budget.
8. During the initial stages of a particular capital improvement but no later than the public hearing for the capital improvement, revenue sources to fund the capital improvement and estimated project costs including incidental costs will be approved by the Board of Supervisors.

#### **DEBT ADMINISTRATION POLICY**

1. The County will limit its long-term borrowing to capital improvements or projects which cannot be financed from current revenues or for which current revenues are not adequate.

2. Long-term borrowing will only be utilized to fund capital improvements and not operating expenditures.
3. The payback period of the bonds issued to fund a particular capital project will not exceed the expected useful life of the project.
4. It is recognized that the State of Iowa sets the debt limitation for municipalities at 5 percent of actual property valuation.
5. Whenever possible, special assessment, revenue bonds and/or general obligation bonds abated by enterprise revenues will be issued instead of general obligation bonds funded by property tax.
6. For those general obligation bonds issued and funded by property taxes, debt service and interest payment schedules shall be established whenever possible in such a manner to provide equalization of debt and interest payments each year for the life of the total outstanding general obligation bonds.
7. The County shall encourage and maintain good relations with the financial and bond rating agencies and prepare any reports so requested by these agencies. Full and open disclosure on every financial report and bond prospectus will be maintained.

#### **FINANCIAL REPORTING POLICY**

1. The County will establish and maintain a high standard of accounting practices and procedures which adhere to the concept of full and open public disclosure of all financial activity.
2. The accounting system will be maintained on a basis consistent with accepted standards for governmental accounting.
3. Quarterly financial statements reported on a budget basis of accounting will be presented to the board of Supervisors on a regular basis.
4. The County's independent public accounting firm will publicly issue an audit opinion regarding the financial statements to the County. The annual audit will be made available to the general public, bonding and financial consultants, and any other interested citizens and organizations.
5. The Comprehensive Annual Financial Report and accompanying audit opinion will be completed and submitted to the Board of Supervisors by December 31 and following the close of the preceding fiscal year.

## **II. CASH HANDLING PROCEDURES POLICY**

### **POLICY**

It is the policy of Scott County to properly account for all funds received or collected by county offices and departments for fees, taxes, fines, costs, etc.

### **SCOPE**

This policy is applicable to all county offices and departments.

### **TECHNICAL ACCOUNTING ASSISTANCE**

Request for assistance in establishing or enhancing departments' internal accounting systems should be made to the Finance Review Committee.

### **ADMINISTRATIVE PROCEDURES**

1. All monies received or collected should be accounted for and balanced daily.
2. Daily deposits to the County Treasurer or appropriate financial institution as allowed by law and/or Board policy, should be made whenever cash on hand exceeds \$250. This amount may be extended to \$1,000 if a safe is used. In all cases deposits should be made at least once a week.
3. Bank reconciliations should be performed by someone other than the person collecting or receiving said funds.
4. The use of I.O.U.'s is strictly prohibited.
5. All checks received should be restrictively endorsed when received.
6. The County Auditor may make unannounced cash counts of funds on hand throughout the fiscal year.
7. All county offices and departments receiving or collecting monies for fees, taxes, fines, costs, etc., will be a part of the cash count made on June 30th of each year.

## **XVIII. INVESTMENT POLICY**

### **SCOPE**

The Investment Policy of Scott County shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the County. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

The investment of bond funds or sinking funds shall comply not only with this Investment Policy, but also be consistent with any applicable bond resolution.

This Investment Policy is intended to comply with Iowa Code Chapter 452.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

1. The Board of Supervisors and all County officials to which the Investment Policy applies.
2. All depository institutions or fiduciaries for public funds of the County.
3. The auditor engaged to audit any fund of the County.

In addition, a copy of this Investment Policy shall be delivered to every fiduciary or third party assisting with or facilitating investment of the funds of the County.

### **DELEGATION OF AUTHORITY**

In accordance with Section 452.10(1), the responsibility for conducting investment transactions resides with the Treasurer of Scott County. Only the Treasurer and those authorized by resolution may invest public funds and a copy of any empowering resolution shall be attached to this Investment Policy.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for the County shall require the outside person to notify the County in writing within thirty days of receipt of all communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the County by the outside person.

The records of investment transactions made by or on behalf of the County are public records and are the property of the County whether in the custody of the County or in the custody of a fiduciary or other third party.

The Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of the County responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for the County:

1. Investing County funds.
2. Advising on the investment of County funds.
3. Directing the deposit or investment of County funds.
4. Acting in a fiduciary capacity for the County.



A Bank, Savings and Loan Association or Credit Union providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

## **OBJECTIVES**

The primary objectives, in order of priority, of all investment activities involving the financial assets of the County shall be the following:

1. **Safety:** Safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. **Liquidity:** Maintaining the necessary liquidity to match expected liabilities is the second investment objective.
3. **Return:** Obtaining a reasonable return is the third investment objective.

## **PRUDENCE**

The Treasurer of Scott County, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the above investment objectives. This standard requires that when making investment decisions, the Treasurer shall consider the role that the investment or deposit plays within the portfolio of assets of the County and the investment objectives stated above.

The Treasurer shall request competitive investment proposals for comparable credit and term investments from investment providers.

## **INSTRUMENTS ELIGIBLE FOR INVESTMENT**

Assets of the County may be invested in the following:

- Interest bearing savings accounts, interest bearing money market accounts, and interest bearing checking accounts at any bank, savings and loan association or credit union in Scott County or an adjoining Iowa county. Each bank must be on the most recent Approved Bank List as distributed by the Treasurer of the State of Iowa or as amended as necessary by notice inserted in the monthly mailing by the Rate Setting Committee. Each financial institution shall be properly declared as a depository by the Board of Supervisors of Scott County. Deposits in any financial institution shall not exceed the limit approved by the Board of Supervisors.
- Obligations of the United States government, its agencies and instrumentalities.
- Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to chapter 453.
- Iowa Public Agency Investment Trust (IPAIT).
- Prime bankers' acceptances that mature within 270 days of purchase and that are eligible for purchase by a federal reserve bank.

- Commercial paper or other short-term corporate debt that matures within 270 days of purchase and is rated within the two highest classifications, as established by at least one of the standard rating services approved by the superintendent of banking.
- Repurchase agreements, provided that the underlying collateral consists of obligations of the United States government, its agencies and instrumentalities and the County takes delivery of the collateral either directly or through an authorized custodian.
- An open-end management investment company registered with the Securities & Exchange Commission under the federal Investment Company Act of 1940, 15 U.S.C. Section 80(a) and operated in accordance with 17 C.F.R. Section 270.2a-7, whose portfolio investments are limited to those instruments individually authorized in this Investment Policy.

All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including investment maturity limitations and diversification requirements.

### **PROHIBITED INVESTMENTS AND INVESTMENT PRACTICES**

Assets of the County shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.

Assets of the County shall not be invested pursuant to the following investment practices:

1. Trading of securities for the purpose of speculation and the realization of short-term trading gains.
2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the County fails to produce requested records when requested by the County within a reasonable time, the County shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.

### **INVESTMENT MATURITY LIMITATIONS**

Operating Funds must be identified and distinguished from all other funds available for investment. Operating funds are defined as those funds which are reasonably expected to be expended during a current budget year or within fifteen months of receipt.

All investments authorized in this policy are further subject to the following investment maturity limitations:

1. Operating Funds may only be invested in instruments authorized in this Investment Policy that mature within three hundred ninety-seven (397) days.
2. The Treasurer may invest funds of the County that are not identified as Operating Funds in investments with maturities longer than three hundred ninety-seven (397) days. However, all investments of the County shall have maturities that are consistent with the needs and uses of the County.

## **DIVERSIFICATION**

Investments of the County are subject to the following diversification requirements:

Prime bankers' acceptances:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the County shall be invested in prime bankers' acceptances, and
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the County shall be invested in the securities of a single issuer.

Commercial paper or other short-term corporate debt:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the County shall be in commercial paper or other short-term corporate debt,
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the County shall be invested in the securities of a single issuer, and
3. At the time of purchase, no more than five percent (5%) of all amounts invested in commercial paper and other short-term corporate debt shall be invested in paper and debt rated in the second highest classification.

Where possible, it is the policy of the County to diversity its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from overconcentration of assets in a specific maturity, a specific issuer, or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply:

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.
2. Liquidity practices to ensure that the next disbursement date and payroll date are covered through maturing investments, marketable U.S. Treasury bills or cash on hand shall be used at all times.

## **SAFEKEEPING AND CUSTODY**

All invested assets of the County involving the use of a public funds custodial agreement, as defined in section 452.10, shall comply with all rules adopted pursuant to Section 452.10C. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the State of Iowa.

All invested assets of the County eligible for physical delivery shall be secured by having them held at a third party custodian. All purchased investments shall be held pursuant to a written third party custodial agreement requiring delivery versus payment and compliance with all rules set out elsewhere in this section of this Investment Policy.

## **ETHICS AND CONFLICT OF INTEREST**

The Treasurer and all officers and employees of the County involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

## **REPORTING**

The Treasurer shall quarterly submit to the Board of Supervisors an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The investment report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with the budgetary expectations.

## **INVESTMENT POLICY REVIEW AND AMENDMENT**

This Investment Policy shall be reviewed every two years or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in the Scope section of this policy.

## **GLOSSARY OF TERMS**

**Agency:** securities issued by government-sponsored corporations such as Federal Home Loan Banks or Federal Land Banks. Agency securities are exempt from Securities and Exchange Commission (SEC) registration requirements.

**Agent:** individual authorized by another person, called the principal, to act in the latter's behalf in transactions involving a third party.

**Banker's Acceptance:** time draft drawn on and accepted by a bank, the customary means of effecting payment for merchandise sold in import-export transactions and a source of financing used extensively in international trade.

**Commercial Paper:** short-term obligations with maturities ranging from 2 to 270 days issued by banks, corporations, and other borrowers to investors with temporarily idle cash. Such instruments are unsecured and usually discounted, although some are interest-bearing.

**Delivery Versus Payment (DVP):** securities industry procedure, common with institutional accounts, whereby delivery of securities sold is made to the buying customer's bank in exchange for payment, usually in the form of cash.

**Fiduciary:** person, company, or association holding assets in trust of a beneficiary.

**Futures Contract:** agreement to buy or sell a specific amount of a commodity or financial instrument at a particular price on a stipulated future date.

**Open-End Management Company:** investment company that sells Mutual Funds to the public. The term arises from the fact that the firm continually creates new shares on demand. Mutual fund shareholders buy the shares at Net Asset Value and can redeem them at any time at the prevailing market price, which may be higher or lower than the price at which the investor bought.

**Option:** right to buy or sell property that is granted in exchange for an agreed upon sum. If the right is not exercised after a specific period, the option expires and the option buyer forfeits the money.

**Portfolio:** combined holding of more than one stock, bond, commodity, real estate investment, Cash Equivalent, or other asset by an individual or institutional investor.

**Repurchase Agreement:** agreement between a seller and a buyer, usually of U.S. Government securities, whereby the seller agrees to repurchase the securities at an agreed upon price and, usually, at a stated time.

**Safekeeping:** storage and protection of a customer's financial assets, valuables, or documents, provided as a service by an institution serving as Agent and, where control is delegated by the customer, also as custodian.

**Speculation:** assumption of risk in anticipation of gain but recognizing a higher than average possibility of loss.

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

July 30, 1992

APPROVING THE WRITTEN INVESTMENT POLICY AS REQUIRED BY SENATE FILE

2036

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

Section 1. The written Investment Policy as required by Senate File 2036 and as presented by the

County Treasurer, Financial Management Supervisor, and the Director of Budget and Information Processing is hereby adopted.

Section 2. This resolution shall take effect immediately.

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

July 30, 1992

AUTHORIZING THE FINANCIAL MANAGEMENT SUPERVISOR POSITION AND THE ACCOUNTING SPECIALIST POSITION IN THE COUNTY TREASURER'S OFFICE TO INVEST PUBLIC FUNDS UNDER THE DIRECTION OF THE COUNTY TREASURER

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

Section 1. In accordance with Iowa Code Section 452.10(1) the responsibility for conducting investment transactions resides with the Treasurer of Scott County.

Section 2. The County Treasurer may allow the Financial Management Supervisor position and the Accounting Specialist position to conduct daily investment transactions under his direction and control.

Section 3. This resolution shall take effect immediately.

**CHAPTER 24  
CODE OF IOWA**

**LOCAL BUDGET LAW**

**24.1 Short title.**

This chapter be known as the "Local Budget Law".

**24.2 Definition of terms.**

As used in this chapter and unless otherwise required by the context:

1. "Municipality" means a public body or corporation that has power to levy or certify a tax or sum of money to be collected by taxation, except a county, city, drainage district, township, or road district.

2. The words "levying board" shall mean board of supervisors of the county and any other public body or corporation that has the power to levy a tax.

3. The words "certifying board" shall mean any public body which has the power or duty to certify any tax to be levied or sum of money to be collected by taxation.

4. The words "fiscal year" shall mean the period of twelve months beginning on July 1 and ending on the thirtieth day of June.

The fiscal year of cities, counties, and other political subdivisions of the state shall begin July 1 and end the following June 30.

5. The word "tax" shall mean any general or special tax levied against persons, property, or business, for public purposes as provided by law, but shall not include any special assessment nor any tax certified or levied by township trustees.

6. The words "state board" shall mean the state appeal board as created by section 24.26.

**24.3 Requirements of local budget.**

No municipality shall certify or levy in any fiscal year any tax on property subject to taxation unless and until the following estimates have been made, filed, and considered, as hereinafter provided:

1. The amount of income thereof for the several funds from sources other than taxation.

2. The amount proposed to be raised by taxation.

3. The amount proposed to be expended in each and every fund and for each and every general purpose during the fiscal year next ensuing, which in the case of municipalities shall be the period of twelve months beginning on the first day of July of the current calendar year.

4. A comparison of such amounts so proposed to be expended with the amounts expended for like purposes for the two preceding years.

**24.4 Time of filing estimates.**

All such estimates and any other estimates required by law shall be made and filed a sufficient length of time in advance of any regular or special meeting of the certifying board or levying board, as the case may be, at which tax levies are authorized to be made to permit publication, discussion, and consideration thereof and action thereon as hereinafter provided.

**24.5 Estimates itemized.**

The estimates herein required shall be fully itemized and classified so as to show each particular class of proposed expenditure, showing under separate heads the amount required in such manner and form as shall be prescribed by the state board.

**24.6 Emergency fund - levy.**

A municipality may include in the estimate required, an estimate for an emergency fund. A municipality may assess and levy a tax for the emergency fund at a rate not to exceed twenty-seven cents per thousand dollars of assessed value of taxable property of the municipality, provided that an emergency tax levy shall not be made until the municipality has first petitioned the state board and received its approval. Transfers of moneys may be made from the emergency fund to any other fund of the municipality for the purpose of meeting deficiencies in a fund arising from any cause, provided that a transfer shall not be made except upon the written approval of the state board, and then only when that approval is requested by a two-thirds vote of the governing body of the municipality.

**24.7 Supplemental estimates.**

Supplemental estimates for particular funds may be made for levies of taxes for future years when the same are authorized by law. Such estimates may be considered, and levies made therefor at any time by filing the same, and upon giving notice in the manner required in section 24.9. Such estimates and levies shall not be considered as within the provisions of section 24.8.

**24.8 Estimated tax collections.**

The amount of the difference between the receipts estimated from all sources other than taxation and the estimated expenditures for all purposes, including the estimates for emergency expenditures, shall be the estimated amount to be raised by taxation upon the assessable property within the municipality for the next ensuing fiscal year. The estimate shall show the number of dollars of taxation for each thousand dollars of the assessed value of all property that is assessed.

**24.9 Filing estimates - notice of hearing - amendments.**

Each municipality shall file with the secretary or clerk thereof the estimates required to be made in sections 24.3 to 24.8, at least twenty days before the date fixed by law for certifying the same to the levying board and shall forthwith fix a date for a hearing thereon, and shall publish such estimates and any annual levies previously authorized as provided in section 76.2, with a notice of the time when and the place where such hearing shall be held at least ten days before the hearing. Provided that in municipalities of less than two hundred population such estimates and the notice of hearing thereon shall be posted in three public places in the district in lieu of publication.



For any other municipality such publication shall be in a newspaper published therein, if any, if not, then in a newspaper of general circulation therein.

Budget estimates adopted and certified in accordance with this chapter may be amended and increased as the need arises to permit appropriation and expenditure during the fiscal year covered by the budget of unexpended cash balances on hand at the close of the preceding fiscal year and which cash balances had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended, and also to permit budget of amounts of cash anticipated to be available during the year from sources other than taxation and which had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended. Such amendments to budget estimates may be considered and adopted at any time during the fiscal year covered by the budget sought to be amended, by filing the amendments and upon publishing them and giving notice of the public hearing in the manner required in this section. Within ten days of the decision or order of the certifying or levying board, the proposed amendment of the budget is subject to protest, hearing on the protest, appeal to the state appeal board and review by that body, all in accordance with sections 24.27 to 24.32, so far as applicable. A local budget shall be amended by May 31 of the current fiscal year to allow time for a protest hearing to be held and a decision rendered before June 30. An amendment of a budget after May 31 which is properly appealed but within adequate time for hearing and decision before June 30 is void. Amendments to budget estimates accepted to issued under this section are not within section 24.14.

#### **24.10 Levies void.**

The verified proof of the publication of such notice shall be filed in the office of the county auditor and preserved by the auditor. No levy shall be valid unless and until such notice is published and filed.

#### **24.11 Meeting for review.**

The certifying board or the levying board, as the case may be, shall meet at the time and place designated in said notice, at which meeting any person who would be subject to such tax levy, shall be heard in favor of or against the same or any part thereof.

#### **24.12 Record by certifying board.**

After the hearing has been concluded, the certifying board shall enter of record its decision in the manner and form prescribed by the state board and shall certify the same to the levying board, which board shall enter upon the current assessment and tax roll the amount of taxes which it finds shall be levied for the ensuing fiscal year in each municipality for which it makes the tax levy.

#### **24.13 Procedure by levying board.**

Any board which has the power to levy a tax without the same first being certified to it, shall follow the same procedure for hearings as is hereinbefore required of certifying boards.

#### **24.14 Tax limited.**

A greater tax than that so entered upon the record shall not be levied or collected for the municipality proposing the tax for the purposes indicated; and thereafter a greater expenditure of public

money shall not be made for any specific purpose than the amount estimated and appropriated for that purpose, except as provided in sections 24.6 and 24.15. All budgets set up in accordance with the statutes shall take such funds, and allocations made by sections 123.53, 324.79 and 405.1, into account, and all such funds, regardless of their source, shall be considered in preparing the budget, all as is provided in this chapter.

#### **24.15 Further tax limitation.**

No tax shall be levied by any municipality in excess of the estimates published, except such taxes as are approved by a vote of the people, but in no case shall any tax levy be in excess of any limitation imposed thereon now or hereafter by the Constitution and laws of the state.

#### **24.16 Expenses - how paid.**

The cost of publishing the notices and estimates required by this chapter, and the actual and necessary expenses of preparing the budget shall be paid out of the general funds of each municipality respectively.

#### **24.17 Budgets certified.**

The local budgets of the various political subdivisions shall be certified by the chairperson of the certifying board or levying board, as the case may be, in duplicate of the county auditor not later than March 15 of each year unless a city or county holds a special levy election, in which case certification shall not be later than fourteen days following the special levy election, on blanks prescribed by the state board, and according to the rules and instruction which shall be furnished all certifying and levying boards in printed form by the state board or city finance committee in the case of cities.

One copy of the budget shall be retained on file in the office by the county auditor and the other shall be certified by the county auditor to the state board.

#### **24.18 Summary of budget.**

Before forwarding copies of local budgets to the state board, the county auditor shall prepare a summary of each budget, showing the condition of the various funds for the fiscal year, including the budgets adopted as herein provided. Said summary shall be printed as a part of the annual financial report of the county auditor, and one copy shall be certified by the county auditor to the state board.

#### **24.19 Levying board to spread tax.**

At the time required by law the levying board shall spread the tax rates necessary to produce the amount required for the various funds of the municipality as certified by the certifying board, for the next succeeding fiscal year, as shown in the approved budget in the manner provided by law. One copy of said rates shall be certified to the state board.

#### **24.20 Tax rates final.**

The several tax rates and levies of the municipalities thus determined and certified in the manner provided in the preceding sections, except such as are authorized by a vote of the people, shall stand as the tax rates and levies of said municipality for the

ensuing fiscal year for the purposes set out in the budget.

#### **24.21 Transfer of inactive funds.**

Subject to the provisions of any law relating to municipalities, when the necessity for maintaining any fund of the municipality has ceased to exist, and a balance remains in said fund, the certifying board or levying board, as the case may be, shall so declare by resolution, and upon such declaration, such balance shall forthwith be transferred to the fund or funds of the municipality designated by such board, unless other provisions have been made in creating such fund in which such balance remains.

#### **24.22 Transfer of funds.**

Upon the approval of the state board, it is lawful to make temporary or permanent transfers of money from one fund to another fund of the municipality. The certifying board or levying board shall provide that money temporarily transferred shall be returned to the fund from which it was transferred within the time and upon the conditions the state board determines. However, it is not necessary to return to the emergency fund, or to any other fund no longer required, any money transferred to any other fund.

#### **24.23 Supervisory power of state board.**

The state board shall exercise general supervision over the certifying boards and levying boards of all municipalities with respect to budgets and shall prescribe for them all necessary rules, instructions, forms, and schedules. The best methods of accountancy and statistical statements shall be used in compiling and tabulating all data required by this chapter.

#### **24.24 Violations.**

Failure on the part of a public official to perform any of the duties prescribed in chapter 23, and this chapter, and sections 8.39 and 11.1 to 11.5, constitutes a simple misdemeanor, and is sufficient ground for removal from office.

**24.25 Estimates submitted by departments.** Repealed by 83 Acts, ch 123, 206, 209. See 331.433.

#### **24.26 State appeal board.**

The state appeal board in the department of management consists of the following:

1. The director of the department of management.
2. The auditor of state.
3. The treasurer of state.

At each annual meeting the state board shall organize by the election from its members of a chairperson and a vice chairperson; and by appointing a secretary. Two members of the state board constitute a quorum for the transaction of any business. The state board may appoint one or more competent and specially qualified persons as deputies, to appear and act for it at initial hearings. The annual meeting of the state board shall be held on the second Tuesday of January in each year. Each deputy appointed by the state board is entitled to receive the amount of the deputy's necessary expenses actually incurred while engaged in the performance of the deputy's official duties. The expenses shall be audited and approved by the state board and proper receipts filed for them. The expenses of the state board shall be paid from the funds appropriated to the department of management.

#### **24.27 Protest to budget.**

Not later than March 24, a number of persons in any municipality equal to one-fourth of one percent of those voting for the office of governor, at the last general election in the municipality, but the number shall not be less than ten, and the number need not be more than one hundred persons, who are affected by any proposed budget, expenditure or tax levy, or by any item thereof, may appeal from any decision of the certifying board or the levying board by filing with the county auditor of the county in which the municipal corporation is located, a written protest setting forth their objections to the budget, expenditure or tax levy, or to one or more items thereof, and the grounds for their objections. If a budget is certified after March 15, all appeal time limits shall be extended to correspond to allowances for a timely filing. Upon the filing of a protest, the county auditor shall immediately prepare a true and complete copy of the written protest, together with the budget, proposed tax levy or expenditure to which objections are made, and shall transmit them forthwith to the state board, and shall also send a copy of the protest to the certifying board or to the levying board, as the case may be.

#### **24.28 Hearing on protest.**

The state board, within a reasonable time, shall fix a date for an initial hearing on the protest and may designate a deputy to hold the hearing, which shall be held in the county or in one of the counties in which the municipality is located. Notice of the time and place of the hearing shall be given by certified mail to the appropriate officials of the local government and to the first ten property owners whose names appear upon the protest, at least five days before the date fixed for the hearing. At all hearings, the burden shall be upon the objectors with reference to any proposed item in the budget which was included in the budget of the previous year and which the objectors propose should be reduced or excluded; but the burden shall be upon the certifying board or the levying board, as the case may be, to show that any new item in the budget, or any increase in any item in the budget, is necessary, reasonable, and in the interest of the public welfare.

#### **24.29 Appeal.**

The state board may conduct the hearing or may appoint a deputy. A deputy designated to hear an appeal shall attend in person and conduct the hearing in accordance with section 24.28, and shall promptly report the proceedings at the hearing, which report shall become a part of the permanent record of the state board.

#### **24.30 Review by and powers of board.**

It shall be the duty of the state board to review and finally pass upon all proposed budget expenditures, tax levies and tax assessments from which appeal is taken and it shall have power and authority to approve, disapprove, or reduce all such proposed budgets, expenditures, and tax levies so submitted to it upon appeal, as herein provided; but in no event may it increase such budget, expenditure, tax levies or assessments or any item contained herein. Said state board shall have authority to adopt rules not inconsistent with the provisions of this chapter, to employ necessary assistants, authorize such expenditures, require such reports, make such investigations, and take such other action as it deems necessary to promptly hear and determine all such appeals; provided, however, that all persons so employed shall be selected

from persons then regularly employed in some one of the offices of the members of said state board.

**24.31 Rules of procedure - record.**

The manner in which objections shall be presented, and the conduct of hearings and appeals, shall be simple and informal and in accordance with the rules prescribed by the state board for promptly determining the merits of all objections so filed, whether or not such rules conform to technical rules of procedure. Such record shall be kept of all proceedings, as the rules of the state board shall require.

**24.32 Decision certified.**

After a hearing upon the appeal, the state board shall certify its decision to the county auditor and to the parties to the appeal as provided by rule, and the decision shall be final. The county auditor shall make up the records in accordance with the decision and the levying board shall make its levy in accordance with the decision. Upon receipt of the decision, the certifying board shall correct its records accordingly, if necessary. Final disposition of all appeals shall be made by the state board on or before April 30 of each year.

**24.33 Repealed by 67GA, ch 44, 1.**

**24.34 Unliquidated obligations.**

A city, county, or other political subdivision may establish an encumbrance system for any obligation not liquidated at the close of the fiscal year in which the obligation has been encumbered. The encumbered obligations may be retained upon the books of the city, county, or other political subdivision until liquidated, all in accordance with generally accepted governmental accounting practices.

**24.35 Definitions. Repealed by 85 Acts, ch 67, 63.**

**24.36 City levy limitation. Repealed by 85 Acts, ch 67, 63.**

**24.37 and 24.38 Repealed by 81 Acts, ch 117, 1097.**

**24.39 through 24.47 Repealed by 84 Acts, ch 1067, 51.**

**24.48 Appeal to state board for suspension of limitations.**

If the property tax valuations effective January 1, 1979 and January 1 of any subsequent year, are reduced or there is an unusually low growth rate in the property tax base of a political subdivision, the political subdivision may appeal to the state appeal board to request suspension of the statutory property tax levy limitations to continue to fund the present services provided. A political subdivision may also appeal to the state appeal board where the property tax base of the political subdivision has been reduced or there is an unusually low growth rate for any of the following reasons:

1. Any unusual increase in population as determined by the preceding certified federal census.
2. Natural disasters or other emergencies.
3. Unusual problems relating to major new functions required by state law.
4. Unusual staffing problems.
5. Unusual need for additional funds to permit continuance

of a program which provides substantial benefit to its residents.

6. Unusual need for a new program which will provide substantial benefit to residents, if the political subdivision establishes the need and the amount of the necessary increased cost.

The state appeal board may approve or modify the request of the political subdivision for suspension of the statutory property tax levy limitations.

Upon decisions of the state appeal board, the state comptroller shall make the necessary changes in the total budget of the political subdivision and certify the total budget to the governing body of the political subdivision and the appropriate county auditors.

The city finance committee shall have officially notified any city of its approval, modification or rejection of the city's appeal of the decision of the director of the department of management regarding a city's request for a suspension of the statutory property tax levy limitation prior to thirty-five days before March 15.

The state appeals board shall have officially notified any county of its approval, modification or rejection of the county's request for a suspension of that statutory property tax levy limitation prior to thirty-five days before March 15.

For purposes of this section only, "political subdivision" means a city, school district, or any other special purpose district which certifies its budget to the county auditor and derives funds from a property tax levied against taxable property situated within the political subdivision.

For the purpose of this section, when the political subdivision is a city, the director of the department of management, and the city finance committee on appeal of the director's decision, shall be the state appeal board.

**CHAPTER 331  
CODE OF IOWA**

**PART 2**

**COUNTY LEVIES, FUNDS, BUDGETS, AND EXPENDITURES**

**331.421 Definitions.**

As used in this part, unless the context otherwise requires:

1. "General county services" means the services which are primarily intended to benefit all residents of the county, including secondary road services, but excluding services financed by other statutory funds.
2. "Rural county services" means the services which are primarily intended to benefit those persons residing in the county outside of incorporated city areas, including secondary road services, but excluding services financed by other statutory funds.
3. "Secondary road services" means the services related to secondary road construction and maintenance, excluding debt service and services financed by other statutory funds.
4. "Debt service" means expenditures for servicing the county's debt.
5. "Basic levy" means a levy authorized and limited by section 331.423 for general county services and rural county services.
6. "Supplemental levy" means a levy authorized and limited by section 331.424 for general county services and rural county services.
7. "Debt service levy" means a levy authorized and limited by section 331.422, subsection 3.
8. "Fiscal year" means the period of twelve months beginning July 1 and ending on the following June 30.
9. "Committee" means the county finance committee established in chapter 333A.

**331.422 County property tax levies.**

Subject to this section and sections 331.423 through 331.426 or as otherwise provided by state law, the board of each county shall certify property taxes annually at its March session to be levied for county purposes as follows:

1. Taxes for general county services shall be levied on all taxable property within the county.
2. Taxes for rural county services shall be levied on all taxable property not within incorporated areas of the county.
3. Taxes in the amount necessary for debt service shall be levied on all taxable property within the county, except as otherwise provided by state law.
4. Other taxes shall be levied as provided by state law.

**331.423 Basic levies - maximums.**

Annually, the board may certify basic levies, subject to the following limits:

1. For general county services, three dollars and fifty cents per thousand dollars of the assessed value of all taxable property in the county.
2. For rural county services, three dollars and ninety-five cents per thousand dollars of the assessed value of taxable property in the county outside of incorporated city areas.

**331.424 Supplemental levies.**

To the extent that the basic levies are insufficient to meet the county's needs for the following services, the board may certify supplemental levies as follows:

1. For general county services, an amount sufficient to pay the charges for the following:
  - a. To the extent that the county is obligated by statute to pay the charges for:
    - (1) Care and treatment of patients by a state mental health institute.
    - (2) Care and treatment of patients by either of the state hospital-schools or by any other facility established under chapter 222 and diagnostic evaluation under section 222.31.
    - (3) Care and treatment of patients under chapter 225.
    - (4) Care and treatment of persons at the alcoholic treatment center at Oakdale. However, the county may require that an admission to the center shall be reported to the board by the center within five days as a condition of the payment of county funds for that admission.
    - (5) Care of children admitted or committed to the Iowa juvenile home at Toledo.
    - (6) Clothing, transportation, medical, or other services provided persons attending the Iowa braille and sight-saving school, for severely handicapped children at Iowa City, for which the county becomes obligated to pay pursuant to sections 263.12, 269.2, and 270.4 through 270.7.
  - b. To the extent that the board deems it advisable to pay, the charges for professional evaluation, treatment, training, habilitation, and care of persons who are mentally retarded, autistic persons, or persons who are afflicted by any other developmental disability, at a suitable public or private facility providing inpatient or outpatient care in the county. As used in this paragraph:
    - (1) "Developmental disability" has the meaning assigned that term by 42 U.S.C. sec. 6001(7)(1976), Supp. II 1978, and Supp. III, 1979.
    - (2) "Autistic persons" means persons, regardless of age, with severe communication and behavior disorders that became manifest during the early stages of childhood development and that are characterized by a severely disabling inability to understand, communicate, learn, and participate in social relationships, "Autistic persons" includes but is not limited to those persons afflicted by infantile autism, profound aphasia, and childhood psychosis.
    - c. Care and treatment of persons placed in the county hospital, county care facility, a health care facility as defined in section 135C.1, subsection 4, or any other public or private facility, which placement is in lieu of admission or commitment to or is upon discharge, removal, or transfer from a state mental health institute, hospital-school, or other facility established pursuant to chapter 222.
    - d. Amounts budgeted by the board for the cost of establishment and initial operation of a community mental health center in the manner and subject to the limitations provided by state law.
    - e. Foster care and related services provided under court order to a child who is under the jurisdiction of the juvenile court, including court-ordered costs for a guardian ad litem under section 232.71.
    - f. The care, admission, commitment, and transportation of mentally ill patients in state hospitals, to the extent that expenses for these services are required to be paid by the county, including

compensation for the advocate appointed under section 229.19.

g. Amounts budgeted by the board for mental health services or mental retardation services furnished to persons on either an outpatient or inpatient basis, to a school or other public agency, or to the community at large, by a community mental health center or other suitable facility located in or reasonably near the county, provided that services meet the standards of the mental health and mental retardation commission and are consistent with the annual plan for services approved by the board.

h. Reimbursement on behalf of mentally retarded persons under section 249A.12.

i. Elections, and voter registration pursuant to chapter 48.

j. Employee benefits under chapters 96, 97B, and 97C, which are associated with salaries for general county services.

k. Joint county and city building authorities established under section 346.27, as provided in subsection 22 of that section.

l. Tort liability insurance, property insurance, and any other insurance that may be necessary in the operation of the county, costs of a self-insurance program, costs of a local government risk pool, and amounts payable under any insurance agreements to provide or procure such insurance, self-insurance program, or local government risk pool.

m. The maintenance and operation of the courts, including but not limited to the salary and expenses of the clerk of the district court, deputy clerks and other employees of the clerk's office, and bailiffs, establishment and operation of a public defender's office, court costs if the prosecution fails or if the costs cannot be collected from the person liable, costs and expenses of prosecution under section 189A.17, salaries and expenses of juvenile court officers under chapter 602, court-ordered costs in domestic abuse cases under section 236.5, the county's expense for confinement of prisoners under chapter 356A, temporary assistance to the county attorney, county contributions to a retirement system for bailiffs, reimbursement for judicial magistrates under section 602.6501, claims filed under section 622.93, interpreters' fees under section 622B.7, uniform citation and complaint supplies under section 805.6, and costs of prosecution under section 815.13.

n. Court-ordered costs of conciliation procedures under section 598.16.

o. Establishment and maintenance of a joint county indigent defense fund pursuant to an agreement under section 28E.19.

The board may require a public or private facility, as a condition of receiving payment from county funds for services it has provided, to furnish the board with a statement of the income, assets, and legal residence including township and county of each person who has received services from that facility for which payment has been made from county funds under paragraphs "a" through "h". However, the facility shall not disclose to anyone the name or street or route address of a person receiving services for which commitment is not required, without first obtaining that person's written permission.

Parents or other persons may voluntarily reimburse the county or state for the reasonable cost of caring for a patient or an inmate in a county or state facility.

2. For rural county services an amount sufficient to pay the charges for the following:

a. Employee benefits under chapters 96, 97B, and 97C, which are associated with salaries for rural county services.

b. An aviation authority under chapter 330A, to the extent that the county contributes to the authority under section 330A.15.

### 331.425 Additions to levies - special levy election.

The board may certify an addition to a levy in excess of the

amounts otherwise permitted under sections 331.423, 331.424, and 331.426 if the proposition to certify an addition to a levy has been submitted at a special levy election and received a favorable majority of the votes cast on the proposition. A special levy election is subject to the following:

1. The election shall be held only if the board gives notice to the county commissioner of elections, not later than February 14, that the election is to be held.

2. The election shall be held on the second Tuesday in March and be conducted by the county commissioner of elections in accordance with the law.

3. The proposition to be submitted shall be substantially in the following form:

Vote for only one of the following:

Shall the county of.....levy an additional tax at a rate of \$.....each year for.....years beginning next July 1 in excess of the statutory limits otherwise applicable for the (general county services or rural county services) fund?

or

The county of.....shall continue the (general county services or rural county services fund) under the maximum rate of \$.....

4. The canvass shall be held beginning at one o'clock on the second day which is not a holiday following the special levy election.

5. Notice to the proposed special levy election shall be published at least twice in a newspaper as specified in section 331.305 prior to the date of the special levy election. The first notice shall appear as early as practicable after the board has decided to seek a special levy.

### 331.426 Additions to basic levies.

If a county has unusual circumstances, creating a need for additional property taxes for general county services or rural county services in excess of the amount that can be raised by the levies otherwise permitted under sections 331.423 through 331.425, the board may certify additions to each of the basic levies as follows:

1. The basis for justifying an additional property tax under this section must be one or more of the following:

a. An unusual increase in population as determined by the preceding certified federal census.

b. A natural disaster or other emergency.

c. Unusual problems relating to major new functions required by state law.

d. Unusual staffing problems.

e. Unusual need for additional moneys to permit continuance of a program which provides substantial benefit to county residents.

f. Unusual need for a new program which will provide substantial benefit to county residents, if the county establishes the need and the amount of necessary increased cost.

g. A reduced or unusually low growth rate in the property tax base of the county.

2. The public notice of a hearing on the county budget required by section 331.434, subsection 3, shall include the following additional information for the applicable class of services.

a. A statement that the accompanying budget summary requires a proposed basic property tax rate exceeding the maximum rate established by the general assembly.

b. A comparison of the proposed basic tax rate with the maximum basic tax rate, and the dollar amount of the difference

between the proposed rate and the maximum rate.

c. A statement of the major reasons for the difference between the proposed basic tax rate and the maximum basic tax rate.

The information required by this subsection shall be published in a conspicuous form as prescribed by the committee.

### 331.427 General fund.

1. Except as otherwise provided by state law, county revenues from taxes and other sources for general county services shall be credited to the general fund of the county, including revenues received under sections 84.21, 98.35, 101A.3, 101A.7, 110.12, 123.36, 123.143, 176A.8, 246.908, 321.105, 321.152, 321.192, 321G.7, 331.554, subsections 6, 341A.20, 364.3, 368.21, 422.65, 422.100, 422A.2, 428A.8, 430A.3, 433.15, 434.19, 441.68, 445.52, 445.57, 533.24, 556B.1, 567.10, 583.6, 906.17, and 911.3, and the following:

a. License fees for business establishments.  
b. Moneys remitted by the clerk of the district court and received from a magistrate or district associate judge for fines and forfeited bail imposed pursuant to a violation of a county ordinance.

c. Other amounts in accordance with state law.

2. The board may make appropriations from the general fund for general county services, including but not limited to the following:

a. Expenses of a joint disaster services and emergency planning administration under section 29C.9.

b. Development, operation, and maintenance of memorial buildings or monuments under chapter 37.

c. Purchase of voting machines under chapter 52.

d. Expenses incurred by the county conservation board established under chapter 111A, in carrying out its powers and duties.

e. Local health services. The county auditor shall keep a complete record of appropriations for local health services and shall issue warrants on them only on requisition of the local or district health board.

f. Expenses relating to county fairs, as provided in chapter 174.

g. Maintenance of a juvenile detention home under chapter 232.

h. Relief of veterans under chapter 250.

i. Care and support of the poor under chapter 252.

j. Operation, maintenance, and management of a health center under chapter 346A.

k. For the use of a nonprofit historical society organized under chapter 504 or 504A, a city-owned historical project, or both.

1. Services listed in section 331.424, subsection 1 and section 331.554.

3. Appropriations specifically authorized to be made from the general fund shall not be made from the rural services fund, but may be made from other sources.

### 331.428 Rural services fund.

1. Except as otherwise provided by state law, county revenues from taxes and other sources for rural county services shall be credited to the rural services fund of the county.

2. The board may make appropriations from the rural services fund for rural county services, including but not limited to the following:

a. Road clearing, weed eradication, and other expenses incurred under chapter 317.

b. Maintenance of a county library and library contracts under chapter 358B.

c. Planning, operating, and maintaining sanitary disposal projects under chapter 455B.

d. Services listed under section 331.424, subsection 2.

3. Appropriations specifically authorized to be made from the rural services fund shall not be made from the general fund, but may be made from other sources.

### 331.429 Secondary road fund.

1. Except as otherwise provided by state law, county revenues for secondary road services shall be credited to the secondary road fund, including the following:

a. Transfers from the general fund not to exceed in any year the dollar equivalent of a tax of sixteen and seven-eighths cents per thousand dollars of assessed value on all taxable property in the county multiplied by the ratio of current taxes actually collected and apportioned for the general basic levy to the total general basic levy for the current year, and an amount equivalent to the moneys derived by the general fund from military service tax credits under chapter 426A, mobile home taxes under section 135D.22, and delinquent taxes for prior years collected and apportioned to the general basic fund in the current year, multiplied by the ratio of sixteen and seven-eighths cents to three dollars and fifty cents.

b. Transfers from the rural services fund not to exceed in any year the dollar equivalent of a tax of three dollars and three-eighths cents per thousand dollars of assessed value on all taxable property not located within the corporate limits of a city in the county multiplied by the ratio of current taxes actually collected and apportioned for the rural services basic levy to the total rural services basic levy for the current year and an amount equivalent to the moneys derived by the rural services fund from military service tax credits under chapter 426A, mobile home taxes under section 135D.22, and delinquent taxes for prior years collected and apportioned to the rural services basic fund in the current year, multiplied by the ratio of three dollars and three-eighths cents to three dollars and ninety-five cents.

c. Moneys allotted to the county from the state road use tax fund.

d. Moneys provided by individuals from their own contributions for the improvement of any secondary road.

e. Other moneys dedicated to this fund by law including but not limited to sections 306.15, 309.52, 311.23, 311.29, and 313.28.

2. The board may make appropriations from the secondary road fund for the following secondary road services:

a. Construction and reconstruction of secondary roads and costs incident to the construction and reconstruction.

b. Maintenance and repair of secondary roads and costs incident to the maintenance and repair.

c. Payment of all or part of the cost of construction and maintenance of bridges in cities having a population of eight thousand or less and all or part of the cost of construction of roads which are located within cities of less than four hundred population and which lead to state parks.

d. Special drainage assessments levied on account of benefits Construction and reconstruction of secondary roads and costs incident to the construction and reconstruction.

a. Maintenance and repair of secondary roads and costs incident to the maintenance and repair.

b. Payment of all or part of the cost of construction and maintenance of bridges in cities having a population of eight thousand or less and all or part of the cost of construction of roads which are located within cities of less than four hundred population and which lead to state parks.

c. Special drainage assessments levied on account of benefits

to secondary roads.

d. Payment of interest and principal on bonds of the county issued for secondary roads, bridges, or culverts constructed by the county.

e. A legal obligation in connection with secondary roads and bridges, which obligation is required by law to be taken over and assumed by the county.

f. Secondary road equipment, materials, and supplies, and garages or sheds for their storage, repair, and servicing.

h. Assignment or designation of names or numbers to roads in the county and erection, construction, or maintenance of guideposts or signs at intersections of roads in the county.

i. The services provided under sections 306.15, 309.18, 309.52, 311.7, 311.23, 313A.23, 316.14, 455.50, 455.118, 460.7, and 460.8, or other state law relating to secondary roads.

### **331.430 Debt service fund.**

1. Except as otherwise provided by state law, county revenues from taxes and other sources for debt service shall be credited to the debt service fund of the county. However, moneys pledged or available to service general obligation bonds, and received from sources other than property taxes, shall be deposited in the fund from which the debt is to be retired.

2. The board may make appropriations from the debt service fund for the following debt service:

a. Judgments against the county, except those authorized by law to be paid from sources other than property tax.

b. Interest as it becomes due and the amount necessary to pay, or to create a sinking fund to pay, the principal at maturity of all general obligation bonds issued by the county.

c. Payments required to be made from the debt service fund under a lease or lease-purchase agreement.

3. A tax levied for the debt service fund is not invalid if it raises moneys in excess of those needed for a specific purpose. Only excess moneys remaining after retirement of all indebtedness payable from the debt service fund may be transferred from the fund to the fund most closely related to the project for which the indebtedness arose, or to the general fund, subject to the terms of the original bond issue.

4. When the amount in the hands of the treasurer belonging to the debt service fund, after setting aside the sum required to pay interest maturing before the next levy, is sufficient to redeem one or more bonds which by their terms are subject to redemption, the treasurer shall notify the owner of the bonds. If the bonds are not presented for payment or redemption within thirty days after the date of notice, the interest on the bonds shall cease, and the amount due shall be set aside for payment when presented. Redemptions shall be made in the order of the bond numbers.

### **331.431 Additional funds.**

A county may establish other funds in accordance with generally accepted accounting principles. Taxes may be levied for those funds as provided by state law. The condition and operations of each fund shall be included in the annual financial report required in section 331.403.

### **331.432 Interfund transfers.**

It is unlawful to make permanent transfers of money between the general fund and the rural services fund. Moneys credited to the secondary road fund for the construction and maintenance of secondary roads shall not be transferred. Other transfers, including

transfers from the debt service fund made in accordance with section 331.430, and transfers from the general or rural services fund to the secondary road fund in accordance with section 331.429, subsection 1, paragraph "a" and "b", are not effective until authorized by resolution of the board. The transfer of inactive funds is subject to section 24.21.

### **331.433 Estimates submitted by departments.**

1. On or before January 15 of each year, each elective or appointive officer or board, except tax certifying boards as defined in section 24.2, subsection 3, having charge of a county office or department, shall prepare and submit to the auditor or other official designated by the board an estimate, itemized in the detail required by the board and consistent with existing county accounts, showing all of the following:

a. The proposed expenditures of the office or department for the next fiscal year.

b. An estimate of the revenues, except property taxes, to be collected for the county by the office during the next fiscal year.

2. On or before January 20 of each, the auditor or other designated official shall compile the various office and department estimates and submit them to the board. In the preparation of the county budget the board may consult with any officer or department concerning the estimates and requests and may adjust the requests for any county office or department.

### **331.434 County budget.**

Annually, the board of each county, subject to sections 331.423 through 331.426 and other applicable state law, shall prepare and adopt a budget, certify taxes, and provide appropriations as follows:

1. The budget shall show the amount required for each class of proposed expenditures, a comparison of the amounts proposed to be expended with the amounts expended for like purposes for the two preceding years, the revenues from sources other than property taxation, and the amount to be raised by property taxation, in the detail and form prescribed by the director of the department of management.

2. Not less than twenty days before the date that a budget must be certified under section 24.17 and not less than ten days before the date set for the hearing under subsection 3 of this section, the board shall file a budget with the auditor. The auditor shall make available a sufficient number of copies of the budget to meet the requests of taxpayers and organizations to have them available for distribution at the courthouse or other places designated by the board.

3. The board shall set a time and place for a public hearing on the budget before the final certification date and shall publish notice of the hearing not less than ten nor more than twenty days prior to the hearing in one or more newspapers which meet the requirements of section 618.14. A summary of the proposed budget, in the form prescribed by the director of the department of management, shall be included in the notice. Proof of publication shall be filed with and preserved by the auditor. A levy is not valid unless and until the notice is published and filed.

4. At the hearing, a resident or taxpayer of the county may present to the board objections to or arguments in favor of any part of the budget.

5. After the hearing, the board shall adopt by resolution a budget and certificate of taxes for the next fiscal year and shall direct the auditor to properly certify and file the budget and certificate of taxes as adopted. The board shall not adopt a tax in excess of the estimate published, except a tax which is approved by a vote of the

people, and a greater tax than that adopted shall not be levied or collected. A county budget and certificate of taxes adopted for the following fiscal year becomes effective on the first day of that year.

6. The board shall appropriate, by resolution, the amounts deemed necessary for each of the different county officers and departments during the ensuing fiscal year. Increases or decreases in these appropriations do not require a budget amendment, but may be provided by resolution at a regular meeting of the board, as long as each class of proposed expenditures contained in the budget summary published under subsection 3 of this section is not increased. However, decreases in appropriations for a county officer or department of more than ten percent or five thousand dollars, whichever is greater, shall not be effective unless the board sets a time and place for a public hearing on the proposed decrease and publishes notice of the hearing not less than ten nor more than twenty days prior to the hearing in one or more newspapers which meet the requirements of section 618.14.

### **331.435 Budget amendment.**

The board may amend the adopted county budget, subject to sections 331.423 through 331.426 and other applicable state law, to permit increases in any class of proposed expenditures contained in the budget summary published under section 331.434, subsection 3.

The board shall prepare and adopt a budget amendment in the same manner as the original budget as provided in section 331.434, and the amendment is subject to protest as provided in section 331.436, except that the director of the department of management may by rule provide that amendments of certain types or up to certain amounts may be made without public hearing and without being subject to protest. A county budget for the ensuing fiscal year shall be amended by May 31 to allow for a protest hearing to be held and a decision rendered before June 30. An amendment of a budget after May 31 which is properly appealed but without adequate time for hearing and decision before June 30 is void.

### **331.436 Protest.**

Protests to the adopted budget must be made in accordance with sections 24.27 through 24.32 as if the county were the municipality under those sections.

### **331.437 Expenditures exceeding appropriations.**

It is unlawful for a county official, the expenditures of whose office come under this part, to authorize the expenditure of a sum for the official's department larger than the amount which has been appropriated for that department by the board.

A county official in charge of a department or office who violates this law is guilty of a simple misdemeanor. The penalty in this section is in addition to the liability imposed in section 331.476.





**SALARY TABLES  
2000-2001 ADOPTED BUDGET**

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Non-Represented	Employees of various occupational classes not affiliated with any collective bargaining unit. Salary tables are set by the Board of Supervisors.	A	400
Secondary Roads Unit	Clerical, labor and trades employees in the Engineering Department represented by the Scott County Secondary Roads Employee Council. Salary tables established through collective bargaining.	B	407
AFSCME Unit	Clerical, technical and maintenance employees represented by the American Federation of State, County and Municipal Association. Salary tables established through collective bargaining.	C	408
Deputy Sheriff Unit	Deputy Sheriff's and Sergeants in the Sheriff's Department represented by the Scott County Deputy Sheriff's Association. Salary tables established through collective bargaining.	E	410
Corrections Unit	Jail staff in the Sheriff's Department represented by the Scott county Corrections Association, Chauffeurs, Teamsters and Helpers Local 238. Salary tables established through collective bargaining.	H	411
Elected Officials	Elected office holders and the Board of Supervisors. Salary set by the Board of Supervisors up recommendation of the County Compensation Board.	X	412
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**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
County Administrator*	N/A	97,483 46.867	N/A	N/A
* This is a contract position appointed by the Board of Supervisors				
County Engineer	864	61,230 29.438	72,035 34.632	82,840 39.827
Director, Budget & Information Processing	805	57,916 27.844	68,136 32.758	78,356 37.671
Health Director	805	57,916 27.844	68,136 32.758	78,356 37.671
Conservation Director	775	56,228 27.033	66,151 31.803	76,074 36.574
Community Services Director	725	53,433 25.689	62,862 30.222	72,291 34.755
Assistant Engineer	634	48,315 23.228	56,841 27.327	65,367 31.426
Assistant County Administrator	634	48,315 23.228	56,841 27.327	65,367 31.426
Accounting Supervisor	611	47,029 22.610	55,328 26.600	63,627 61,375 <del>29,507</del> 70.
Financial Management Supervisor	611	47,029 22.610	55,328 26.600	63,627 61,375 29.507
Buildings & Grounds Director	608	46,859 22.528	55,128 26.504	63,397 30.479
Deputy Health Director	571	44,776 21.527	52,678 25.326	60,580 29.125
Planning & Development Director	534	42,696 20.527	50,231 24.150	57,766 27.772
Attorney II	N/A	42,005 20.195	49,418 23.759	56,831 27.323
Sheriff's Captain	519	41,854 20.122	49,240 23.673	56,626 27.224
Office Administrator - County Attorney	511	41,404 19.906	48,711 23.419	56,018 26.932
Senior Programmer Analyst	511	41,404 19.906	48,711 23.419	56,018 26.932

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Operations Manager - Recorder	496	40,563 19.501	47,721 22.943	54,879 26.384
Operations Manager - Treasurer	496	40,563 19.501	47,721 22.943	54,879 26.384
Sheriff's Lieutenant	464	38,769 18.639	45,610 21.928	52,452 25.217
Golf Course Superintendent	462	38,650 18.582	45,470 21.861	52,291 25.140
Golf Course Pro/Manager	462	44,529 21.408	N/A	N/A
Juvenile Detention Center Director	449	37,924 18.233	44,616 21.450	51,308 24.667
Programmer/Analyst II	445	37,699 18.125	44,352 21.323	51,005 24.522
Operations Manager - Conservation	445	37,699 18.125	44,352 21.323	51,005 24.522
Case Aide Supervisor	430	36,854 17.718	43,358 20.845	49,862 23.972
Mental Health Coordinator	430	36,854 17.718	43,358 20.845	49,862 23.972
Secondary Roads Superintendent	430	36,854 17.718	43,358 20.845	49,862 23.972
Program Development Coordinator	430	36,854 17.718	43,358 20.845	49,862 23.972
Clinical Services Coordinator	417	36,125 17.368	42,500 20.433	48,875 23.498
Community Health Coordinator	417	36,125 17.368	42,500 20.433	48,875 23.498
Environmental Health Coordinator	417	36,125 17.368	42,500 20.433	48,875 23.498
Public Health Services Coordinator	417	36,125 17.368	42,500 20.433	48,875 23.498

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Risk Management Coordinator	417	36,125 17.368	42,500 20.433	48,875 23.498
Support Services Director	417	36,125 17.368	42,500 20.433	48,875 23.498
Network Systems Administrator	406	35,510 17.072	41,777 20.085	48,044 23.098
Corrections Captain	390	34,609 16.639	40,717 19.575	46,825 22.512
County General Store Manager	382	34,162 16.424	40,190 19.322	46,219 22.221
Programmer/Analyst I	382	34,162 16.424	40,190 19.322	46,219 22.221
Naturalist/Director	382	34,162 16.424	40,190 19.322	46,219 22.221
Public Health Nurse	366	33,264 15.992	39,134 18.814	45,004 21.637
Park Maintenance Supervisor	357	32,824 15.781	38,617 18.566	44,410 21.351
Disease Prevention Specialist	355	32,647 15.696	38,408 18.465	44,169 21.235
Environmental Health Specialist	355	32,647 15.696	38,408 18.465	44,169 21.235
Attorney I	N/A	32,571 15.659	38,319 18.423	44,067 21.186
Corrections Lieutenant	353	32,530 15.639	38,271 18.400	44,012 21.160
Support Program Lieutenant	353	32,530 15.639	38,271 18.400	44,012 21.160
Corrections Sergeant	332	31,351 15.073	36,883 17.732	42,415 20.392
Tax Accounting Specialist	332	31,351 15.073	36,883 17.732	42,415 20.392

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Case Expeditor	323	30,847 14.830	36,290 17.447	41,734 20.064
Human Resources Specialist	323	30,847 14.830	36,290 17.447	41,734 20.064
Operations Supervisor - Juvenile Detention	308	30,008 14.427	35,303 16.973	40,598 19.518
Park Ranger	307	29,948 14.398	35,233 16.939	40,518 19.480
Chief Telecommunications Operator	300	29,554 14.209	34,769 16.716	39,984 19.223
Engineering Aide II	300	29,554 14.209	34,769 16.716	39,984 19.223
Maintenance Coordinator	300	29,554 14.209	34,769 16.716	39,984 19.223
Administrative Assistant	298	29,440 14.154	34,635 16.651	39,830 19.149
Administrative Office Manager - Health	298	29,440 14.154	34,635 16.651	39,830 19.149
Motor Vehicle Supervisor	298	29,321 14.097	34,495 16.584	39,669 19.072
BIP Office Supervisor	283	28,602 13.751	33,649 16.177	38,696 18.604
Programmer	275	28,151 13.534	33,119 15.923	38,087 18.311
Naturalist	271	27,926 13.426	32,854 15.795	37,782 18.164
Veteran's Affairs Director/Case Aide	271	27,926 13.426	32,854 15.795	37,782 18.164
Child Support Recovery Officer	252	26,859 12.913	31,599 15.192	36,339 17.471
Executive Secretary	252	26,859 12.913	31,599 15.192	36,339 17.471

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: A NON-REPRESENTED**

<b>Position Title</b>	<b>Hay Points</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Human Resources Assistant	252	26,859 12.913	31,599 15.192	36,339 17.471
Paralegal	252	26,859 12.913	31,599 15.192	36,339 17.471
Payroll Specialist	252	26,859 12.913	31,599 15.192	36,339 17.471
Planning & Development Specialist	252	26,859 12.913	31,599 15.192	36,339 17.471
Purchasing Specialist	252	26,859 12.913	31,599 15.192	36,339 17.471
Lead Telecommunicator	245	26,466 12.724	31,136 14.969	35,806 17.214
Office Manager - Community Services	233	25,792 12.400	30,344 14.588	34,896 16.777
Shop Supervisor (see Note 1)	233	33,230 15.976	39,094 18.795	44,958 21.614
Note 1: Salary for this position adjusted to meet prevailing market rates - July 1976				
Office Supervisor - Sheriff	228	25,512 12.265	30,014 14.430	34,516 16.594
Telecommunicator	228	25,512 12.265	30,014 14.430	34,516 16.594
Food Service Manager	223	25,230 12.130	29,682 14.270	34,134 16.411
Assistant Ranger	220	25,062 12.049	29,485 14.175	33,908 16.302
Conservation Assistant	220	25,062 12.049	29,485 14.175	33,908 16.302
Lead Bailiff	220	25,062 12.049	29,485 14.175	33,908 16.302
Medical Assistant	209	24,445 11.752	28,759 13.826	33,073 15.900
Office Leader - County Engineer	204	24,160 11.615	28,424 13.665	32,688 15.715

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Engineering Aide I	199	23,882 11.482	28,097 13.508	32,312 15.535
Custodial Coordinator	198	23,826 11.455	28,031 13.476	32,236 15.498
Human Resources Secretary	198	23,826 11.455	28,031 13.476	32,236 15.498
Project Assistant - Buildings & Grounds	198	23,826 11.455	28,031 13.476	32,236 15.498
Equipment Mechanic - Conservation	187	23,208 11.158	27,304 13.127	31,400 15.096
Turf Assistant	187	23,208 11.158	27,304 13.127	31,400 15.096
Park Crew Leader	187	23,208 11.158	27,304 13.127	31,400 15.096
Pioneer Village Site Coordinator	187	23,208 11.158	27,304 13.127	31,400 15.096
Lab Technician - Health	177	22,647 10.888	26,644 12.810	30,641 14.731
Secretary	177	22,647 10.888	26,644 12.810	30,641 14.731
Senior Clerk	177	22,647 10.888	26,644 12.810	30,641 14.731
Official Records Clerk	177	22,647 10.888	26,644 12.810	30,641 14.731
Telecommunicator Trainee	176	22,589 10.860	26,575 12.776	30,561 14.693
Associate/District Court Bailiff	169	22,199 10.673	26,117 12.556	30,035 14.440
Detention Youth Worker	169	22,199 10.673	26,117 12.556	30,035 14.440
Clerk III	162	21,804 10.483	25,652 12.333	29,500 14.183



**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Golf Course Maintenance Worker	162	21,804 10.483	25,652 12.333	29,500 14.183
Park Maintenance Worker	162	21,804 10.483	25,652 12.333	29,500 14.183
Resource Specialist - Health	162	21,804 10.483	25,652 12.333	29,500 14.183
Associate/District Court Bailiff (New Hires)	151	21,184 10.185	24,922 11.982	28,660 13.779
Clerk II	141	20,625 9.916	24,265 11.666	27,905 13.416
Resource Assistant - Health	141	20,625 9.916	24,265 11.666	27,905 13.416
Clerk I	125	19,723 9.482	23,204 11.156	26,685 12.829
Cody Homestead Site Coordinator	99	18,284 8.790	21,510 10.341	24,737 11.893

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: B SECONDARY ROADS UNIT**

<u>Position Title</u>	<u>Hay Points</u>	<u>Start Rate</u>	<u>Step 1 1 year</u>	<u>Step 2 2 years</u>	<u>Step 3 3 years</u>	<u>Step 4 4 years</u>	<u>Step 5 7 years</u>	<u>Step 6 15 years</u>
Crew Leader/Equipmt. Operator I	213	30,472 14.65	31,824 15.30	33,155 15.94	34,549 16.61	35,547 17.09	35,630 17.13	36,088 17.35
Sign Crew Leader	199	29,349 14.11	30,680 14.75	31,970 15.37	33,259 15.99	34,237 16.46	34,299 16.49	34,736 16.70
Heavy Equipmt Operator II	187	28,413 13.66	29,661 14.26	30,950 14.88	32,178 15.47	33,093 15.91	33,218 15.97	33,654 16.18
Mechanic	187	28,413 13.66	29,661 14.26	30,950 14.88	32,178 15.47	33,093 15.91	33,218 15.97	33,654 16.18
Heavy Equipmt Operator III	174	27,331 13.14	28,538 13.72	29,765 14.31	30,930 14.87	31,845 15.31	31,907 15.34	32,323 15.54
Truck Crew Coordinator	163	26,499 12.74	27,726 13.33	28,787 13.84	29,952 14.40	30,826 14.82	30,867 14.84	31,304 15.05
Truck Driver/Laborer	153	25,730 12.37	26,894 12.93	27,934 13.43	29,016 13.95	29,931 14.39	30,014 14.43	30,410 14.62
Shop Control Clerk	162	21,195 10.19	22,152 10.65	23,005 11.06	23,858 11.47	24,627 11.84	24,669 11.86	25,022 12.03

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: C AFSCME UNIT**

<u>Position Title</u>		<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 12 mos.</u>	<u>Step 4 18 mos.</u>	<u>Step 5 24 mos.</u>	<u>Step 6 7 yrs.</u>	<u>Step 7 10 yrs.</u>	<u>Step 8 15 yrs.</u>
Building Inspector	314	28,309 13.61	29,515 14.19	30,722 14.77	31,907 15.34	32,906 15.82	34,237 16.46	35,256 16.95	36,317 17.46
Election Supervisor	291	27,227 13.09	28,330 13.62	29,494 14.18	30,638 14.73	31,533 15.16	32,802 15.77	33,779 16.24	34,798 16.73
Maintenance Specialist	268	26,000 12.50	27,186 13.07	28,101 13.51	29,328 14.10	30,202 14.52	31,429 15.11	32,365 15.56	33,342 16.03
Case Aide	252	25,251 12.14	26,312 12.65	27,394 13.17	28,434 13.67	29,328 14.10	30,534 14.68	31,450 15.12	32,386 15.57
Accounts Payable Specialist	252	25,251 12.14	26,312 12.65	27,394 13.17	28,434 13.67	29,328 14.10	30,534 14.68	31,450 15.12	32,386 15.57
Victim/Witness Coordinator	223	23,587 11.34	24,378 11.72	25,688 12.35	26,728 12.85	27,581 13.26	28,766 13.83	29,619 14.24	30,514 14.67
Platroom Draftsperson	194	22,443 10.79	23,338 11.22	24,232 11.65	25,189 12.11	25,938 12.47	27,040 13.00	27,851 13.39	28,683 13.79
Conservation Specialist	191	22,027 10.59	22,963 11.04	23,982 11.53	24,939 11.99	25,771 12.39	26,790 12.88	27,602 13.27	28,434 13.67
Cashier	191	22,027 10.59	22,963 11.04	23,982 11.53	24,939 11.99	25,771 12.39	26,790 12.88	27,602 13.27	28,434 13.67
Real Estate Specialist	191	22,027 10.59	22,963 11.04	23,982 11.53	24,939 11.99	25,771 12.39	26,790 12.88	27,602 13.27	28,434 13.67
Senior Acct. Clerk	191	22,027 10.59	22,963 11.04	23,982 11.53	24,939 11.99	25,771 12.39	26,790 12.88	27,602 13.27	28,434 13.67
Intake Coordinator	191	22,027 10.59	22,963 11.04	23,982 11.53	24,939 11.99	25,771 12.39	26,790 12.88	27,602 13.27	28,434 13.67
Vital Records Specialist	191	22,027 10.59	22,963 11.04	23,982 11.53	24,939 11.99	25,771 12.39	26,790 12.88	27,602 13.27	28,434 13.67
Maintenance Worker	182	21,986 10.57	22,734 10.93	23,462 11.28	24,482 11.77	25,251 12.14	26,270 12.63	27,061 13.01	27,872 13.40
Senior Clerk	177	21,611 10.39	22,464 10.80	23,338 11.22	24,190 11.63	24,981 12.01	25,958 12.48	26,728 12.85	27,539 13.24
Tax Aide/Auditor	177	21,611 10.39	22,464 10.80	23,338 11.22	24,190 11.63	24,981 12.01	25,958 12.48	26,728 12.85	27,539 13.24
Secretary	177	21,611 10.39	22,464 10.80	23,338 11.22	24,190 11.63	24,981 12.01	25,958 12.48	26,728 12.85	27,539 13.24
Motor Vehicle Account Clerk	177	21,611 10.39	22,464 10.80	23,338 11.22	24,190 11.63	24,981 12.01	25,958 12.48	26,728 12.85	27,539 13.24

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: C AFSCME UNIT**

<u>Position Title</u>		<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 12 mos.</u>	<u>Step 4 18 mos.</u>	<u>Step 5 24 mos.</u>	<u>Step 6 7 yrs.</u>	<u>Step 7 10 yrs.</u>	<u>Step 8 15 yrs.</u>
Clerk III	162	20,883 10.04	21,694 10.43	22,506 10.82	23,379 11.24	24,107 11.59	25,064 12.05	25,813 12.41	26,603 12.79
Lead Custodial Worker	162	20,883 10.04	21,694 10.43	22,506 10.82	23,379 11.24	24,107 11.59	25,064 12.05	25,813 12.41	26,603 12.79
Preventive Maint Worker	162	20,883 10.04	21,694 10.43	22,506 10.82	23,379 11.24	24,107 11.59	25,064 12.05	25,813 12.41	26,603 12.79
Clerk II	141	19,781 9.51	20,654 9.93	21,403 10.29	22,214 10.68	22,818 10.97	23,774 11.43	24,482 11.77	25,210 12.12
Custodial Worker	130	19,323 9.29	20,010 9.62	20,738 9.97	21,507 10.34	22,194 10.67	23,421 11.26	24,107 11.59	24,835 11.94
Clerk I	125	18,990 9.13	19,760 9.50	20,550 9.88	21,341 10.26	21,965 10.56	22,818 10.97	23,504 11.30	24,211 11.64
Maintenance I	125	18,990 9.13	19,760 9.50						

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: E DEPUTY SHERIFF UNIT**

01-Jul-00

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 1 year</u>	<u>Step 3 2 years</u>	<u>Step 4 3 years</u>	<u>Step 5 4 years</u>	<u>Step 6 5 years</u>	<u>Step 7 7 years</u>	<u>Step 8 10 years</u>	<u>Step 9 12 years</u>	<u>Step 10 15 years</u>	<u>Step 11 20 years</u>
Sergeant	451	43,243 20.79	44,574 21.43		45,469 21.86			45,926 22.08	46,384 22.30			
Deputy	329	31,158 14.98	32,573 15.66	34,029 16.36	35,547 17.09	37,149 17.86	37,898 18.22	38,667 18.59	39,437 18.96	39,832 19.15	40,227 19.34	40,622 19.53

01-Jan-01

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 1 year</u>	<u>Step 3 2 years</u>	<u>Step 4 3 years</u>	<u>Step 5 4 years</u>	<u>Step 6 5 years</u>	<u>Step 7 7 years</u>	<u>Step 8 10 years</u>	<u>Step 9 12 years</u>	<u>Step 10 15 years</u>	<u>Step 11 20 years</u>
Sergeant	451	44,096 21.20	45,467 21.86		46,384 22.30			46,842 22.52	47,299 22.74			
Deputy	329	31,782 15.28	33,218 15.97	34,715 16.69	36,254 17.43	37,898 18.22	38,667 18.59	40,227 19.34	40,622 19.53	41,038 19.73	41,434 19.92	

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: H CORRECTIONS UNIT**

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 1 year</u>	<u>Step 4 2 years</u>	<u>Step 5 3 years</u>	<u>Step 6 4 years</u>	<u>Step 7 7 years</u>	<u>Step 8 10 years</u>	<u>Step 9 15 years</u>
Lead Corr Ofcr	283	12.69 26,395	12.90 26,832	13.21 27,477	13.83 28,766	15.18 31,574	15.58 32,406	15.93 33,134	16.16 33,613	16.40 34,112
Corr Ofcr	246	Trainee status		12.65 26,312	13.24 27,539	14.54 30,243	14.92 31,034	15.25 31,720	15.47 32,178	15.70 32,656
Corr Ofcr Trainee	199	12.15 25,272	12.35 25,688							
Jail Custodian/ Correction Officer	176	10.23 21,278	10.54 21,923	10.75 22,360	11.22 23,338	12.28 25,542	12.61 26,229	12.85 26,728	13.34 27,747	13.54 28,163
Jail Custodian	125	9.03 18,782		9.44 19,635	9.86 20,509	10.92 22,714	11.35 23,608	11.56 24,045	11.82 24,586	12.00 24,960
Cook	122	8.94 18,595		9.40 19,552	9.82 20,426	10.88 22,630	11.30 23,504	11.50 23,920	11.79 24,523	11.97 24,898

SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: X ELECTED OFFICIALS

<u>ELECTED OFFICIAL</u>	<u>ANNUAL SALARY</u>
Attorney	82,900
Auditor	58,000
Recorder	58,000
Sheriff	73,700
Treasurer	58,000
Chair, Board of Supervisors	33,000
Board Member, Board of Supervisors	30,000

SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: Y DEPUTY OFFICE HOLDERS

<u>POSITION TITLE</u>	<u>ANNUAL SALARY</u>
First Assistant Attorney	74,610
Deputy First Assistant	66,320
Deputy First Assistant	63,626
Deputy First Assistant	60,525
First Deputy Auditor	46,400
Deputy Auditor - Elections	43,500
Deputy Auditor - Tax	43,500
Second Deputy Recorder	43,500
Chief Deputy Sheriff	62,645



**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: Z TEMPORARY AND PART-TIME STAFF**

<b><u>POSITION</u></b>	<b><u>RATE</u></b>
Seasonal General Laborer	\$7.92/hour
Governmental Trainee	Minimum Wage + \$.50/hour Minimum Wage + \$.75/hour (after 3 months)
Administrative Intern	\$6.07 to \$7.71/hour depending upon skills, education and experience
Health Intern & Planning Intern	\$7.17 to \$9.12/hour depending upon skills, education and experience
Enforcement Aide	\$6.61 to \$8.82/hour depending upon skills, education and experience
Eldridge Garage Caretaker	\$8.46/hour
Seasonal Maintenance Worker (Roads)	\$8.46/hour
Summer Law Clerk	Set in cooperation with University Programs
Civil Service Secretary	Set by Civil Service Commission
Mental Health Advocate	Set by Chief Judge at \$16.41/hour
Health Services Professional Immunization Clinic/Jail Inmate Health:	
LPN	\$13.55/hour
RN/EMT-P	\$15.99/hour
Election Officials	\$5.65/hour
Election Chairpersons	\$6.00/hour
Outreach/Interpreter	\$11.48/hour
Temporary Election Clerk	

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2000-2001  
GROUP: Z TEMPORARY AND PART-TIME STAFF**

<u>POSITION</u>	<u>RATE</u>
<b>CONSERVATION: *</b>	
<b>Glynns Creek:</b>	
Seasonal part-time Golf Managers	
Food Service	\$7.75/hour
Pro Shop	\$9.50/hour
Starter Shack	\$5.75/hour
Seasonal Golf Pro Shop Personnel	\$5.15/hour
Golf Course Rangers, Starters, Cart Persons	\$5.15/hour
Concession Stand Workers	\$5.15/hour
Groundskeepers	\$6.00 to \$8.00/hour
<b>Scott County &amp; West Lake Parks:</b>	
Beach and Pool Managers	\$10.56 (season) \$7.00 (open/close)
Assistant Beach/Pool Managers	\$7.00/hour
Water Safety Instructors	\$5.50 - \$6.75/hour
Pool/Beach Lifeguards	\$5.25 - \$6.25/hour
Pool/Beach/Boathouse - Concession Workers	\$5.15 - \$5.50/hour
Park Attendant	\$6.00 - \$8.00/hour
Maintenance	\$6.00 - \$8.00/hour
Park Patrol (non-certified)	\$9.00 - \$10.00/hour
(certified)	\$10.75 - \$11.75/hour
<b>Pioneer Village:</b>	
Day Camp Counselors	\$5.15 - \$6.25/hour
Apothecary Shop Concession Workers	\$5.15 - \$6.25/hour
Maintenance	\$6.00 - \$8.00/hour
<b>Wapsi Center:</b>	
Assistant Naturalist	\$9.00/hour
Program Assistant	\$5.15/hour
Maintenance	\$6.00 - \$8.00/hour

\* Set by Scott County Conservation Board

