



**2016-2017**

**Budget Plan**

Adopted March 10, 2016



**SCOTT COUNTY, IOWA**

**BUDGET PLAN**

**JULY 1, 2016 – JUNE 30, 2017**

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Scott County Administration Office

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[www.scottcountyiowa.com](http://www.scottcountyiowa.com)



# 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**

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, 2015. 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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Scott County**

**Iowa**

For the Fiscal Year Beginning

**July 1, 2015**

Executive Director





# **INTRODUCTORY SECTION**

## TABLE OF CONTENTS

	<u>Page</u>
<i>Title Page</i>	2
<i>Scott County's PRIDE Philosophy</i>	3
<i>Distinguished Budget Presentation Award</i>	5

### INTRODUCTORY SECTION

Table of Contents.....	7
The Budget Guide.....	12
The County Past to the Present.....	13
Budget Message.....	14
Listing of Officials.....	33
Organizational Chart.....	34
Employee Authorization History – 10 Year FTE Listing.....	35
FTE Staffing Trends - Graph.....	36
FTE Staffing by Service Area - Graph.....	37
Governmental Funds, State Service Areas and Related Departments.....	38
Fund Statement - All Funds.....	39
Revenue Estimates - All Funds.....	40
All County Funds - Revenues - Reconciliation Information.....	41
County Revenues by Source - Graph.....	42
Revenue Sources.....	43
Revenue Source – Ten Year Summary.....	44
Ten Year Revenue Summary Comparison – Graph.....	46
Expenditure Estimates – All Funds.....	47
All County Funds - Expenditure - Reconciliation Information.....	48
All County Expenditures by Fund - Graph.....	49
Service Area Descriptions.....	50

Appropriation Summary by Service Area.....	51
Ten Year Appropriation Summary by Service Area .....	52
Ten Year Appropriation Summary Comparison – Graph.....	54
Fund Balance Review .....	55
Combined Statement of Revenues, Expenditures And Changes in Fund Balance.....	56
Appropriation Summary By Programs Within Department .....	59
Taxable Valuations vs. 100% Assessments - Graph.....	64
Assessed and Taxable Values of Taxable Property .....	65
Taxable Valuation By Class of Property - Graph .....	67
Taxable Property Valuation Comparison.....	68
Property Tax Levy Comparison.....	69
Ten Year Levy Rate Comparison - Graph .....	70
Tax Levies and Levy Rates.....	71
Combined Statement of Revenues, Expenditures And Changes in Fund Balance – Long Range Plan .....	72

## **MAJOR GOVERNMENTAL FUNDS**

General Fund Narrative.....	78
General Fund Statement.....	81
General Fund Unassigned Ending Fund Balance - Graph .....	82
General Fund Revenue Sources .....	83
General Fund Revenues by Type - Graph.....	84
General Fund Expenditures by Service Area.....	85
General Fund Expenditures by Service Area - Graph .....	86
MH/D Services Fund Narrative .....	87
MH/D Services Fund Statement .....	89
MH/D Services Revenue Sources .....	90
MH/D Services Expenditure Detail .....	91

Debt Service Fund Narrative .....	92
Debt Expenditures Ten Year Comparison - Graph.....	94
Debt Service Fund Statement.....	95
Remaining Outstanding Debt - Graph .....	96
Capital Projects Fund Narrative.....	97
Capital Projects Fund Statement.....	98
General Capital Projects Fund Statement .....	99
Electronic Equipment Fund Statement .....	100
Vehicle Replacement Fund Statement.....	101
Conservation Equipment Reserve Fund Statement.....	102
Conservation CIP Reserve Fund Statement.....	103
Capital Projects Plan Development Process .....	104
Five Year Capital Project Plan.....	107

## **NONMAJOR GOVERNMENTAL FUNDS**

Non-major Governmental Summary Fund Statement .....	118
Rural Services Basic Fund Narrative.....	119
Rural Services Basic Fund Statement.....	120
Secondary Roads Fund Narrative .....	121
Road Use Tax Revenues - Graph.....	122
Secondary Roads Fund Statement .....	123
Recorder's Record Management Fund Narrative .....	124
Recorder's Record Management Fund Statement .....	125

## **BUSINESS-TYPE ACTIVITIES FUNDS**

Golf Course Enterprise Fund Narrative .....	127
Golf Course Enterprise Fund Statement .....	128
Glynns Creek Golf Course Rounds – Graph.....	129

## DEPARTMENT/AUTHORIZED AGENCY DETAIL

### Department

Administration .....	131
Attorney .....	137
Auditor .....	151
Community Services .....	162
Conservation .....	172
Facility and Support Services .....	183
Health .....	191
Human Resources .....	232
Human Services .....	239
Information Technology .....	241
Juvenile Detention Center .....	254
Planning and Development .....	264
Recorder .....	275
Secondary Roads .....	281
Sheriff .....	295
Board of Supervisors .....	307
Treasurer .....	310

### Authorized Agency

Bi-State Regional Commission .....	319
Center for Active Seniors, Inc .....	325
Center for Alcohol/Drug Services .....	329
Community Health Care .....	336
Durant Ambulance .....	338
Emergency Management .....	340
Scott Emergency Communication Center .....	345

Humane Society .....	351
Library.....	356
Medic Ambulance .....	366
Quad Cities Convention/Visitors Bureau.....	368
Quad Cities First .....	370
Greater Davenport Redevelopment Corporation .....	372

**SUPPLEMENTAL INFORMATION**

Basis of Accounting.....	376
Budget Calendar .....	378
Budget Preparation Process .....	379
Miscellaneous Statistics About Scott County.....	382
Financial Management Policies .....	384
Pay Plan .....	414
Budget Glossary.....	431

## 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 2016-17 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: *Major Governmental Funds, Non-major Governmental Funds, and Business-Type Activities Funds*. More descriptive information about these funds may be found under these tabbed sections.

The *Department/Authorized Agency Detail Section* presents budgeting for outcomes for each department. The budgeting for outcomes section includes outputs, outcomes and effectiveness measures for each service the department provides. The service is labeled as a core service, semi-core service, or service enhancement (see glossary). Each service is tied to the Board of Supervisors goals, to ensure that each county service aligns with the goals of the Board. Also included is 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 FY15 status, the budget and projected FY16 status, and the requested and adopted FY17 status. Departments and authorized agency **programs are grouped functionally, - i.e., public safety and legal services, physical health and social services, etc.**, in recognition of the interrelationship of many programs and services.

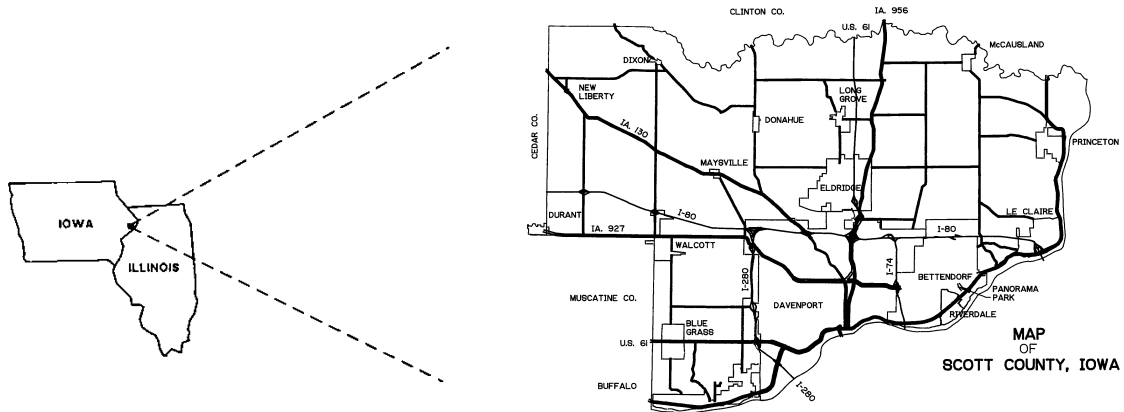
The *Supplemental Information Section* includes such things as a glossary providing definitions of terms used throughout this document, a description of the County's budget process, and the County's pay plan for FY17. The County's basis of accounting, various financial management policies and miscellaneous statistics about Scott County are also located in the Supplemental Information Section.

## Past to the Present



Scott County is a part of the "Quad-Cities": a three county metropolitan area. The counties of Scott (Iowa), Rock Island and Henry (Illinois), make up the Davenport – Rock Island-Moline Metropolitan Statistical Area, DRIM-MSA, with a population of approximately 383,681.

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 historic Mississippi River, the area's claim to fame, 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 largest border metropolitan area between 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.

In 1979 an administrator form of government was adopted by ordinance, 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 people of Scott County to greater prosperity and growth.



**BOARD OF SUPERVISORS**

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Davenport, Iowa 52801-1003

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JIM HANCOCK, Chair  
CAROL EARNHARDT, Vice-Chair  
DIANE HOLST  
BRINSON KINZER  
TOM SUNDERBRUCH

May 9, 2016

TO: The Citizens of Scott County

RE: 2016-17 Budget Message

The budget for Fiscal Year 2016-17 is hereby presented as reviewed and adopted by the Board of Supervisors after appropriate board work sessions with public input 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, 2015. 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 this year.

For over three decades, the Scott County Board of Supervisors has participated in a formalized goal setting process using an outside facilitator. A strategic plan is established with two year objectives that have quarterly updates to the Board.

## **Scott County Strategic Plan**

During the strategic planning sessions the county renews its commitment to service by updating the vision, mission and culture statements for the County. Every five years a more in depth review takes place with employee group meetings and using voting techniques on the county intranet, the statements are vetted and then approved by the Board. The following vision, mission and PRIDE statements and objectives further informed the staff on the development of programs for the FY16-17 budget.



## **Scott County Vision Statement**

*Scott County Iowa:*

*Leader in Government*

*PRIDE in Service*

*Communities of Choice*

## **Scott County Mission Statement**

Scott County is dedicated to protecting, strengthening and enriching our community by delivering quality services and providing leadership with PRIDE.

## **Scott County P.R.I.D.E. Statement**

**We Serve our Citizens with**

**Professionalism**

Doing it Right

**Responsiveness**

Doing it Now

**Involvement**

Doing it Together

**Dedication**

Doing it with Commitment

**Excellence**

Doing it Well

The major themes in the current strategic plans were created with respect to the County’s vision statement, mission statement, and PRIDE Statement.

# **SCOTT COUNTY GOALS AND OBJECTIVES FY2016-17**

## **1.0 Extend Our Resources**

- 1.1 Continue to implement facilities space and leverage additional programmatic opportunities
- 1.2 Implement Fleet Management Plan and resulting synergies
- 1.3 Continue to pursue shared service initiatives and cost recovery opportunities through collaboration with external partners
- 1.4 Continue involvement with regional economic development initiatives
- 1.5 Lead effort to create forums for collaboration with small communities for economic development and for improved technology capabilities
- 1.6 Align our programs and services with the Regional Vision **Q2030**
- 1.7 Implement Electronic Data Management through departmental collaboration

## **2.0 Improve Communication**

### *2.1 External Communications*

- 2.1.1 Complete Website Redesign project
- 2.1.2 Publish first Popular Annual Financial Report for FY16

### *2.2 Internal Communications*

- 2.2.1 Continue to educate internally on PRIDE, Mission Statement, Goals and Regional Vision **Q2030**

### *2.3 Legislative Communication*

- 2.3.1 Continue to identify and prioritize legislative issues and work through the Urban County Coalition
- 2.3.2 Engage our state and federal legislators in county and regional issues

## **3.0 Foster Healthy Communities**

### *3.1 Promote Mental Health*

- 3.1.1 Implementing crisis stabilization continuum services
- 3.1.2 Collaborate with senior service providers and state agencies in outreach services

## 3.2 *Support Health and Wellness*

3.2.1 Advance Be Healthy Quad Cities policy initiatives including trail connectivity

3.2.2 Evaluate EMS study recommendations for implementation feasibility

3.2.3 Study lead abatement issues and develop strategies for reduction in children

3.2.4 Expand juvenile detention services programs to reduce detention admissions

Following the process of identifying objectives and assigning responsibilities action plans are developed to address all objectives. Specific departments are identified in the action plans which are responsible for carrying out each action step. The status on these action plans are reviewed with the Board by the County Administrator quarterly.

At these 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 direction in the identified areas and set objectives as to how they can be achieved in both the long and short term. The process of developing comprehensive policy agenda for the County is a continual process as the needs of the community change.

The process of incorporating the strategic plan priorities into the annual budget process is enhanced each year by having a pre-budget meeting with the Board of Supervisors, the County Administrator and the Budget Manager at which time the Board reemphasizes the objectives to be accomplished and any additional specific areas to be reviewed during the upcoming budget process. At that meeting the County Administrator reviews with the Board the ending fund balances of the previous year and other financial and legislative information that may shape the Board's priorities.

A section of the budget planning manual is distributed to department heads and authorized agency directors prior to their start on developing their budget requests which includes a listing of all strategic plan objectives 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 are directed to keep these strategic plan priorities and specific areas of budget review in mind when they are preparing and reviewing their FY17 budget submissions. They will highlight the priorities in their budgeting for outcomes measures and analysis, how their requests for support will enhance 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 FY17 budget process were:

1. Salary / Benefit Adjustments including five union contracts
2. Budget 0% growth from FY 16
3. Adjust Secondary Roads Budget to reflect increased revenues from gasoline tax increase
4. Renegotiate Pine Knoll agreement for FY 16 and 17 to reduce costs.
5. Position Requests
6. Require authorized agencies at 0% growth. Review agencies that have new funding sources.

7. Capital Programs – inflationary costs and Patrol building; look for ways to reduce costs in line items that are equipment replacement
8. Develop strategy to absorb property tax backfill reduction of \$1.6 million over five years.

The FY17 Budget Initiatives that addressed or impacted these areas are described below:

### **Salary Benefit Adjustments including five union contracts**

- The County compensation level will be estimated using the maximum IPERS employer pension increase, ranging from 8.93% to 9.88%. Additionally the budget will be prepared with cost of living adjustments at 2.0% and secure funding for salary merit increases. The County entered the budget process with five union groups open for salary and benefit adjustments. The budgeted health cost will be at 5.2% for a prospective January 2017 increase, designed to maintain the Health / Dental Insurance fund balance.

### **Budget 0% growth from FY 16**

- To maintain limited property tax growth, departments are asked tasked with submitting budgets for supplies, materials, and other purchased services at 0% growth. Line item detail changes are permissible and recommended. Historically the county uses 93-98% of line item expenditures.

### **Adjust Secondary Roads budget to expected revenues**

- The state legislature increased the gasoline tax by \$0.10 per gallon in March of 2015. The increased revenue is projected to fund \$600,000 more projects each year and the funding is increased for capital projects in the 5 year Capital Program.

### **Renegotiate Pine Knoll agreement for FY 16 and FY 17 to reduce costs**

- The minimum annual maintenance costs for the Pine Knoll building is \$23,000 per year. Life safety and interior and exterior repairs are estimated to be \$2.1 million. The lessor of the building, Vera French Community Mental Health Center, has identified the building is no longer feasible for future use due to federal requirements of number of residential care beds within one building. To reduce minimum maintenance costs and long term capital improvements, it is recommended the contract be renegotiated and the building sold to Vera French for \$1 and a \$50,000 grant for future maintenance. Scott County would no longer own the building.

### **Position Requests**

- Annual adjustments of staffing levels based upon departmental review and submission, will be individually analyzed and assessed. All program adjustments must have offsetting revenue and / or show operating cost savings or other program reductions. Additionally, the program community benefits and measurement for outcomes are to be presented.

**Require Authorized Agencies at 0% growth. Review Agencies that have new funding sources.**

- Review authorized agencies for new funding sources to complement or reduce county funding; including Medicaid reimbursements and reduced contracted backfill for agencies. The Scott County Health Department negotiated a new contract with Medic EMS, reducing the backfill liability in future years. The Community Health Center budget was reduced by \$56,000 due to more clients being insured.

**Capital Programs**

- The County began the capital projects indicated in the Master Space Study and Plan in FY15. Continued construction of phase 3 and 4 of the county courthouse master plan will complete in FY 17. Final master plan relocations and building improvement are scheduled to complete in FY 17. Additionally the Sheriff Patrol Headquarters construction will begin in April, 2016 with an anticipated completion of the 3<sup>rd</sup> fiscal quarter of 2017. The budget process included ways to reduce costs in line items that are equipment replacement as well as improved efficiencies with the Electronic Content Management software.

**Develop strategy to absorb property tax backfill reduction of \$1.6 million over five years.**

- State funding currently back fills the fiscal 2013 property tax reduction through intergovernmental grants and credits to taxpayers approximately \$1.6 million to Scott County. This continued funding is dependent on state revenues. While the revenue does not currently have a sunset, the County will develop a plan to reduce reliance on the backfill dollars over a five year term.

Additionally, the FY17 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.

**MEDIUM AND LONG RANGE PLANNING**

The County's medium and long range planning is developed through the multi-year strategic plan as approved by the Board. Funding decisions as to the best allocation of financial resources were made with regard to the County's multi-year goals, mission statement, and current year goals and objectives. The current strategic plan focuses on extending our resources, improving communications and fostering healthy communities. By articulating a vision for the future, and identifying long term goals and short term priorities, the County Board defines the County's core businesses and outcomes. The outcomes of the fleet management study and the space study are reflected in the capital plan which addresses the long term capital needs of the county. Work done on the regional governed mental health services delivery system is trying to address funding and create a long term stable system for one of our most important service areas. However, after the adoption of the FY 16 budget, the state eliminated equalization dollar funding with no plan for FY 2017. FY 2017 is funded through the use of fund balance and drawing resources from the Eastern Iowa Mental Health and Disabilities Services Region. The fund's expenditures will exceed anticipated revenues and will draw down regional fund balance as approved by the advisory board. The projected deficit within this fund is unsustainable for multiple fiscal years. The State legislature has jeopardized these services and may cause short term decision making that will create long-term

service delivery shortages. After the adoptions of the FY 17 budget, legislators could not come to an agreement for long term funding of the region and extended the current funding model for one more year. If a long term solution is not found post budget adoption, the region may force the county out of membership and services will be cuts. Finally, consideration of current economic conditions as well as past results guided how resources are allocated by service area. The County’s budget process estimates stabilized operating costs using a CPI index over multiple years.

In the 2013 State Legislative session, a new property tax law was passed that has had a multiple year impact on all local governments finances. By addressing these changes through incorporation of strategic flexibility the County government can provide operation flexibility to address current and future service needs. The FY17 budget was prepared in consideration of a permanent loss of revenue through property assessment rollbacks and reclassification of the multi-family residential property from commercial to residential classification. Through the multiyear planning, an offsetting tax increase nor service level cuts were required to adapt to the change. In order to prepare for the potential changes in funding due to the 2013 law, the County Board has begun work on developing a five-year phase out plan of reliance on back fill supplemental grant dollars.

<b>Projected Change in Fund Balance by Fiscal Year</b>				
<b>Funds</b>	<b>Budget 2016-2017</b>	<b>Projected 2017-2018</b>	<b>Projected 2018-2019</b>	<b>Projected 2019-2020</b>
General	\$ -	(\$26,802)	\$30,554	\$86,920
Mental Health	\$110,826	(\$1,391,779)	(\$1,326,059)	(\$1,258,997)
Debt Service	\$68,065	\$186,206	\$201,156	(\$61,572)
Capital Projects	(\$4,937,870)	(\$1,216,970)	\$1,889,000	\$748,500
Non-Major	(\$294,282)	(\$330,868)	\$70,717)	(\$196,352)

The General Fund is projected to maintain fund balance within \$100,000, while maintaining programs and service levels. Key assumptions include 2.2% property tax revenue trend increase based on the current urban and rural tax rate extended across increasing taxable property valuations. The trend considers the valuation growth offset by reducing the tax levy rate to projected needs. Other revenue streams are projected to remain relatively flat within a 1-2% variance. Salary and benefit expenditures continue to grow at 2.5-4% per year, while the County’s policy for other expenditure types is to maintain a 0% allowable growth. As purchased services and supplies continue to rise over time, line item or program adjustments will be considered at that time. The projected change in fund balance will be allocated to program goals or property tax adjustments to maintain a balance budget.

The Mental Health Fund currently has a structural deficit. After the budget adoption in 2016, the State determined regional organizations within Iowa have a surplus of fund balance and would not receive further equalization dollars. As such, some individual counties within the state are unable continue to fund the current level of services without the use of fund balance or an increase in the state-mandated tax cap for mental health services levies. Without further changes in State of Iowa law or funding levels from the state, core services will be reduced or eliminated. It is anticipated

Scott County will request funding from the five-county regional board to fund fiscal 2017 activities; however, if changes do not occur, the region board may ask Scott County to leave the region.

The Debt Service Fund's general obligation debt is supported by property tax dollars net of direct funding sources, including Build America Bond interest credits and contributed revenue for third party debt. The increases for FY 2017 and future projects are attributable to the restricted revenue contributions for the SECC Equipment Bonds G.O. debt and payment by the Scott Waste Commission for interest debt service on the 2015 debt issuance.

The fund balance fluctuations for the Capital Projects fund are outlined in the five-year capital plan. All major projects are funded with current projected revenue streams and require no additional general obligation funding at this time.

The consolidated non-major funds are projected to have a decrease in fund balance between fiscal year 2018 and 2020. After the FY 16 budget was developed for the Secondary Roads Fund, the State of Iowa increased the gas tax by \$0.10 per gallon. The projected increase of intergovernmental revenues is 23.5% for Road Use Tax over the 2016 budget. FY 19 will include the drawdown of intergovernmental grant revenue of \$250,000 for bridge redevelopment. The development of corresponding road maintenance and capital projects will decrease fund balance from the unexpected capacity in FY 17. The County's five year capital plan includes identified road projects, which will be reorganized due to the increased funding from the gas tax.

#### **CONSOLIDATED DISPATCH (SECC) IMPACT**

Scott County, along with the cities of Davenport and Bettendorf and Medic Ambulance consolidated four dispatch centers and implemented an integrated center with an interoperable radio and data communication systems in 2011. The consolidated service is governed by a 28E organization independent from the County, however state law requires the EMA service to be part of the county levy. Because it is reported in the county levy, the budget information reflects the impact of the service on the County levy over time. FY17 is the seventh year the Scott County tax levy will provide primary funding for the agency through its consolidated tax levy. Likewise, the cities of Davenport and Bettendorf continue to reap the financial benefits in their respective tax levies.

This year is the 2<sup>nd</sup> lowest property tax levied for the Center. The increase in levy dollars is directly tied to the Center's reduced levy request to fund ongoing operations while capital investment is funded through fund balance. These fund balances were generated by conservative approach to personnel funding.



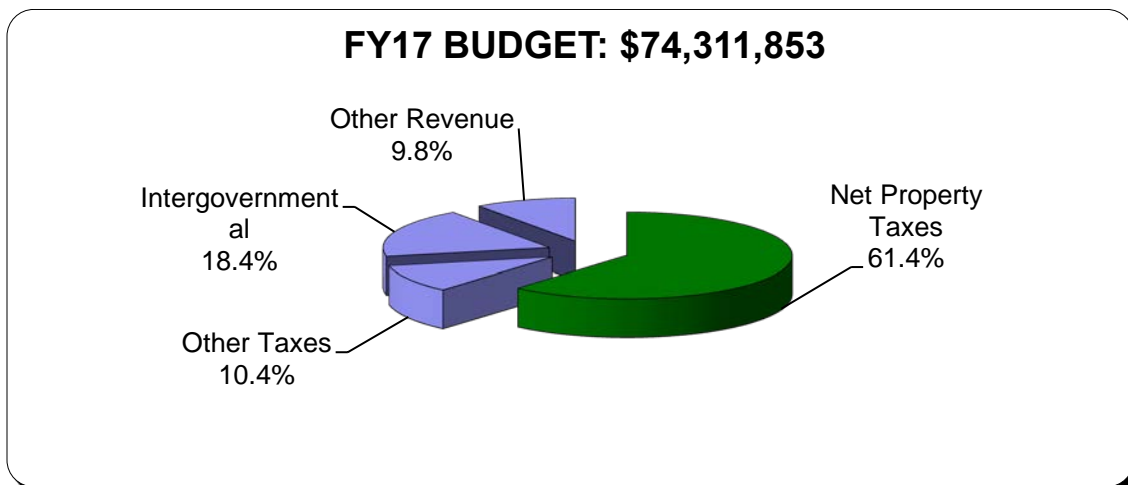
Fiscal Year	SECC / EMA Rate	% Change	Levy Dollars	% Change
2010-11	\$1.05473		\$6,917,154	
2011-12	\$1.05048	-0.4	\$7,175,122	3.7
2012-13	\$1.03361	-1.6	\$7,341,080	2.3
2013-14	\$1.00341	-2.9	\$7,329,290	0.0
2014-15	\$0.94952	-5.4	\$6,964,449	-5.0
2015-16	\$0.89283	-5.9	\$6,613,099	-5.0
2016-17	\$0.89404	0.1	\$6,871,688	3.9

The consolidation allows for improved services with the reliability and interoperability of the most advanced dispatching operation. Over the long term, the service will be delivered at a lower cost than the four entities could provide separately in their own jurisdictions.

The Board of Supervisors approved an Emergency Equipment Bond Issue in 2009 to fund the equipment for the new center. This issue was funded through the debt service levy and revenue from a wireless phone line tax. The state law changed in 2014 to require all wire-in lines in Scott County to pay the \$1.00 tax per line. The FY17 budget shows the entire bond payments funded through the taxes on the lines. Approximately \$1,100,000 is generated by these fees.

### TAX LEVY AND REVENUE OUTLOOK

The property tax continues to be the major revenue source for Scott County. In FY17, total net property taxes represent 61% of total County revenues. The County continues to rely heavily on property taxes to fund programs as other revenue sources have decreased in recent years. Intergovernmental revenues share of total revenues are expected to increase by 0.2%, due to the decreased state mental health funding and new WIC Grant and State property tax backfill dollars.



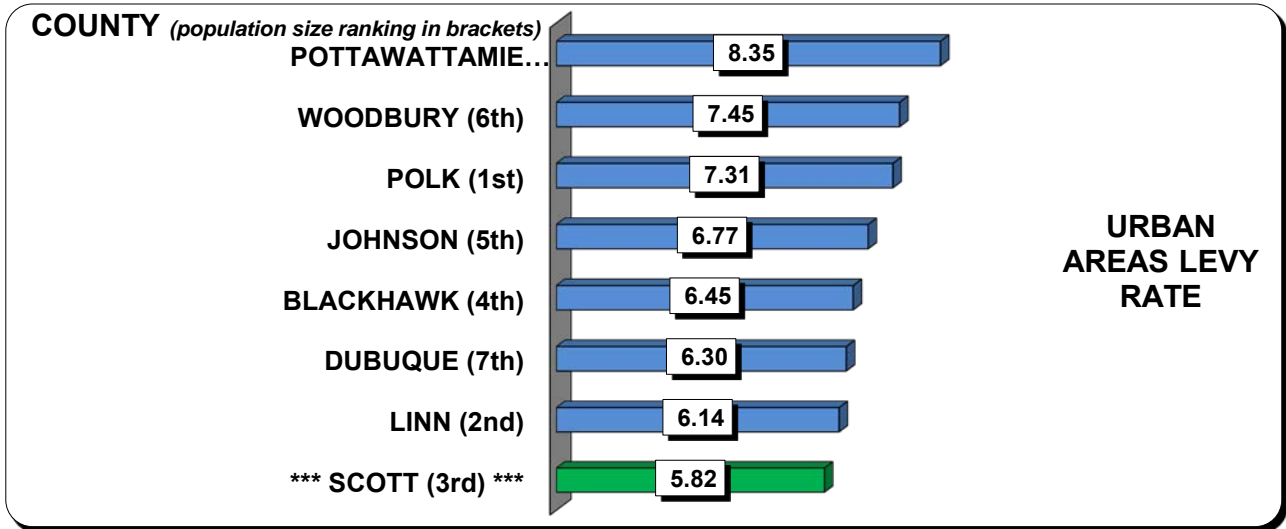
Other revenue sources in the FY17 budget are interest income and local option sales tax. As other revenues fall, the county can continue to rely on local option tax as property tax relief. The County

projects a 7.3% increase of projected revenue for FY17 compared to the budget in FY 16. We anticipate this revenue to remain stable in the long term and the increase represents recent actual results.

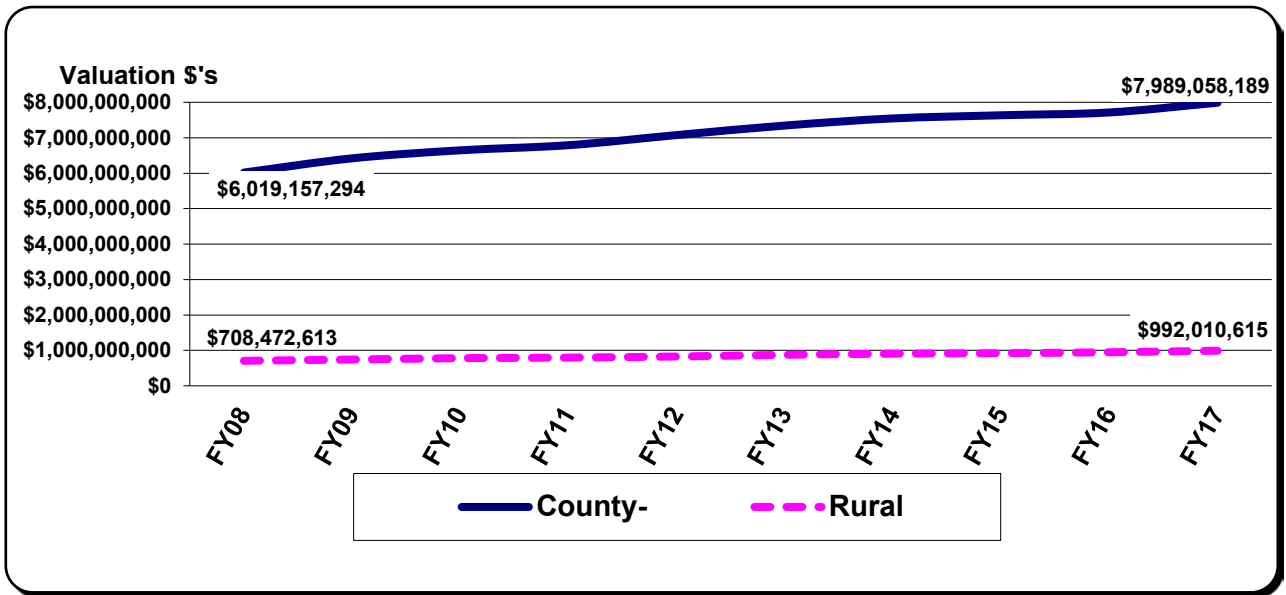
The tax rate per \$1,000 of taxable valuation for FY17 has decreased to 5.82228 for property located in incorporated areas (cities). The rate has decreased from 9.01072 to 8.78518 for property located in unincorporated areas (townships). Due to the rate decrease, all property owners with the same property valuation will see a reduction of county taxes for FY 17.

<b>Historical Tax Rates and \$ Change from Previous Year</b>				
<b>Fiscal Year</b>	<b>Urban Rate</b>	<b>% Change</b>	<b>Rural Rate</b>	<b>% Change</b>
2007-08	<b>5.54040</b>	<b>0.5</b>	<b>8.62666</b>	<b>1.2</b>
2008-09	<b>5.34263</b>	<b>-3.6</b>	<b>8.36217</b>	<b>-3.1</b>
2009-10	<b>5.48399</b>	<b>2.6</b>	<b>8.50353</b>	<b>1.7</b>
2010-11	<b>6.38587</b>	<b>16.4</b>	<b>9.40541</b>	<b>10.6</b>
2011-12	<b>6.37607</b>	<b>0.0</b>	<b>9.51373</b>	<b>1.2</b>
2012-13	<b>6.30156</b>	<b>-1.2</b>	<b>9.43922</b>	<b>-0.8</b>
2013-14	<b>6.23534</b>	<b>-1.1</b>	<b>9.28021</b>	<b>-1.4</b>
2014-15	<b>6.13204</b>	<b>-1.7</b>	<b>9.17153</b>	<b>-1.2</b>
2015-16	<b>6.00377</b>	<b>-2.1</b>	<b>9.01072</b>	<b>-1.8</b>
2016-17	<b>5.82228</b>	<b>-3.0</b>	<b>8.78518</b>	<b>-2.5</b>

For FY17, Scott County's urban property tax rate ranks the lowest respectively among the eight largest urban counties in Iowa even though we rank 3<sup>rd</sup> in population, and even with SECC operational costs and annual debt amortization. Scott County has the lowest rural property tax rate among the eight largest urban counties.



The County's tax base has increased at an average rate of 3.3% annually over the past ten years, however the five year average is 1.8% annually.



Residential taxable valuations also reflect a State imposed rollback computation, currently at 55.6259% of fair market value. The agriculture land / structure rollback computation was 46.1068% for assessment year 2015. The State of Iowa implemented a Commercial, Industrial and Railroad rollback in FY17 of 10%. However, the value lost in this rollback is backfilled by state funding. A new class of Multi-Residential was applied this year. In FY 16 these properties were valued with a 10% rollback as a Commercial property, however in FY 17 the new class is valued at 86.25% and will continue to decline by 3.75% each year until it equals the residential class. The loss in rollback value from the 100% level is no longer backfilled by the state. The loss on the multi-residential property is approximately \$200,000. The current county wide taxable valuation base amount of \$7.989 billion dollars reflects a 3.6% increase from last year. For FY17, with the rollbacks, the residential property, industrial, commercial, and ag land / structures taxable property

values increased, while utility property values decreased. The residential class of property represents approximately 63.8% of the County's total tax base.

Projecting future rollbacks, it becomes clear that the residential class will continue to fund a larger portion of the county budget each year.

### **STATE AND FEDERAL FUNDING**

State and Federal aid for next year represents 18.5% of the total revenue sources for FY17, which is down 0.2% compared to the previous year. The decrease is related to reduction of state aid for Mental Health services by about \$1.8 million, while the state replacements against levied taxes revenue, which is to supplement the 10% rollback of taxable property values within commercial and industrial classes of property, is increasing by \$600,000. The total amount of \$13,720,825 is made up of \$6,229,287 in grants, reimbursements and draw from regional mental health board, \$3,974,086 in state shared revenues such as motor fuel and franchise taxes, \$2,046,434 in state property tax replacement credits against levied taxes such as homestead replacement, and \$1,470,998 in other State credits including state payments, commercial and industrial property replacement tax credit and military tax credits.

### **OTHER REVENUES**

Fees and charges total \$6,100,049 for FY17, an increase of 0.3% of total revenue as compared to \$6,112,823 for FY16. 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. A part of this revenue is the result of housing federal prisoners. The County inmates average 265 per day. Some capacity is billed to the federal government and State of Iowa for any court cases handled in Scott County. The County is beginning to see a decrease in the repayment of delinquent fines through the County Attorney's office due to a change in fine collection agents. Late in the budget process in 2015, the state changed the primary servicer of delinquent fines from the Counties to a third party collector. New legislation restored a portion of this funding in 2016; however it is unknown of the fiscal year impact. Current revenues provide for current staffing levels. The County is expecting an increase in vehicle registration fees within the County. 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 increases in any given fiscal year. Also, County officials work with the State in this area for fees set by State law. Most projected revenues are based on historical trends factoring in any new legislative or county fee changes. Some revenues are calculated based on economic assumptions such as interest rates and income and recording fees.

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 disabled from receiving County services.

## REVENUE SUMMARY

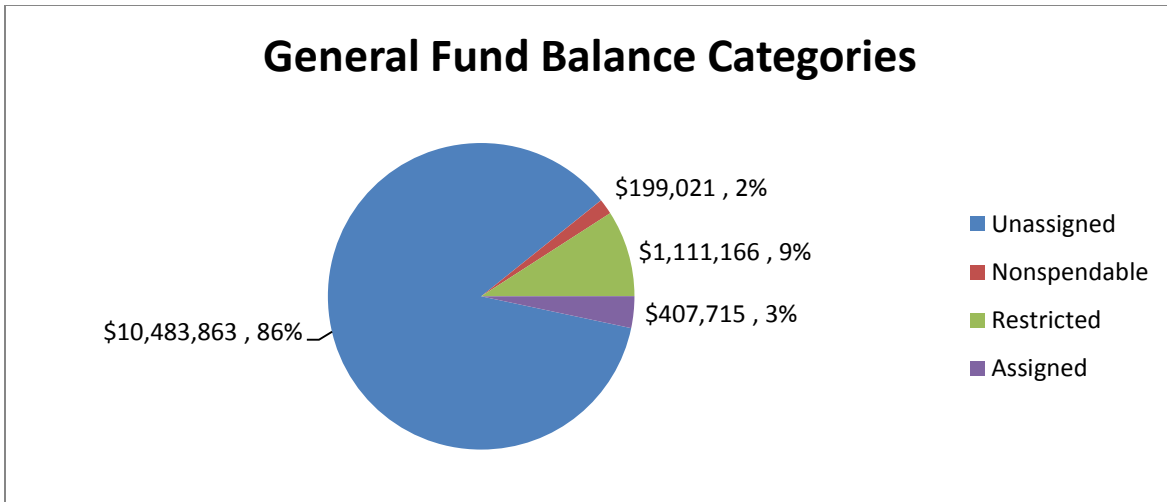
The following presents a summary of major and non-major fund reserves (excluding capital funds for the FY17 budget year and the percentage of increases and decreases in relation to the prior year budget amounts.

- **Net property taxes are revenue is remaining the same from FY 16.** The net no change was the result of a increased valuations county wide, reduce levy rate and compensating local option sales tax and intergovernmental revenues.
- **Interest rates continue to be historically low, which makes this revenue source inconsequential.** It is noted that the County receives 1.5% per month interest costs on delinquent property taxes which results in a nearly 100% collection rate.
- **Other taxes, penalties and costs are increasing slightly due to an increase in in recognized local option taxes.** Local option taxes (one cent sales tax) are projected to decrease 7.2% compared to the prior year budget based on State projections. Local option taxes are only used for property tax reduction.
- **License and permit fees are projected to remain flat from the previous year budget.** Locations within Scott County are experiencing residential building growth. However, County services for building permit review and inspections are expected to return to annual levels.
- **Charges for services are decreasing 0.2% from FY16.** This decrease is due to the net budgeting of the recording of instruments, decrease in federal prisoners at the jail and increasing motor vehicle registration fees.
- **State and Federal Aid is decreasing 1.6% compared to the FY16.** The decrease is directly related to the reduction of state aid for mental services while state replacements against levied taxes to supplement the 10% rollback of taxable property values within commercial and industrial classes of property are projected to level off.

## FUND BALANCES

The fund balance of the general fund is projected to be 12,201,765, which is the same from the re-estimated FY16 balance. Important to the Board is the maintenance of fund balance as we continue to face uncertainty in non-real estate tax revenues during these changing economic times. The Board has nonspendable fund balances for notes receivable of \$58,777 and prepaid items of \$140,244. The amounts restricted for the County Conservation sewage treatment and for other statutory programs are \$208,552 and \$902,614, respectively. The restriction by the County Conservation Board for sewerage treatment was released after the budget adoption. The amount assigned for IBNR claims liabilities is \$407,715. The remaining \$10,483,863 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.

## General Fund Balance Categories



The amount of General Fund unassigned fund balance, 19% of FY 17 expenditures is in line with the minimum amount designated by the County's Financial Management policies. All other fund balances meet or exceed recommended levels.

State Mental Health and Disabilities Services funding historically has been an issue across the state. The state legislature approved a redesign for MH/D services and took over full funding of Medicaid services in FY13. Since FY13 the State has approved a three year funding plan for services. This model was extended without additional funding after the FY 17 budget was adopted.



The Board must make funding decisions outside of the budget process because the state is unwilling to provide timely decision on mental health funding. As of July 1, 2014 the County's MH/D services became part of the Eastern Iowa Mental Health – Disability Services Region. The County's local tax levy was frozen in 1996 by State law at \$3,308,032. These tax dollars along with the State's contributed back fill dollars prior to FY17 will support the regions activities; however, the county has budgeted for a contribution from the region for fiscal FY 17 activity. The regional member counties are Cedar, Clinton, Jackson, Muscatine and Scott Counties. Because of these significant factors, the Board has not designated a minimum fund balance policy for the MH/DS fund. Without a change in state law to increase the Scott County levy limit, the region member will be funding services within Scott County and Scott County's share of regional services.

Region members have the option to vote Scott County out of the region. This would lead to significant service reductions within the county.

The Capital Projects fund balance will decrease 58.9% to \$3,444,870 from a projected \$8,382,740. A few larger FY17 capital projects include the completion of the courthouse renovation phases three and four, the Sheriff Patrol Headquarters, and the movement of Planning and Development. These projects are the reason for this decrease and are discussed further under the Capital Improvements section below.

The County's Debt Service Fund is increasing by \$68,065 to a fund balance of \$10,666,778 due to the continued contributions from the E911 Service Board to provide funding for the Emergency Equipment bonds issued in FY 2010. This debt payment is fully funded by 911 service tax on phone bills. The fund increased in FY 16 due to the issuance of GO Debt to loan to the Scott Solid Waste Commission.

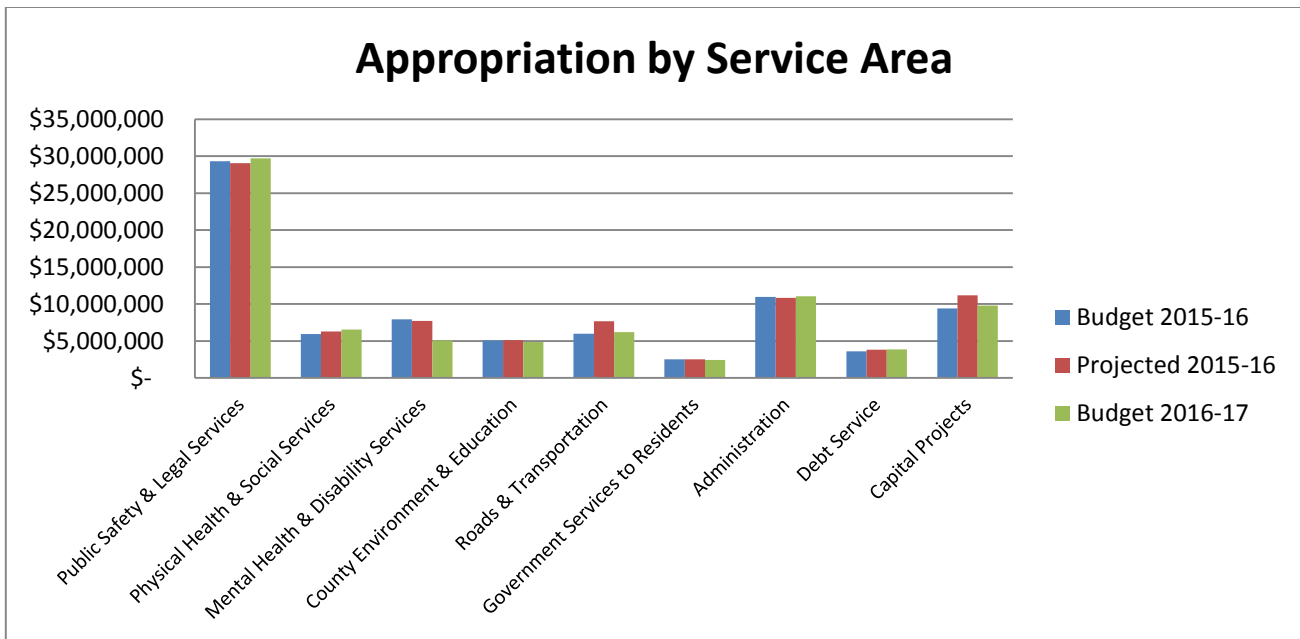
The Secondary Roads Fund is decreasing by \$294,470 due to a planned capital projects and road maintenance. The County is developing capital maintenance and improvement schedule to reflect the 2015 gasoline tax increase of \$0.10 per gallon.

Funds	FY 16 Projected Fund Balance	Change in Fund Balance - Budget 2016-2017	FY 17 Fund Balance
General	\$12,202,765	\$-	\$12,202,765
Mental Health	\$1,066,176	\$110,827	\$1,177,003
Debt Service	\$10,598,713	\$68,065	\$10,666,776
Capital Projects	\$8,382,740	(\$4,937,870)	\$3,444,870
Non-Major	\$2,775,432	(\$294,282)	\$2,481,150

### PROGRAMS AND SERVICES

As a service organization, the County is people intensive. Over the last ten (10) years the County has increased its work force by only 2.6 FTE's, or 0.5%, to its current level of 481.28 FTE's. During this period, the increase is mostly related to Health and IT to support grant funded outreach programs and technical support for component unit governments. These additions have been offset by attrition in other departments due to efficiencies. For FY17, a net 0.8 positions were added to the Sheriff's Office for adjustment of bailiff staffing hours. Information Technology is reduced by an unfilled 0.4 clerk III position. Juvenile Detention Services FTE is increased by a net 0.4 FTE to provide for consistent scheduling and fee for service outreach and monitoring programs. Facility Support and Services Department increased by 1.2 FTE to reflect the custodial and maintenance for a new Sheriff Patrol Facility. Secondary Roads Department increased by 1.0 that provides a service technician. In total, the County increased FTE's by 3.4 for FY17 due to increased staffing for patrol facility support and fleet services, incremental exchanges for part time to full time staffing levels and position reconciliation. The County has five union groups to negotiate salary and benefit agreements with following Iowa Code Chapter 20 guidelines. In recent years, the County and union groups have been successful in approving multi-year agreements. The overall negotiated average salary increase for both labor groups and non-union personnel was 2- 2.5%. At the end of March, 2016 all unions groups had settled with the county for fiscal the FY 17 budget year.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$79,515,114 which is a decrease of \$1,260,673 or 1.6% from the FY16 budget. The operating budget is down by 2.8% or \$1,883,574, primarily due to projected mental health funding and operational transfers. Total revenues (net of other financing sources and non-budgeted funds) for the County are \$74,311,853, which is a decrease of 0.2% below last fiscal year.



The overall expenditure decrease of 1.6% is the result of several service areas increasing with three decreasing. Capital projects are discussed further below and are increasing 3.9%. Government Services to Residents is decreasing 4.1% due to local election costs and employee turnover, while Administration (interprogram) is increasing 0.7% due to salary and benefits allocations and the addition of .40 fleet manager. County Environment & Education is decreasing 4.6% due to reallocation of small dollar capital outlay from general to capital expenses. Public Safety & Legal Services is increasing 1.4% primarily due to salary and benefit compensation, and contributions to SECC for general operations. Physical Health and Social Services is increasing 10.0% due to the addition of pass through grant funding for WIC services and staff compensation.

Mental Health and Developmental Disabilities Services is decreasing by 36% due to state mental health redesign and the funding of some services at the new regional level. This is the second year of budgeting as a region and under ACA funding which is changing the costs structure of the program. Roads & Transportation is a 3.5% increase due to the capital improvements within the road maintenance activities, while Debt Service is increasing by 7.1%. Debt Service includes interest and principal payments on the Solid Waste general obligation bond issued in FY 2016, but paid by the commission, and River Renaissance general obligation bond issue, and the county issued Emergency Equipment Bonds, and Public Safety Authority capital lease. Additionally, the leasing body, Scott County Public Safety Authority, crossover refunded the debt for future years. FY 17 is the second year of reduced debt service payments by about \$175,000 per year. The expected decrease in debt service requirements from tax levy dollars in FY 17 and future years will allow for continued strategic flexibility in the County's tax rate. The reduced need of tax dollars, with increased tax base, will allow a lower percentage of tax levy dollars to be allocated to debt service.

### CAPITAL IMPROVEMENTS AND DEBT SERVICE

Beginning in our FY13 capital improvement plan, the County focused on its un-programmed needs and capital projects in future years. We not only have planned for the future from a needs perspective, but we have translated those needs being met from a funding prospective. The County planned to increase its contributions to the capital projects and electronic equipment fund to provide for major improvements, such as the projects in the space utilization plan and technology



improvements. FY 17 projects concludes both of these studies. The capital program for FY 18 through FY 21 shows an increased commitment to Conservation Projects.

The operating budget again will be supplemented with an aggressive five year Capital Improvements Program. In most years, it is the Board's intention to include, in the operating budget, transfers to the Capital Improvement Fund for capital improvement projects. The program is largely supported by property tax dollars. There has been an increase in FY16-FY17 to reflect the change in small dollar capital equipment for the conservation department and segregated funding for vehicle acquisition. In addition, the county was able to transfer prior year budget savings to the fund to support future projects.

Beginning in fiscal year 2014, the County could include the lease payment payable to the Public Safety Authority in the Debt Service Fund. This reallocation of debt service allows a greater access to the entire county taxable valuation and reduces the overall tax rate payable by the taxpayers. Additionally in Fiscal Year 2013, the County Public Safety Authority (PSA) entered into a cross-over refunding arrangement to reduce future debt service by \$2.095 million dollars through FY 2025. This resulted in an amended lease contract between the County and the PSA. The County completed the cross over refunding in FY 15. Additionally the County issued \$8.215 million of Solid Waste Disposal Bonds in FY 2016 to fund single stream recycling center for the Scott County Waste Commission. These bonds are funded by the proceeds from the Waste Commission.

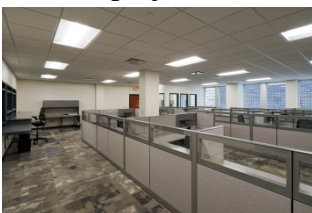


Scott County Waste Commission Single Stream remodel

The Board of Supervisors has authorized a transfer from the General Fund to the Electronic Equipment fund to support computer software and hardware purchases as a result of the adopted Scott County IT Strategic Master Plan. This plan was adopted by the Board of Supervisors Spring of 2010, and includes numerous projects that will require the purchase of new software and hardware. The final major project is document management and is funded in FY16-FY17 budgets.

The County is currently using only 4.84% of its allowable legal debt margin consisting of three general bond issues and the lease obligations to the Public Safety Authority. These outstanding bond issues are described further under the major governmental funds section of this document. An additional debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion being approved at the fall 2004 general election. This was refunded in the form of \$17.675 million in refunding bonds in 2012 and 2013. In FY10, the County issued \$10.5 million of Emergency Equipment Bonds to finance acquisition of 911 and radio equipment, towers, computer equipment, software and hardware for the new Scott Emergency Communication Center (SECC). In FY 16, the County issued \$8.215 million in Solid Waste Disposal Bonds to finance single stream recycling center and equipment.

The capital improvement budget totals \$9,780,100 for fiscal year FY17, with 71% or \$6,913,600 for general projects, 15% or \$1,470,000 for Secondary Roads projects, 3% or \$324,000 for vehicle acquisition and 11% or \$1,072,500 for Conservation parks and recreation projects. The larger, non-routine projects for FY17 include finishing phase three and four of the courthouse renovation, \$3,100,000, of the Space Plan Utilization Projects at the County Courthouse, \$4,500,000 for the Sheriff Patrol Headquarters, \$235,000 for the relocation and construction of the planning and development office, and \$235,000 for Juvenile Detention Center renovation system.



Phase 1 & 2 of Courthouse

The general capital improvements budget of \$6,913,600 is supported by fund balances from various funds including the electronic equipment 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 also is supported by gaming boat revenues. Unfortunately, gaming revenues have seen a decline of approximately 40% in over ten years because of the economy. This decline in a critical funding source for our capital budget requires a larger property tax transfer to fund projects. Gaming taxes may increase in the near future due to the redevelopment of two boat casinos into land based casinos; however, the net increase is unknown at this time.



Sheriff Patrol  
Aerial Plan

The local Secondary Roads capital program totals \$1,470,000, which is significantly larger than previous years. This amount is for Jamestown Road Asphalt project. Additionally, the County's Secondary Roads Department will complete three bridge replacements in the coming year within Sheridan, Allen's Grove and Liberty townships.

The Conservation Department capital plan for FY17 totals \$1,072,500. Conservation capital projects include restroom replacement, lodge design and Lakeview Shelter at West Lake Park (\$198,000), and cabin construction, campground design, aquatic pool renovation, Pioneer Village Steeple renovation, and restroom replacement at Scott County Park (\$669,500). Conservation also has designated a portion (\$30,000) and \$175,000 of small equipment. The budget document contains a capital improvements section under the tab entitled "Major Governmental Funds". This section is informative and provides a correlation between the operations budget and the five-year capital improvements program. There is also a column for unprogrammed needs to allow identification of needed capital projects in the future when funding becomes available.

### SUMMARY

The preparation of the FY17 budget has been an opportunity to fund important capital projects and set direction for future revenue shortfalls due to the multi-family residential class. The Board is very pleased to have met its goals in both balancing the FY17 operating budget and stabilizing the County's reliance on property tax revenues.

The Board and County Administrator expresses its appreciation to the staff of all departments who assisted and contributed to its preparation. Special thanks goes to the Director of Budget and Administrative Services, ERP / ECM Analyst, Administrative Assistant, 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), Office Manager and Accounting and Tax Manager (Auditor's Office), County Attorney (Office Manager), Planning and Development Director, and the Operation's Manager (Recorder's Office).

These are challenging times which require the Board, elected and appointed department heads, and County staff to develop new methods and ideas in providing services to the community and to continue to improve its public facilities and infrastructure. The continued change of the state/federal/local funding partnerships 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. The future property tax limitations approved by the State Legislature will affect economic growth opportunities and may force service reductions. Nonetheless, 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.

With strong leadership and a commitment to improve the quality of life in the County, the Board of Supervisors and Administration 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,



Jim Hancock, Chair  
Scott County Board of Supervisors

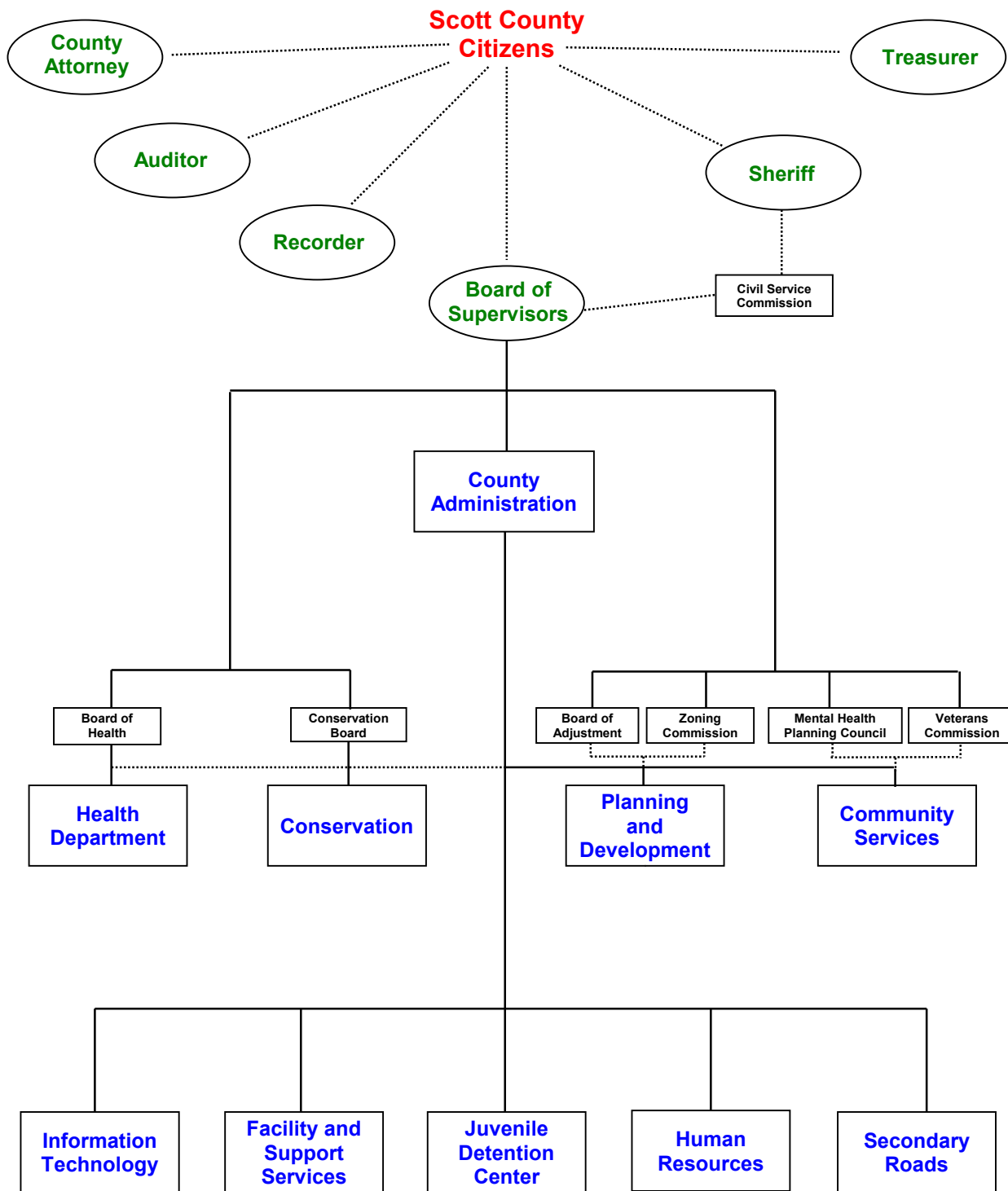


Dee F. Bruemmer  
County Administrator

## **SCOTT COUNTY OFFICIALS**

<u>Official Title</u>	<u>Official</u>	<u>Term Expiration Date of Elected Officials</u>
<b>Elected Officials</b>		
Supervisor, Chairperson	Jim Hancock	2016
Supervisor, Vice Chair	Carol T. Earnhardt	2018
Supervisor	Diane Holst	2018
Supervisor	Brinson Kinzer	2018
Supervisor	Tom Sunderbruch	2016
Attorney	Michael J. Walton	2018
Auditor	Roxanna Moritz	2016
Recorder	Rita Vargas	2018
Sheriff	Dennis Conard	2016
Treasurer	Bill Fennelly	2018
<b>Administration</b>		
County Administrator	Dee F. Bruemmer	
<b>Department Heads</b>		
Budget and Administrative Services	David Farmer	
Community Services	Lori Elam	
Conservation	Roger Kean	
Facility and Support Services	Tammy Speidel	
Health	Edward Rivers	
Human Resources	Mary Thee	
Information Technology	Matt Hirst	
Juvenile Detention Center	Jeremy Kaiser	
Planning & Development	Tim Huey	
Secondary Roads	Jon Burgstrum	

# Scott County Government Organizational Chart



— Direct supervision  
 - - - Advisory relationship

**Elected Departments**  
**Appointed Departments**

Appointed Boards and Commissions

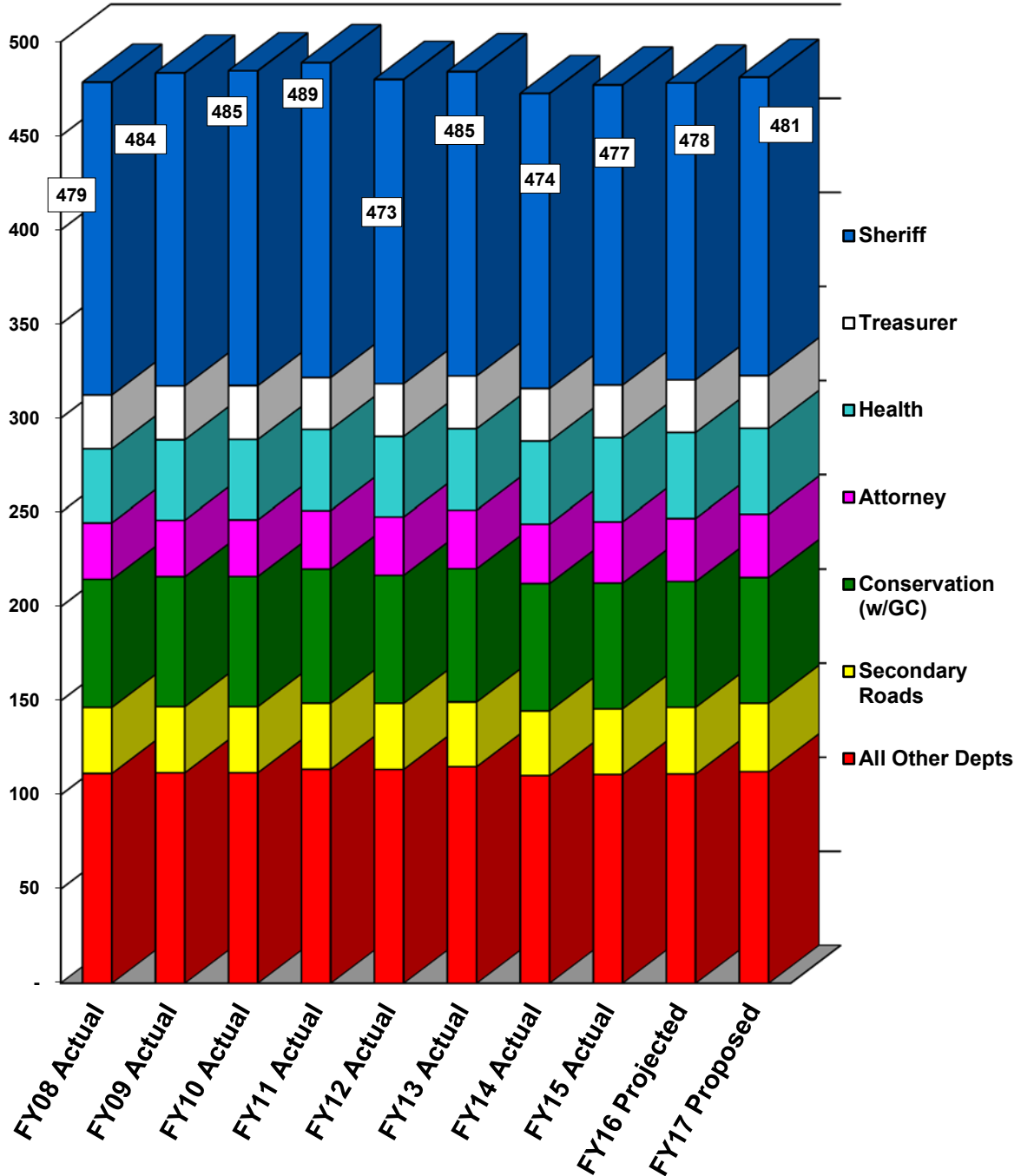
## 10 YEAR FTE LISTING

<u>Department</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
Administration	3.10	3.50	3.50	3.50	3.50	3.50	3.50	3.50	4.90	5.90
Attorney	30.00	30.00	30.00	31.00	31.00	31.00	31.50	32.50	33.50	33.50
Auditor	16.40	15.40	15.40	14.40	14.40	14.05	14.05	14.05	14.05	14.05
Community Services	12.50	12.50	12.50	11.50	11.50	11.50	10.00	10.00	10.00	10.00
Conservation (net of golf course)	48.71	49.71	49.85	51.87	48.62	51.45	49.70	48.85	48.85	48.85
Facility and Support Services	29.14	29.14	29.14	31.04	30.55	30.55	29.60	30.50	28.50	28.70
Health	39.15	42.60	42.60	43.00	42.65	43.25	43.97	44.52	45.52	45.52
Human Resources	4.50	4.50	4.50	4.50	4.50	4.50	3.50	3.50	3.50	3.50
Information Technology	11.00	12.00	12.00	14.00	14.40	15.40	15.40	15.40	15.40	15.00
Juvenile Court Services	14.20	14.20	14.20	14.20	14.20	15.00	14.20	14.20	15.00	15.40
Planning & Development	4.08	4.08	4.08	4.08	4.08	4.08	4.08	3.83	4.33	4.33
Recorder	11.50	11.50	11.50	11.50	11.50	11.50	11.00	11.00	10.50	10.50
Secondary Roads	35.15	35.15	35.15	35.15	35.15	35.40	34.40	34.85	35.45	36.45
Sheriff	166.30	166.35	167.35	167.35	154.35	161.75	156.80	159.50	157.80	158.60
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	27.60	28.00	28.00	28.00	28.00	28.00	28.00
<b>SUBTOTAL</b>	<b>459.33</b>	<b>464.23</b>	<b>465.37</b>	<b>469.69</b>	<b>453.40</b>	<b>465.93</b>	<b>454.70</b>	<b>459.20</b>	<b>460.30</b>	<b>463.30</b>
Golf Course Enterprise	19.35	19.35	19.35	19.35	19.35	19.35	19.35	17.98	17.98	17.98
<b>TOTAL</b>	<b>478.68</b>	<b>483.58</b>	<b>484.72</b>	<b>489.04</b>	<b>472.75</b>	<b>485.28</b>	<b>474.05</b>	<b>477.18</b>	<b>478.28</b>	<b>481.28</b>

## FTE (Full Time Equivalents) STAFFING TRENDS

### TEN YEAR COMPARISON

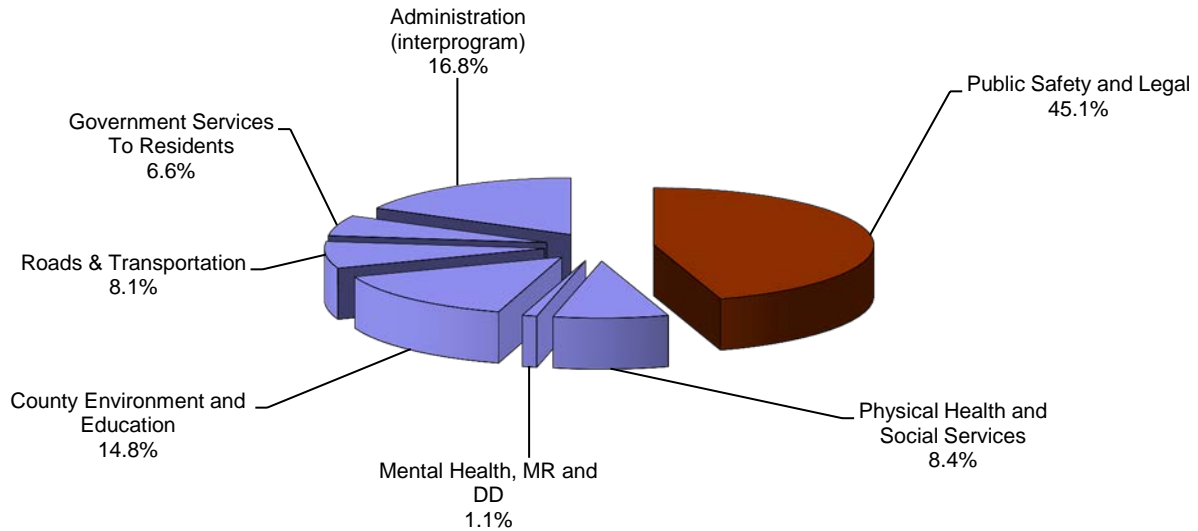
FTE's



Total FTE's have increased 3.0 positions or 0.6% over the past 10 years. 6.4 positions have been added to the Health Department, primarily grant funded positions or for the Jail Inmate Health program. 0.6 positions have been added to Facility & Support Services to supplement new services areas at the Jail and SECC. Some departments such as Sheriff, Secondary Roads, Conservation, Community Services, and the Treasurer's office have actually reduced their FTE's over the past 10 years.

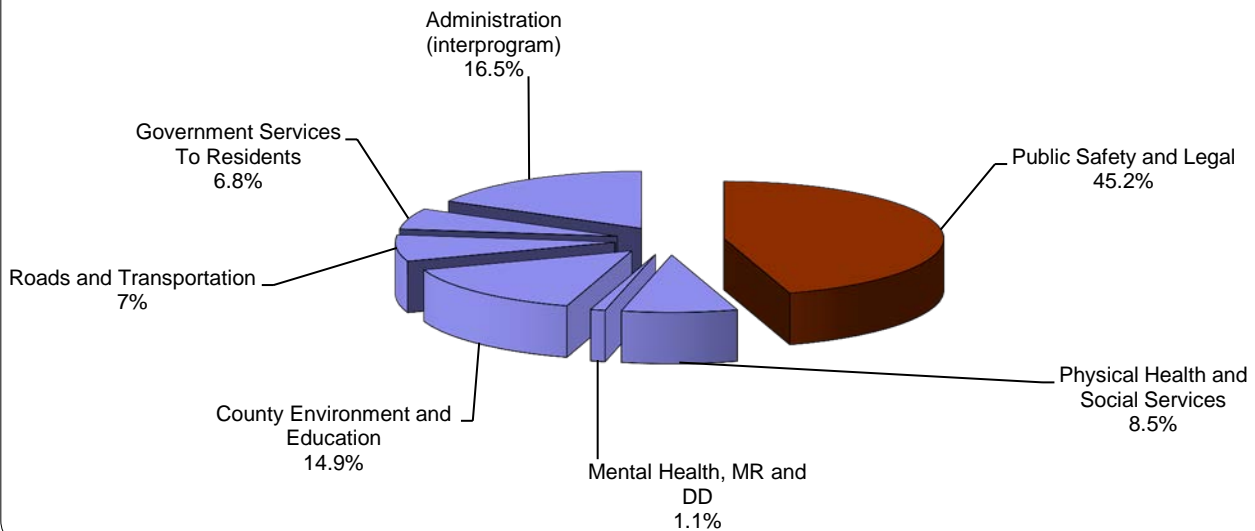
## FTE (Full Time Equivalents) Staffing FY16 vs FY17 - By Service Area

### FY17 BUDGET: 481.28 FTE's



**Almost half of the County's workforce is a part of the Public Safety & Legal Services area (Attorney, Jail Health, Sheriff, Juvenile Detention).**

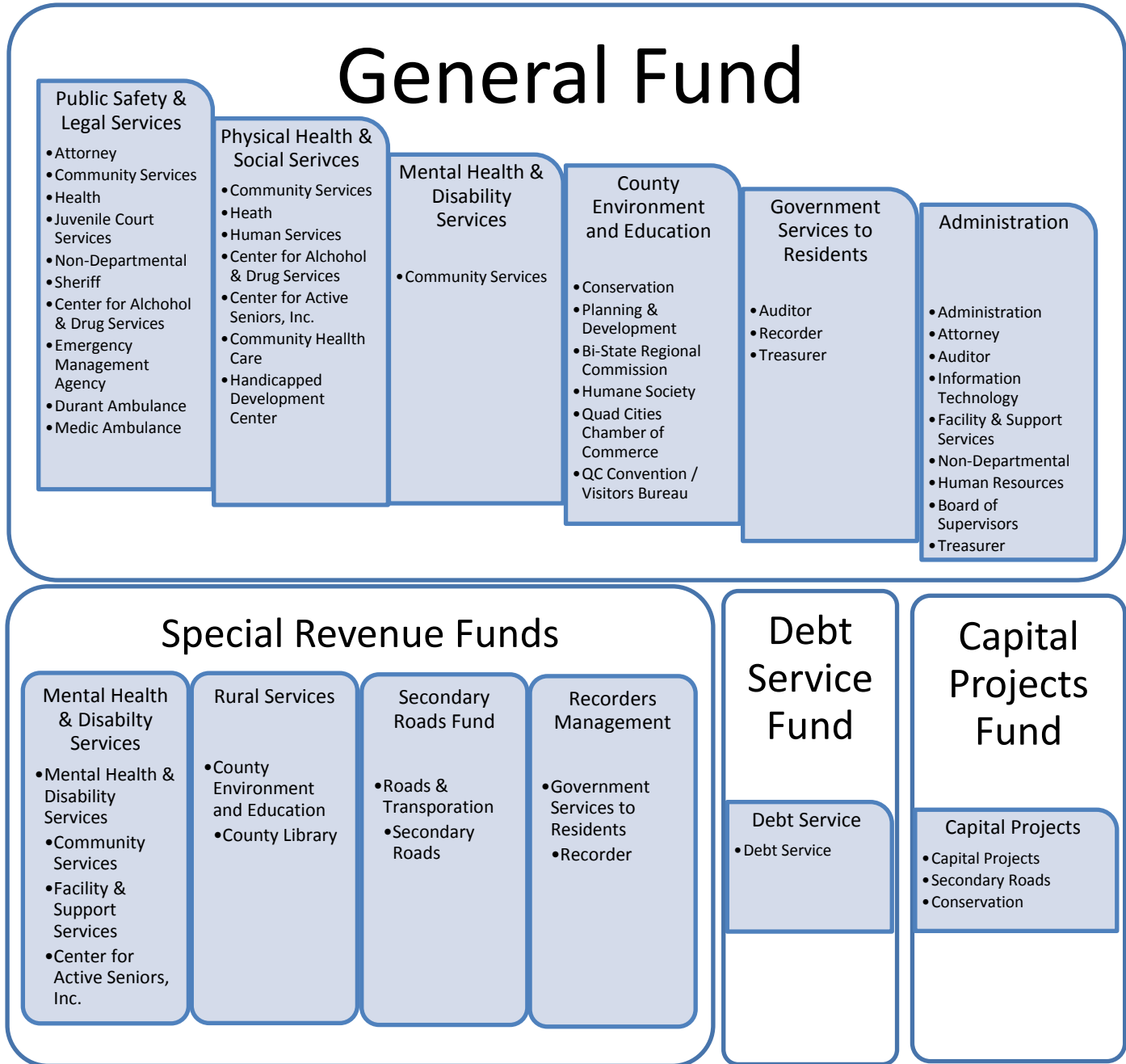
### FY16 BUDGET: 478.28 FTE's





# Scott County

## Governmental Funds, State Service Areas and Related Departments



The above chart describes the relationship of the governmental fund types, individual funds, state service areas and servicing departments or authorized agencies.



# SCOTT COUNTY FUND STATEMENT

## ALL FUNDS

<u>Fund</u>	<u>Estimated Balance 06/30/16</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/17</u>
<b>Major Governmental Funds</b>				
General Fund	\$ 12,202,765	\$ 64,200,948	\$ 64,200,948	\$ 12,202,765
Mental Health & Disability Services	1,066,176	5,016,878	4,906,052	1,177,002
Debt Service	10,598,713	3,934,644	3,866,579	10,666,778
Capital Improvements				
General	5,983,948	2,977,030	7,986,100	974,878
Electronic Equipment	23,776	610,000	610,000	23,776
Vehicle	381,287	325,200	324,000	382,487
Conservation Equip Reserve	467,604	70,000	-	537,604
Conservation CIP Reserve	<u>1,526,125</u>	<u>-</u>	<u>-</u>	<u>1,526,125</u>
Total Capital Improvements	8,382,740	3,982,230	8,920,100	3,444,870
Total Major Governmental Funds	32,250,394	77,134,700	81,893,679	27,491,415
<b>Nonmajor Governmental Funds</b>				
Rural Services	156,779	2,965,059	2,975,021	146,817
Recorder's Record Mgt	73,864	30,150	20,000	84,014
Secondary Roads	<u>2,544,788</u>	<u>7,374,053</u>	<u>7,668,523</u>	<u>2,250,318</u>
Total Nonmajor Governmental Funds	2,775,431	10,369,262	10,663,544	2,481,149
<b>Business-Type Activities Fund</b>				
Golf Course Enterprise	<u>2,459,426</u>	<u>1,107,200</u>	<u>1,053,324</u>	<u>2,513,302</u>
<b>Total*</b>	<u>\$ 37,485,251</u>	<u>\$ 88,611,162</u>	<u>\$ 93,610,547</u>	<u>\$ 32,485,866</u>

\*Includes interfund transfers and non-budgeted fund activity. All funds are budgeted funds with the exception of the Golf Course Enterprise Fund as further discussed under the blue tabbed Supplemental Information section (basis of accounting) of this budget document.

## SCOTT COUNTY REVENUE ESTIMATES ALL FUNDS

<u>Fund</u>	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 62,378,494	\$ 61,781,931	\$ 62,497,149	\$ 64,200,948	3.9%
Mental Health & Disability Services	9,001,712	6,826,863	3,469,296	5,016,878	-26.5%
Debt Service	4,148,359	4,022,214	12,450,084	3,934,644	-2.2%
Capital Improvements					
General	7,292,316	3,060,030	5,716,030	2,977,030	-2.7%
Electronic Equipment	850,038	610,000	610,000	610,000	0.0%
Vehicle	26,164	-	250,783	325,200	0.0%
Conservation Equip Reserve	58,905	54,000	54,000	70,000	29.6%
Conservation CIP Reserve	712,988	7,000	8,764	-	0.0%
Total Capital Improvements	8,940,411	3,731,030	6,639,577	3,982,230	6.7%
Total Major Governmental Funds	84,468,976	76,362,038	85,056,106	77,134,700	1.0%
<b>Nonmajor Governmental Funds</b>					
Rural Services	2,821,311	2,879,546	2,879,846	2,965,059	3.0%
Recorder's Record Mgt	30,387	30,150	30,150	30,150	0.0%
Secondary Roads	6,675,580	6,767,702	7,470,383	7,374,053	9.0%
Total Nonmajor Governmental Funds	9,527,278	9,677,398	10,380,379	10,369,262	7.1%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	1,214,941	1,106,900	1,107,200	1,107,200	0.0%
<b>Total*</b>	<u>\$ 95,211,195</u>	<u>\$ 87,146,336</u>	<u>\$ 96,543,685</u>	<u>\$ 88,611,162</u>	1.7%

\*Includes interfund transfers and non-budgeted fund activity

Note: Mental Health and Disability Services revenues have fluctuated due to the change in state funding model for regional services.

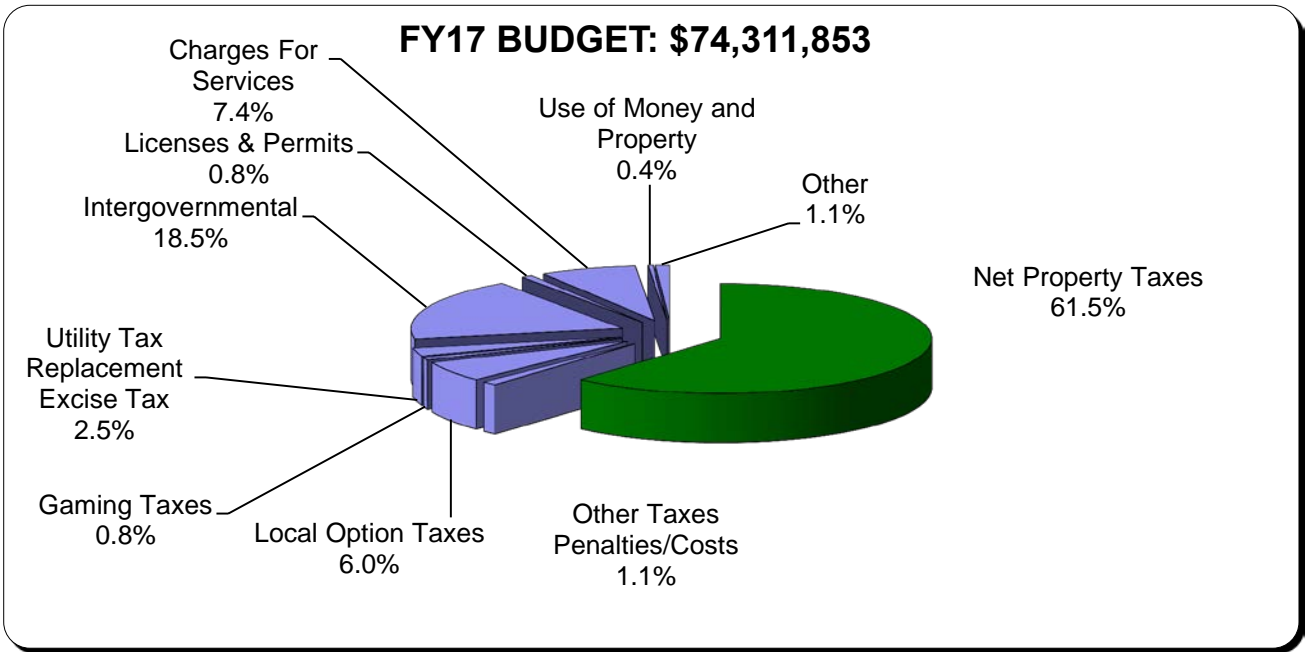
Note: Secondary Roads FY17 budgeted revenue activity represents increased projects due to incorporation of gasoline tax increase.

## ALL COUNTY FUNDS - REVENUES RECONCILIATION INFORMATION

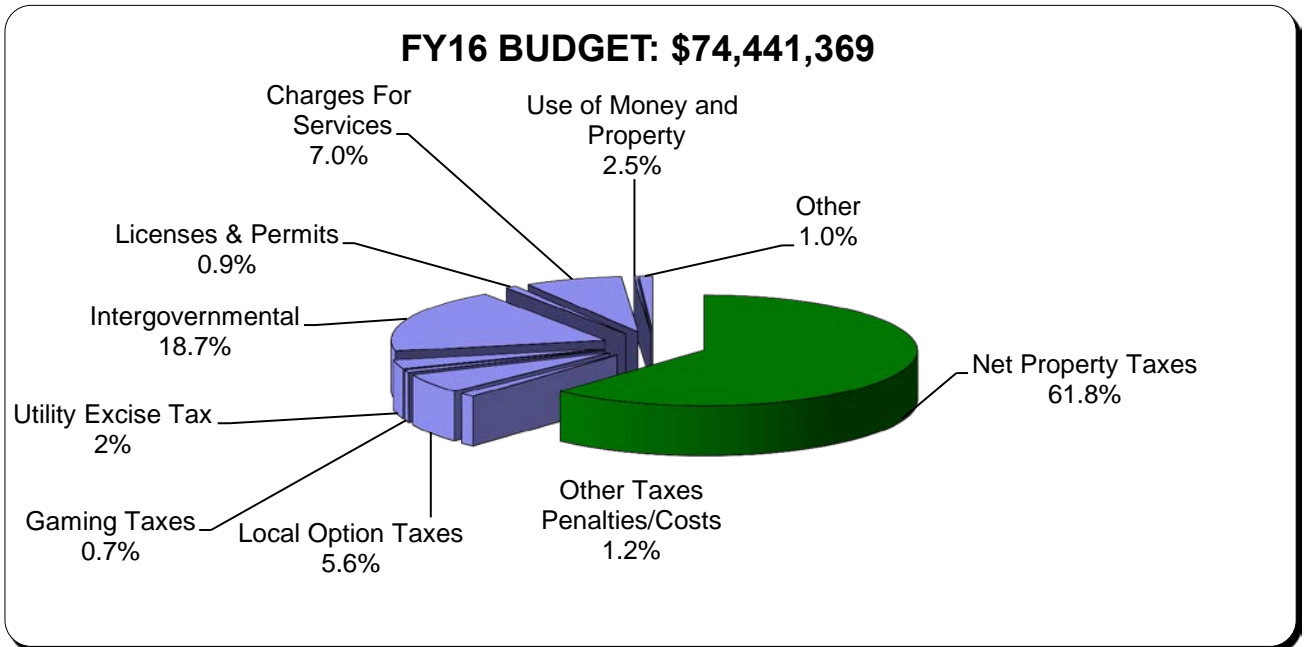
	<u>Actual</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>Revised</u> <u>Estimate</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Revenues per summary statement</b>	\$ 95,211,195	\$ 87,146,336	\$ 96,543,685	\$ 88,611,162	1.7%
<b>Less transfers in:</b>					
GENERAL BASIC					
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
Conservatin Equipment	58,667	-	-	-	N/A
GENERAL SUPPLEMENTAL					
General Basic	5,125,102	5,152,037	5,152,037	6,464,079	25.5%
SECONDARY ROADS					
General Basic	753,000	775,000	775,000	835,000	7.7%
Rural Services Basic	2,261,000	2,310,000	2,310,000	2,408,000	4.2%
CAPITAL IMPROVEMENT					
General Basic	5,844,768	1,770,030	4,229,030	1,770,030	0.0%
Electronic Equipment	850,000	610,000	610,000	610,000	0.0%
ELECTRONIC EQUIPMENT					
General Basic	850,000	610,000	610,000	610,000	0.0%
VEHICLE REPLACEMENT					
General Basic	-	-	235,000	325,000	N/A
CONSERVATION CAPITAL IMPROVEMENT					
General Basic	28,451	-	-	-	N/A
<b>Total Transfers In</b>	15,790,988	11,247,067	13,941,067	13,042,109	16.0%
Less: Proceeds of fixed assets	96,048	351,000	274,223	150,000	-57.3%
Less: Bond Sale Proceeds	-	-	8,314,500	-	N/A
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE REVENUES	991,580	1,106,900	1,107,200	1,107,200	0.0%
TRANSFER TO GOLF COURSE ENTERPRISE	223,361	-	-	-	N/A
<b>Total Non-Budgeted Funds</b>	1,214,941	1,106,900	1,107,200	1,107,200	0.0%
<b>Net Budgeted Revenues</b>	<u>\$ 78,109,218</u>	<u>\$ 74,441,369</u>	<u>\$ 72,906,695</u>	<u>\$ 74,311,853</u>	-0.2%

# COUNTY REVENUES BY SOURCE

Budgeted Funds



Net property taxes represent over half of all revenues collected by the County.



## REVENUE SOURCES

(excluding transfers, sale of capital assets and non-budgeted funds)

<u>Revenues</u>	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 47,749,333	\$ 47,395,718	\$ 47,395,718	\$ 47,737,932	0.7%
Less: Uncollected Delinq Taxes-Levy Yr	27,703	20,603	20,603	27,703	34.5%
Less: Credits To Taxpayers	<u>1,725,323</u>	<u>1,427,968</u>	<u>1,748,797</u>	<u>2,046,454</u>	43.3%
Net Current Property Taxes	45,996,307	45,947,147	45,626,318	45,663,775	-0.6%
Add: Delinquent Property Tax Revenue	<u>27,703</u>	<u>20,603</u>	<u>20,603</u>	<u>27,703</u>	34.5%
Total Net Property Taxes	46,024,010	45,967,750	45,646,921	45,691,478	-0.6%
Penalties, Interest & Costs On Taxes	715,763	800,000	780,000	780,000	-2.5%
Other County Taxes	<u>71,502</u>	<u>66,300</u>	<u>66,300</u>	<u>71,502</u>	7.8%
Total Other Taxes, Penalties & Costs	787,265	866,300	846,300	851,502	-1.7%
Local Option Taxes	4,403,167	4,170,723	4,475,000	4,475,000	7.3%
Gaming Taxes	528,381	535,000	560,000	560,000	4.7%
Utility Tax Replacement Excise Tax	1,891,294	1,918,685	1,918,585	1,834,620	-4.4%
Intergovernmental:					
State Shared Revenues	3,438,603	3,217,702	3,965,791	3,974,086	23.5%
State Grants & Reimbursements	3,808,093	2,956,926	2,940,342	2,889,638	-2.3%
State / Federal Pass Through Rev	527,873	442,080	1,135,876	1,070,434	142.1%
State Credits Against Levied Taxes	1,725,323	1,427,968	1,748,797	2,046,454	43.3%
Other State Credits	5,563,033	4,953,531	1,611,414	1,470,998	-70.3%
Federal Grants & Entitlements	147,697	8,300	8,000	8,000	-3.6%
Contr & Reimb From Other Govts	484,867	922,760	833,559	2,254,115	144.3%
Payments in Lieu of Taxes	<u>7,058</u>	<u>6,500</u>	<u>7,100</u>	<u>7,100</u>	9.2%
Subtotal Intergovernmental	15,702,547	13,935,767	12,250,879	13,720,825	-1.5%
Licenses & Permits	752,254	633,670	678,140	630,330	-0.5%
Charges For Services	6,164,147	5,479,153	5,415,077	5,469,719	-0.2%
Use of Money & Property	179,457	181,221	218,125	283,379	56.4%
Miscellaneous	<u>1,676,696</u>	<u>753,100</u>	<u>897,668</u>	<u>795,000</u>	5.6%
<b>Total Revenues</b>	<u>\$ 78,109,218</u>	<u>\$ 74,441,369</u>	<u>\$ 72,906,695</u>	<u>\$ 74,311,853</u>	-0.2%

Note: State / Federal Pass through Rev represents \$800,000 grant for WIC services granted from the state to the County  
 Note: Contr & Reimb from Other Govts represents request for MHDD Regional funds for use within County Mental Health Fund. An elimination of equalization dollars from the State of Iowa is represented in the decrease within Other State Credits.

## TEN YEAR REVENUE SOURCES SUMMARY

### Budgeted Funds

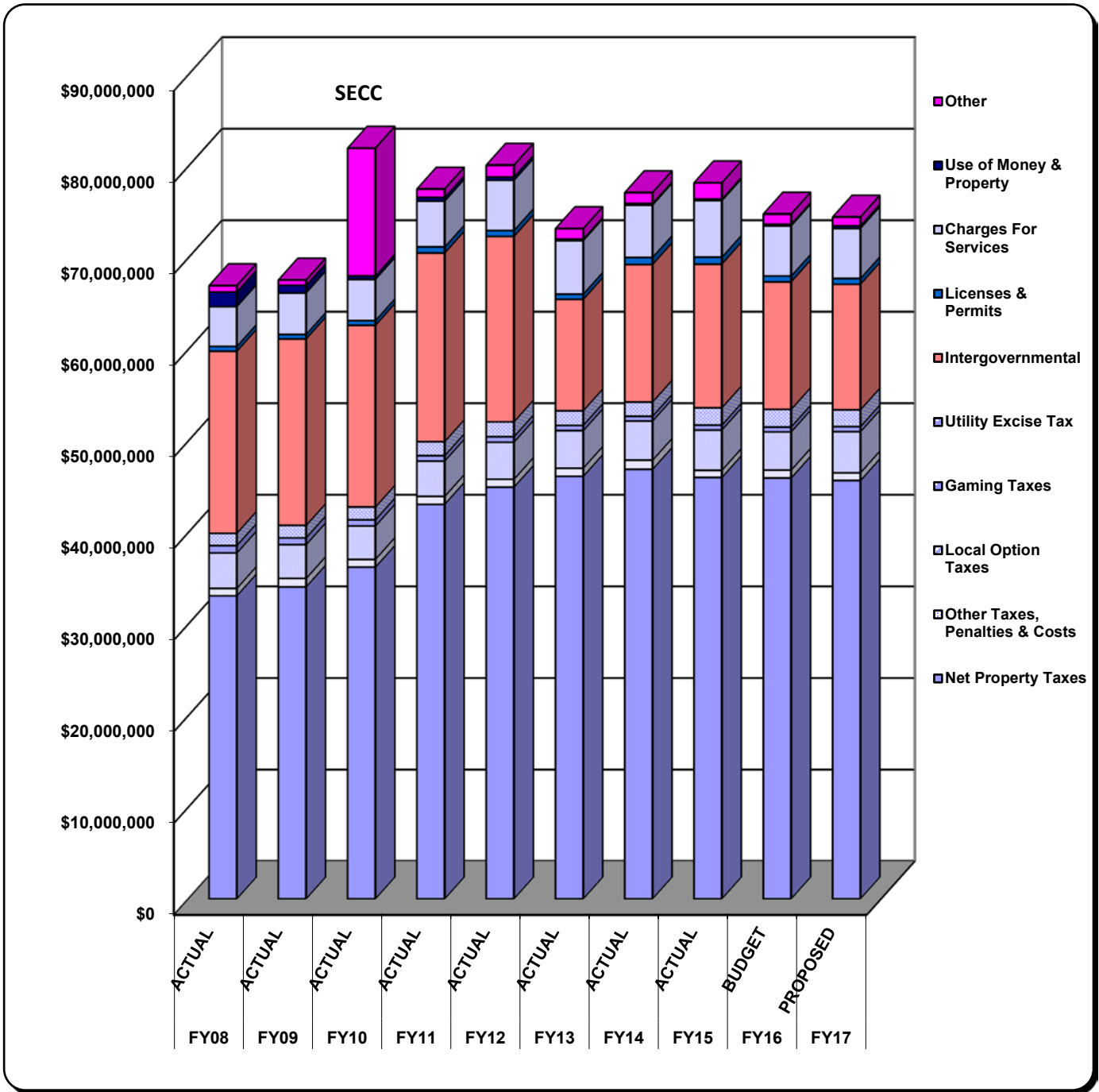
	<u>FY08 ACTUAL</u>	<u>FY09 ACTUAL</u>	<u>FY10 ACTUAL</u>	<u>FY11 ACTUAL</u>	<u>FY12 ACTUAL</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 34,109,055	\$ 35,031,015	\$ 37,170,576	\$ 44,095,422	\$ 45,954,824
Less: Uncollected Delinquent Taxes	19,860	27,976	19,607	57,233	38,493
Less: Credits To Taxpayers	<u>988,307</u>	<u>948,239</u>	<u>937,679</u>	<u>996,866</u>	<u>976,464</u>
Net Current Property Taxes	33,100,888	34,054,800	36,213,290	43,041,323	44,939,867
Add: Delinquent Property Tax Rev	<u>19,860</u>	<u>27,976</u>	<u>19,607</u>	<u>57,233</u>	<u>38,493</u>
Total Net Property Taxes	33,120,748	34,082,776	36,232,897	43,098,556	44,978,360
Penalties, Interest & Costs on Taxes	731,456	847,456	790,006	791,685	789,143
Other County Taxes	<u>65,254</u>	<u>66,852</u>	<u>63,470</u>	<u>68,513</u>	<u>68,373</u>
Total Other Taxes, Penalties & Costs	796,710	914,308	853,476	860,198	857,516
Local Option Taxes	3,860,101	3,691,392	3,637,825	3,863,574	4,052,754
Gaming Taxes	815,524	748,920	676,255	584,582	596,840
Utility Tax Replacement Excise Tax	1,341,669	1,348,776	1,395,383	1,539,020	1,625,295
Intergovernmental :					
State Shared Revenues	2,866,917	2,743,735	3,101,887	2,776,120	3,146,564
State Grants & Reimbursements	9,351,941	9,631,926	10,857,101	10,835,056	9,913,111
State Credits Against Levied Taxes	988,307	948,239	937,679	996,866	1,008,826
State/Federal Pass-Through Grants	<u>1,765,247</u>	<u>2,280,066</u>	<u>393,588</u>	<u>465,843</u>	<u>1,348,695</u>
Other State Credits	4,205,709	4,235,316	3,888,884	3,933,358	3,889,690
Federal Grants & Entitlements	12,853	22,194	241,502	1,149,865	172,734
Contr & Reimb From Other Govts	673,849	498,567	420,724	431,451	762,885
Payments in Lieu of Taxes	<u>8,226</u>	<u>9,046</u>	<u>6,827</u>	<u>6,782</u>	<u>6,682</u>
Subtotal Intergovernmental	19,873,049	20,369,089	19,848,191	20,595,341	20,249,187
Licenses & Permits	540,170	505,300	525,427	666,627	653,400
Charges For Services	4,337,362	4,516,303	4,490,155	4,993,149	5,463,130
Use of Money & Property	1,604,900	840,535	373,200	410,093	375,150
Other:					
Miscellaneous	683,728	523,321	625,593	754,697	932,323
General Long Term Debt Proceeds	-	-	13,270,756	-	-
Proceeds of Fixed Asset Sales	<u>67,797</u>	<u>40,990</u>	<u>56,905</u>	<u>157,209</u>	<u>343,601</u>
Total Other	751,525	564,311	13,953,254	911,906	1,275,924
Total Revenues & Other Sources	<u>\$ 67,041,758</u>	<u>\$ 67,581,710</u>	<u>\$ 81,986,064</u>	<u>\$ 77,523,046</u>	<u>\$ 80,127,556</u>



**TEN YEAR REVENUE SOURCES SUMMARY**  
**Budgeted Funds (continued)**

	<u>FY 13 ACTUAL</u>	<u>FY 14 ACTUAL</u>	<u>FY 15 ACTUAL</u>	<u>FY16 BUDGET</u>	<u>FY17 BUDGET</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 47,340,634	\$ 48,348,396	\$ 47,749,333	\$ 47,395,718	\$ 47,737,932
Less: Uncollected Delinquent Taxes	18,652	19,214	27,703	20,603	27,703
Less: Credits To Taxpayers	<u>1,181,783</u>	<u>1,427,445</u>	<u>1,725,323</u>	<u>1,427,968</u>	<u>2,046,454</u>
Net Current Property Taxes	46,140,199	46,901,737	45,996,307	45,947,147	45,663,775
Add: Delinquent Property Tax Rev	<u>18,652</u>	<u>19,214</u>	<u>27,703</u>	<u>20,603</u>	<u>27,703</u>
Total Net Property Taxes	46,158,851	46,920,951	46,024,010	45,967,750	45,691,478
Penalties, Interest & Costs on Taxes	816,474	930,986	715,763	800,000	780,000
Other County Taxes	<u>70,286</u>	<u>66,301</u>	<u>71,502</u>	<u>66,300</u>	<u>71,502</u>
Total Other Taxes, Penalties & Costs	886,760	997,287	787,265	866,300	851,502
Local Option Taxes	4,098,552	4,268,291	4,403,167	4,170,723	4,475,000
Gaming Taxes	579,504	527,014	528,381	535,000	560,000
Utility Tax Replacement Excise Tax	<u>1,598,817</u>	<u>1,558,330</u>	<u>1,891,294</u>	<u>1,918,685</u>	<u>1,834,620</u>
Intergovernmental :					
State Shared Revenues	3,156,344	3,200,405	3,438,603	3,217,702	3,974,086
State Grants & Reimbursements	6,293,589	4,338,463	3,808,093	2,956,926	2,889,638
State Credits Against Levied Taxes	1,181,783	1,427,445	1,725,323	1,427,968	2,046,454
State/Federal Pass-Through Grants	<u>822,214</u>	<u>620,479</u>	<u>527,873</u>	<u>442,080</u>	<u>1,070,434</u>
Other State Credits	23,844	4,615,650	5,563,033	4,953,531	1,470,998
Federal Grants & Entitlements	184,986	153,228	147,697	8,300	8,000
Contr & Reimb From Other Govts	486,761	656,078	484,867	922,760	2,254,115
Payments in Lieu of Taxes	<u>6,521</u>	<u>7,306</u>	<u>7,058</u>	<u>6,500</u>	<u>7,100</u>
Subtotal Intergovernmental	12,156,042	15,019,054	15,702,547	13,935,767	13,720,825
Licenses & Permits	581,967	781,072	752,254	633,670	630,330
Charges For Services	5,837,340	5,710,597	6,164,147	5,479,153	5,469,719
Use of Money & Property	<u>175,568</u>	<u>175,564</u>	<u>179,457</u>	<u>181,221</u>	<u>283,379</u>
Other:					
Miscellaneous	1,011,329	1,070,437	1,676,695	753,100	795,000
General Long Term Debt Proceeds	-	-	-	-	-
Proceeds of Fixed Asset Sales	<u>113,813</u>	<u>104,183</u>	<u>96,048</u>	<u>351,000</u>	<u>150,000</u>
Total Other	1,125,142	1,174,620	1,772,743	1,104,100	945,000
	<u>\$ 73,198,543</u>	<u>\$ 77,132,780</u>	<u>\$ 78,205,265</u>	<u>\$ 74,792,369</u>	<u>\$ 74,461,853</u>

## TEN YEAR REVENUE SUMMARY COMPARISON



Net property taxes as a percentage of total County revenues for FY16 will be 61%. That percentage is higher than ten years ago in FY08 when it was 49%. The reasons for the increase include historically low interest rates during this period and rising health care costs, from 2006 to 2010, and Public Safety expense including the jail expansion and SECC (EMA). Also, the county continues to receive less support from the State and Federal governments.

## SCOTT COUNTY EXPENDITURE ESTIMATES ALL FUNDS

<u>Fund</u>	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 63,448,423	\$ 61,781,686	\$ 64,731,121	\$ 64,200,948	3.9%
Mental Health & Disability Services	5,851,845	7,724,693	7,519,900	4,906,052	-36.5%
Debt Service	4,083,170	3,608,943	3,825,787	3,866,579	7.1%
Capital Improvements					
General	4,561,603	8,404,835	10,136,189	7,986,100	-5.0%
Electronic Equipment	850,000	610,000	610,000	610,000	0.0%
Vehicle	-	-	-	324,000	N/A
Conservation Equip Reserve	58,667	-	-	-	N/A
Conservation CIP Reserve	291	-	-	-	N/A
Total Capital Improvements	5,470,561	9,014,835	10,746,189	8,920,100	-1.1%
Total Major Governmental Funds	78,853,999	82,130,157	86,822,997	81,893,679	-0.3%
<b>Nonmajor Governmental Funds</b>					
Rural Services	2,822,697	2,871,697	2,871,697	2,975,021	3.6%
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
Secondary Roads	5,994,566	7,001,000	8,755,896	7,668,523	9.5%
Total Nonmajor Governmental Funds	8,837,263	9,892,697	11,647,593	10,663,544	7.8%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	1,036,482	1,073,648	1,105,728	1,053,324	-1.9%
<b>Total*</b>	<b>\$ 88,727,744</b>	<b>\$ 93,096,502</b>	<b>\$ 99,576,318</b>	<b>\$ 93,610,547</b>	<b>0.6%</b>

\*Includes interfund transfers and non-budgeted fund activity

Note: Mental Health and Disability Services expenditures have fluctuated due to the change in state funding model for regional services.

Note: Debt Service has increased due to authorization for Waste Commission Debt, repaid through loan agreement.

Note: Secondary Roads FY17 budgeted revenue activity represents increased projects due to incorporation of gasoline tax increase.

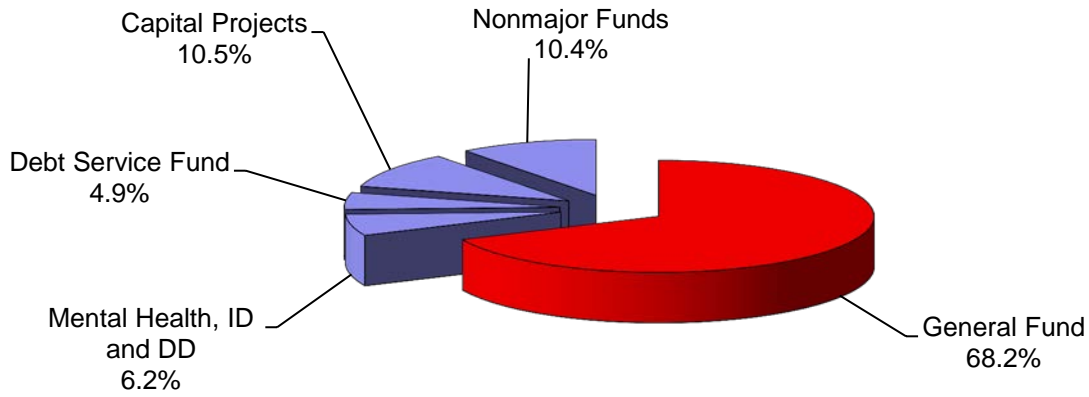
## ALL COUNTY FUNDS - EXPENDITURES RECONCILIATION INFORMATION

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>Expenditures per summary statement</b>	\$ 88,727,744	\$ 93,096,502	\$ 99,576,318	\$ 93,610,547	0.6%
<b>Less transfers out:</b>					
GENERAL BASIC					
General Supplemental	5,125,102	5,152,037	5,152,037	6,464,079	25.5%
Secondary Roads	753,000	775,000	775,000	835,000	7.7%
Capital Improvements	5,844,768	1,770,030	4,229,030	1,770,030	0.0%
Electronic Equipment	850,000	610,000	610,000	610,000	0.0%
Vehicle Replacement	-	-	235,000	325,000	N/A
RURAL SERVICES BASIC					
Secondary Roads	2,261,000	2,310,000	2,310,000	2,408,000	4.2%
CAPITAL IMPROVEMENT					
Conservation CIP	28,451	-	-	-	N/A
ELECTRONIC EQUIPMENT					
Capital Improvements	850,000	610,000	610,000	610,000	0.0%
CONSERVATION EQUIPMENT					
General Basic	58,667	-	-	-	N/A
RECORDER'S RECORD MGT					
General Basic	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	0.0%
<b>Total Transfers Out - Budgeted Funds</b>	15,790,988	11,247,067	13,941,067	13,042,109	16.0%
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE EXPENSES	1,036,482	1,073,648	1,105,728	1,053,324	-1.9%
Transfers out					
GENERAL BASIC					
Golf Course	223,361	-	-	-	N/A
Heath Insurance	<u>150,000</u>	<u>-</u>	<u>270,000</u>	<u>-</u>	N/A
<b>Total Non-Budgeted Funds</b>	<u>1,409,843</u>	<u>1,073,648</u>	<u>1,375,728</u>	<u>1,053,324</u>	-1.9%
<b>Net Budgeted Expenditures</b>	<u>\$ 71,526,913</u>	<u>\$ 80,775,787</u>	<u>\$ 84,259,523</u>	<u>\$ 79,515,114</u>	-1.6%

# ALL COUNTY EXPENDITURES BY FUND

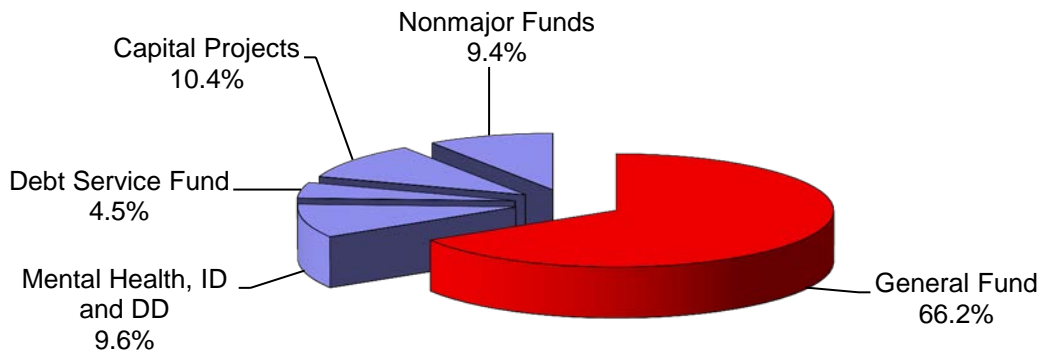
Budgeted Funds

**FY17 BUDGET: \$79,515,114**



This graph, which excludes transfers and non-budgeted funds, shows that the majority of County expenditures come from the General Fund. There is an increase in the amount of expenditures for the Capital Projects funds due to capital improvement campaign for the Courthouse, Sheriff Patrol headquarters facilities support buildings.

**FY16 BUDGET: \$80,775,787**



## **SERVICE AREA DESCRIPTIONS**

### **PUBLIC SAFETY AND LEGAL SERVICES**

Includes Sheriff programs - Patrol & Investigations, Jail and Jail Health Services; service of civil papers and Prisoner Transportation; Juvenile Court Services programs including the Juvenile Detention Center; County Attorney programs - Criminal Prosecution, Child Support Recovery, and Corporate Counsel/Civil Division; other court costs including grand jury costs and juvenile justice base costs; all ambulance services; Emergency Management Agency, and SECC (consolidate dispatch center).

### **PHYSICAL HEALTH AND SOCIAL 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; 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.

### **MENTAL HEALTH, MR AND DD SERVICES**

Includes - 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, Residential, and Day Treatment.

### **COUNTY ENVIRONMENT AND EDUCATION 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. Library program; Mississippi Valley Fair program.

### **ROADS AND TRANSPORTATION SERVICES**

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

### **GOVERNMENT SERVICES TO RESIDENTS**

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

### **ADMINISTRATION (INTERPROGRAM) SERVICES**

Includes County Administrator program; Auditor's Department programs - Business/Finance and Taxation; Information Technology programs; Facility and Support Services Department programs; Non-Departmental program - Insurance Costs, Professional Services and Contingency; Human Resources Department; Board of Supervisors; Treasurer's Department programs - Tax Collection and Accounting/Finance.

### **DEBT SERVICE**

Includes the Scott Solid Waste Commission Bond Issue, the River Renaissance Vision Iowa project bond issue; debt (lease) payment to the Public Safety Authority for the expansion/renovation of the existing jail sites

### **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 2014-15</b>	<b>Budget 2015-16</b>	<b>Revised Estimate 2015-16</b>	<b>Budget 2016-17</b>	<b>% Change From Prior Budget</b>
Public Safety & Legal Services	\$ 28,462,489	\$ 29,301,561	\$ 29,035,545	\$ 29,723,375	1.4%
Physical Health & Social Services	5,461,000	5,962,415	6,284,760	6,559,546	10.0%
Mental Health & Disability Services	6,037,145	7,918,096	7,715,403	5,070,706	-36.0%
County Environment & Education	4,761,946	5,080,532	5,106,992	4,845,056	-4.6%
Roads & Transportation	5,439,459	5,991,000	7,690,896	6,198,523	3.5%
Government Services to Residents	2,141,186	2,535,390	2,547,000	2,431,520	-4.1%
Administration	<u>10,051,968</u>	<u>10,963,015</u>	<u>10,851,951</u>	<u>11,039,709</u>	0.7%
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$ 62,355,193</b>	<b>\$ 67,752,009</b>	<b>\$ 69,232,547</b>	<b>\$ 65,868,435</b>	<b>-2.8%</b>
Debt Service	4,083,170	3,608,943	3,825,787	3,866,579	7.1%
Capital Projects	<u>5,088,550</u>	<u>9,414,835</u>	<u>11,201,189</u>	<u>9,780,100</u>	3.9%
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$ 71,526,913</u></b>	<b><u>\$ 80,775,787</u></b>	<b><u>\$ 84,259,523</u></b>	<b><u>\$ 79,515,114</u></b>	<b>-1.6%</b>

Note: Physical Health & Social Services increase represents recognition of WIC grant from State of Iowa.

Note: Mental Health and Disability Services expenditures have fluctuated due to the change in state funding model for regional services.

Note: Debt Service has increased due to authorization for Waste Commission Debt, repaid through loan agreement.

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

<b>SERVICE AREA</b>	<b>FY08 ACTUAL</b>	<b>FY09 ACTUAL</b>	<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ACTUAL</b>
Public Safety & Legal Services	\$19,214,446	\$19,768,037	\$ 19,942,386	\$ 26,494,923	\$26,757,075
Physical Health & Social Services	5,915,796	6,075,938	6,595,222	6,511,764	5,395,364
Mental Health & Disability Services	15,182,707	14,560,839	14,492,698	15,221,435	17,466,386
County Environment & Education	4,099,548	4,378,787	4,197,866	4,515,096	4,450,578
Roads & Transportation	4,493,011	4,680,676	4,604,129	4,540,049	5,111,168
Government Services to Residents	2,012,787	2,134,299	2,052,707	2,022,333	2,210,614
Administration	<u>8,230,360</u>	<u>8,711,783</u>	<u>8,342,657</u>	<u>9,094,998</u>	<u>9,203,859</u>
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$59,148,655</b>	<b>\$60,310,359</b>	<b>\$ 60,227,665</b>	<b>\$ 68,400,598</b>	<b>\$70,595,044</b>
Debt Service	3,428,745	3,463,136	9,464,405	4,355,660	4,369,070
Capital Projects	<u>5,832,465</u>	<u>4,369,893</u>	<u>9,072,467</u>	<u>7,748,371</u>	<u>2,190,782</u>
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$68,409,865</u></b>	<b><u>\$68,143,388</u></b>	<b><u>\$ 78,764,537</u></b>	<b><u>\$ 80,504,629</u></b>	<b><u>\$77,154,896</u></b>

Note: FY 11 is the first year of pass through funding from Scott County to Scott Emergency Communication Center (SECC).

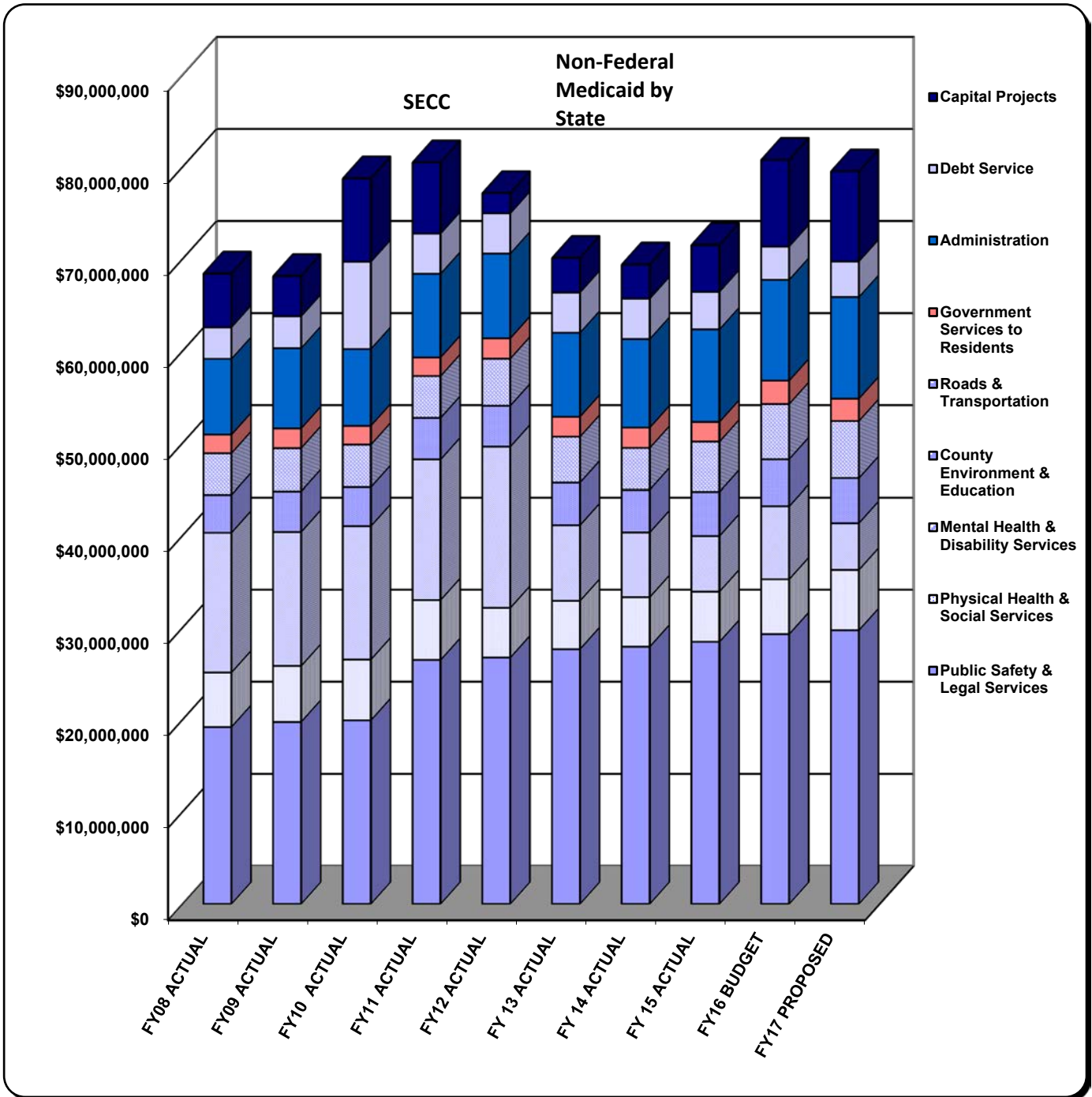
Note: FY 13 is the first year the State of Iowa took non-federal share of Medicaid expenditures from the County government level



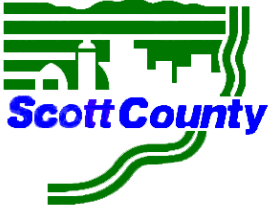
**TEN YEAR APPROPRIATION SUMMARY BY SERVICE AREA**  
(excluding transfers and non-budgeted funds) continued

<b>SERVICE AREA</b>	<b>FY 13 ACTUAL</b>	<b>FY 14 ACTUAL</b>	<b>FY 15 ACTUAL</b>	<b>FY16 BUDGET</b>	<b>FY17 BUDGET</b>
Public Safety & Legal Services	\$27,676,758	\$27,937,707	\$28,462,489	\$29,301,561	\$29,723,375
Physical Health & Social Services	5,240,951	5,381,859	5,461,000	5,962,415	6,559,546
Mental Health & Disability Services	8,216,370	7,030,251	6,037,145	7,918,096	5,070,706
County Environment & Education	4,591,243	4,601,466	4,761,946	5,080,532	4,845,056
Roads & Transportation	4,969,031	4,528,797	5,439,459	5,991,000	6,198,523
Government Services to Residents	2,178,373	2,202,471	2,141,186	2,535,390	2,431,520
Administration	<u>9,121,577</u>	<u>9,619,161</u>	<u>10,051,868</u>	<u>10,963,015</u>	<u>11,039,709</u>
<b>SUBTOTAL OPERATING BUDGET</b>	\$61,994,303	\$61,301,712	\$62,355,093	\$67,752,009	\$65,868,435
Debt Service	4,368,485	4,385,802	4,083,170	3,608,943	3,866,579
Capital Projects	<u>3,751,883</u>	<u>3,717,114</u>	<u>5,088,549</u>	<u>9,414,835</u>	<u>9,780,100</u>
	<u>\$70,114,671</u>	<u>\$69,404,628</u>	<u>\$71,526,812</u>	<u>\$80,775,787</u>	<u>\$79,515,114</u>

# TEN YEAR APPROPRIATION SUMMARY COMPARISON



Public Safety continues to be the largest portion of the budget. In FY 2010, the County began pass through funding to the Scott Emergency Communication Center. In FY 2013, the State of Iowa began paying for non-Federal share of Medicaid dollars on the state level rather than granting monies to the counties to pay for services. Other shifts have naturally occurred due to and benefit levels. Additionally capital services have increased over the past two years due to courthouse renovations.



# FUND BALANCE REVIEW

	June 30, 2014 <u>Actual</u>	June 30, 2015 <u>Actual</u>	June 30, 2016 <u>Projected</u>	June 30, 2017 <u>Projected</u>
<b>BUDGETED FUNDS</b>				
<b>General Fund</b>				
Nonspendable Prepaid Expenses	\$ 131,406	\$ 140,244	\$ 140,244	\$ 140,244
Nonspendable Notes Receivable	58,777	58,777	58,777	58,777
Restricted for other statutory programs	945,547	902,614	902,614	902,614
Restricted for County Conservation sewage	207,617	208,552	208,552	208,552
Assigned for Health Claim liability	150,000	270,000	-	-
Assigned for Capital Projects	3,850,000	2,350,000	-	-
Assigned for Claim Liabilities	330,680	407,715	407,715	407,715
Unassigned	<u>9,832,639</u>	<u>10,098,835</u>	<u>10,483,863</u>	<u>10,483,863</u>
Total General Fund	15,506,666	14,436,737	12,201,765	12,201,765
<b>Special Revenue Funds</b>				
MH-DD Fund	1,966,913	5,116,780	1,066,176	1,177,002
Rural Services Fund	150,016	148,630	156,779	146,817
Recorder's Record Management	53,327	63,714	73,864	84,014
Secondary Roads	<u>3,149,287</u>	<u>3,830,301</u>	<u>2,544,788</u>	<u>2,250,318</u>
Total Special Revenue Funds	5,319,543	9,159,425	3,841,607	3,658,151
<b>Debt Service</b>				
Scott Solid Waste Commission				
Revenue Bond	280,000	-	8,215,000	7,880,000
Debt Service Remaining Fund Balance	<u>1,629,227</u>	<u>1,974,416</u>	<u>2,383,713</u>	<u>2,786,778</u>
Total Debt Service Fund	1,909,227	1,974,416	10,598,713	10,666,778
<b>Capital Improvements</b>				
Capital Improvements-Prepays	-	13,118	-	-
Capital Improvements-General	7,673,395	10,390,989	5,983,948	974,878
Electronic Equipment	23,738	23,776	23,776	23,776
Vehicle Replacement	104,340	130,504	381,287	382,487
Conservation Equipment Reserve	413,366	413,604	467,604	537,604
Conservation CIP Reserve	<u>804,663</u>	<u>1,517,361</u>	<u>1,526,125</u>	<u>1,526,125</u>
Total Capital Improvements	9,019,502	12,489,352	8,382,740	3,444,870
Total Budgeted Funds	31,754,938	38,059,930	35,024,825	29,971,564
<b>Non-Budgeted Funds</b>				
<b>(Net Assets)</b>				
Golf Course Enterprise	2,341,927	2,457,954	2,459,426	2,418,725
Grand Total All County Funds	<u>\$ 34,096,865</u>	<u>\$ 40,517,884</u>	<u>\$ 37,484,251</u>	<u>\$ 32,390,289</u>
General Fund Expenditures	30,462,212	31,044,602	33,456,998	33,636,814
General Supplemental Expenditures	<u>18,786,719</u>	<u>19,457,590</u>	<u>20,003,056</u>	<u>20,560,025</u>
	<u>49,248,931</u>	<u>50,502,192</u>	<u>53,460,054</u>	<u>54,196,839</u>
Unassigned Fund Balance	9,832,639	10,098,835	10,483,863	10,483,863
	<b>20.0%</b>	<b>20.0%</b>	<b>19.6%</b>	<b>19.3%</b>

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

	----- MAJOR GOVERNMENTAL FUNDS -----					
	----- GENERAL FUND -----			-- MENTAL HEALTH & DIS. SERVICES FUND --		
	ACTUAL 2014-15	PROJECTED 2015-16	BUDGET 2016-17	ACTUAL 2014-15	PROJECTED 2015-16	BUDGET 2016-17
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 39,073,544	\$ 38,827,914	\$ 39,362,865	\$ 3,170,090	\$ 3,176,003	\$ 3,182,587
Less: Uncollected Delinquent Taxes-Levy Yr	23,074	17,040	23,073	1,872	1,389	1,872
Less: Credits To Taxpayers	1,400,382	1,411,227	1,669,679	113,607	114,919	135,430
Net Current Property Taxes	37,650,088	37,399,647	37,670,113	3,054,611	3,059,695	3,045,285
Delinquent Property Tax Revenue	23,074	17,040	23,073	1,872	1,389	1,872
Penalties, Interest & Costs On Taxes	715,763	780,000	780,000	-	-	-
Other County Taxes	6,052,289	6,144,102	6,085,614	132,370	135,145	128,820
Intergovernmental	4,865,514	6,019,588	6,123,121	5,707,712	222,592	1,789,601
Licenses & Permits	741,084	668,140	620,330	-	-	-
Charges For Services	6,103,944	5,382,877	5,437,519	23,528	1,200	1,200
Use of Money & Property	154,892	186,949	262,199	8,005	8,000	8,000
Miscellaneous	855,112	709,629	704,900	73,614	41,275	42,100
Subtotal Revenues	57,161,760	57,307,972	57,706,869	9,001,712	3,469,296	5,016,878
Other Financing Sources:						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	5,203,769	5,172,037	6,484,079	-	-	-
Proceeds of Fixed Asset Sales	12,965	17,140	10,000	-	-	-
Total Revenues & Other Sources	62,378,494	62,497,149	64,200,948	9,001,712	3,469,296	5,016,878
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	28,462,489	29,035,545	29,723,375	-	-	-
Physical Health & Social Services	5,461,000	6,284,760	6,559,546	-	-	-
Mental Health & Disability Services	185,300	195,503	164,654	5,851,845	7,519,900	4,906,052
County Environment & Education	4,200,249	4,545,295	4,278,035	-	-	-
Roads & Transportation	-	-	-	-	-	-
Government Services to Residents	2,141,186	2,547,000	2,431,520	-	-	-
Administration (interprogram)	10,051,968	10,851,951	11,039,709	-	-	-
Debt Service	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Subtotal Expenditures	50,502,192	53,460,054	54,196,839	5,851,845	7,519,900	4,906,052
Other Financing Uses:						
Operating Transfers Out	12,946,231	11,271,067	10,004,109	-	-	-
Total Expenditures & Other Uses	63,448,423	64,731,121	64,200,948	5,851,845	7,519,900	4,906,052
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(1,069,929)	(2,233,972)	-	3,149,867	(4,050,604)	110,826
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 15,506,666</b>	<b>\$ 14,436,737</b>	<b>\$ 12,202,765</b>	<b>\$ 1,966,913</b>	<b>\$ 5,116,780</b>	<b>\$ 1,066,176</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 14,436,737</b>	<b>\$ 12,202,765</b>	<b>\$ 12,202,765</b>	<b>\$ 5,116,780</b>	<b>\$ 1,066,176</b>	<b>\$ 1,177,002</b>

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

	----- MAJOR GOVERNMENTAL FUNDS -----					
	----- DEBT SERVICE FUND -----			----- CAPITAL PROJECTS FUND -----		
	<u>ACTUAL</u> <u>2014-15</u>	<u>PROJECTED</u> <u>2015-16</u>	<u>BUDGET</u> <u>2016-17</u>	<u>ACTUAL</u> <u>2014-15</u>	<u>PROJECTED</u> <u>2015-16</u>	<u>BUDGET</u> <u>2016-17</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,766,963	\$ 2,606,884	\$ 2,323,955	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Yr	1,527	1,352	1,527	-	-	-
Less: Credits To Taxpayers	97,137	110,674	117,184	-	-	-
Net Current Property Taxes	2,668,299	2,494,858	2,205,244	-	-	-
Delinquent Property Tax Revenue	1,527	1,352	1,527	-	-	-
Other County Taxes	109,516	105,470	89,706	528,381	560,000	560,000
Intergovernmental	1,366,491	1,531,378	1,635,637	15,310	-	-
Use of Money & Property	2,526	2,526	2,530	13,703	20,200	10,200
Miscellaneous	-	-	-	726,715	125,764	27,000
Subtotal Revenues	4,148,359	4,135,584	3,934,644	1,284,109	705,964	597,200
Other Financing Sources:						
Bond Proceeds	-	8,314,500	-	-	-	-
Operating Transfers In	-	-	-	7,573,219	5,684,030	3,315,030
Proceeds of Fixed Asset Sales	-	-	-	83,083	249,583	70,000
Total Revenues & Other Sources	4,148,359	12,450,084	3,934,644	8,940,411	6,639,577	3,982,230
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Debt Service	4,083,170	3,825,787	3,866,579	-	-	-
Capital Projects	-	-	-	4,533,443	10,136,189	8,310,100
Subtotal Expenditures	4,083,170	3,825,787	3,866,579	4,533,443	10,136,189	8,310,100
Other Financing Uses:						
Operating Transfers Out	-	-	-	937,118	610,000	610,000
Total Expenditures & Other Uses	4,083,170	3,825,787	3,866,579	5,470,561	10,746,189	8,920,100
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	65,189	8,624,297	68,065	3,469,850	(4,106,612)	(4,937,870)
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 1,909,227</u>	<u>\$ 1,974,416</u>	<u>\$ 10,598,713</u>	<u>\$ 9,019,502</u>	<u>\$ 12,489,352</u>	<u>\$ 8,382,740</u>
<b>Ending Fund Balance - June 30,</b>	<u>\$ 1,974,416</u>	<u>\$ 10,598,713</u>	<u>\$ 10,666,778</u>	<u>\$ 12,489,352</u>	<u>\$ 8,382,740</u>	<u>\$ 3,444,870</u>

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

	----- NONMAJOR FUNDS -----			----- ALL GOVERNMENTAL FUNDS -----		
	ACTUAL 2014-15	PROJECTED 2015-16	BUDGET 2016-17	ACTUAL 2013-14	PROJECTED 2014-15	BUDGET 2015-16
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,738,738	\$ 2,784,917	\$ 2,868,525	\$ 47,749,335	\$ 47,395,718	\$ 47,737,932
Less: Uncollected Delinquent Taxes-Levy Yr	1,231	822	1,231	27,704	20,603	27,703
Less: Credits To Taxpayers	114,198	111,977	124,161	1,725,324	1,748,797	2,046,454
Net Current Property Taxes	2,623,309	2,672,118	2,743,133	45,996,307	45,626,318	45,663,775
Delinquent Property Tax Revenue	1,231	822	1,231	27,704	20,603	27,703
Penalties, Interest & Costs On Taxes	-	-	-	715,763	780,000	780,000
Other County Taxes	71,786	75,168	76,982	6,894,342	7,019,885	6,941,122
Intergovernmental	3,747,521	4,477,321	4,172,466	15,702,548	12,250,879	13,720,825
Licenses & Permits	11,170	10,000	10,000	752,254	678,140	630,330
Charges For Services	36,675	31,000	31,000	6,164,147	5,415,077	5,469,719
Use of Money & Property	331	450	450	179,457	218,125	283,379
Miscellaneous	21,255	21,000	21,000	1,676,696	897,668	795,000
Subtotal Revenues	6,513,278	7,287,879	7,056,262	78,109,218	72,906,695	74,311,853
Other Financing Sources:						
Bond Proceeds	-	-	-	-	8,314,500	-
Operating Transfers In	3,014,000	3,085,000	3,243,000	15,790,988	13,941,067	13,042,109
Proceeds of Fixed Asset Sales	-	7,500	70,000	96,048	274,223	150,000
Total Revenues & Other Sources	9,527,278	10,380,379	10,369,262	93,996,254	95,436,485	87,503,962
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	-	-	-	28,462,489	29,035,545	29,723,375
Physical Health & Social Services	-	-	-	5,461,000	6,284,760	6,559,546
Mental Health & Disability Services	-	-	-	6,037,145	7,715,403	5,070,706
County Environment & Education	561,697	561,697	567,021	4,761,946	5,106,992	4,845,056
Roads & Transportation	5,439,459	7,690,896	6,198,523	5,439,459	7,690,896	6,198,523
Government Services to Residents	-	-	-	2,141,186	2,547,000	2,431,520
Administration (interprogram)	-	-	-	10,051,968	10,851,951	11,039,709
Debt Service	-	-	-	4,083,170	3,825,787	3,866,579
Capital Projects	555,107	1,065,000	1,470,000	5,088,550	11,201,189	9,780,100
Subtotal Expenditures	6,556,263	9,317,593	8,235,544	71,526,913	84,259,523	79,515,114
Other Financing Uses:						
Operating Transfers Out	2,281,000	2,330,000	2,428,000	16,164,349	14,211,067	13,042,109
Total Expenditures & Other Uses	8,837,263	11,647,593	10,663,544	87,691,262	98,470,590	92,557,223
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	690,015	(1,267,214)	(294,282)	6,304,992	(3,034,105)	(5,053,261)
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 3,352,630</b>	<b>\$ 4,042,645</b>	<b>\$ 2,775,431</b>	<b>\$ 31,754,938</b>	<b>\$ 38,059,930</b>	<b>\$ 35,025,825</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 4,042,645</b>	<b>\$ 2,775,431</b>	<b>\$ 2,481,149</b>	<b>\$ 38,059,930</b>	<b>\$ 35,025,825</b>	<b>\$ 29,972,564</b>

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

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>ADMINISTRATION</b>	\$ 589,609	\$ 628,674	\$ 645,800	\$ 756,745	20.4%
General Administration	589,609	628,674	645,800	756,745	20.4%
<b>ATTORNEY</b>	\$ 3,976,164	\$ 4,323,338	\$ 4,310,271	\$ 4,295,889	-0.6%
County Attorney Administration	317,566	334,772	334,665	331,583	-1.0%
Prosecution / Legal	2,700,855	2,786,107	2,785,607	2,871,286	3.1%
Risk Management	957,743	1,202,459	1,189,999	1,093,020	-9.1%
<b>AUDITOR</b>	\$ 1,419,962	\$ 1,616,358	\$ 1,611,858	\$ 1,622,259	0.4%
Auditor Administration	221,867	230,930	230,930	242,880	5.2%
Elections	565,368	704,792	700,292	649,625	-7.8%
Business Finance	404,540	432,070	432,070	471,189	9.1%
Taxation	228,187	248,566	248,566	258,565	4.0%
<b>CAPITAL IMPROVEMENTS</b>	\$ 4,533,442	\$ 8,404,835	\$ 10,136,189	\$ 8,310,100	-1.1%
General Capital Improvements	3,961,237	7,867,305	9,522,370	7,237,600	-8.0%
Conservation Capital Projects	572,205	537,530	613,819	1,072,500	99.5%
<b>COMMUNITY SERVICES</b>	\$ 6,821,436	\$ 8,744,156	\$ 8,441,663	\$ 5,846,320	-33.1%
Community Services Administration	155,972	153,407	154,406	156,690	2.1%
General Relief	507,731	489,764	490,264	494,201	0.9%
Veteran Services	135,717	149,297	149,797	151,196	1.3%
Chemical Dep & Other Services	85,061	197,900	97,100	97,100	-50.9%
MH / D Services	5,936,955	7,753,788	7,550,096	4,947,133	-36.2%
<b>CONSERVATION (net of golf course)</b>	\$ 3,504,361	\$ 3,722,877	\$ 3,742,837	\$ 3,533,918	-5.1%
Conservation Administration	518,236	542,876	555,213	512,049	-5.7%
Parks & Recreation	2,693,626	2,847,986	2,856,609	2,661,539	-6.5%
Wapsi River Environmental Center	292,499	332,015	331,015	360,330	8.5%
<b>DEBT SERVICES</b>	\$ 4,083,170	\$ 3,608,943	\$ 3,825,787	\$ 3,866,579	7.1%
Solid Waste Bonds	291,140	-	211,844	565,331	N/A
GIS Bonds	308,995	308,095	308,595	-	-100.0%
SECC Equipment Bonds	905,830	899,580	899,580	890,380	-1.0%
River Renaissance Refunding Bonds	446,050	446,650	449,150	451,550	1.1%
PSA Lease	2,131,155	1,954,618	1,956,618	1,959,318	0.2%
<b>FACILITY &amp; SUPPORT SERVICES</b>	\$ 3,378,673	\$ 3,455,679	\$ 3,402,817	\$ 3,517,117	1.8%
FSS Administration	247,966	258,184	157,446	124,520	-51.8%
Maint of Buildings & Grounds	1,807,309	1,785,846	1,794,156	1,931,792	8.2%
Custodial Services	641,064	651,447	649,663	692,079	6.2%
Support Services	682,334	760,202	801,552	768,726	1.1%



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

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>HEALTH DEPARTMENT</b>	\$ 5,461,486	\$ 6,052,424	\$ 6,513,774	\$ 6,870,450	13.5%
Administration	674,964	719,510	720,010	737,668	2.5%
Public Health Safety	1,799,265	2,062,491	2,101,797	2,086,183	1.1%
Clinical Services	1,027,666	1,034,157	1,119,954	1,193,620	15.4%
Community Relations & Planning	1,177,663	1,306,969	1,697,234	2,011,404	53.9%
Environmental Health	781,928	929,297	874,779	841,575	-9.4%
<b>HUMAN SERVICES</b>	\$ 76,302	\$ 77,252	\$ 77,252	\$ 77,252	0.0%
Administrative Support	76,302	77,252	77,252	77,252	0.0%
<b>INFORMATION TECHNOLOGY</b>	\$ 2,274,043	\$ 2,525,218	\$ 2,525,718	\$ 2,594,879	2.8%
Administration	154,687	167,234	167,234	154,208	-7.8%
Information Processing	2,119,356	2,357,984	2,358,484	2,440,671	3.5%
<b>JUVENILE COURT SERVICES</b>	\$ 1,192,180	\$ 1,249,971	\$ 1,247,694	\$ 1,346,226	7.7%
Juvenile Detention Center	1,182,071	1,182,971	1,183,471	1,264,923	6.9%
Emergency Youth Shelter	-	50,000	30,000	50,000	0.0%
In-Home Care	9,243	17,000	16,000	16,000	-5.9%
GPS Monitoring	866	-	18,223	15,303	N/A
<b>NON-DEPARTMENTAL</b>	\$ 303,559	\$ 851,255	\$ 811,040	\$ 412,484	-51.5%
Non-Departmental	225,828	741,255	699,040	302,484	-59.2%
Court Support Costs	55,102	56,000	58,000	56,000	0.0%
Other Law Enforcement Costs	22,629	54,000	54,000	54,000	0.0%
<b>HUMAN RESOURCES</b>	\$ 402,557	\$ 438,379	\$ 436,579	\$ 411,750	-6.1%
Human Resource Management	402,557	438,379	436,579	411,750	-6.1%
<b>PLANNING &amp; DEVELOPMENT</b>	\$ 378,187	\$ 409,903	\$ 412,403	\$ 408,545	-0.3%
P & D Administration	131,724	157,242	157,242	156,465	-0.5%
Code Enforcement	230,959	237,461	239,961	236,880	-0.2%
Tax Deed Properties	15,504	15,200	15,200	15,200	0.0%
<b>RECORDER</b>	\$ 779,824	\$ 838,642	\$ 838,602	\$ 811,953	-3.2%
Recorder Administration	148,808	156,068	158,668	158,242	1.4%
Public Records	452,126	491,946	490,306	517,547	5.2%
Vital Records	178,890	190,628	189,628	136,164	-28.6%

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

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>SECONDARY ROADS</b>	<u>\$ 5,994,565</u>	<u>\$ 7,001,000</u>	<u>\$ 8,755,896</u>	<u>\$ 7,668,523</u>	9.5%
Administration	190,492	248,000	270,000	278,523	12.3%
Engineering	512,967	449,500	452,500	472,000	5.0%
Bridges & Culverts	167,426	205,000	205,000	205,000	0.0%
Roads	2,027,143	2,048,500	2,292,500	2,231,500	8.9%
Snow & Ice Control	350,468	468,000	468,000	468,000	0.0%
Traffic Controls	240,511	227,000	237,000	247,000	8.8%
Road Clearing	177,008	155,000	155,000	155,000	0.0%
New Equipment	480,552	675,000	670,526	695,000	3.0%
Equipment Operations	992,195	1,196,500	1,156,500	1,281,500	7.1%
Tools, Materials & Supplies	33,042	93,500	100,000	100,000	7.0%
Real Estate & Buildings	267,654	225,000	1,683,870	65,000	-71.1%
Roadway Construction	555,107	1,010,000	1,065,000	1,470,000	45.5%
<b>SHERIFF</b>	<u>\$ 14,600,162</u>	<u>\$ 14,966,067</u>	<u>\$ 15,005,729</u>	<u>\$ 15,334,121</u>	2.5%
Sheriff Administration	483,904	422,761	423,076	517,409	22.4%
Patrol	3,047,635	3,145,948	3,150,916	3,277,569	4.2%
Jail/Prisoner Transportation	8,303,755	8,648,324	8,681,024	8,786,530	1.6%
Civil Deputies	376,524	393,671	394,171	402,723	2.3%
Investigations	1,088,483	1,066,390	1,064,919	1,031,779	-3.2%
Bailiffs/Courthouse Security	950,537	910,240	911,740	938,095	3.1%
Civil-Clerical	349,324	378,733	379,883	380,016	0.3%
<b>SUPERVISORS</b>	<u>\$ 288,562</u>	<u>\$ 316,882</u>	<u>\$ 317,382</u>	<u>\$ 324,110</u>	2.3%
Supervisors, Board of	288,562	316,882	317,382	324,110	2.3%
<b>TREASURER</b>	<u>\$ 1,929,416</u>	<u>\$ 2,023,088</u>	<u>\$ 2,019,386</u>	<u>\$ 2,074,414</u>	2.5%
Treasurer Administration	119,007	210,611	196,036	198,712	-5.6%
Tax Administration	640,096	475,874	485,747	498,059	4.7%
Motor Vehicle Registration-CH	379,300	520,040	525,040	548,408	5.5%
County General Store	395,321	402,916	403,916	408,534	1.4%
Accounting/Finance	395,692	413,647	408,647	420,701	1.7%

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

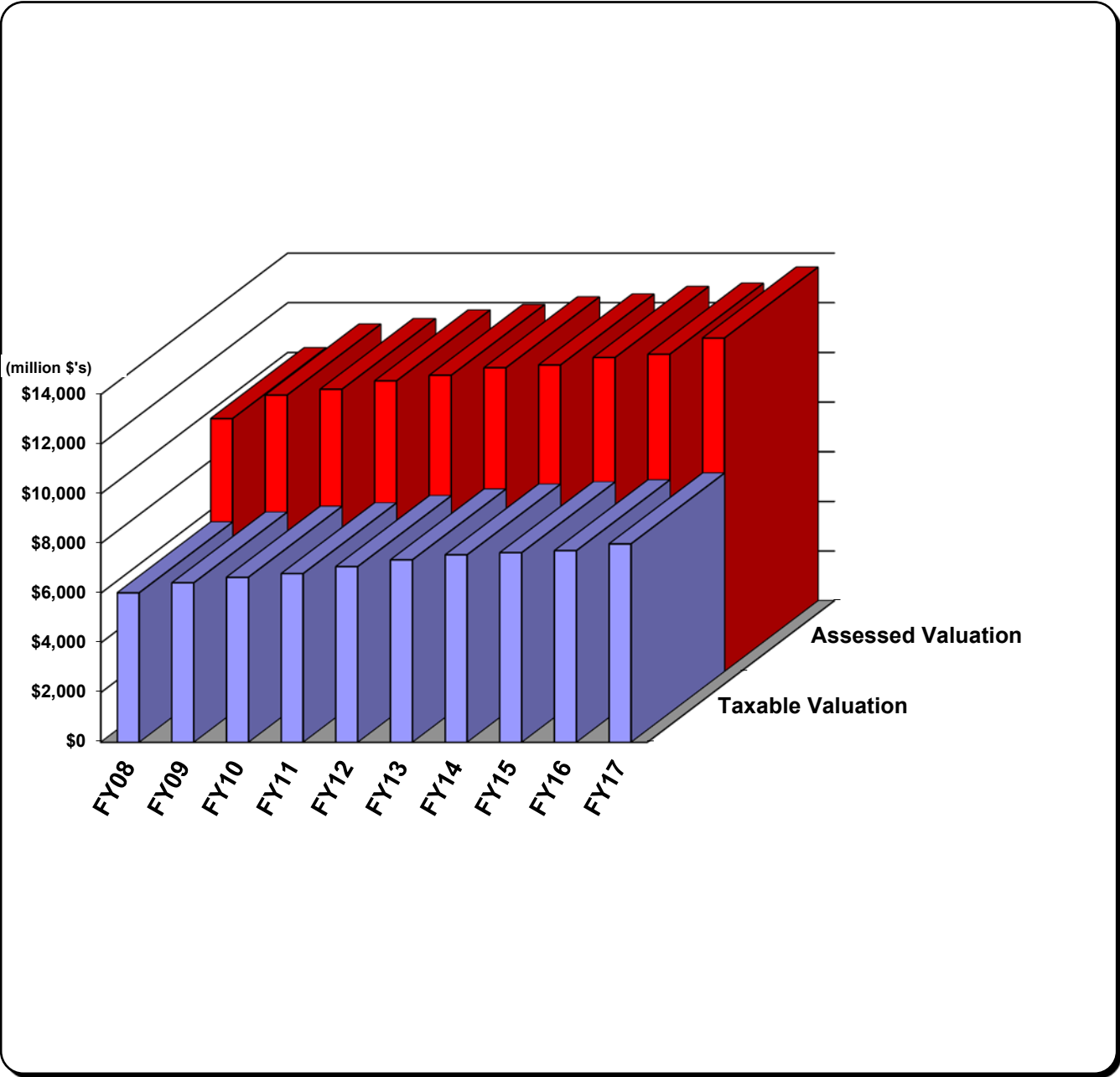
	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>AUTHORIZED AGENCIES:</b>					
<b>BI-STATE REGIONAL COMMISSION</b>	\$ 91,751	\$ 89,238	\$ 93,238	\$ 94,755	6.2%
Regional Planning/Technical Assistance	91,751	89,238	93,238	94,755	6.2%
<b>CENTER FOR ALCOHOL/DRUG SERVICES</b>	\$ 688,331	\$ 688,331	\$ 688,331	\$ 688,331	0.0%
Outpatient Services	40,000	40,000	40,000	40,000	0.0%
Residential Services	295,432	295,432	295,432	295,432	0.0%
Jail Based Assessment & Treatment	154,899	154,899	154,899	154,899	0.0%
Inmate Substance Abuse Treatment	100,000	100,000	100,000	100,000	0.0%
Criminal Justice Client Case Mgmt	98,000	98,000	98,000	98,000	0.0%
<b>CENTER FOR ACTIVE SENIORS, INC.</b>	\$ 213,750	\$ 275,250	\$ 275,250	\$ 275,250	0.0%
Outreach to Older Persons	117,317	208,817	208,817	208,817	0.0%
Day Care for Older Persons	26,586	26,586	26,586	26,586	0.0%
Volunteer Services for Older Person	41,550	21,550	21,550	21,550	0.0%
Leisure Services for Older Persons	18,297	18,297	18,297	18,297	0.0%
Congregate Meals	10,000	-	-	-	N/A
<b>COMMUNITY HEALTH CARE</b>	\$ 355,013	\$ 355,013	\$ 355,013	\$ 302,067	-14.9%
Health Services-Comm Services	302,067	302,067	302,067	302,067	0.0%
Health Services-Other	52,946	52,946	52,946	-	-100.0%
<b>EMERGENCY MANAGEMENT AGENCY</b>	\$ 7,250,184	\$ 6,888,000	\$ 6,888,000	\$ 7,180,739	4.2%
Emergency Preparedness	38,000	38,000	38,000	76,209	100.6%
Emergency Communications (SECC)	7,212,184	6,850,000	6,850,000	7,104,530	3.7%
<b>DURANT AMBULANCE</b>	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0.0%
Durant-Emergency Care & Transfer	20,000	20,000	20,000	20,000	0.0%
<b>HUMANE SOCIETY</b>	\$ 33,317	\$ 33,317	\$ 33,317	\$ 33,317	0.0%
Animal Shelter	33,317	33,317	33,317	33,317	0.0%
<b>COUNTY LIBRARY</b>	\$ 561,697	\$ 561,697	\$ 561,697	\$ 567,021	0.9%
Library Resources & Services	561,697	561,697	561,697	567,021	0.9%

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

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>MEDIC AMBULANCE</b>	\$ 155,210	\$ 440,000	\$ 96,000	\$ 100,000	-77.3%
Medic Ambulance Service	155,210	440,000	96,000	100,000	-77.3%
<b>QC CONVENTION/VISITORS BUREAU</b>	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	0.0%
Regional Tourism Development	70,000	70,000	70,000	70,000	0.0%
<b>QC DEVELOPMENT GROUP</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	0.0%
Quad Cities First	70,000	70,000	70,000	70,000	0.0%
GDRC	30,000	30,000	30,000	30,000	0.0%
<b>TOTAL ALL DEPTS/AGENCIES</b>	<u>\$ 71,526,913</u>	<u>\$ 80,775,787</u>	<u>\$ 84,259,523</u>	<u>\$ 79,515,114</u>	-1.6%

# TAXABLE VALUATIONS vs 100% ASSESSMENTS

TEN YEAR COMPARISON (in million \$'s)



Currently due to a State applied rollback to residential, commercial, industrial & ag property, taxable values are only at 59.5% of the County's fully assessed property values, which is 0.8% lower than the previous year

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

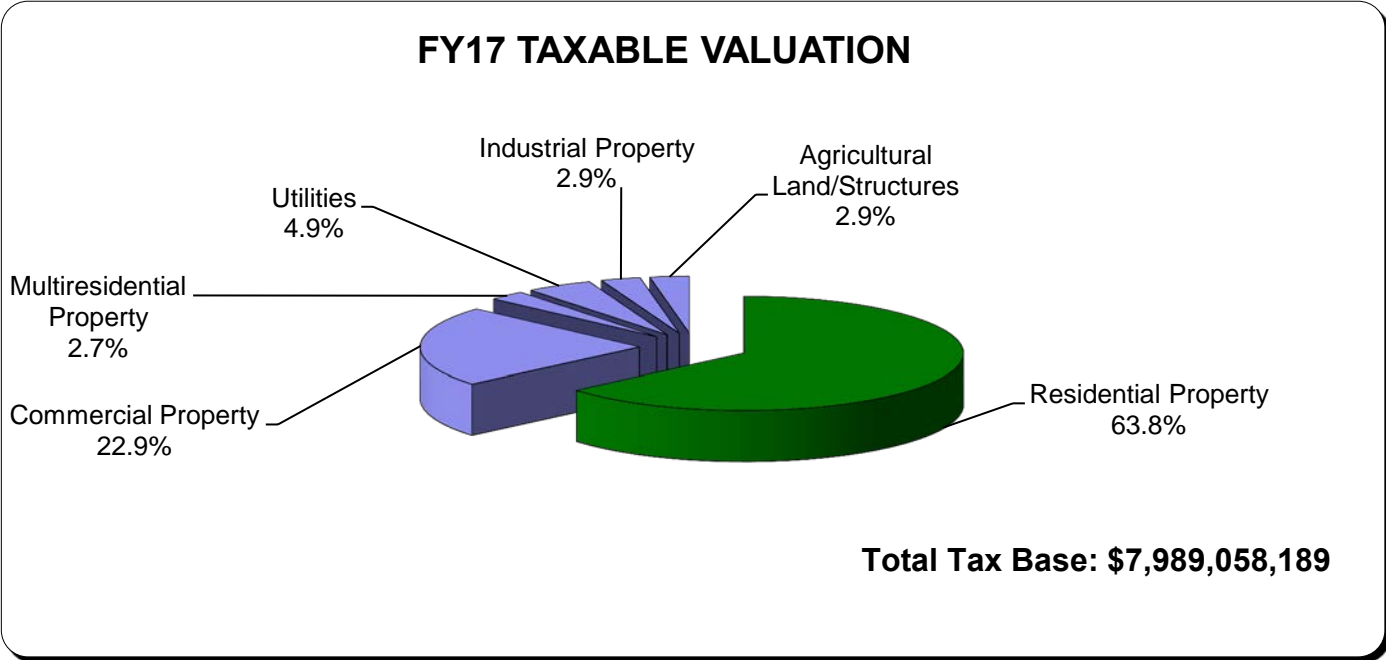
<b>Fiscal Year</b>	<b>----- Real Property -----</b>		<b>----- Utilities -----</b>	
	<b><u>Taxable Value</u></b>	<b><u>Assessed Value</u></b>	<b><u>Taxable Value</u></b>	<b><u>Assessed Value</u></b>
2007-08	5,628,344,599	9,795,520,756	390,812,695	390,812,695
2008-09	6,020,385,508	10,733,575,164	400,072,952	400,092,597
2009-10	6,145,168,791	10,860,509,010	501,216,078	501,216,078
2010-11	6,398,669,647	11,313,505,719	392,178,581	392,178,581
2011-12	6,673,545,437	11,524,029,840	402,661,960	402,661,960
2012-13	6,943,020,526	11,830,380,890	402,322,998	402,322,998
2013-14	6,996,529,321	11,793,603,661	549,582,783	549,582,783
2014-15	7,240,638,632	12,109,481,489	394,987,689	538,804,065
2015-16	7,319,187,974	12,162,390,696	395,641,402	615,595,708
2016-17	7,597,944,724	12,779,295,631	391,113,465	649,309,189

Note: Taxes are not assessed on Personal Property.

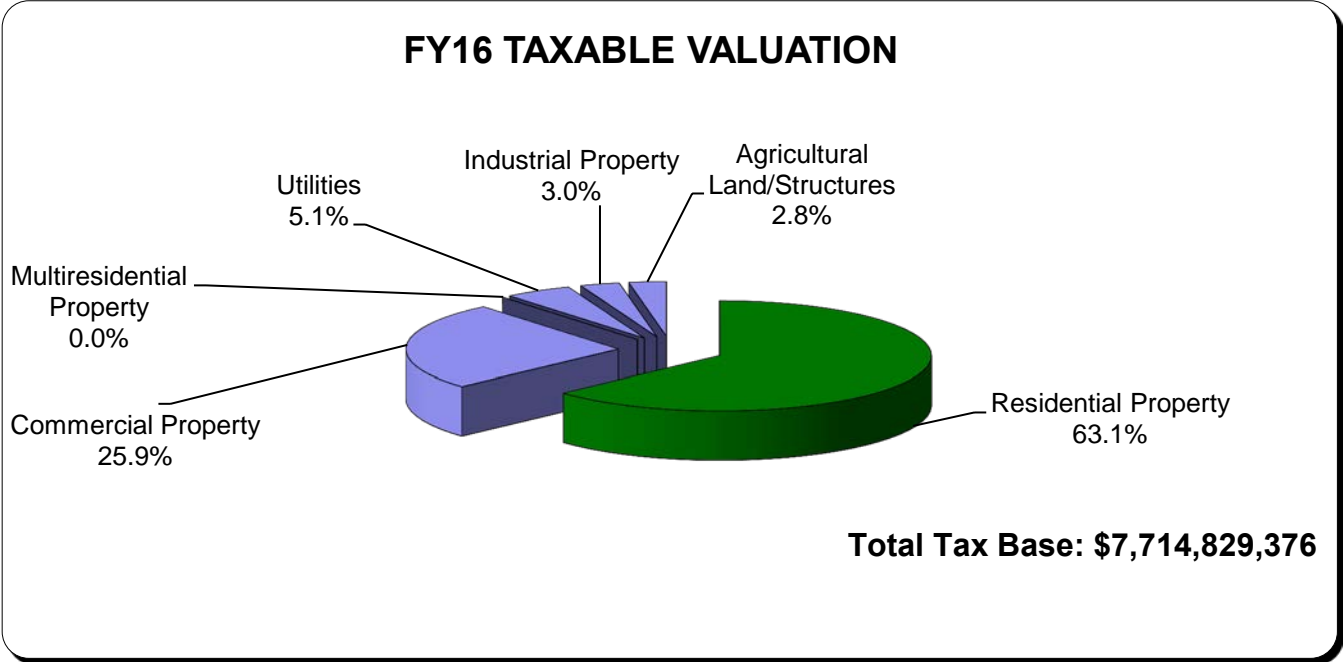
**ASSESSED AND TAXABLE VALUES OF TAXABLE PROPERTY  
TEN FISCAL YEAR COMPARISON (continued)**

<b>Fiscal Year</b>	----- Total -----		<b>Ratio Taxable to Assessed Value</b>	<b>Tax Increment Financing District Values</b>
	<b><u>Taxable Value</u></b>	<b><u>Assessed Value</u></b>		
2007-08	6,019,157,294	10,186,333,451	59.09%	301,116,369
2008-09	6,420,458,460	11,133,667,761	57.67%	330,175,178
2009-10	6,646,384,869	11,361,725,088	58.50%	369,081,487
2010-11	6,790,848,228	11,705,684,300	58.01%	371,448,594
2011-12	7,076,207,397	11,926,691,800	59.33%	360,551,426
2012-13	7,345,343,524	12,232,703,888	60.05%	379,706,751
2013-14	7,546,112,104	12,343,186,444	61.14%	395,699,656
2014-15	7,635,626,321	12,648,285,554	60.37%	406,555,742
2015-16	7,714,829,376	12,777,986,404	60.38%	425,111,551
2016-17	7,989,058,189	13,428,604,820	59.49%	413,836,841

# TAXABLE VALUATION BY CLASS OF PROPERTY



Residential property valuations represent over half of the County's tax base. Residential valuations would represent 70%, however, the State mandated rollback percentage shifts the tax burden to other classes.





## TAXABLE PROPERTY VALUATION COMPARISON

	January 1,2014 For FY16	% of Total	January 1,2015 For FY17	% of Total	Amount Change	% Change
<b>COUNTY-WIDE</b>						
Residential Property	4,871,728,158	63.1%	5,096,318,669	63.8%	224,590,511	4.6%
Commercial Property	1,997,210,892	25.9%	1,825,934,120	22.9%	(171,276,772)	-8.6%
Multiresidential	-	N/A	213,613,304	2.7%	213,613,304	N/A
Utilities	395,641,402	5.1%	391,113,465	4.9%	(4,527,937)	-1.1%
Industrial Property	230,769,648	3.0%	231,850,798	2.9%	1,081,150	0.5%
Agricultural Land/Structures	219,479,276	2.8%	230,227,833	2.9%	10,748,557	4.9%
All Classes	<u>7,714,829,376</u>	<u>100.0%</u>	<u>7,989,058,189</u>	<u>100.0%</u>	<u>274,228,813</u>	<u>3.6%</u>
<b>UNINCORPORATED AREAS</b>						
Residential Property	627,136,944	66.1%	661,473,671	66.7%	34,336,727	5.5%
Commercial Property	51,918,894	5.5%	46,124,865	4.6%	(5,794,029)	-11.2%
Multiresidential	-	N/A	9,396,223	0.1%	9,396,223	N/A
Utilities	79,270,044	8.3%	74,393,746	7.5%	(4,876,298)	-6.2%
Industrial Property	1,463,823	0.2%	1,463,823	0.1%	-	0.0%
Agricultural Land/Structures	189,639,854	20.0%	199,158,287	20.1%	9,518,433	5.0%
Total	<u>949,429,559</u>	<u>100.0%</u>	<u>992,010,615</u>	<u>100.0%</u>	<u>42,581,056</u>	<u>4.5%</u>
<b>Property in Cities</b>	6,765,399,817	87.7%	6,997,047,574	87.6%	231,647,757	3.4%
<b>Property in Rural Areas</b>	<u>949,429,559</u>	<u>12.3%</u>	<u>992,010,615</u>	<u>12.4%</u>	<u>42,581,056</u>	<u>4.5%</u>
Total	<u>7,714,829,376</u>	<u>100.0%</u>	<u>7,989,058,189</u>	<u>100.0%</u>	<u>274,228,813</u>	<u>3.6%</u>

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,2014 For FY16	January 1,2015 For FY17	Amount Change	% Change
Tax Increment Financing District Values	425,111,551	413,836,841	(11,274,710)	-2.7%
Military Exemptions	16,634,664	16,179,072	(455,592)	-2.7%
Utilities/Railroads Rollback Amount	219,954,306	258,195,724	38,241,418	17.4%
Ag Land/Structures Rollback Amount	271,502,806	269,201,329	(2,301,477)	-0.8%
Commercial Rollback Amount	221,911,915	230,737,830	8,825,915	4.0%
Industrial	25,641,074	28,052,170	2,411,096	9.4%
Multiresidential	-	34,726,341	34,726,341	N/A
Residential Rollback Amount	3,882,400,712	4,188,617,324	306,216,612	7.9%
Total Rollback Loss	<u>4,621,410,813</u>	<u>5,009,530,718</u>	<u>388,119,905</u>	<u>8.4%</u>
Total Excluded Values	<u>5,063,157,028</u>	<u>5,439,546,631</u>	<u>376,389,603</u>	<u>7.4%</u>
<b>Percent of Tax Base Excluded</b>	<u>39.6%</u>	<u>40.5%</u>		
<b>100% Valuation</b>	<u>12,777,986,404</u>	<u>13,428,604,820</u>		

## PROPERTY TAX LEVY COMPARISON ALL FUNDS

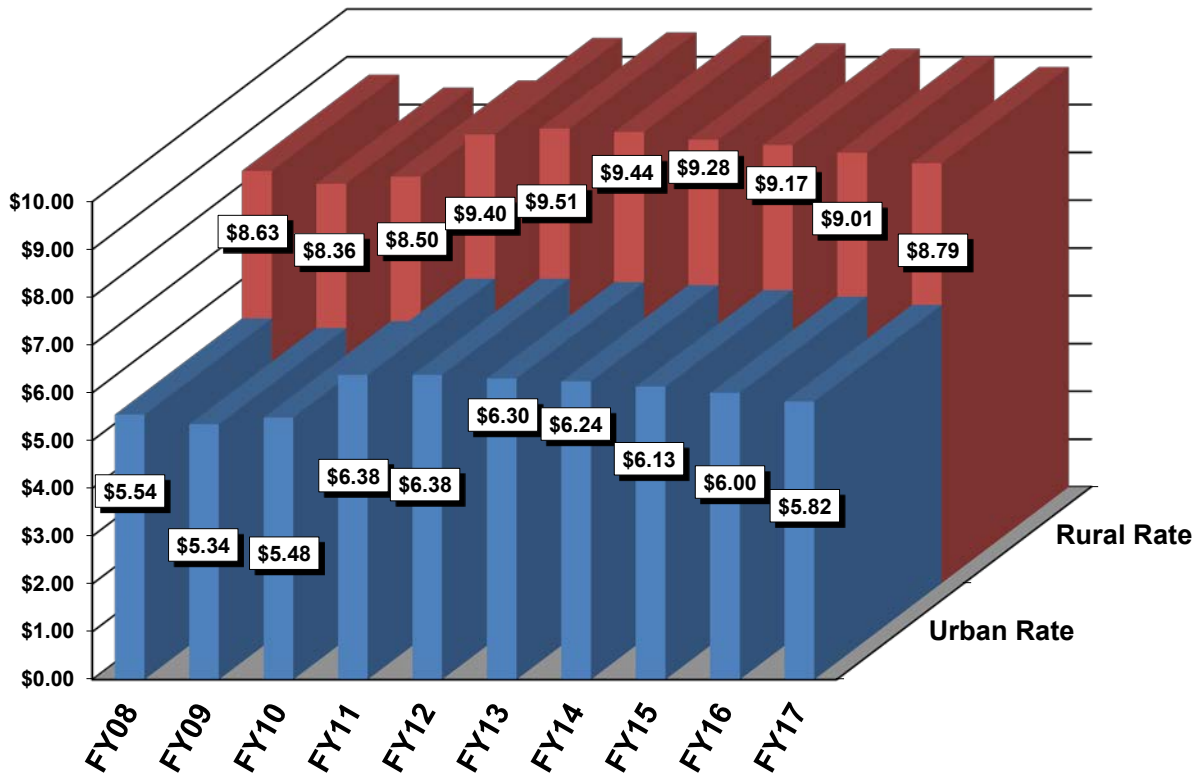
	----- 2015-16 Budget -----		----- 2016-17 Budget -----		Levy Amount % Incr -Decr
	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	
<b>General Fund</b>	\$ 40,442,117	\$ 5.24213	\$ 40,914,423	\$ 5.12130	1.2%
<b>Special Revenue Fund</b>					
MH-DD	\$ 3,308,032	\$ 0.42879	\$ 3,308,032	\$ 0.41407	0.0%
<b>Debt Service Fund</b>	\$ 2,709,363	\$ 0.33285	\$ 2,410,868	\$ 0.28691	-11.0%
<b>Total County-Wide Levy</b>	\$ 46,459,512	\$ 6.00377 <sup>(1)</sup>	\$ 46,633,323	\$ 5.82228	0.4%
<b>Special Revenue Fund (rural only)</b>					
Rural Services Basic	\$ 2,854,891	\$ 3.00695 <sup>(2)</sup>	\$ 2,939,229	\$ 2.96290	3.0%
<b>Total Gross Levy</b>	\$ 49,314,403	\$ 9.01072	\$ 49,572,552	\$ 8.78518	0.5%
Less State Replacement Credits Against Levied Taxes	\$ 1,427,968		\$ 2,046,454		43.3%
<b>Total Net Levy</b>	\$ 47,886,435	\$ 9.01072 <sup>(3)</sup>	\$ 47,526,098	\$ 8.78518	-0.8%

<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 levy rate increase for FY11 is due to the SECC, county-wide consolidated dispatch center. In FY12, Rural rate increased due to a state formula for local effort related to the distribution of Road Use Tax. The FY17 rate is recommended to decrease by 18 cents in urban areas.

## TAX LEVIES AND LEVY RATES TEN YEAR HISTORICAL COMPARISON

<b>Fiscal Year</b>	<b>Gross Tax Levy <sup>(1)</sup></b>	<b>Percent Change In Levy <sup>(1)</sup></b>	<b>Urban Levy Rate <sup>(2)</sup></b>	<b>Rural Levy Rate <sup>(3)</sup></b>
2007-08	\$ 34,190,104	3.2%	\$ 5.54040	\$ 8.62666
2008-09	\$ 35,209,549	3.0%	\$ 5.34263	\$ 8.36217
2009-10	\$ 37,429,567	6.3%	\$ 5.48399	\$ 8.50353
2010-11	\$ 44,242,098	18.2%	\$ 6.37607	\$ 9.39561
2011-12	\$ 46,152,940	4.3%	\$ 6.37607	\$ 9.51373
2012-13	\$ 47,508,708	2.9%	\$ 6.30156	\$ 9.43922
2013-14	\$ 48,415,997	1.9%	\$ 6.23534	\$ 9.28021
2014-15	\$ 49,773,216	2.8%	\$ 6.13204	\$ 9.17530
2015-16	\$ 49,314,403	-0.9%	\$ 6.00377	\$ 9.01072
2016-17	\$ 49,572,552	0.5%	\$ 5.82228	\$ 8.78518

<sup>(1)</sup> Includes State replacement credits against levies taxes and utility replacement dollars.

<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)

# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - LONG RANGE PLAN GENERAL FUND

	<u>ACUTAL 2014-15</u>	<u>2015-16 PROJECTED</u>	<u>BUDGET 2016-17</u>	<u>PROJECTED 2017-18</u>	<u>PROJECTED 2018-19</u>	<u>PROJECTED 2019-20</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 38,388,925	\$ 38,196,687	\$38,473,186	\$ 39,319,596	\$ 40,184,627	\$ 41,068,689
Other County Taxes/TIF Revenue	6,052,289	6,144,102	6,085,614	6,219,498	6,356,326	6,496,166
Intergovernmental	4,865,514	6,019,588	6,123,121	6,123,121	6,123,121	6,123,121
Licenses & Permits	741,084	668,140	620,330	626,533	632,799	639,127
Charges For Services	6,103,944	5,382,877	5,437,519	5,437,519	5,437,519	5,437,519
Use of Money & Property	154,892	186,949	262,199	266,132	270,124	274,176
Fees, Forfeitures and Miscellaneous Revenue	855,112	709,629	704,900	711,949	719,068	726,259
Subtotal Revenues	57,161,760	57,307,972	57,706,869	58,704,348	59,723,585	60,765,056
Other Financing Sources:						
Operating Transfers In and assets sold	5,216,734	5,189,177	6,494,079	6,599,825	6,738,421	6,879,928
Total Revenues & Other Sources	62,378,494	62,497,149	64,200,948	65,304,173	66,462,006	67,644,984
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	23,411,861	24,877,039	24,990,077	25,614,829	26,255,200	26,911,580
Benefits	8,239,714	8,717,370	9,000,731	9,297,755	9,604,581	9,921,532
Capital Outlay	367,105	339,049	186,585	186,585	186,585	186,585
Purchases Services & Expenses	16,670,997	17,646,172	18,093,660	18,068,625	18,043,264	18,017,574
Supplies & Materials	1,812,515	1,880,424	1,925,786	1,950,821	1,976,182	2,001,872
Subtotal Expenditures	50,502,192	53,460,054	54,196,839	55,118,615	56,065,812	57,039,143
Other Financing Uses:						
Other Financing Uses	12,946,231	11,271,067	10,004,109	10,212,360	10,365,640	10,518,921
Total Expenditures & Other Uses	63,448,423	64,731,121	64,200,948	65,330,975	66,431,452	67,558,064
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	\$ (1,069,929)	\$ (2,233,972)	\$ -	\$ (26,802)	\$ 30,554	\$ 86,920

Revenue / Use	Trend
Taxes Levied on Property	2.2% Trend, stable tax rate extended across increasing taxable property values, 5 year period
Other County Taxes/TIF Revenue	2.2% Trend rate 2012 - 2017
Intergovernmental	0% Trend based on net flat state intergovernemtnal and declining federal intergov. revenue
Licenses & Permits	1% Trend rate 2012 - 2017
Charges For Services	0% Trend rate 2012 - 2017
Use of Money & Property	1.5% Expectation of growth
Fees, Forfeitures and Miscellaneous Revenue	1% Trend rate 2012 - 2017
Salaries	2.5% Net cost of living and merit wage increases per year.
Benefits	3.3% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline.
Purchases Services & Expenses	0% Allowable growth budget guideline.
Supplies & Materials	0% Allowable growth budget guideline, 1.3% trend adjusted by departments offset by purchase services and expenses.

# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE MENTAL HEALTH & DISABILITIES FUND

	<u>ACUTAL</u> <u>2014-15</u>	<u>2015-16</u> <u>PROJECTED</u>	<u>BUDGET</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 3,056,483	\$ 3,061,084	\$ 3,047,157	\$ 3,114,194	\$ 3,182,707	\$ 3,252,726
Other County Taxes/TIF Revenue	132,370	135,145	128,820	132,685	136,665	140,765
Intergovernmental	5,707,712	222,592	1,789,601	227,489	232,494	237,609
Licenses & Permits	-	-	-	-	-	-
Charges For Services	23,528	1,200	1,200	1,212	1,224	1,236
Use of Money & Property	8,005	8,000	8,000	8,000	8,000	8,000
Fees, Forfeitures and Miscellaneous Revenue	73,614	41,275	42,100	42,100	42,100	42,100
Subtotal Revenues	9,001,712	3,469,296	5,016,878	3,525,680	3,603,190	3,682,436
Other Financing Sources:						
Operating Transfers In and assets sold	-	-	-	-	-	-
Total Revenues & Other Sources	9,001,712	3,469,296	5,016,878	3,525,680	3,603,190	3,682,436
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	228,779	251,644	247,435	254,858	262,504	270,379
Benefits	81,102	93,641	95,964	99,803	103,795	107,946
Capital Outlay	-	508	25,508	25,508	25,508	25,508
Purchases Services & Expenses	5,540,093	7,171,175	4,533,497	4,533,497	4,533,497	4,533,497
Supplies & Materials	1,871	2,932	3,648	3,794	3,946	4,104
Subtotal Expenditures	5,851,845	7,519,900	4,906,052	4,917,460	4,929,249	4,941,434
Other Financing Uses:						
Other Financing Uses	-	-	-	-	-	-
Total Expenditures & Other Uses	5,851,845	7,519,900	4,906,052	4,917,460	4,929,249	4,941,434
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 3,149,867</u>	<u>\$ (4,050,604)</u>	<u>\$ 110,826</u>	<u>\$ (1,391,779)</u>	<u>\$ (1,326,059)</u>	<u>\$ (1,258,997)</u>

	Trend
Taxes Levied on Property	2.2% Trend, based on stable tax rate extended across increasing taxable property values
Other County Taxes/TIF Revenue	2.2% Trend Rate 2012 - 2017
Intergovernmental	Reduction of State Equalization Funding and no requested funding from EIMHD Region
Licenses & Permits	N/A
Charges For Services	1% Trend rate 2012 - 2017
Use of Money & Property	N/A
Fees, Forfeitures and Miscellaneous Revenue	0% Trend rate 2012 - 2017
Salaries	3% Net cost of living and merit wage increases per year.
Benefits	4% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline.
Purchases Services & Expenses	0% Allowable growth budget guideline.
Supplies & Materials	0% Allowable growth budget guideline.

# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - LONG RANGE PLAN DEBT SERVICE FUND

	<u>ACUTAL</u> <u>2014-15</u>	<u>2015-16</u> <u>PROJECTED</u>	<u>BUDGET</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,669,826	\$ 2,496,210	\$ 2,206,771	\$ 1,842,921	\$ 1,846,848	\$ 1,606,976
Other County Taxes/TIF Revenue	109,516	105,470	89,706	92,397	95,169	98,024
Intergovernmental	1,366,491	1,531,378	1,635,637	1,635,637	1,635,637	1,635,637
Use of Money & Property	<u>2,526</u>	<u>2,526</u>	<u>2,530</u>	<u>2,530</u>	<u>2,530</u>	<u>2,530</u>
Subtotal Revenues	4,148,359	4,135,584	3,934,644	3,573,485	3,580,184	3,343,167
Other Financing Sources:						
Proceeds of bonds sold	-	8,314,500	-	-	-	-
Operating Transfers In and assets sold	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues & Other Sources	4,148,359	12,450,084	3,934,644	3,573,485	3,580,184	3,343,167
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Purchases Services & Expenses	3,750	103,500	3,000	3,000	3,000	3,000
Debt Service	<u>4,079,420</u>	<u>3,722,287</u>	<u>3,863,579</u>	<u>3,381,749</u>	<u>3,376,028</u>	<u>3,401,739</u>
Subtotal Expenditures	4,083,170	3,825,787	3,866,579	3,384,749	3,379,028	3,404,739
Other Financing Uses:						
Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	4,083,170	3,825,787	3,866,579	3,384,749	3,379,028	3,404,739
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 65,189</u>	<u>\$ 8,624,297</u>	<u>\$ 68,065</u>	<u>\$ 188,736</u>	<u>\$ 201,156</u>	<u>\$ (61,572)</u>

	Trend
Taxes Levied on Property	Net property tax requirement for outstanding debt service
Other County Taxes/TIF Revenue	2.2% Trend Rate 2012 - 2017
Intergovernmental	0% Net growth in 911 wired and wireless surcharges
Licenses & Permits	N/A
Charges For Services	N/A
Use of Money & Property	N/A
Debt Service	Obtained from approved debt service schedules

# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - LONG RANGE PLAN CAPITAL PROJECTS FUND

	<u>ACUTAL</u> <u>2014-15</u>	<u>2015-16</u> <u>PROJECTED</u>	<u>BUDGET</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other County Taxes/TIF Revenue	528,380	560,000	560,000	560,000	560,000	560,000
Intergovernmental	15,310	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges For Services	-	-	-	-	-	-
Use of Money & Property	13,703	20,200	10,200	10,000	10,000	10,000
Fees, Forfeitures and Miscellaneous Revenue	726,714	125,764	27,000	17,000	17,000	17,000
Subtotal Revenues	1,284,107	705,964	597,200	587,000	587,000	587,000
Other Financing Sources:						
Operating Transfers In and assets sold	7,656,302	5,933,613	3,385,030	3,315,030	5,370,000	3,370,000
Total Revenues & Other Sources	8,940,409	6,639,577	3,982,230	3,902,030	5,957,000	3,957,000
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Capital Outlay	4,533,442	10,136,189	8,310,100	4,509,000	3,458,000	2,598,500
Purchases Services & Expenses	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Subtotal Expenditures	4,533,442	10,136,189	8,310,100	4,509,000	3,458,000	2,598,500
Other Financing Uses:						
Other Financing Uses	937,118	610,000	610,000	610,000	610,000	610,000
Total Expenditures & Other Uses	5,470,560	10,746,189	8,920,100	5,119,000	4,068,000	3,208,500
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$3,469,849</u>	<u>\$ (4,106,612)</u>	<u>\$ (4,937,870)</u>	<u>\$ (1,216,970)</u>	<u>\$ 1,889,000</u>	<u>\$ 748,500</u>

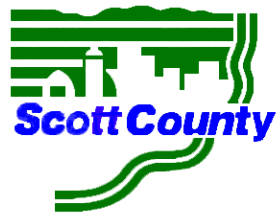
	Trend
Taxes Levied on Property	N/A
Other County Taxes/TIF Revenue	0% Growth
Intergovernmental	N/A
Licenses & Permits	N/A
Charges For Services	N/A
Use of Money & Property	N/A
Fees, Forfeitures and Miscellaneous Revenue	0% Growth
Capital Outlay	See 5 year capital plan for project detail



# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - LONG RANGE PLAN NON MAJOR FUNDS

	<u>ACUTAL</u> <u>2014-15</u>	<u>2015-16</u> <u>PROJECTED</u>	<u>BUDGET</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	2,624,541	2,672,940	2,744,364	2,804,740	2,866,444	2,929,506
Other County Taxes/TIF Revenue	71,786	75,168	76,982	79,291	81,670	84,120
Intergovernmental	3,747,521	4,477,321	4,172,466	4,297,640	4,676,569	4,566,866
Licenses & Permits	11,170	10,000	10,000	10,000	10,100	10,201
Charges For Services	36,675	31,000	31,000	31,000	31,310	31,623
Use of Money & Property	331	450	450	450	450	450
Fees, Forfeitures and Miscellaneous Revenue	21,630	21,000	21,000	21,000	21,000	21,000
Subtotal Revenues	<u>6,513,654</u>	<u>7,287,879</u>	<u>7,056,262</u>	<u>7,244,121</u>	<u>7,687,544</u>	<u>7,643,767</u>
Other Financing Sources:						
Operating Transfers In and assets sold	<u>2,971,719</u>	<u>3,014,000</u>	<u>3,313,000</u>	<u>3,249,843</u>	<u>3,318,090</u>	<u>3,387,770</u>
Total Revenues & Other Sources	<u>9,485,373</u>	<u>10,301,879</u>	<u>10,369,262</u>	<u>10,493,964</u>	<u>11,005,633</u>	<u>11,031,536</u>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Secondary Roads	5,994,565	8,755,896	7,668,523	7,773,573	7,783,573	7,973,573
Library	<u>561,697</u>	<u>561,697</u>	<u>567,021</u>	<u>572,691</u>	<u>578,418</u>	<u>584,202</u>
Subtotal Expenditures	6,556,262	9,317,593	8,235,544	8,346,264	8,361,991	8,557,776
Other Financing Uses:						
Other Financing Uses	<u>2,281,000</u>	<u>2,330,000</u>	<u>2,428,000</u>	<u>2,478,568</u>	<u>2,572,925</u>	<u>2,670,113</u>
Total Expenditures & Other Uses	8,837,262	11,647,593	10,663,544	10,824,832	10,934,916	11,227,888
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>648,111</u>	<u>(1,345,714)</u>	<u>(294,282)</u>	<u>(330,868)</u>	<u>70,717</u>	<u>(196,352)</u>

	Trend
Taxes Levied on Property	2.2% Trend, stable tax rate extended across increasing taxable property values, 5 year per
Other County Taxes/TIF Revenue	2.2% Trend Rate 2012 - 2017
Intergovernmental	Estimated 3% trend growth, after gas tax inncrease; \$250,000 bridge fund replacement FY
Licenses & Permits	0% Net growth of rate vs volume.
Charges For Services	0% Net growth of rate vs volume.
Use of Money & Property	0% Growth
Fees, Forfeitures and Miscellaneous Revenue	0% Growth
Secondary Roads	2.5% Salary growth; 3.3 % benefit growth; 1% contractor growth; capital project projections
Library	1% Growth estimate



# **MAJOR GOVERNMENTAL FUNDS**

## 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/unassigned General Fund balance:

Fiscal Year	June 30 Fund Balance
2007-08	<b>5,845,193</b>
2008-09	<b>5,952,121</b>
2009-10	<b>7,618,060</b>
2010-11	<b>9,247,282</b>
2011-12	<b>9,477,799</b>
2012-13	<b>10,041,990</b>
2013-14	<b>9,832,639</b>
2014-15	<b>10,098,835</b>
2015-16 (Projected)	<b>10,483,463</b>
2016-17 (Projected)	<b>10,483,463</b>

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 unassigned fund balance for the General Fund was identified as 15% of annual operating expenses. The General Fund projected June 30, 2017 balance is projected to be 19.3%, which is above the minimum fund balance guidelines.

In order to fund capital projects, the Board of Supervisors makes a property tax transfer from the General Fund to the Capital Projects fund. The transfer amount is necessary to fund routine capital projects within the County.

The local option sales tax revenue represents approximately 7.0% of total revenues to the General Fund in FY16. The share of total revenues is up 0.2% from previous fiscal years, as the County expects these taxes to stabilize as the economy improves. All estimated local option tax revenues are used to reduce the General Fund property tax requirement for the ensuing fiscal year.

The Public Safety and Legal Services service area is increasing by 1.4%. This increase is due to the increased salary and benefits adult corrections division due projected salary increases of 2% and benefit costs for fiscal year 2017. The adult correction division represents 36% of the Public Safety and Legal Services of the County. Other salary and benefits within this service area are expected to increase by 2%. All union contracts within Public Safety that are closed as of the budget adoption date.

Additionally, the property tax funding of Emergency Management Agency and Scott Emergency Communications Center (SECC) requested a increased flow through contribution of about \$290,000 from the County. SECC was formed by a 28E (intergovernmental agreement) to consolidate all of the Police and Fire dispatch services for Scott County. This funding will pay all operational costs as well as the dept service for the equipment and building.

The County holds joint agreement with Medic EMS services. The agreement calls for the county to compensate Medic for a percent of operating losses incurred in the prior fiscal year. Scott County has budgeted up to \$100,000 for operating loss within the Public Safety and Legal Services service area.

Physical Health and Social Services is increasing by 10% primarily due to offsetting increase of grant expenditures. The County was asked to take on the WIC Program by the Iowa Department of Public Health effective December 1, 2015. If this program was not taken on a decrease in direct program revenue would have occurred. The County continues to see a decline in specific grant funding for Physical Health and Social Services, offset increased by wage and benefit increases. County Environment and Education is decreasing 5.3% due to increases in Conservation Department due to shifting capital purchases out of operations and into the capital fund. All other functional areas within County Environment and Education remained flat or grew by wage and benefit inflation.

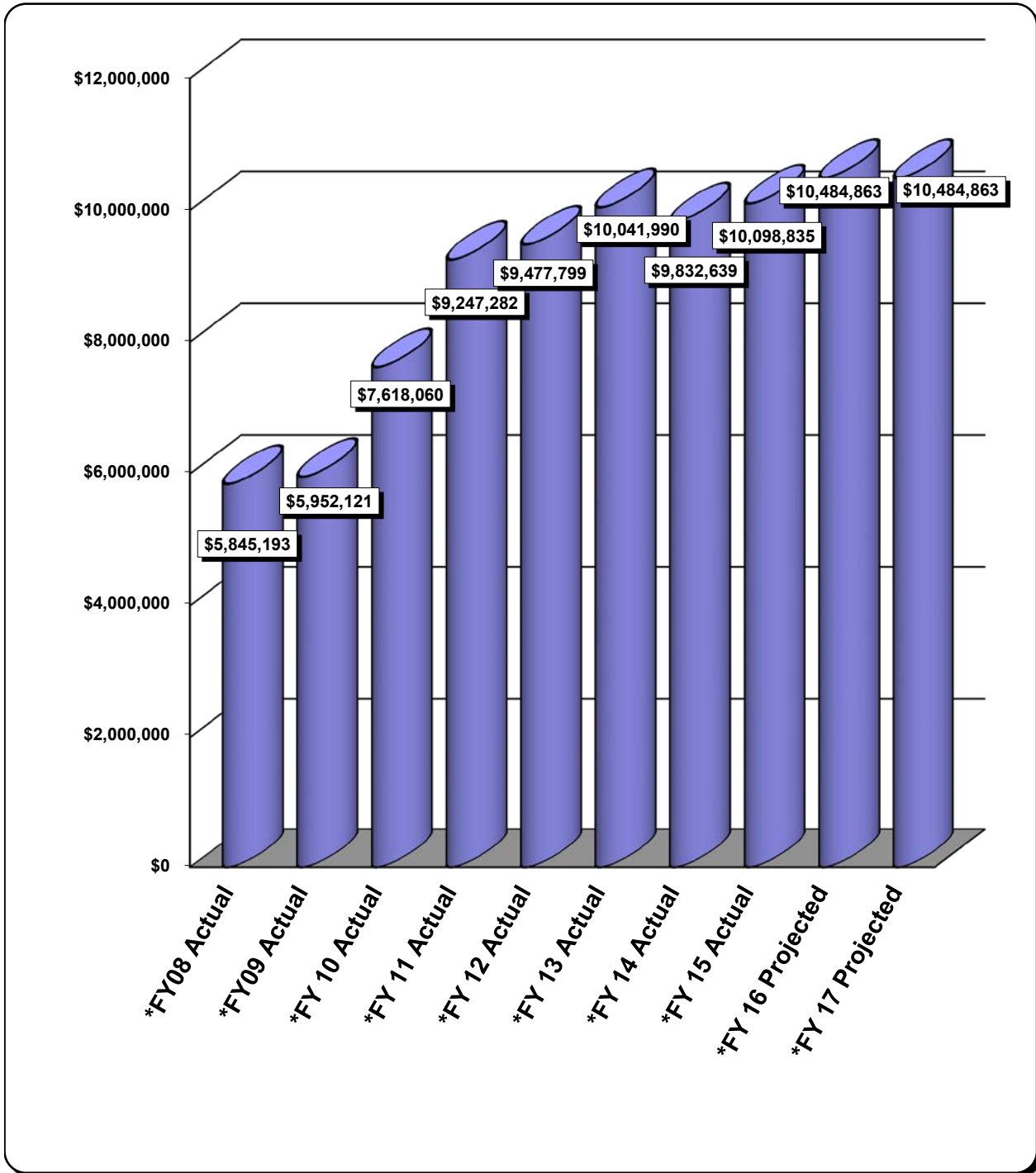
Government Services to Residents is decreasing by 4.1% due to projected election costs which vary from year to year depending on the number of special elections and departmental salary and benefit increases. FY 2017 is a general election, presidential year which reduces the amount of reimbursable costs received by the county. The Administration (interprogram) service area expenditures nets to a 0.7% increase primarily for .4 staffing of fleet manager, contract maintenance costs, utilities, and salary and benefits increases.

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, joint authority rental (debt) payments (see the above discussion about the Public Safety Authority created for the jail project), employee benefit costs, emergency management 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. The FY17 General Basic levy rate is at the \$3.50 limit with the General Supplemental Fund at a \$1.6213 levy rate amount.

## GENERAL FUND TOTAL FUND STATEMENT

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 15,506,666	\$ 11,176,441	\$ 14,436,737	\$ 12,202,765	9.2%
Revenues and transfers in	<u>62,378,494</u>	<u>61,781,931</u>	<u>62,497,149</u>	<u>64,200,948</u>	3.9%
Funds available	77,885,160	72,958,372	76,933,886	76,403,713	4.7%
Expenditures and transfers out	<u>63,448,423</u>	<u>61,781,686</u>	<u>64,731,121</u>	<u>64,200,948</u>	3.9%
Ending Balance, June 30	<u>\$ 14,436,737</u>	<u>\$ 11,176,686</u>	<u>\$ 12,202,765</u>	<u>\$ 12,202,765</u>	9.2%
Less: Estimated nonspendable, restrictions, or assignments					
Amount nonspendable for notes receivable			58,777	58,777	
Amount nonspendable for prepaid items			140,244	140,244	
Amount restricted for County Conservation sewage treatment			208,552	208,552	
Amount restricted for other statutory programs			902,614	902,614	
Amount assigned for IBNR claims liabilities			<u>407,715</u>	<u>407,715</u>	
Unassigned Fund Balance			<u>\$ 10,484,863</u>	<u>\$ 10,484,863</u>	

# GENERAL FUND UNASSIGNED ENDING FUND BALANCE TEN YEAR COMPARISON



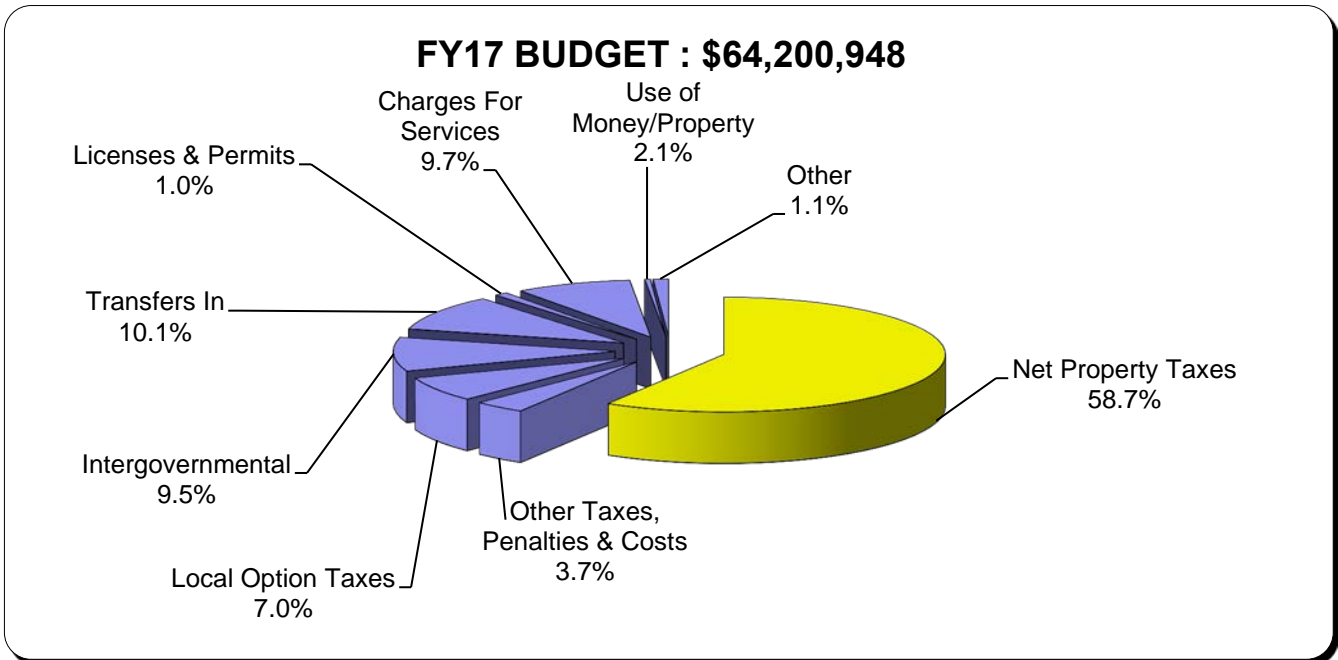
The recommended FY17 General Fund unassigned ending fund balance is expected to be at \$10,484,863 which represents 19.3% of general fund expenditures. The Board's Financial Management Policy requires a 15% minimum General Fund balance. The County implemented GASB Statement No. 54 in Fiscal Year 2011. Fund Balance was previously measured as unreserved, undesignated.  
\*Includes General and Supplemental Funds



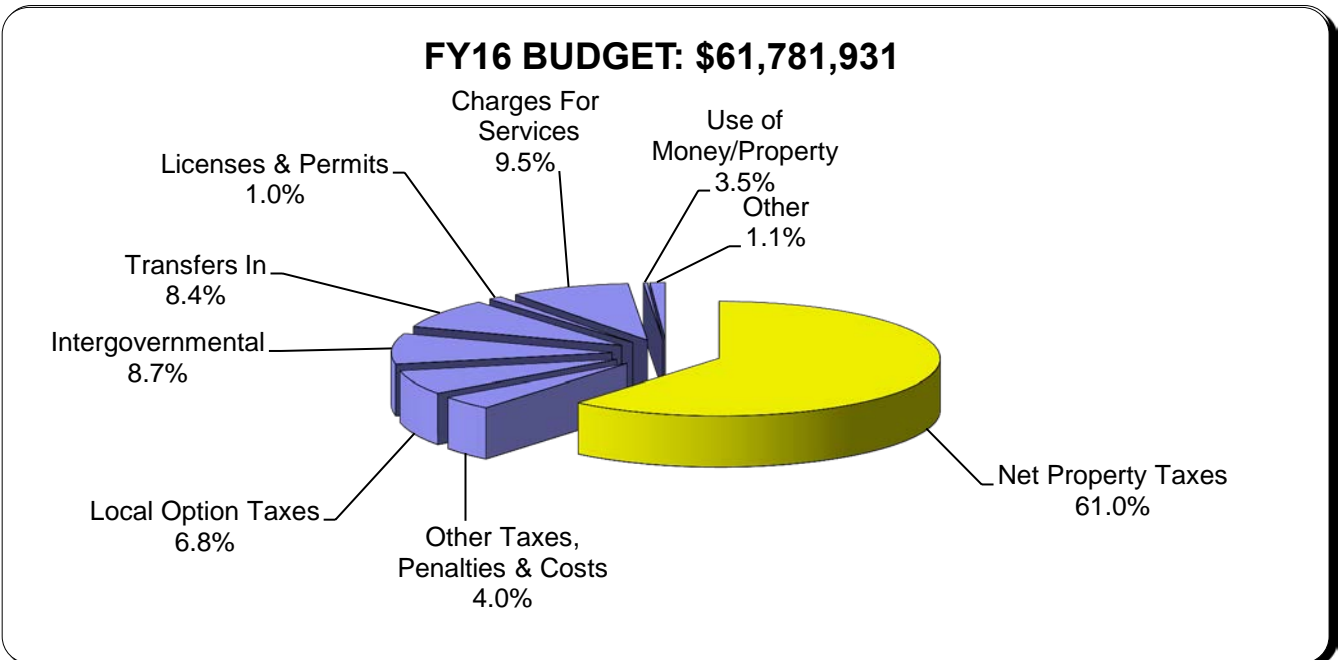
## GENERAL FUND TOTAL REVENUE SOURCES

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 39,073,544	\$ 38,827,914	\$ 38,827,914	\$ 39,362,865	1.4%
Less: Uncollected Delinquent Taxes-Lev	23,074	17,040	17,040	23,073	35.4%
Less: Credits To Taxpayers	<u>1,400,382</u>	<u>1,142,229</u>	<u>1,411,227</u>	<u>1,669,679</u>	46.2%
Net Current Property Taxes	37,650,088	37,668,645	37,399,647	37,670,113	0.0%
Add: Delinquent Property Tax Revenue	23,074	17,040	17,040	23,073	35.4%
 Total Net Property Taxes	 37,673,162	 37,685,685	 37,416,687	 37,693,186	 0.0%
 Penalties, Interest & Costs On Taxes	 715,763	 800,000	 780,000	 780,000	 -2.5%
Other County Taxes	<u>59,055</u>	<u>54,999</u>	<u>54,999</u>	<u>59,056</u>	7.4%
Total Other Taxes, Penalties & Costs	774,818	854,999	834,999	839,056	-1.9%
 Local Option Taxes	 4,403,167	 4,170,723	 4,475,000	 4,475,000	 7.3%
Utility Tax Replacement Excise Tax	1,590,067	1,614,203	1,614,103	1,551,558	-3.9%
 Intergovernmental :					
State Grants & Reimbursements	1,846,543	1,848,926	1,832,342	1,781,638	-3.6%
State Credits Against Levied Taxes	1,400,382	1,142,229	1,411,227	1,669,679	46.2%
State/ Federal Pass Thru	400,033	306,100	722,896	940,434	207.2%
Other State Credits	767,994	1,377,200	1,400,400	1,283,173	-6.8%
Federal Grants & Entitlements	6,552	8,300	8,000	8,000	-3.6%
Contr & Reimb From Other Govts	436,953	656,760	637,623	433,097	-34.1%
Payments in Lieu of Taxes	<u>7,058</u>	<u>6,500</u>	<u>7,100</u>	<u>7,100</u>	9.2%
Subtotal Intergovernmental	4,865,515	5,346,015	6,019,588	6,123,121	14.5%
 Licenses & Permits	 741,084	 623,670	 668,140	 620,330	 -0.5%
Charges For Services	6,103,944	5,446,703	5,382,877	5,437,519	-0.2%
Use of Money & Property	154,892	181,071	186,949	262,199	44.8%
 Other:					
Fines, Forfeitures & Defaults	832,925	644,150	689,029	682,050	5.9%
Miscellaneous	<u>22,186</u>	<u>37,675</u>	<u>20,600</u>	<u>22,850</u>	-39.3%
Total Other	855,111	681,825	709,629	704,900	3.4%
 Total Revenues before Other Financing Sources	 <u>57,161,760</u>	 <u>56,604,894</u>	 <u>57,307,972</u>	 <u>57,706,869</u>	 1.9%
 Proceeds of Fixed Asset Sales	 12,965	 5,000	 17,140	 10,000	 100.0%
 Transfers in from:					
General Basic	5,125,102	5,152,037	5,152,037	6,464,079	25.5%
Conservation Equipment	58,667	-	-	-	N/A
Recorders Management	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	0.0%
Total transfers in	5,203,769	5,172,037	5,172,037	6,484,079	25.4%
 <b>GRAND TOTAL REVENUES</b>	 <u><b>\$ 62,378,494</b></u>	 <u><b>\$ 61,781,931</b></u>	 <u><b>\$ 62,497,149</b></u>	 <u><b>\$ 64,200,948</b></u>	 3.9%

## GENERAL FUND REVENUES BY TYPE



The percentage of revenues received from net property taxes has decreased from approximately 61.0% to 58.7% from FY16 to FY17. This decrease is because the County continues contributions from the State of Iowa to fund the intergovernmental Commercial and Industrial Property Tax Credit, as well as the Women, Infant and Child grant funding.

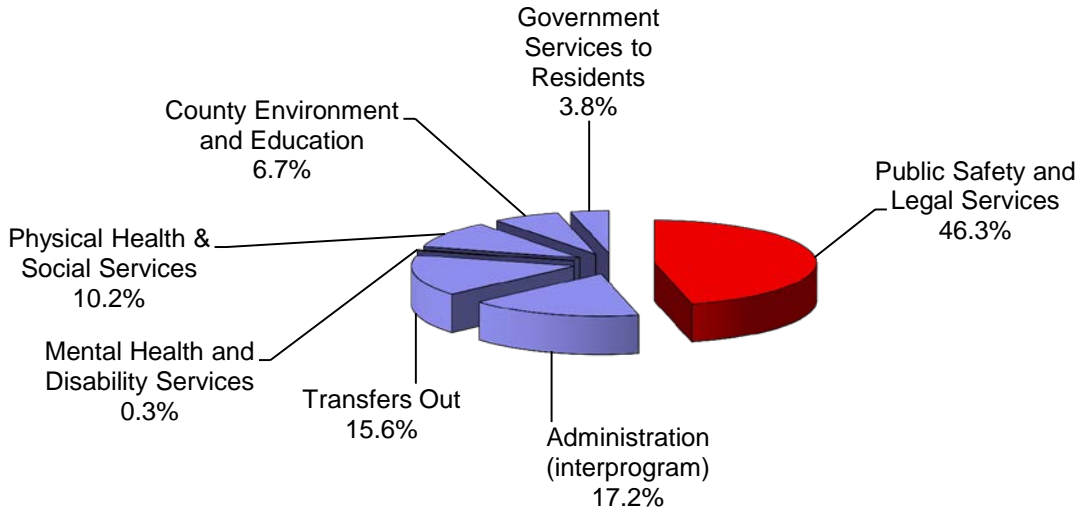


## GENERAL FUND EXPENDITURES BY SERVICE AREA

SERVICE AREA	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	\$ 28,462,487	\$ 29,301,561	\$ 29,035,545	\$ 29,723,375	1.4%
Physical Health & Social Services	5,461,000	5,962,415	6,284,760	6,559,546	10.0%
Mental Health and Disability Services	185,300	193,403	195,503	164,654	-14.9%
County Environment & Education	4,200,251	4,518,835	4,545,295	4,278,035	-5.3%
Government Services to Residents	2,141,186	2,535,390	2,547,000	2,431,520	-4.1%
Administration (interprogram)	<u>10,051,968</u>	<u>10,963,015</u>	<u>10,851,951</u>	<u>11,039,709</u>	0.7%
<b>SUBTOTAL BEFORE TRANSFERS</b>	<u>50,502,192</u>	<u>53,474,619</u>	<u>53,460,054</u>	<u>54,196,839</u>	1.4%
<b>Transfers out to:</b>					
General Supplemental	5,125,102	5,152,037	5,152,037	6,464,079	25.5%
Secondary Roads	753,000	775,000	775,000	835,000	7.7%
Capital Improvements	5,844,768	1,770,030	4,229,030	1,770,030	0.0%
Electronic Equipment	850,000	610,000	610,000	610,000	0.0%
Vehicle Replacement	-	-	235,000	325,000	N/A
Conservation Equipment	-	-	-	-	N/A
Internal Service - Health	150,000	-	270,000	-	N/A
Golf Enterprise	<u>223,361</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total transfers</b>	<u>12,946,231</u>	<u>8,307,067</u>	<u>11,271,067</u>	<u>10,004,109</u>	20.4%
<b>GRAND TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<u>\$ 63,448,423</u>	<u>\$ 61,781,686</u>	<u>\$ 64,731,121</u>	<u>\$ 64,200,948</u>	3.9%

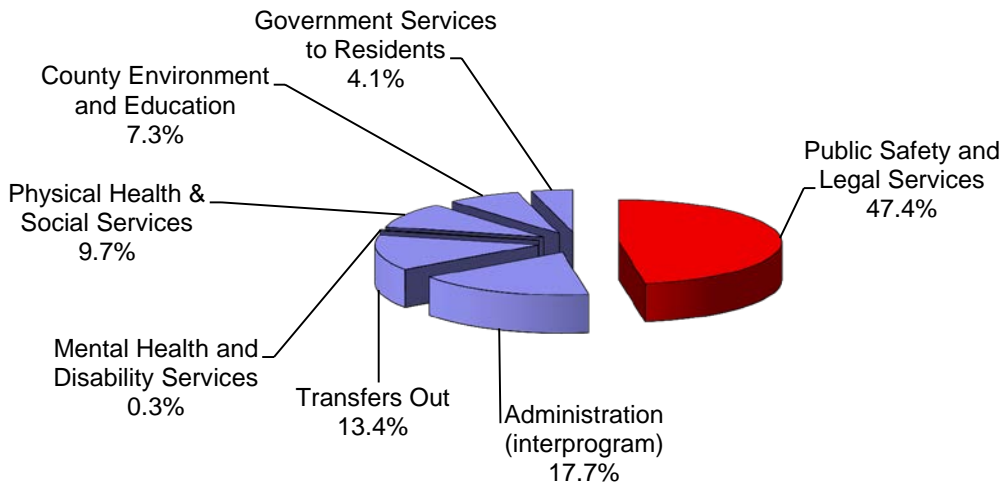
# GENERAL FUND EXPENDITURES BY SERVICE AREA

**FY17 BUDGET: \$64,200,948**



This graph shows that the single largest General Fund expense category is for Public Safety & Legal Services costs. The amount for transfers out includes countywide property tax funding for the Secondary Roads budget.

**FY16 BUDGET: \$61,781,686**



# MENTAL HEALTH & DISABILITIES SERVICES FUND

In 1996, the Iowa State Legislature capped the dollar amount on the local property tax levy for this fund in the future. This was done to build a partnership between the state and the counties. Inflationary increases were to be provided by State legislation. The action by the State to pull these previously uncontrollable escalating mental health costs from the General Fund into a special revenue major fund with future limited cost increases had a dramatic positive impact on future General Fund balances requirements.

Since 1996 all revenues designated for mental health, intellectual disabilities, and developmental disabilities services were credited to the mental health and developmental disabilities fund of the County. The fund is known as the MH/DS Fund. The Board of Supervisors made appropriations from the fund for payment of services provided under the MH/DS Management Plan approved pursuant to Iowa Code section 331.439.

Over the years the following qualified expenditures were appropriated under the MH/DS Fund:

- Mental Commitment Costs
  - Sheriff Transportation
  - Psychiatric Evaluation
  - Attorney Fees
  - Mental Health Advocate
  - Hospitalization Pending the Commitment Hearing
- Vocational Costs
- Community Support Program
- Psychotropic Medications
- Transportation
- Client Care Coordination
- Outpatient Services
- Respite Service
- Sheltered Workshop
- Supported Employment
- Administrative Costs (But only those staff costs which can be specifically identified with MH / D services can be included)
- Residential Costs:
  - MHI
  - RCF/ID
  - RCF
  - SCL

Over the years, State MH/DS funding was an issue. In FY13 with the passage of SF2315 regarding MH Redesign, DHS assumed the financial responsibility of all Medicaid services, including the non-federal share/cost. In FY13, the counties only had the MH levy and SPP revenue to cover the non-Medicaid services and mandated services. This situation left several counties in a financial crisis.

During the 2012 Legislative Session, transition funding was approved to help those counties during the transition year from a county system to a regional system. The funds were not allocated though. Legislators promised to make Transition Funding a priority during the 2013 session.

In October of 2012, Scott County applied for transition funds and was approved for \$2,437,247. The County did not receive the transition funds as of the March budget approval process. Because Legislators approved the carryover of Risk Pool funds during the 2012 session, Scott County was able to continue using those

funds to pay for services for new individuals coming into the system instead of starting a waiting list during FY13. Scott County was unable to pay local providers for several months until the transition funds were received.

With the passage of SF2315 in FY13, Scott County worked toward regionalization by participating in monthly meetings with Cedar, Clinton, Jackson and Muscatine Counties. The group was approved to be a region and named itself the “Eastern Iowa MH/DS Region”. In FY14 the counties/regions started working with local providers to implement new core services. The Regional Management Plan, Annual Service and Budget Plan and the Transition Plan were submitted to DHS for approval in April of 2014. The Governing Board of Directors began meeting in the spring of 2014. A new Regional Advisory Committee was appointed. Regions began operations at the start of FY15.

The 2014 Legislative Session ended with a conference committee agreeing on future equalization money (FY15 and FY16) as well as a method for calculating the Medicaid Offset amount for FY15. There were serious concerns about the counties/regions that received equalization money and those that didn’t receive any state funds. The impact of the Affordable Care Act and Medicaid Expansion continues to play a significant role in the regional system as well. Regions are paying less for certain services and are expected to invest funds in crisis services. Investing money into those types of services will keep costs down in certain areas of the MH budget such as commitment costs and institutional services.

The 2015 Legislative Session was a difficult one in regards to funding. Because of other state budget issues, equalization funding was eliminated for FY16. The SPP (SSBG) money was eliminated as well. Regions used fund balance in FY16. Again in 2016, Legislators did not address future funding, and the regions/counties reverted back to the original capped dollar amount at the beginning of FY17. The regions require a stable funding stream in order to develop/implement core and additional core (crisis services). Scott County is capped at a levy request of \$3,308,032. Expenditures are projected to be \$4,906,052. The difference will be funded through a request of fund balance from the regional fund balance, however this will reduce the region’s capacity to fund regional crisis services. New regional crisis services funded by the region as a whole are: crisis hotline, telephone health for evaluations, and care coordination.

Within the 2016 Legislative session there was SF2236 (levy bill). This bill would have allowed counties who are capped at a low levy amount to raise their levy to be equal with other counties within the region. HSB 650 was introduced and passed within the same legislative session which retains the current funding mechanism for an additional year.

As of the budget approval period, no decision has been made on the future funding streams. Post budget adoption, the state legislation elected not to change the current funding model. Scott County will remain capped at \$3,308,032. It is unknown how services will continue without support of the mental health region or significant cuts to services within the county.

**MENTAL HEALTH & DISABILITY SERVICES FUND  
FUND STATEMENT**

<u>Fund</u>	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 1,966,913	\$ 3,345,362	\$ 5,116,780	\$ 1,066,176	-68.1%
Revenues	<u>9,001,712</u>	<u>6,826,863</u>	<u>3,469,296</u>	<u>5,016,878</u>	-26.5%
Funds available	10,968,625	10,172,225	8,586,076	6,083,054	-40.2%
Expenditures	<u>5,851,845</u>	<u>7,724,693</u>	<u>7,519,900</u>	<u>4,906,052</u>	-36.5%
Excess (deficiency) of revenues over expenditures	<u>3,149,867</u>	<u>(897,830)</u>	<u>(4,050,604)</u>	<u>110,826</u>	-112.3%
Ending Balance, June 30	<u>\$ 5,116,780</u>	<u>\$ 2,447,532</u>	<u>\$ 1,066,176</u>	<u>\$ 1,177,002</u>	-51.9%

## MENTAL HEALTH & DISABILITY SERVICES FUND REVENUE SOURCES

<u>Fund</u>	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 3,170,090	\$ 3,176,003	\$ 3,176,003	\$ 3,182,587	0.2%
Less: Uncollected Delinquent Taxes- Levy Year	1,872	1,389	1,389	1,872	34.8%
Less: Credits To Taxpayers	<u>113,607</u>	<u>93,096</u>	<u>114,919</u>	<u>135,430</u>	45.5%
Net Current Property Taxes	3,054,611	3,081,518	3,059,695	3,045,285	-1.2%
Add: Delinquent Property Tax Revenue	<u>1,872</u>	<u>1,389</u>	<u>1,389</u>	<u>1,872</u>	34.8%
Total Net Property Taxes	3,056,483	3,082,907	3,061,084	3,047,157	-1.2%
Other County Taxes	<u>3,375</u>	<u>3,116</u>	<u>3,116</u>	<u>3,375</u>	8.3%
Total Other Taxes, Penalties & Costs	3,375	3,116	3,116	3,375	8.3%
Utility Tax Replacement Excise Tax	128,995	132,029	132,029	125,445	-5.0%
Intergovernmental :					
State Grants & Reimbursements	860,438	-	-	-	N/A
State Credits Against Levied Taxes	113,607	93,096	114,919	135,430	45.5%
Contributions From Other					
Intergovernmental Units	-	-	-	1,554,720	N/A
Other State Credits	<u>4,733,667</u>	<u>3,472,990</u>	<u>107,673</u>	<u>99,451</u>	-97.1%
Subtotal Intergovernmental	5,707,712	3,566,086	222,592	1,789,601	-49.8%
Charges For Services	23,528	1,450	1,200	1,200	-17.2%
Use of Money and Property	8,005	-	8,000	8,000	N/A
Other:					
Miscellaneous	<u>73,614</u>	<u>41,275</u>	<u>41,275</u>	<u>42,100</u>	2.0%
Total Other	<u>73,614</u>	<u>41,275</u>	<u>41,275</u>	<u>42,100</u>	2.0%
<b>GRAND TOTAL REVENUES</b>	<u>\$ 9,001,712</u>	<u>\$ 6,826,863</u>	<u>\$ 3,469,296</u>	<u>\$ 5,016,878</u>	-26.5%



## MENTAL HEALTH & DISABILITY SERVICES FUND EXPENDITURE DETAIL

MH / D SERVICE AREA	<u>Actual</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>Revised</u> <u>Estimate</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>% Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Mental Health</b>					
General Administration	\$ -	\$ -	\$ -	\$ -	N/A
Coordination Services	102,869	166,269	188,519	181,098	8.9%
Personal & Environ Support	49,146	200,800	151,485	153,655	-23.5%
Treatment Services	461,745	2,423,010	558,920	579,200	-76.1%
Vocational & Day Services	17,804	40,000	13,003	14,088	-64.8%
Licensed/Certified Living Arrangements	2,772,751	3,011,612	2,681,164	2,522,120	-16.3%
Instit/Hospital/Commitment Services	<u>270,365</u>	<u>674,678</u>	<u>377,171</u>	<u>433,426</u>	-35.8%
<b>Total Mental Health</b>	<b>3,674,680</b>	<b>6,516,369</b>	<b>3,970,262</b>	<b>3,883,587</b>	<b>-40.4%</b>
<b>Chronic Mental Illness</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	2,000	-	-	-100.0%
Personal & Environ Support	30	-	-	-	N/A
Treatment Services	-	-	-	-	N/A
Vocational & Day Services	-	-	-	-	N/A
Licensed/Certified Living Arrangements	-	23,000	-	-	-100.0%
Instit/Hospital/Commitment Services	<u>22,450</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Chronic Mental Illness</b>	<b>22,480</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>Intellectual Disability</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	6,731	4,600	31,600	34,950	659.8%
Treatment Services	52	-	-	-	N/A
Vocational & Day Services	417,106	399,100	408,502	447,742	12.2%
Licensed/Certified Living Arrangements	77,945	15,000	167,842	175,530	1070.2%
Instit/Hospital/Commitment Services	<u>3,635</u>	<u>2,710</u>	<u>9,785</u>	<u>10,133</u>	273.9%
<b>Total Intellectual Disability</b>	<b>505,469</b>	<b>421,410</b>	<b>617,729</b>	<b>668,355</b>	<b>58.6%</b>
<b>Developmental Disabilities</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	-	-	-	-	N/A
Vocational & Day Services	50,302	19,500	50,100	56,249	188.5%
Licensed/Certified Living Arrangements	91,825	53,316	107,500	110,522	107.3%
Instit/Hospital/Commitment Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Developmental Disabilities</b>	<b>142,127</b>	<b>72,816</b>	<b>157,600</b>	<b>166,771</b>	<b>129.0%</b>
<b>Brain Injury</b>					
Personal & Environ Support	6,092	-	1,200	1,200	N/A
Vocational & Day Services	<u>1,750</u>	<u>-</u>	<u>3,800</u>	<u>3,800</u>	N/A
<b>Total Developmental Disabilities</b>	<b>7,842</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>N/A</b>
<b>County Provided Services</b>	<b>30,392</b>	<b>27,150</b>	<b>22,650</b>	<b>-</b>	<b>N/A</b>
<b>General Administration</b>	<u>1,468,855</u>	<u>661,948</u>	<u>2,746,659</u>	<u>182,339</u>	<b>-72.5%</b>
<b>Grand total MH / D expenditures</b>	<b><u>\$ 5,851,845</u></b>	<b><u>\$ 7,724,693</u></b>	<b><u>\$ 7,519,900</u></b>	<b><u>\$ 4,906,052</u></b>	<b>-36.5%</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, 2016, three current general obligation bonds are outstanding amounts to \$16,350,000 and capital leases of \$16,164,010. The first outstanding issue is for General Obligation Urban Renewal Bonds issued in May 2002 (refunded bond issue in 2009) for the River Renaissance Project. The voters (73% vote) approved these bonds in October 2001. The second issue is Emergency Equipment bonds issued in FY 10 for the new Scott Emergency Communication Center. Beginning in FY 14, the County could levy for the debt service cost of the Public Safety Capital Lease. Previously this lease was paid out of the General Fund. The movement of the debt allows the County to access a greater percentage of taxable valuation, thus reducing the overall tax rate of the County. The third issuance is the 2015A General Obligation County Solid Waste Disposal Bonds. The proceeds of the debt were load to the Scott County Waste Commission to finance the renovation and equipment purchase of the multi-use recycling center within the county. The new equipment and renovation enables the center to provide single-stream recycling at a higher volume of business. This issue will be repaid by the Commission. The existing debt levels of the County are sufficient for the County’s current needs and are not impacting the operational levels of any service areas. No new long term debt is planned at this time.

The continuing reduction of debt service as well as the increase in taxable base valuation through the debt service levy, has enabled the County to fund current operations at a reduced debt service tax rate. The additional debt service levy capacity has allowed the general fund to continue to pay for operations including salary and benefit adjustments without an increase in the overall tax levy.

<b>Fiscal Year</b>	<b>Tax Base</b>	<b>Debt Services Fund Levy *</b>	<b>Debt Services Fund Levy</b>
2007-08	<b>6,320,273,663</b>	<b>690,733</b>	<b>0.11354</b>
2008-09	<b>6,750,633,638</b>	<b>717,582</b>	<b>0.11354</b>
2009-10	<b>7,015,466,356</b>	<b>764,610</b>	<b>0.10899</b>
2010-11	<b>7,162,217,390</b>	<b>1,486,570</b>	<b>0.20756</b>
2011-12	<b>7,436,623,478</b>	<b>1,352,369</b>	<b>0.18185</b>
2012-13	<b>7,724,916,932</b>	<b>1,352,334</b>	<b>0.17506</b>
2013-14	<b>7,941,811,760</b>	<b>3,341,400</b>	<b>0.42074</b>
2014-15	<b>8,042,182,063</b>	<b>2,882,665</b>	<b>0.35844</b>
2015-16	<b>8,139,940,927</b>	<b>2,709,363</b>	<b>0.33285</b>
2016-17	<b>8,402,965,030</b>	<b>2,410,868</b>	<b>0.26691</b>

\* The Debt Services Fund Levy includes the asking for utility replacement taxes, net of other revenue contributions including E-911 Wired and Wireless surcharge fees, and loan repayments from the Waste Commission.

FY 2014 was the first year the PSA Jail lease could be applied to the debt service tax base. As such \$2,127,505 or \$0.281933 was removed from the general levy while \$0.26788 was added to the debt service levy. This was an immediate savings of \$0.01405 per \$1000 of taxable value. As there are no further debt issuances planned, the reduced future debt service will allow for similar transfers of tax levy dollars to the general fund or not levied.

The following is a summary of the general obligation bonds outstanding as of July 1, 2016 for the River Renaissance Project bond issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2016-17	<u>\$ 435,000</u>	<u>\$ 13,050</u>	<u>\$ 448,050</u>	3.00%
	\$ 435,000	\$ 13,050	\$ 448,050	

The following is a summary of the general obligation bonds outstanding as of July 1, 2016 for the Emergency Equipment Bond (Build America Bonds) issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2016-17	\$ 489,000	\$ 399,380	\$ 889,380	4.20%
2017-18	505,000	378,800	883,800	4.40%
2018-19	515,000	356,580	871,580	4.60%
2019-20	530,000	332,890	862,890	4.90%
2020-21	550,000	306,920	856,920	5.00%
2021-22 & After	<u>5,110,000</u>	<u>1,334,730</u>	<u>6,444,730</u>	5.10%-5.8%
	\$ 7,700,000	\$ 3,109,300	\$ 10,809,300	

The following is a summary of the Capital Lease outstanding as of July 1, 2016 for the Lease with the Public Safety Authority:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2016-17	\$ 1,650,000	\$ 303,318	\$ 1,950,618	2.0%
2017-18	1,665,000	270,318	1,953,318	2.0%
2018-19	1,705,000	237,018	1,935,318	2.0%
2019-20	1,765,000	202,918	1,942,018	2.0%
2020-21	1,800,000	167,618	1,967,618	2.0%
2021-22 & After	<u>7,475,000</u>	<u>326,540</u>	<u>7,801,540</u>	1.6%-2.0%
	\$ 16,060,000	\$ 1,507,730	\$ 17,567,730	

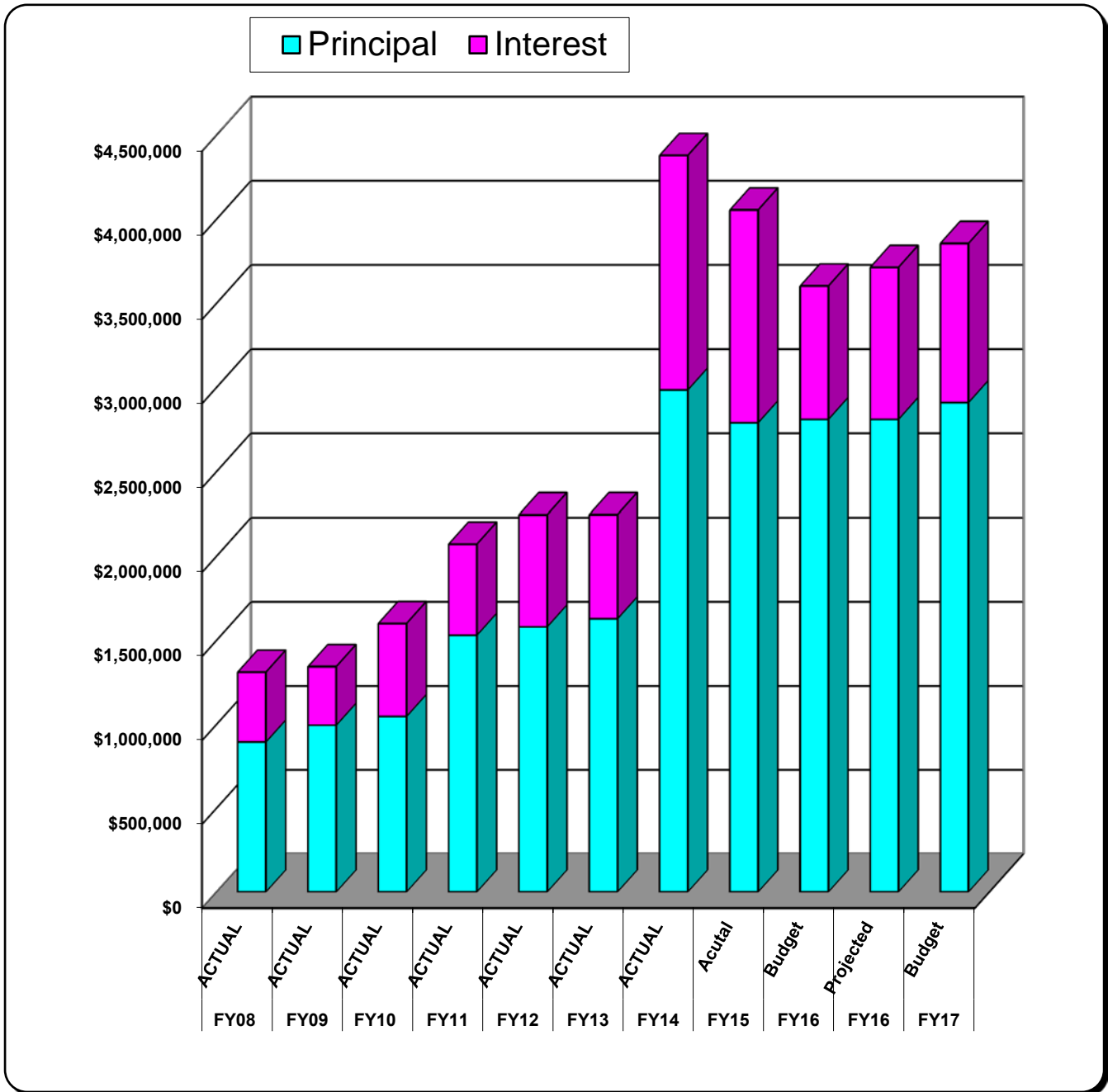
The following is a summary of the Capital Lease outstanding as of July 1, 2016 for the Lease for Golf Mowers:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2016-17	\$ 39,091	\$ -	\$39,091	6.25%
2017-18	32,591	6,501	39,091	6.25%
2018-19	34,627	4,464	39,091	6.25%
2019-20	<u>36,792</u>	<u>2,300</u>	<u>39,092</u>	6.25%
	\$ 143,101	\$ 13,264	\$ 156,365	

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, 2016 is as follows:

Assessed Value (100%) January 2015	<u>\$ 13,428,604,820</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$ 671,430,241
Capital Leases	16,164,010
Bonds Outstanding Debt Margin	<u>16,350,000</u>
Debt Applicable to Margin	32,514,010
Legal Debt Margin	<u>\$ 638,916,231</u>
Percent of Debt Limit Used	<u>4.84%</u>

## DEBT EXPENDITURES TEN YEAR PERIOD

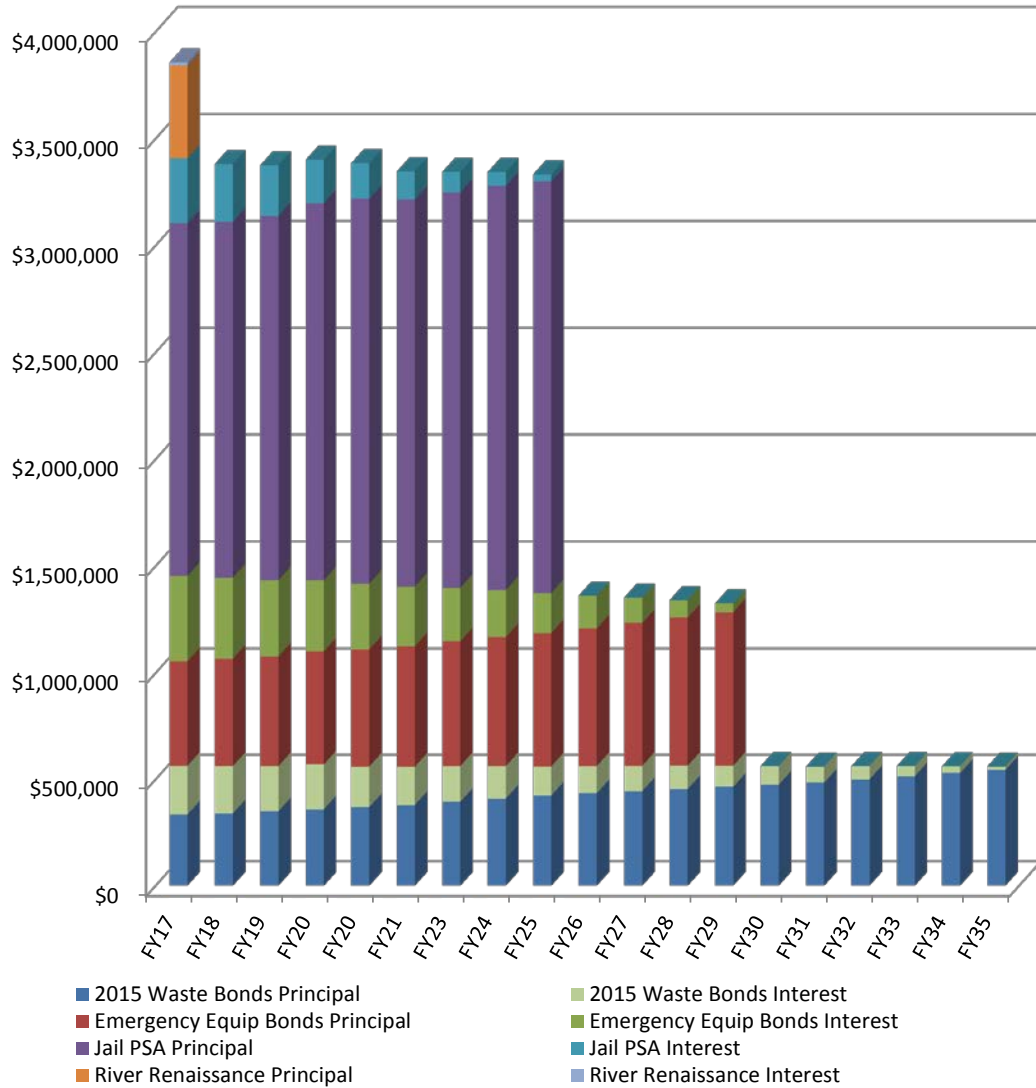


Scott County currently has four outstanding general obligation bond issues outstanding: Emergency Equipment, River Renaissance Urban Renewal Bonds, Solid Waste Bonds, and GIS Bonds. The GIS Bonds were issued in FY07 to develop a county-wide geographic information system. The debt amortization of the voter approved Renaissance General Obligation Bond issue began in FY 03. The increase in FY11 is due to a new bond issue to fund the Emergency Equipment for the new consolidated dispatch center. The County began levying for the Public Safety Lease within the Debt Service Fund in FY 14. The Solid Waste Bonds were issued in November, 2015.

**DEBT SERVICE FUND  
FUND STATEMENT**

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Taxes Levied on Property	\$ 2,766,963	\$ 2,606,884	\$ 2,606,884	\$ 2,323,955	-10.9%
Less: Uncollected Delinquent Taxes-Levy Year	1,527	1,352	1,352	1,527	12.9%
Less: Credits To Taxpayers	97,137	90,628	110,674	117,184	29.3%
Net Current Property Taxes	2,668,299	2,514,904	2,494,858	2,205,244	-12.3%
Delinquent Property Tax Revenue	1,527	1,352	1,352	1,527	12.9%
Other County Taxes	109,517	105,470	105,470	89,706	-14.9%
Intergovernmental	1,366,490	1,400,488	1,531,378	1,635,637	16.8%
Use of Property and Money	2,526	-	2,526	2,530	N/A
Subtotal Revenues	<u>4,148,359</u>	<u>4,022,214</u>	<u>4,135,584</u>	<u>3,934,644</u>	-2.2%
Other Financing Sources:					
Bond Proceeds	-	-	8,314,500	-	N/A
Total Revenues & Other Sources	<u>4,148,359</u>	<u>4,022,214</u>	<u>12,450,084</u>	<u>3,934,644</u>	-2.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Debt Service					
Principal Payments	\$ 2,790,000	\$ 2,810,000	\$ 2,810,000	\$ 2,910,000	3.6%
Interest and Fee Payments	1,293,170	798,943	1,015,787	956,579	19.7%
Subtotal Expenditures	4,083,170	3,608,943	3,825,787	3,866,579	7.1%
Other Financing Uses:					
Total Expenditures & Other Uses	4,083,170	3,608,943	3,825,787	3,866,579	7.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>65,189</u>	<u>413,271</u>	<u>8,624,297</u>	<u>68,065</u>	-83.5%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 1,909,227</u>	<u>\$ 1,974,416</u>	<u>\$ 1,974,416</u>	<u>\$ 10,598,713</u>	436.8%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 1,974,416</u>	<u>\$ 2,387,687</u>	<u>\$ 10,598,713</u>	<u>\$ 10,666,778</u>	346.7%

## REMAINING OUTSTANDING DEBT THROUGH MATURITY



The remaining debt outstanding shown in the above graph is for the the voter approved River Renaissance Bonds which are fully amortized in FY17. The Emergency Equipment will not be fully amortized until FY29. The Public Safety Lease matures in FY 25. The newest issue, Solid Waste Bonds will mature in FY 35.

## **CAPITAL PROJECTS FUND**

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, the Electronic Equipment Reserve Fund, Conservation Equipment Replacement Reserve Fund, and the Conservation CIP Reserve Fund has proved very beneficial in meeting this objective.

The County has a true 5 year capital program, with projects scheduled through FY20. A majority of these projects are planned as a result of our FY10 Information Technology Strategic Plan and FY 13 Master Space Utilization Plan. FY 17 continues phase three and four of the Space Utilization Master Plan, advances subsequent projects of the master plan, as well as the Sheriff Patrol Headquarters relocation project.

The Board of Supervisors in the new five year plan allocated increased dollars to Conservation to complete a variety of new facilities. The plan now includes funding for two new cabins, Scott County Park campground design and construction, Scott County Park entry station, West Lake Park lodge, and initial funding for West Lake Park Lake Restoration matching funds.

# CAPITAL PROJECTS FUND SUMMARY

## FUND STATEMENT

	<b>Actual 2014-15</b>	<b>Budget 2015-16</b>	<b>Revised Estimate 2015-16</b>	<b>Budget 2016-17</b>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ 528,381	\$ 535,000	\$ 560,000	\$ 560,000	4.7%
Intergovernmental	15,310	-	-	-	N/A
Use of Money & Property	13,703	-	20,200	10,200	N/A
Miscellaneous	726,715	17,000	125,764	27,000	58.8%
Subtotal Revenues	1,284,109	552,000	705,964	597,200	8.2%
Other Financing Sources:					
Operating Transfers In					
General Basic	6,694,768	2,380,030	5,074,030	2,705,030	13.7%
Capital Improvement (General)	28,451	-	-	-	N/A
Conservation CIP Reserve	-	-	-	-	N/A
Electronic Equipment	850,000	610,000	610,000	610,000	0.0%
Total Transfers In	7,573,219	2,990,030	5,684,030	3,315,030	10.9%
Proceeds of Fixed Asset Sales	83,083	189,000	249,583	70,000	-63.0%
Total Revenues & Other Sources	8,940,411	3,731,030	6,639,577	3,982,230	6.7%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	\$ 4,533,443	\$ 8,404,835	\$ 10,136,189	\$ 8,310,100	-1.1%
Subtotal Expenditures	4,533,443	8,404,835	10,136,189	8,310,100	-1.1%
Other Financing Uses:					
Operating Transfers Out					
General Basic Fund	58,667	-	-	-	N/A
Conservation CIP Fund	28,451	-	-	-	N/A
Capital Improvements	850,000	610,000	610,000	610,000	0.0%
Total Transfers Out	937,118	610,000	610,000	610,000	0.0%
Total Expenditures & Other Uses	5,470,561	9,014,835	10,746,189	8,920,100	-1.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	3,469,850	(5,283,805)	(4,106,612)	(4,937,870)	-6.5%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 9,019,502</u>	<u>\$ 12,489,352</u>	<u>\$ 12,489,352</u>	<u>\$ 8,382,740</u>	-32.9%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 12,489,352</u>	<u>\$ 7,205,547</u>	<u>\$ 8,382,740</u>	<u>\$ 3,444,870</u>	-52.2%



## CAPITAL PROJECTS (General) FUND FUND STATEMENT

	<u>Actual</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>Revised</u> <u>Estimate</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</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	\$ 528,381	\$ 535,000	\$ 560,000	\$ 560,000	4.7%
Intergovernmental	15,310	-	-	-	N/A
Use of Money & Property	10,995	-	20,000	10,000	N/A
Miscellaneous	<u>42,862</u>	<u>10,000</u>	<u>117,000</u>	<u>27,000</u>	170.0%
Subtotal Revenues	597,548	545,000	697,000	597,000	9.5%
Other Financing Sources:					
Operating Transfers In					
General Basic	5,844,768	1,770,030	4,229,030	1,770,030	0.0%
Electronic Equipment	<u>850,000</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	0.0%
Total Transfers In	6,694,768	2,380,030	4,839,030	2,380,030	0.0%
Proceods of fixed asset sales	<u>-</u>	<u>135,000</u>	<u>180,000</u>	<u>-</u>	N/A
Total Revenues & Other Sources	7,292,316	3,060,030	5,716,030	2,977,030	-2.7%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	<u>\$ 4,533,152</u>	<u>\$ 8,404,835</u>	<u>\$ 10,136,189</u>	<u>\$ 7,986,100</u>	-5.0%
Subtotal Expenditures	4,533,152	8,404,835	10,136,189	7,986,100	-5.0%
Other Financing Uses:					
CIP - Conservation CIP Reserve	<u>28,451</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Total Expenditures & Other Uses	4,561,603	8,404,835	10,136,189	7,986,100	-5.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	2,730,713	(5,344,805)	(4,420,159)	(5,009,070)	-6.3%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 7,673,394</u>	<u>\$ 10,404,107</u>	<u>\$ 10,404,107</u>	<u>\$ 5,983,948</u>	-42.5%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 10,404,107</u>	<u>\$ 5,059,302</u>	<u>\$ 5,983,948</u>	<u>\$ 974,878</u>	-80.7%

**ELECTRONIC EQUIPMENT FUND  
FUND STATEMENT**

	<b>Actual 2014-15</b>	<b>Budget 2015-16</b>	<b>Revised Estimate 2015-16</b>	<b>Budget 2016-17</b>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Money & Property	\$ 38	\$ -	\$ -	\$ -	N/A
Subtotal Revenues	38	-	-	-	N/A
Other Financing Sources:					
Operating Transfers In					
General Basic	<u>850,000</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	0.0%
Total Transfers In	850,000	610,000	610,000	610,000	0.0%
 Total Revenue & Other Sources	 850,038	 610,000	 610,000	 610,000	 0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:					
Operating Transfers Out					
Capital Improvements	<u>850,000</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	0.0%
Total Transfers Out	850,000	610,000	610,000	610,000	0.0%
 Total Expenditures & Other Uses	 850,000	 610,000	 610,000	 610,000	 0.0%
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 38	 -	 -	 -	 N/A
 <b>Beginning Fund Balance - July 1,</b>	 <u>\$ 23,738</u>	 <u>\$ 23,776</u>	 <u>\$ 23,776</u>	 <u>\$ 23,776</u>	 0.0%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 23,776</u>	<u>\$ 23,776</u>	<u>\$ 23,776</u>	<u>\$ 23,776</u>	0.0%

# VEHICLE REPLACEMENT FUND

## FUND STATEMENT

	<u>Actual</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>Revised</u> <u>Estimate</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</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	\$ -	\$ -	\$ -	\$ -	N/A
Use of Money & Property	181	-	200	200	N/A
Subtotal Revenues	181	-	200	200	N/A
Other Financing Sources:					
Transfer - From General Basic	-	-	235,000	325,000	N/A
Proceeds of Fixed Asset Sales	25,983	-	15,583	-	N/A
 Total Revenues & Other Sources	 26,164	 -	 250,783	 325,200	 N/A
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating - Vehicles:	\$ -	\$ -	\$ -	\$ 324,000	N/A
Other Financing Uses:					
Operating Transfers Out	-	-	-	-	N/A
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 26,164	 -	 250,783	 1,200	 N/A
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 104,340</b>	<b>\$ 104,340</b>	<b>\$ 130,504</b>	<b>\$ 381,287</b>	<b>265.4%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 130,504</b>	<b>\$ 104,340</b>	<b>\$ 381,287</b>	<b>\$ 382,487</b>	<b>266.6%</b>

# CONSERVATION EQUIPMENT RESERVE FUND

## FUND STATEMENT

	<u>Actual</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>Revised</u> <u>Estimate</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Property and Money	\$ 705	\$ -	\$ -	\$ -	N/A
Miscellaneous	<u>1,100</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Subtotal Revenues	1,805	-	-	-	N/A
Other Financing Sources:					
Operating Transfers In					
General Basic	-	-	-	-	N/A
Proceeds of Fixed Asset Sales	<u>57,100</u>	<u>54,000</u>	<u>54,000</u>	<u>70,000</u>	29.6%
Total Revenues & Other Sources	58,905	54,000	54,000	70,000	29.6%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out					
General Basic	<u>\$ 58,667</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	N/A
Total Transfers Out	<u>58,667</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Total Expenditures & Other Uses	58,667	-	-	-	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	238	54,000	54,000	70,000	29.6%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 413,366</u>	<u>\$ 270,969</u>	<u>\$ 413,604</u>	<u>\$ 467,604</u>	72.6%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 413,604</u>	<u>\$ 324,969</u>	<u>\$ 467,604</u>	<u>\$ 537,604</u>	65.4%

## CONSERVATION CIP RESERVE FUND FUND STATEMENT

	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Revised Estimate 2015-16</u>	<u>Budget 2016-17</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Property and Money	\$ 1,784	\$ -	\$ -	\$ -	N/A
Miscellaneous	<u>682,753</u>	<u>7,000</u>	<u>8,764</u>	<u>-</u>	-100.0%
Subtotal Revenues	684,537	7,000	8,764	-	-100.0%
Other Financing Sources:					
Operating Transfers In					
Capital Improvement	<u>28,451</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Total Transfers In	28,451	-	-	-	
 Total Revenues & Other Sources	 712,988	 7,000	 8,764	 -	 -100.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ 291	\$ -	\$ -	\$ -	N/A
Other Financing Uses - Transfer to General CIP	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	291 712,697	- 7,000	- 8,764	- -	-100.0%
 <b>Beginning Fund Balance - July 1,</b>	 \$ 804,664	 \$ 1,517,361	 \$ 1,517,361	 \$ 1,526,125	 0.6%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 1,517,361</u>	<u>\$ 1,524,361</u>	<u>\$ 1,526,125</u>	<u>\$ 1,526,125</u>	0.1%

## **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 Administration by November of the preceding year. 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 Budget and Administrative Services coordinates the requests concerning remodeling and construction of new or existing County facilities and as well as any vehicle or fleet requests. The Director of IT coordinates the requests for software, hardware and other IT equipment requests. Once these requests are gathered and analyzed, an administrative committee reviews and makes a recommendation to the County Administrator for inclusion into the recommended budget.

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. In most years, it is the board's intention to include, in the operating budget, transfers to the Capital Improvement Fund for capital improvement projects. The Board of Supervisors will make a transfer from the General Fund to the Electronic Equipment fund to support computer software and hardware purchases as a result of the recently adopted Scott County IT Strategic Master Plan. This plan was adopted by the Board of Supervisors Spring of 2010, and includes numerous projects that will require the purchase of new software and hardware.

The County is currently using only 4.84% of its allowable legal debt margin consisting of three general bond issues. These outstanding bond issues are described further under the major governmental funds section of this document. These outstanding bond issues are described further under the major governmental funds section of this document. An additional debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion being approved at the fall 2004 general election. This was refunded in the form of \$17.675 million in refunding bonds in 2012 and 2013. In FY10, the County issued \$10.5 million of Emergency Equipment Bonds to finance acquisition of 911 and radio equipment, towers, computer equipment, software and hardware for the new Scott Emergency Communication Center (SECC). In FY 16, the County issued \$8.215 million in Solid Waste Disposal Bonds to finance single stream recycling center and equipment.

The capital improvement budget totals \$9,780,100 for fiscal year FY17, with 71% or \$6,913,600 for general projects, 15% or \$1,470,000 for Secondary Roads projects, 3% or \$324,000 for vehicle acquisition and 11% or \$1,072,500 for Conservation parks and recreation projects. The Capital Plan is in the final stages of multi non-routine projects. The County has completed the planning of the Space Utilization Plan and begun the Phase Three and Four of the Courthouse Renovation. This is expected to be completed in FY 17. The Sheriff Patrol Headquarters has been delayed to FY 16 and FY 17 after originally being planned for FY 15. After completing the ERP implementation in FY 15, the County began reviewing an implementation an electronic content management solution. A contract was signed in FY 16 and initial implementation will span FY 16 and FY 17. The County looks forward to these challenging projects.

The general capital improvements budget of \$9,780,100 is supported by fund balances from various funds including the electronic equipment 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 supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. Unfortunately, gaming revenues have seen a decline of approximately 40% in recent years because of the economy. Gaming taxes may increase in the near future due to the redevelopment of two boat casinos into land based casinos; however, the net increase is unknown at this time.

The local Secondary Roads capital program totals \$1,470,000, which is significantly larger than previous years. This amount is for Jamestown Road (100<sup>th</sup> Avenue) Asphalt project. Additionally, the County's Secondary Roads Department will complete three bridge replacements in the coming year within Sheridan, Allen's Grove and Liberty townships.

The Conservation Department capital plan for FY17 totals \$1,072,500. Conservation capital projects include restroom replacement, lodge design and Lakeview Shelter at West Lake Park (\$198,000), and cabin construction, campground design, aquatic pool renovation, Pioneer Village Steeple renovation, and restroom replacement at Scott County Park (\$669,500). Conservation also has designated a portion (\$30,000) and \$175,000 of small equipment. The budget document contains a capital improvements section under the tab entitled "Major Governmental Funds". This section is informative and provides a correlation between the operations budget and the five-year capital improvements program. There is also a column for unprogrammed needs to allow identification of needed capital projects in the future when funding becomes available.

The upcoming projects in the capital budget that will save the County on future operational costs. See below for a table of items and their operating cost impacts:

<b>BLDG / Category</b>	<b>PROJECT</b>	<b>Salary / Benefits</b>	<b>Operational Contracts</b>	<b>MAINT</b>	<b>UTILITIES / Supplies</b>	<b>TOTAL</b>
A2	Carpet Replacement	-	-	(1,500)	-	(1,500)
A9	Courthouse lighting / asphalt resurface	-	-	-	(500)	(500)
B	Patrol Headquarters	15,076 (1/4 budget)	33,000	25,415	33,050	106,541
C	Treasurer Queuing System	-	-	2,694	-	2,694
C	Enterprise Content Management	-	31,880	-	-	31,880
C	Sheriff Video Project	-	61,250 (five year increment)	-	-	61,250
	<i>Totals</i>	<i>15,076</i>	<i>126,130</i>	<i>26,609</i>	<i>32,550</i>	<i>185,289</i>

Many of the projects listed in the detailed plan are for major repairs, renovations or replacements. By proactively planning for these projects we can avoid the cost of deferred maintenance and take advantage of efficiency gains from new equipment and technologies. The Board of Supervisors encourages County departments to self identify potential projects as capital requests during the budget process. Current (FY17) capital projects will have a negative impact on operating expenses due to staffing and maintenance cost for the new patrol headquarters and long term maintenance costs on new in-car video project. Additionally after budget adoption the Sheriff department requested additional funding for body cameras. The additional operational costs are included above. The completion of several large efforts have the potential for significant long term operational impacts. The Space Utilization projects included in the 5 year Capital Plan (Section B) will potentially have significant impacts (increases) on operational expenses. The initial projects Phases 1-4 should improve operating efficiencies in existing Courthouse spaces, by replacing systems and equipment that are 30+ years old. As noted above the new Patrol Headquarters and the long term building addition to the Courthouse both will represent net gains to the building square footage portfolio for the County, requiring additional expenses for maintenance, supplies and utilities. Careful planning and decision making should help to minimize those operational impacts going forward.

The pages that follow lists the individual capital projects planned for the next five years in addition to last year's actual projects and the current years revised projects. Some projects originally planned for FY16 were moved to FY17 and beyond due to timing & budget constraints or longer planning procedures required.



	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
Building & Grounds	296,894	1,080,000	145,260	1,028,768	1,077,500	1,100,000	1,295,000	357,500	335,000	2,102,500
Space Plan Utilization Project	2,312,010	5,335,000	855,959	6,543,575	5,185,000	-	-	-	-	32,000,000
Technology & Equipment Acquisition	694,131	960,005	126,000	1,693,469	516,100	1,877,000	411,000	1,012,000	862,000	1,040,000
Vehicle Acquisition	343,662	357,300	110,911	111,558	-	-	-	-	-	-
Other Projects	314,540	135,000	60,000	145,000	135,000	110,000	160,000	160,000	160,000	-
<b>SUBTOTAL GENERAL CIP</b>	<b>3,961,237</b>	<b>7,867,305</b>	<b>1,298,130</b>	<b>9,522,370</b>	<b>6,913,600</b>	<b>3,087,000</b>	<b>1,866,000</b>	<b>1,529,500</b>	<b>1,357,000</b>	<b>35,142,500</b>
Conservation CIP Projects	571,915	537,530	118,024	613,819	1,072,500	1,095,000	1,195,000	788,000	724,500	-
<b>Subtotal Projects Paid from CIP Fund</b>	<b>4,533,152</b>	<b>8,404,835</b>	<b>1,416,154</b>	<b>10,136,189</b>	<b>7,986,100</b>	<b>4,182,000</b>	<b>3,061,000</b>	<b>2,317,500</b>	<b>2,081,500</b>	<b>35,142,500</b>
Vehicle Acquisition	-	-	-	-	324,000	327,000	397,000	281,000	329,000	-
Secondary Roads Fund Projects	548,940	1,010,000	721,632	1,065,000	1,470,000	1,480,000	1,490,000	1,680,000	1,420,000	-
<b>Total All Capital Projects</b>	<b>5,082,092</b>	<b>9,414,835</b>	<b>2,137,786</b>	<b>11,201,189</b>	<b>9,780,100</b>	<b>5,989,000</b>	<b>4,948,000</b>	<b>4,278,500</b>	<b>3,830,500</b>	<b>35,142,500</b>
REVENUE SUMMARY										
Gaming Taxes-Davenport	211,260	210,000	68,373	210,000	210,000	210,000	210,000	210,000	210,000	-
Gaming Taxes-Bettendorf	317,121	325,000	124,594	350,000	350,000	350,000	350,000	350,000	350,000	-
Interest Income	13,704	-	1,860	20,000	10,000	10,000	10,000	10,000	10,000	-
State Grants & Reimbursements	15,310	-	-	-	-	-	-	-	-	-
Contributions From Local Governments	71,312	10,000	27,797	-	-	-	-	-	-	-
Sale of Assets	84,183	189,000	160,730	234,000	70,000	-	-	-	-	-
Other	-	-	-	100,000	-	-	-	-	-	-
Miscellaneous (donations, refunds)	654,302	7,000	6,600	25,764	27,000	17,000	17,000	17,000	17,000	-
Transfers										
From General Basic Fund - Cons	545,030	545,030	-	545,030	720,030	775,000	775,000	775,000	775,000	-
From General Basic Fund - Budget Savings	3,610,000	-	-	2,694,000	-	2,000,000	-	-	-	-
From General Basic Fund - Tax Levy	1,689,738	1,225,000	-	990,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	-
From Electronic Equipment Fund	850,000	610,000	-	610,000	610,000	610,000	610,000	610,000	610,000	-
From / To Vehicle Replacement Fund	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>8,061,960</b>	<b>3,121,030</b>	<b>389,954</b>	<b>5,778,794</b>	<b>3,047,030</b>	<b>5,022,000</b>	<b>3,022,000</b>	<b>3,022,000</b>	<b>3,022,000</b>	<b>-</b>
<i>CIP Fund revenues over (under) expend</i>	<i>3,528,808</i>	<i>(5,283,805)</i>	<i>(1,026,200)</i>	<i>(4,357,395)</i>	<i>(4,939,070)</i>	<i>840,000</i>	<i>(39,000)</i>	<i>704,500</i>	<i>940,500</i>	
Vehicle Replacement sub funds										
REVENUE SUMMARY										
Interest Income	-	-	-	200	200	-	-	-	-	-
Sale of Assets	-	-	15,583	15,583	-	-	-	-	-	-
Transfers										
From General Basic Fund - Tax Levy	-	-	-	235,000	325,000	325,000	325,000	325,000	325,000	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>15,583</b>	<b>250,783</b>	<b>325,200</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>-</b>
Expenditures	-	-	-	-	324,000	327,000	397,000	281,000	329,000	-
<i>Vehicle Replacment revenues over expneditures</i>	<i>-</i>	<i>-</i>	<i>15,583</i>	<i>250,783</i>	<i>1,200</i>	<i>(2,000)</i>	<i>(72,000)</i>	<i>44,000</i>	<i>(4,000)</i>	<i>-</i>

	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
<b>CIP FUND BALANCE RECAP</b>										
Beginning Fund Balance	7,673,394	6,482,865	10,404,107	10,404,107	5,983,948	974,878	1,814,878	1,775,878	2,480,378	-
Net Transfers to Subfunds	(798,095)	(61,000)	-	(62,764)	(70,000)	-	-	-	-	-
Increase (decrease)	<u>3,528,808</u>	<u>(5,283,805)</u>	<u>(1,026,200)</u>	<u>(4,357,395)</u>	<u>(4,939,070)</u>	<u>840,000</u>	<u>(39,000)</u>	<u>704,500</u>	<u>940,500</u>	<u>-</u>
<b>Ending Net CIP Fund Balance</b>	<b>10,404,107</b>	<b>1,138,060</b>	<b>9,377,907</b>	<b>5,983,948</b>	<b>974,878</b>	<b>1,814,878</b>	<b>1,775,878</b>	<b>2,480,378</b>	<b>3,420,878</b>	<b>-</b>
Vehicle Replacement Fund Balance	130,504	104,340	130,504	381,287	382,487	128,504	309,287	426,487	124,504	-
Electronic Equipment Fund Balance	23,776	23,738	23,776	23,776	23,776	23,776	23,776	23,776	23,776	-
Conservation CIP Fund Balance	1,517,361	1,321,663	1,307,965	1,526,125	1,526,125	1,526,125	1,526,125	1,526,125	1,526,125	-
Conservation Equipment Fund Balance	<u>413,604</u>	<u>519,366</u>	<u>413,604</u>	<u>467,604</u>	<u>537,604</u>	<u>537,604</u>	<u>537,604</u>	<u>537,604</u>	<u>537,604</u>	<u>-</u>
<b>Ending Gross CIP Fund Balance</b>	<b>12,489,352</b>	<b>3,107,167</b>	<b>11,253,756</b>	<b>8,382,740</b>	<b>3,444,870</b>	<b>4,030,887</b>	<b>4,172,670</b>	<b>4,994,370</b>	<b>5,632,887</b>	<b>-</b>

APPROPRIATION DETAIL INFORMATION

**A. Bldg and Grounds**

**A.1 Courthouse**

CH General Remodeling/Replacement	20,819	40,000	7,776	40,000	40,000	40,000	40,000	40,000	40,000	-
CH HVAC Recommissioning/Controls	-	80,000	-	70,000	30,000	-	-	-	-	-
CH Energy Projects	-	-	-	-	-	-	-	-	-	-
CH ADA Improvements	-	-	-	-	-	25,000	-	25,000	-	-
CH Roof	-	-	-	-	-	300,000	-	-	-	-
CH Computer Room Fire Suppr	-	-	-	-	-	-	-	-	-	-
CH Panic Alarm Replacement	-	-	-	-	-	-	-	-	-	-
CH CCTV Replacement	-	-	-	74,000	-	-	-	-	-	-
CH Elevator Controls	-	-	-	-	-	-	537,500	-	-	-
CH UV Filtration	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COURTHOUSE</b>	<b>20,819</b>	<b>120,000</b>	<b>7,776</b>	<b>184,000</b>	<b>70,000</b>	<b>365,000</b>	<b>577,500</b>	<b>65,000</b>	<b>40,000</b>	<b>-</b>

**A.2 Jail**

JL Roof Replacement	-	-	-	-	-	-	-	-	-	-
JL Carpet	-	20,000	-	30,000	30,000	30,000	30,000	30,000	30,000	-
JL NW AHU/ACCU Replacement	-	-	-	-	-	-	-	-	-	-
JL UPS Redundancy	-	30,000	-	-	-	-	-	-	-	170,000
JL Security System Replacement	43,515	35,000	5,565	35,000	40,000	60,000	20,000	20,000	20,000	-
JL Elevator Modernization Support Elevators	-	-	-	-	-	-	-	-	-	312,500
JL UV Filtration	-	-	-	-	-	-	-	-	-	-
JL General Remodeling/Replacement	<u>41,669</u>	<u>40,000</u>	<u>19,765</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>-</u>
<b>TOTAL JAIL</b>	<b>85,184</b>	<b>125,000</b>	<b>25,330</b>	<b>105,000</b>	<b>110,000</b>	<b>130,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>482,500</b>

	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
<b>A.3 Tremont Bldg</b>										
TR ADA Improvements	-	-	-	-	-	50,000	-	-	-	-
TR Convert Patrol Space for Elect	-	-	-	-	-	-	165,000	-	-	-
TR General Remodeling/Replacement	10,000	10,000	1,861	8,000	7,500	7,500	7,500	7,500	10,000	-
<b>TOTAL TREMONT BUILDING</b>	<b>10,000</b>	<b>10,000</b>	<b>1,861</b>	<b>8,000</b>	<b>7,500</b>	<b>57,500</b>	<b>172,500</b>	<b>7,500</b>	<b>10,000</b>	<b>-</b>
<b>A.4 Annex</b>										
AN General Remodeling/Replacement	19,878	20,000	1,609	15,000	15,000	20,000	20,000	20,000	20,000	-
AN Roof Replacement	-	140,000	-	-	-	-	-	-	-	-
AN ADA Improvements	-	-	-	-	-	-	-	-	-	-
AN UV Filtration	-	-	-	-	-	-	-	-	-	-
AN Energy Project	-	-	-	-	-	-	-	-	-	-
AN Panic Alarm System Replacement	-	-	-	-	-	-	-	-	-	-
AN Rooftop HVAC Replacement	2,281	305,000	11,230	350,200	-	-	-	-	-	-
AN JDC Capital Improvements	-	10,000	-	15,000	235,000	-	190,000	-	-	-
AN HVAC Controls	-	25,000	-	8,500	-	-	-	-	-	-
AN Security Systems Replacement	7,630	60,000	-	60,000	20,000	20,000	20,000	20,000	20,000	-
<b>TOTAL ANNEX</b>	<b>29,789</b>	<b>560,000</b>	<b>12,839</b>	<b>448,700</b>	<b>270,000</b>	<b>40,000</b>	<b>230,000</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>
<b>A.5 Admin Center</b>										
AC Remodeling/Redecorating	37,505	35,000	13,155	35,000	35,000	35,000	35,000	35,000	35,000	-
AC Recorder Renovation	-	-	-	-	-	-	-	-	-	-
AC ADA Improvements	-	30,000	-	-	-	30,000	70,000	70,000	80,000	-
AC Security Screening	-	-	-	-	-	-	-	-	-	100,000
AC Signage - Interior	-	35,000	-	35,000	-	-	-	-	-	-
AC UV Filtration	-	-	-	-	-	-	-	-	-	-
AC Roof	71,602	-	-	-	-	-	-	-	-	-
AC Tuckpoint	-	-	-	-	-	-	-	-	-	120,000
AC HVAC Controls	9,946	-	-	-	-	-	-	-	-	100,000
AC Renovate Elev Cars	-	-	-	-	-	322,500	-	-	-	-
AC Carpet Replacement	-	85,000	-	85,000	45,000	85,000	85,000	-	-	-
AC Exterior Lighting	7,677	-	68,268	68,268	-	-	-	-	-	-
<b>TOTAL ADMINISTRATIVE CENTER</b>	<b>126,730</b>	<b>185,000</b>	<b>81,423</b>	<b>223,268</b>	<b>80,000</b>	<b>472,500</b>	<b>190,000</b>	<b>105,000</b>	<b>115,000</b>	<b>320,000</b>

	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
<b>A.6 Pine Knoll</b>										
PK General Remodeling/Replacement	10,385	-	3,808	22,000	-	-	-	-	-	-
PK Building Review / Reuse Study	8,500	-	-	-	-	-	-	-	-	-
PK Roof	-	-	-	-	-	-	-	-	-	250,000
PK ADA Improvements	-	-	-	-	-	-	-	-	-	420,000
PK Renovate Nurses Stations	-	-	-	-	-	-	-	-	-	60,000
PK Driveway Reconstruction	-	-	-	-	-	-	-	-	-	100,000
PK Replace Generator	-	-	-	-	-	-	-	-	-	85,000
PK UV Filtration	-	-	-	-	-	-	-	-	-	-
PK Tuckpoint	-	-	-	-	-	-	-	-	-	125,000
PK Sprinkler Install	-	-	-	-	-	-	-	-	-	135,000
PK Parking Lot Overlay	-	-	-	-	-	-	-	-	-	125,000
PK Roof on Garage/Drainage	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PINE KNOLL</b>	<b>18,885</b>	<b>-</b>	<b>3,808</b>	<b>22,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,300,000</b>
<b>A.7 Downtown Storage Bldg</b>										
DSB General Remodeling/Replacement	-	-	-	-	-	-	-	5,000	5,000	-
<b>TOTAL DOWNTOWN STORAGE BUILDING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>
<b>A.8 Sheriff Patrol</b>										
SP- General Remodeling/ Replacement	-	-	-	-	-	-	-	10,000	10,000	-
<b>TOTAL SHERIFF PATROL BUILDING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>A.9 Other Bldg/Grounds</b>										
OB Miscellaneous Landscaping	-	25,000	1,188	10,000	10,000	10,000	10,000	10,000	10,000	-
OB Regulatory Compliance Cost	5,487	10,000	1,035	12,000	15,000	15,000	15,000	15,000	15,000	-
OB Parking Lot Repair/Maintenance	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	-
OB Pedestrian Safe ADA Walkway	-	-	-	5,800	250,000	-	-	-	-	-
OB Courthouse Lighting & Asphalt Resurface	-	-	-	-	135,000	-	-	-	-	-
OB ADA Sidewalk 5th & Western	-	-	-	-	75,000	-	-	-	-	-
OB Sheriff's Range	-	-	-	-	-	-	-	-	-	-
OB Campus Signage Replacement	-	35,000	-	-	45,000	-	-	-	-	-
<b>TOTAL OTHER B &amp; G</b>	<b>5,487</b>	<b>80,000</b>	<b>12,223</b>	<b>37,800</b>	<b>540,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>25,000</b>	<b>-</b>
<b>TOTAL BUILDING &amp; GROUNDS</b>	<b>296,894</b>	<b>1,080,000</b>	<b>145,260</b>	<b>1,028,768</b>	<b>1,077,500</b>	<b>1,100,000</b>	<b>1,295,000</b>	<b>357,500</b>	<b>335,000</b>	<b>2,102,500</b>

	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
<b>APPROPRIATION SUMMARY</b>										
<b>B. Space Utilization Master Plan</b>										
Demo Scott St. / Build Storage	281,158	175,000	245,171	333,000	-	-	-	-	-	-
Courthouse PH 1 / 2	1,772,670	-	212,300	415,575	-	-	-	-	-	-
Courthouse PH 3 / 4	105,349	3,100,000	104,533	3,000,000	450,000	-	-	-	-	-
CH Computer Room Air Handler	2,829	170,000	-	170,000	-	-	-	-	-	-
CH ADA Improvements	-	25,000	-	25,000	-	-	-	-	-	-
CH Main Elec Switch Repl't	-	360,000	-	360,000	-	-	-	-	-	-
CH Egress	-	55,000	-	55,000	-	-	-	-	-	-
CH Window Repl't - 2nd and 3rd FL	-	250,000	-	250,000	-	-	-	-	-	-
CH IT Staff Relocation	-	-	-	235,000	-	-	-	-	-	-
Sheriff Patrol Hdqtrs	50,521	1,000,000	293,955	1,500,000	4,500,000	-	-	-	-	-
Planning and Development	-	-	-	-	235,000	-	-	-	-	-
Service Bay Transfer	99,483.00	200,000	-	200,000	-	-	-	-	-	-
Courthouse Long Range	-	-	-	-	-	-	-	-	-	32,000,000
<b>TOTAL SPACE UTILIZATION MASTER PLAN</b>	<b>2,312,010</b>	<b>5,335,000</b>	<b>855,959</b>	<b>6,543,575</b>	<b>5,185,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,000,000</b>
<b>C. Technology &amp; Equipment Acquisition</b>										
EE Technology & Equipment General	-	-	-	-	-	-	-	-	-	-
EE Technology & Equipment Other Equip	-	-	-	-	-	-	-	-	-	-
EE Auditor Election Equip	21,336	7,500	-	-	-	1,000,000	-	-	-	-
EE Auditor Pollbook Replacement	-	-	-	7,500	5,500	-	-	-	-	-
EE Treasurer - Queing System	-	-	-	-	35,000	-	-	-	-	-
EE FSS-MFP Replacements	39,685	45,000	-	45,000	45,000	45,000	45,000	45,000	45,000	-
EE FSS Alarm Radio Replacements	-	22,250	-	17,000	-	-	-	-	-	-
EE FSS Digital Signage	-	-	-	-	15,000	-	-	-	-	-
EE BOS-Board Room AV Equip	-	-	-	-	15,000	-	-	-	-	-
EE Treasurer-Tax System Upgrade	36,675	-	-	-	-	-	-	-	-	-
EE IT-Phone System Upgrades/Replacement	3,675	10,000	2,374	10,714	50,000	10,000	10,000	10,000	10,000	-
EE IT-Desktop Replacements	-	-	-	-	-	300,000	-	-	-	-
EE IT-PC's/Printers	54,243	60,000	17,206	60,000	60,000	60,000	60,000	60,000	60,000	-
EE IT-Premise Wiring	6,059	-	-	15,000	-	-	-	-	-	-
EE IT-Laptops	25,000	-	-	-	-	-	100,000	-	-	-
EE IT-Windows Software	16,398	35,000	11,618	35,000	35,000	35,000	35,000	35,000	35,000	-
EE IT-Electronic Content Mgt.	-	300,000	9,800	400,000	-	-	-	-	-	-
EE IT-Remote Sites WANS	-	-	35,782	50,000	-	20,000	20,000	20,000	20,000	-
EE IT-Edge Devices	-	5,000	24,481	35,000	5,000	5,000	5,000	5,000	5,000	-
EE IT-Web Site Development	67,832	25,000	4,206	25,000	25,000	25,000	25,000	25,000	-	-
EE IT-Network Review Study	-	50,000	-	-	-	100,000	-	-	-	-
EE IT-Servers	125,634	-	-	175,000	-	-	-	-	-	250,000
EE IT-Storage	-	-	-	400,000	-	-	-	-	-	500,000
EE IT-Tape Backup Equipment	-	15,000	1,030	15,000	15,000	15,000	15,000	15,000	15,000	-
EE IT-Server Software Licenses	6,000	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace Monitors	8,946	10,000	4,064	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace High speed Line Printer	-	-	-	-	-	-	-	-	-	-
EE IT-GIS Equipment	13,469	25,000	15,439	25,000	25,000	25,000	25,000	25,000	25,000	-
EE GIS (Aerial Photos)	76,713	-	-	-	-	-	-	125,000	-	-
EE IT-ERP	35,972	-	-	-	-	-	-	-	-	-
EE IT - IT Projects	-	-	-	-	-	-	-	610,000	610,000	-
EE Rec-Mgt Fund Projects	-	26,000	-	26,000	-	-	-	-	-	-
EE FSS-Fleet Mgmt Software	3,500	-	-	-	-	-	-	-	-	-
EE-Disaster Mgmt	-	-	-	-	-	-	-	-	-	200,000

	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
<b>APPROPRIATION SUMMARY</b>										
EE Sher-Light Bars & Arrow Sticks	6,851	11,000	-	11,000	11,500	11,500	11,500	11,500	11,500	-
EE Sher-Moving Radar Units	4,400	5,000	-	5,000	5,500	5,500	5,500	5,500	5,500	-
EE Sher-PDA for Jail	-	-	-	-	-	-	-	-	-	40,000
EE Sher-In Car Video Systems	10,000	-	-	-	11,000	-	-	-	-	-
EE Sher-Taser Replacement	-	-	-	-	-	-	-	-	-	-
EE Sher-Video Project	-	200,000	-	200,000	-	-	-	-	-	-
EE Sher-Bullet Proof Vests	-	-	-	-	-	-	-	-	-	-
EE Sher-Shot Guns / Masks / Helmet Shields	-	-	-	-	-	-	-	-	-	-
EE Sher-Body Camera Project	-	-	-	-	-	-	-	-	-	50,000
EE-Sher-Jail Booking Camera	-	-	-	-	-	-	-	-	-	-
EE-Sher-Jail Inmate Mugshot Software - Live Scan	-	62,255	-	62,255	-	-	-	-	-	-
EE-Sher-Booking Photo	-	-	-	-	26,000	-	-	-	-	-
EE-Sher-Jail Kitchen Equipment	-	-	-	-	57,600	-	-	-	-	-
EE-Sher-CH/Jail Metal Detect	-	-	-	-	-	-	34,000	-	-	-
EE-Sher-Mobile Data Computers (MDC)	-	-	-	-	-	200,000	-	-	-	-
EE-Jail-Radios	131,743	-	-	-	-	-	-	-	-	-
EE-Jail-Camera Repl't (from CIP)	-	36,000	-	54,000	54,000	-	-	-	-	-
<b>TOTAL TECHNOLOGY</b>	<b>694,131</b>	<b>960,005</b>	<b>126,000</b>	<b>1,693,469</b>	<b>516,100</b>	<b>1,877,000</b>	<b>411,000</b>	<b>1,012,000</b>	<b>862,000</b>	<b>1,040,000</b>
<b>D. Vehicles</b>										
VE Sheriff Patrol Vehicles	187,127	170,000	-	-	-	-	-	-	-	-
VE Sheriff Jail Prisoner Transport Vehicle	71,490	44,000	41,466	41,466	-	-	-	-	-	-
VE Sheriff Investigation Vehicle	-	45,300	-	-	-	-	-	-	-	-
VE Health Inspection Vehicles	21,511	48,000	44,353	45,000	-	-	-	-	-	-
VE Plan & Dev Code Enforcement Vehicle	-	30,000	25,092	25,092	-	-	-	-	-	-
VE FSS Truck	63,534	-	-	-	-	-	-	-	-	-
VE FSS Motor Pool Vehicle	-	20,000	-	-	-	-	-	-	-	-
<b>TOTAL VEHICLES</b>	<b>343,662</b>	<b>357,300</b>	<b>110,911</b>	<b>111,558</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>E. Other Projects</b>										
OP SECC Equipment	-	-	-	-	-	-	-	-	-	-
OP Capital Contribution General	3,232	-	-	-	-	-	-	-	-	-
OP Bettendorf Riverfront Plan	25,000	25,000	-	25,000	25,000	-	-	-	-	-
OP NW Dav Industrial Park Rail Spur	-	60,000	60,000	120,000	60,000	60,000	60,000	60,000	60,000	-
OP EMS System Study	-	-	-	-	-	-	-	-	-	-
OP EMS Capital Contribution	275,623	-	-	-	-	-	-	-	-	-
OP Putnam Funding	-	-	-	-	-	-	-	-	-	-
OP Pine Knoll study	10,685	-	-	-	-	-	-	-	-	-
OP Bike Trail/CAT Funding	-	50,000	-	-	50,000	50,000	100,000	100,000	100,000	-
<b>Total Other Projects</b>	<b>314,540</b>	<b>135,000</b>	<b>60,000</b>	<b>145,000</b>	<b>135,000</b>	<b>110,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>-</b>
<b>Grand Total</b>	<b>3,961,237</b>	<b>7,867,305</b>	<b>1,298,130</b>	<b>9,522,370</b>	<b>6,913,600</b>	<b>3,087,000</b>	<b>1,866,000</b>	<b>1,529,500</b>	<b>1,357,000</b>	<b>35,142,500</b>

	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
<b>F. Conservation Projects</b>										
<b>Scott County Park</b>										
SCP-Cabin Construction - 2	-	-	-	-	300,000	-	-	-	-	-
SCP-Campground Design & Constructi	-	-	-	-	30,000	120,000	200,000	110,000	54,500	-
SCP-Entry Station	-	-	-	-	-	-	-	-	200,000	-
SCP-Whispering Pines Roof Repl't	24,470	-	-	-	-	-	-	-	-	-
SCP-Pool and Aquatic Ctr Renov	176,455	192,530	458	192,530	50,000	50,000	50,000	50,000	-	-
SCP-Pool Entry & Staff Area	-	-	-	-	160,000	-	-	-	-	-
SCP-Indian Hills Shelter Repl't	-	-	-	-	-	-	-	-	-	-
SCP-Buffalo Bill Shelter Repl't	-	-	-	-	-	-	-	-	-	-
SCP-Pioneer Village Renov	40,908	40,000	19,804	40,000	-	-	-	-	-	-
SCP-Pioneer Village Residence	-	-	-	-	-	-	-	-	-	-
SCP-Pioneer Village Church Steeple	-	-	-	-	93,500	-	-	-	-	-
SCP-Cody Homestead Improv	-	-	17,289	17,289	-	-	-	-	-	-
SCP-Sac Fox Rest Room & Well	-	-	-	-	-	-	-	-	-	-
SCP-Pine Grove Campgrd	49,929	-	15,407	30,000	-	-	-	-	-	-
SCP-Maintenance Area Bldg's	-	-	-	-	-	-	-	-	-	-
SCP-Old Nature Center	-	45,000	-	45,000	-	-	-	-	-	-
SCP-ADA Assessments	-	-	-	-	-	-	-	-	-	-
SCP-Road Repair	37,015	-	-	-	-	-	-	-	-	-
SCP-Sign and Park Ammenities	-	-	-	-	-	-	-	-	-	-
SCP-Outhouse Replacement	46,471	-	-	-	36,000	-	-	-	-	-
SCP-Playground	-	-	-	-	-	-	80,000	90,000	-	-
SCP-Running Deer Shelter Repl't	-	115,000	13,118	115,000	-	-	-	-	-	-
SCP-Indian Hills, N-Shelter Repl't	-	70,000	-	70,000	-	-	-	-	-	-
SCP Watershed Protection	-	-	-	-	-	-	-	-	75,000	-
<b>Scott County Park Sub-total</b>	<b>375,248</b>	<b>462,530</b>	<b>66,076</b>	<b>509,819</b>	<b>669,500</b>	<b>170,000</b>	<b>330,000</b>	<b>250,000</b>	<b>329,500</b>	<b>-</b>
<b>Westlake Park</b>										
WLP- Lodge Design & Construction	-	-	-	-	30,000	-	450,000	120,000	-	-
WLP-Lakeview Shelter & RR	-	-	-	-	150,000	-	-	-	-	-
WLP-Park Road Repair	-	-	-	-	-	-	80,000	-	-	-
WLP-Wastewater Tx Upgrades	1,601	-	-	-	-	-	-	-	-	-
WLP-Summit Campground Elec	-	-	-	-	-	-	-	-	-	-
WLP-Playgrounds	-	-	-	-	-	75,000	80,000	-	80,000	-
WLP-Lake Restoration	-	-	-	-	-	50,000	50,000	60,000	60,000	-
WLP-Maintenance Area Bldg's	53,028	-	-	-	-	45,000	-	-	-	-
WLP-Arrowhead Rest Room	-	-	-	-	-	-	-	-	-	-
WLP-Outhouse Replacement	48,242	45,000	-	45,000	18,000	-	-	-	-	-
WLP-Cabins	-	-	-	-	-	400,000	-	-	-	-
<b>Westlake Park Sub-total</b>	<b>102,871</b>	<b>45,000</b>	<b>-</b>	<b>45,000</b>	<b>198,000</b>	<b>570,000</b>	<b>660,000</b>	<b>180,000</b>	<b>140,000</b>	<b>-</b>

	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
<b>Wapsi Center</b>										
Wapsi Center Cabin	-	-	-	-	-	-	-	-	-	-
Wapsi Renovations	-	-	-	-	-	-	-	-	-	-
Wapsi Aquatic Facility & Pond Ren.	-	-	-	-	-	-	-	-	-	-
Wapsi 3 Season Shelter	-	-	-	-	-	-	-	-	-	-
Wapsi Office Replacement	-	-	-	-	-	-	-	-	-	-
Well & Water System Replacment	33,631	-	51,948	59,000	-	-	-	-	-	-
Wapsi Road	-	-	-	-	-	60,000	-	-	-	-
<b>Wapsi Center Sub-total</b>	<b>33,631</b>	<b>-</b>	<b>51,948</b>	<b>59,000</b>	<b>-</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Buffalo Shores Dock Replacement	-	-	-	-	-	-	-	45,000	-	-
<b>Buffalo Shores Sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>-</b>	<b>-</b>
<b>Other Locations</b>										
Master Plan	-	-	-	-	30,000	-	-	-	-	-
P25 Radios	-	-	-	-	-	120,000	-	-	-	-
EAB & Reforestation	-	-	-	-	-	-	-	50,000	50,000	-
ADA Improv - all parks	-	30,000	-	-	-	-	30,000	30,000	30,000	-
Mid-American Shade Tree Program	9,351	-	-	-	-	-	-	-	-	-
Glynn's Creek-Outhouse Replacement	-	-	-	-	-	-	-	-	-	-
Composting Restrooms	-	-	-	-	-	-	-	-	-	-
Administration - Windows	45,304	-	-	-	-	-	-	-	-	-
Administration - Capital Planning	5,510	-	-	-	-	-	-	-	-	-
Transfer to contingency	-	-	-	-	-	-	-	-	-	-
Transfer to General fund	-	-	-	-	-	-	-	-	-	-
Vehicles and Small equipment	-	-	-	-	175,000	175,000	175,000	175,000	175,000	-
Lodge Construction	-	-	-	-	-	-	-	-	-	-
Archery Range	-	-	-	-	-	-	-	58,000	-	-
Undesignated Projects	-	-	-	-	-	-	-	-	-	-
<b>Other Locations Sub-total</b>	<b>60,165</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>205,000</b>	<b>295,000</b>	<b>205,000</b>	<b>313,000</b>	<b>255,000</b>	<b>-</b>
<b>F. Conservation Projects Total</b>	<b>571,915</b>	<b>537,530</b>	<b>118,024</b>	<b>613,819</b>	<b>1,072,500</b>	<b>1,095,000</b>	<b>1,195,000</b>	<b>788,000</b>	<b>724,500</b>	<b>-</b>



Project #	Description	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
<b>G. Secondary Roads Projects</b>											
L-310	BROS Bridge Repl't (reim 80%)	959	-	-	-	-	-	-	-	-	-
L-615	HMA Paving	303,314	-	-	-	-	-	-	-	-	-
L-215	Bridge Replacement	196,908	-	-	-	-	-	-	-	-	-
L-414	BROS Bridge Repl't (reim 80%) 28J Pr	-	280,000	330,000	330,000	-	-	-	-	-	-
L-115	Various Pipe Culverts	47,759	-	-	-	-	-	-	-	-	-
L-315	HMA Paving 230th Ave	-	140,000	240,000	240,000	-	-	-	-	-	-
L-811	RCB Culvert 102nd Ave	-	100,000	11,632	65,000	-	-	-	-	-	-
L-116	Various Pipe Culverts	-	90,000	-	90,000	-	-	-	-	-	-
L-217	Bridge Replacement 3D Hickory Grove	-	200,000	-	200,000	-	-	-	-	-	-
L-720	HMA Paving 210th St	-	-	140,000	140,000	-	-	-	-	-	-
L-318	Bridge Replacement 20 Sheridan #2	-	200,000	-	-	240,000	-	-	-	-	-
L-117	Various Pipe Culverts #1	-	-	-	-	90,000	-	-	-	-	-
L-219	BROS Bridge Repl't (reim 80%) 33B Al	-	-	-	-	330,000	-	-	-	-	-
L-619	Bridge Replacement 6B Liberty #3	-	-	-	-	200,000	-	-	-	-	-
L-417	RCB Culvert 87nd Ave #5	-	-	-	-	80,000	-	-	-	-	-
L-517	RCB Culvert 140nd Ave #6	-	-	-	-	80,000	-	-	-	-	-
L-617	HMA Paving 100th Ave (Jamestown Rd) #7	-	-	-	-	450,000	-	-	-	-	-
L-218	Misc. - Slide Repair	-	-	-	-	-	250,000	-	-	-	-
L-118	Various Pipe Culverts	-	-	-	-	-	90,000	-	-	-	-
L-413	HMA Paving 52nd Ave (Wapsi Center)	-	-	-	-	-	200,000	-	-	-	-
L-309	HMA Paving Cody Rd	-	-	-	-	-	250,000	-	-	-	-
L-518	HMA Paving 102nd Ave	-	-	-	-	-	400,000	-	-	-	-
L-519	Bridge Replacement 4E Sheridan 140th	-	-	-	-	-	90,000	-	-	-	-
L-719	Bridge Replacement 3C Liberty	-	-	-	-	-	200,000	-	-	-	-
L-119	Various Pipe Culverts	-	-	-	-	-	-	90,000	-	-	-
L-319	BROS Bridge Repl't (reim 80%)7 Princ	-	-	-	-	-	-	250,000	-	-	-
L-420	Bridge Replacement 17C Sheridan	-	-	-	-	-	-	250,000	-	-	-
L-419	Bridge Replacement 12 Winfield	-	-	-	-	-	-	200,000	-	-	-
L-819	HMA Paving 270th St ( Indian Hills)	-	-	-	-	-	-	400,000	-	-	-
L-820	HMA Paving Chapel Hill	-	-	-	-	-	-	300,000	-	-	-

Project #	Description	FY15 ACTUAL	FY16 BUDGET	FY16 YTD	FY16 ESTIMATE	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	UNPROG NEEDS
L-220	Bridge Replacement 8A Cleona	-	-	-	-	-	-	-	200,000	-	-
L-320	Bridge Replacement 27H LeClaire	-	-	-	-	-	-	-	200,000	-	-
L-120	Various Pipe Culverts	-	-	-	-	-	-	-	90,000	-	-
L-520	7C Blue Grass RCB	-	-	-	-	-	-	-	90,000	-	-
L-620	HMA paving Slopertown	-	-	-	-	-	-	-	300,000	-	-
L-920	HMA Paving 190 Ave	-	-	-	-	-	-	-	300,000	-	-
L-720	HMA Paving Cadda Rd	-	-	-	-	-	-	-	500,000	-	-
L-121	Various Pipe Culverts	-	-	-	-	-	-	-	-	90,000	-
L-221	Bridge Replacement 9 Winfield	-	-	-	-	-	-	-	-	140,000	-
L-321	Bridge Replacement 9 Cleona	-	-	-	-	-	-	-	-	140,000	-
L-421	HMA Paving 290 St	-	-	-	-	-	-	-	-	400,000	-
L-521	Transfer to FM Princeton Rd	-	-	-	-	-	-	-	-	400,000	-
L-621	Bridge Replacement 21 Sheridan	-	-	-	-	-	-	-	-	250,000	-
<b>G. Secondary Roads Total</b>		<b><u>548,940</u></b>	<b><u>1,010,000</u></b>	<b><u>721,632</u></b>	<b><u>1,065,000</u></b>	<b><u>1,470,000</u></b>	<b><u>1,480,000</u></b>	<b><u>1,490,000</u></b>	<b><u>1,680,000</u></b>	<b><u>1,420,000</u></b>	<b><u>-</u></b>

# **NONMAJOR GOVERNMENTAL FUNDS**

# SUMMARY FUND STATEMENT

## NONMAJOR GOVERNMENTAL FUNDS

<u>Fund</u>	Estimated Balance <u>07/01/16</u>	Revenues and <u>transfers</u>	Expenditures and <u>transfers</u>	Estimated Balance <u>06/30/17</u>
<b>NONMAJOR GOVERNMENTAL FUNDS:</b>				
Rural Services Fund	\$ 156,779	\$ 2,965,059	\$ 2,975,021	\$ 146,817
Secondary Roads Fund	2,544,788	7,374,053	7,668,523	2,250,318
Recorder's Record Management Fund	<u>73,864</u>	<u>30,150</u>	<u>20,000</u>	<u>84,014</u>
<b>Total Other Funds*</b>	<u>\$ 2,775,431</u>	<u>\$ 10,369,262</u>	<u>\$ 10,663,544</u>	<u>\$ 2,481,149</u>

\*Includes interfund transfers and non-budgeted fund activity

## 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/structures 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 have fluctuated over the past ten (10) years as shows below:

Fiscal Year	Rural Tax Base	Rural Services Fund Levy *	Rural Services Fund Levy
2007-08	708,472,613	2,118,005	3.08626
2008-09	743,768,156	2,179,651	3.01954
2009-10	782,777,559	2,363,628	3.01954
2010-11	798,617,272	2,411,457	3.01954
2011-12	829,648,585	2,536,743	3.13766
2012-13	877,086,710	2,686,071	3.13766
2013-14	908,864,982	2,704,207	3.04487
2014-15	923,012,002	2,805,489	3.03949
2015-16	949,429,559	2,854,891	3.00695
2016-17	992,010,615	2,939,229	2.96290

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
2007-08	1,723,540	2.42268	472,082	0.66358
2008-09	1,775,246	2.37755	479,355	0.64199
2009-10	1,828,503	2.36331	507,725	0.65623
2010-11	1,828,503	2.34506	525,910	0.67448
2011-12	2,061,118	2.48709	539,149	0.65057
2012-13	2,139,440	2.51192	532,955	0.62274
2013-14	2,226,719	2.44036	551,588	0.60451
2014-15	2,261,000	2.43465	561,697	0.60484
2015-16	2,310,000	2.41880	561,697	0.58815
2016-17	2,408,000	2.39819	567,021	0.56471

\* 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>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>Revised</u> <u>Estimate</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</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	\$ 2,738,738	\$ 2,784,917	\$ 2,784,917	\$ 2,868,525	3.0%
Less: Uncollected Delinq Taxes-Levy Yr	1,231	822	822	1,231	49.8%
Less: Credits To Taxpayers	<u>114,198</u>	<u>102,015</u>	<u>111,977</u>	<u>124,161</u>	21.7%
Net Current Property Taxes	2,623,309	2,682,080	2,672,118	2,743,133	2.3%
Delinquent Property Tax Revenue	1,231	822	822	1,231	49.8%
Other County Taxes	71,786	75,168	75,168	76,982	2.4%
Intergovernmental	124,747	121,476	131,438	143,413	18.1%
Use of Property and Money	<u>238</u>	<u>-</u>	<u>300</u>	<u>300</u>	N/A
Subtotal Revenues	2,821,311	2,879,546	2,879,846	2,965,059	3.0%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	2,821,311	2,879,546	2,879,846	2,965,059	3.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	<u>561,697</u>	<u>561,697</u>	<u>561,697</u>	<u>567,021</u>	0.9%
Subtotal Expenditures	561,697	561,697	561,697	567,021	0.9%
Other Financing Uses:					
Operating Transfers Out	<u>2,261,000</u>	<u>2,310,000</u>	<u>2,310,000</u>	<u>2,408,000</u>	4.2%
Total Expenditures & Other Uses	2,822,697	2,871,697	2,871,697	2,975,021	3.6%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>(1,386)</u>	<u>7,849</u>	<u>8,149</u>	<u>(9,962)</u>	-226.9%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 150,016</u>	<u>\$ 149,323</u>	<u>\$ 148,630</u>	<u>\$ 156,779</u>	5.0%
<b>Ending Fund Balance - June 30,</b>	<u><u>\$ 148,630</u></u>	<u><u>\$ 157,172</u></u>	<u><u>\$ 156,779</u></u>	<u><u>\$ 146,817</u></u>	-6.6%

## 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 (RUT) 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 (0.16875) 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).

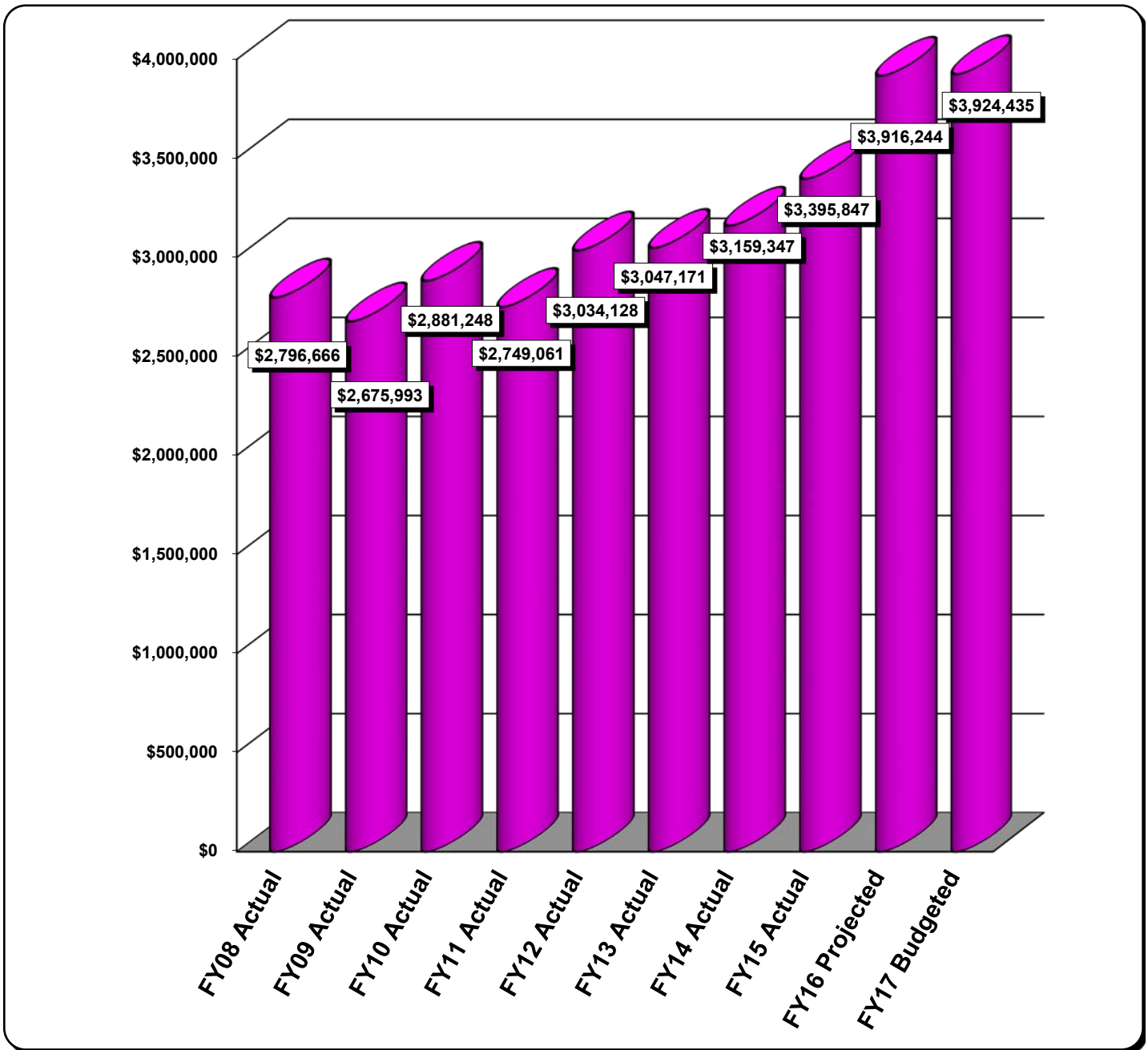
Current Iowa Code allocates Road Use Tax Funding based formula guidelines. The formula provides steady funding for all construction and maintenance projects and help keep the rural services property tax levy stable. RUT had a dip in FY 09 and FY 11, however we expect an increase in the coming years, as the State increased the gasoline tax in March of 2015, which will flow through to local governments funding in future years. The following information provides a ten year history of State Road Use Tax revenues:

Fiscal Year	Road Use Tax Revenues
2007-08	<b>2,796,666</b>
2008-09	<b>2,675,993</b>
2009-10	<b>2,881,248</b>
2010-11	<b>2,749,061</b>
2011-12	<b>3,034,128</b>
2012-13	<b>3,047,171</b>
2013-14	<b>3,159,347</b>
2014-15	<b>3,395,847</b>
2015-16 Projected	<b>3,916,244</b>
2016-17 Budgeted	<b>3,924,435</b>

Finally for fiscal year 2017 the urban levy rate used to compute the transfer amount from the General Basic Fund is \$0.10115 or 60% of the maximum \$0.16875 levy rate. The rural levy rate is used to compute the transfer amount from the Rural Basic Fund is \$2.42739 or 81% of the maximum \$3.00375 levy rate.

# ROAD USE TAX REVENUES

## TEN YEAR COMPARISON



This graph shows the amount of growth after the application of state formal guidelines. Current growth is tied to the road use tax collected, general economy, and county characteristics, including lane miles and bridges. There was a dip in RUT for FY09 and FY 11, however we project an increase in FY 16 and 17 due to the gasoline tax change in March of 2015.



# SECONDARY ROADS FUND

## FUND STATEMENT

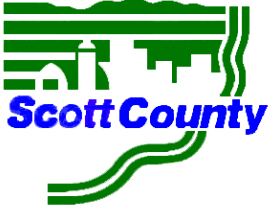
	<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Budget</b>	<b>%</b>
	<b><u>2014-15</u></b>	<b><u>2015-16</u></b>	<b><u>Estimate</u></b>	<b><u>2016-17</u></b>	<b><u>Change</u></b>
			<b><u>2015-16</u></b>		<b><u>From</u></b>
					<b><u>Prior</u></b>
					<b><u>Budget</u></b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Intergovernmental	\$ 3,622,774	\$ 3,501,702	\$ 4,345,883	\$ 4,029,053	15.1%
Licenses & Permits	11,170	10,000	10,000	10,000	0.0%
Charges For Services	6,381	1,000	1,000	1,000	0.0%
Miscellaneous	21,255	13,000	21,000	21,000	61.5%
Subtotal Revenues	3,661,580	3,525,702	4,377,883	4,061,053	15.2%
Other Financing Sources:					
Operating Transfers In	3,014,000	3,085,000	3,085,000	3,243,000	5.1%
Proceeds of Fixed Assets Sales	-	157,000	7,500	70,000	-55.4%
Total Revenues & Other Sources	6,675,580	6,767,702	7,470,383	7,374,053	9.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Roads & Transportation					
Administration	\$ 190,493	\$ 248,000	\$ 270,000	\$ 278,523	12.3%
Engineering	512,967	449,500	452,500	472,000	5.0%
Bridges & Culverts	167,426	205,000	205,000	205,000	0.0%
Roads	2,027,143	2,048,500	2,292,500	2,231,500	8.9%
Snow & Ice Control	350,468	468,000	468,000	468,000	0.0%
Traffic Controls	240,511	227,000	237,000	247,000	8.8%
Road Clearing	177,008	155,000	155,000	155,000	0.0%
New Equipment	480,552	675,000	670,526	695,000	3.0%
Equipment Operation	992,195	1,196,500	1,156,500	1,281,500	7.1%
Tools, Materials, Supplies	33,042	93,500	100,000	100,000	7.0%
Real Estate & Buildings	267,654	225,000	1,683,870	65,000	-71.1%
Capital Projects	555,107	1,010,000	1,065,000	1,470,000	45.5%
Subtotal Expenditures	5,994,566	7,001,000	8,755,896	7,668,523	9.5%
Other Financing Uses:	-	-	-	-	N/A
Total Expenditures & Other Uses	5,994,566	7,001,000	8,755,896	7,668,523	9.5%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	681,014	(233,298)	(1,285,513)	(294,470)	26.2%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 3,149,287</b>	<b>\$ 1,545,897</b>	<b>\$ 3,830,301</b>	<b>\$ 2,544,788</b>	<b>64.6%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 3,830,301</b>	<b>\$ 1,312,599</b>	<b>\$ 2,544,788</b>	<b>\$ 2,250,318</b>	<b>71.4%</b>

## **RECORDER'S RECORD MANAGEMENT FUND**

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 this office. The Recorder also hired an outside firm to digitize the office's microfilmed records back to 1989, the year the computerized index system was implemented. Most recently, the Recorder's Office used these funds to purchase a new third party computer application to replace the previously in-house developed real estate document system. Based on current transaction levels this fund will receive approximately \$30,000 each year.

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

	<b>Actual <u>2014-15</u></b>	<b>Budget <u>2015-16</u></b>	<b>Revised Estimate <u>2015-16</u></b>	<b>Budget <u>2016-17</u></b>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Charges For Services	\$ 30,294	\$ 30,000	\$ 30,000	\$ 30,000	0.0%
Use of Money & Property	93	150	150	150	N/A
Subtotal Revenues	30,387	30,150	30,150	30,150	0.0%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	30,387	30,150	30,150	30,150	0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0.0%
Total Expenditures & Other Uses	20,000	20,000	20,000	20,000	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	10,387	10,150	10,150	10,150	0.0%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 53,327</b>	<b>\$ 64,427</b>	<b>\$ 63,714</b>	<b>\$ 73,864</b>	<b>14.6%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 63,714</b>	<b>\$ 74,577</b>	<b>\$ 73,864</b>	<b>\$ 84,014</b>	<b>12.7%</b>



# **BUSINESS-TYPE ACTIVITIES FUNDS**

## **GOLF COURSE ENTERPRISE FUND**

In May 1990, the County entered into an agreement to lease certain land of the County to a golf course developer. The agreement, which expires April 30, 2030, require the developer to make a one-time payment to the County of \$10 and to make deposits into various escrow accounts to pay for the construction of the golf course on the leased ground.

Simultaneously, the County entered into a lease purchase contract with the developer for the acquisition of the golf course. This agreement was to provide the financing for the project. The final agreement (as refinanced in 1993 between the County and Boatman's Trust Company) required the County to make varying semiannual rental payments through May 1, 2013. The terms of the lease purchase contract provide that should the County fail to make an annual appropriation for any year before the beginning of that year in an amount sufficient, together with amounts budgeted to be available for such purpose in the Enterprise Fund, for the scheduled payments coming due during that year, the agreement shall terminate as of the beginning of that year.

The County could at any time during this agreement pay the total prepayment price at which time the land lease is canceled. The County paid the lease in its entirety at the conclusion of FY 12.

The course and clubhouse, called Glynns Creek, opened July 1, 1992 at Scott County Park. Glynns Creek has received rave reviews since its opening. While the number of rounds played initially increased steadily since the first year of operation rounds have decreased in recent years. In order to increase revenues, the Conservation Board is selling season passes to the golf course. These passes are flexible for weekend or weekday play and are available in junior/single/family memberships. The season passes also offer players discounts on food, pro-shop merchandise, & range activities. Also, the payment schedules for the passes are offered on a monthly schedule. The golf course website <http://www.scottcountyiowa.com/glynns creek/> allows players to reserve tee times online.

At the conclusion of the lease commitment, the County forgave the interfund advance and interfund loan interest balance between the General Fund and the Golf Course Enterprise Fund.

This County run operation is accounted for in the Golf Course Enterprise Fund.

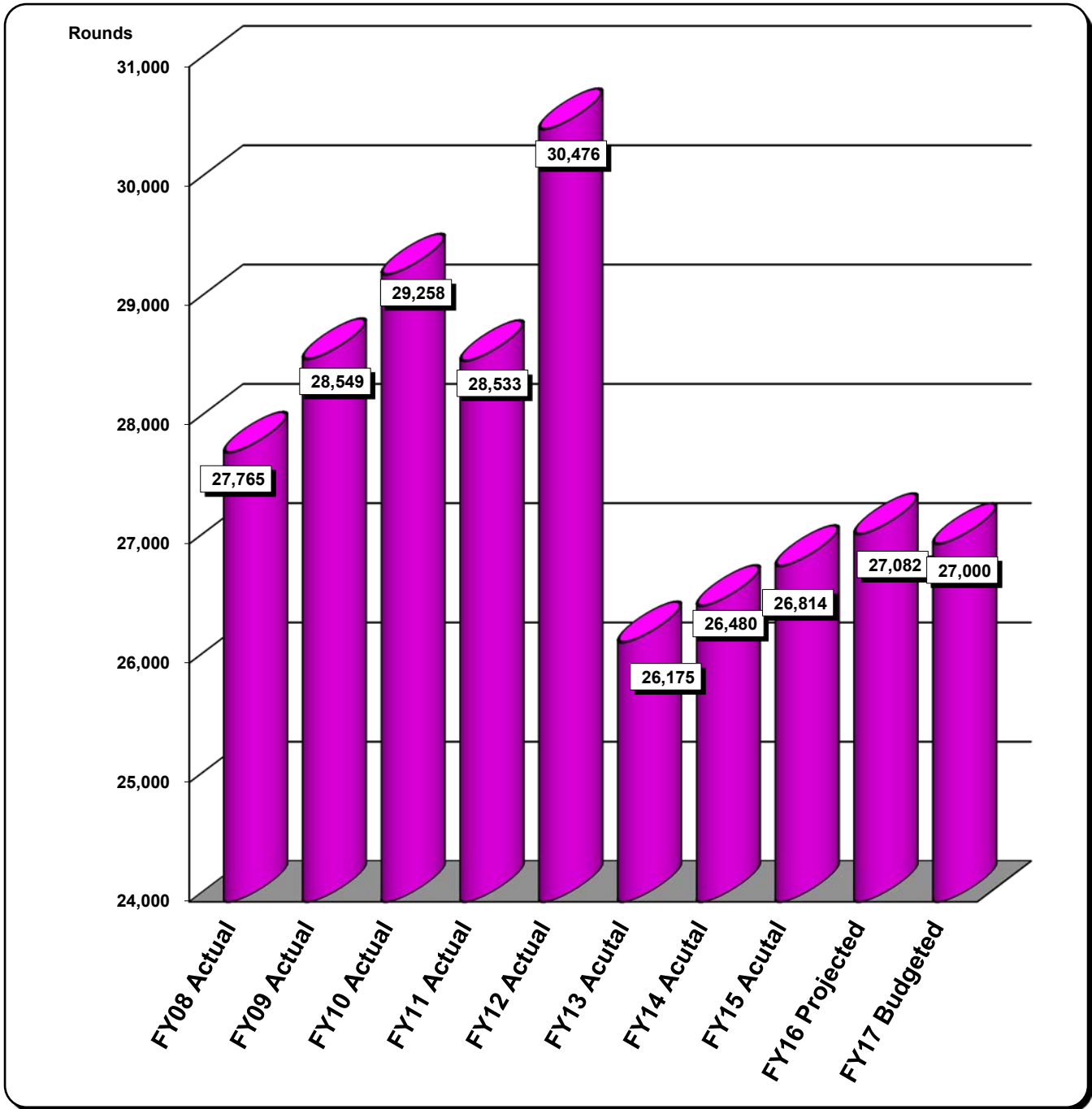
# GOLF COURSE ENTERPRISE FUND

## FUND STATEMENT

	<b>Actual 2014-15</b>	<b>Budget 2015-16</b>	<b>Revised Estimate 2015-16</b>	<b>Budget 2016-17</b>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Charges For Services	\$ 990,451	\$ 1,106,200	\$ 1,106,200	\$ 1,106,200	0.0%
Use of Money & Property	363	-	300	300	N/A
Miscellaneous	767	700	700	700	0.0%
Subtotal Revenues	991,581	1,106,900	1,107,200	1,107,200	0.0%
Other Financing Sources:					
Transfer - General Fund	223,361	-	-	-	
Total Revenues & Other Sources	1,214,942	1,106,900	1,107,200	1,107,200	0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	\$ 1,012,897	\$ 1,073,648	\$ 1,105,728	\$ 1,053,324	-1.9%
Subtotal Expenditures	1,012,897	1,073,648	1,105,728	1,053,324	-1.9%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	1,012,897	1,073,648	1,105,728	1,053,324	-1.9%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	202,045	33,252	1,472	53,876	62.0%
<b>Beginning Fund Equity - July 1,</b>	<b>\$ 2,255,909</b>	<b>\$ 2,283,667</b>	<b>\$ 2,457,954</b>	<b>\$ 2,459,426</b>	<b>7.7%</b>
<b>Ending Fund Equity - June 30,</b>	<b>\$ 2,457,954</b>	<b>\$ 2,316,919</b>	<b>\$ 2,459,426</b>	<b>\$ 2,513,302</b>	<b>8.5%</b>

# GLYNNS CREEK GOLF COURSE ROUNDS

## TEN YEAR COMPARISON



This graph shows that golf rounds have struggled since FY08. Golf rounds nationwide and in the Midwest have flattened in rounds played. Rounds are projected to see an upward trend in the near future with a 1% change and are certainly weather dependent. The FY 17 budgeted projection is based upon conservative estimates of consistent usage.



**DEPARTMENTAL/AGENCY DETAIL**

## Administration

Dee F. Bruemmer, County Administrator



**MISSION STATEMENT: The County Administrator will work to create a sustainable, enjoyable and prosperous community for all Scott County residents**

<b>ACTIVITY/SERVICE:</b>	Policy and Facilitation	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> 184,800
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of meetings with Board Members		98	103	100
Number of agenda items		281	242	300
Number of agenda items postponed		0	0	0
Number of agenda items placed on agenda after distribution		1	7	5%

**PROGRAM DESCRIPTION:**

Organize and coordinate the legislative and policy functions of the Board of Supervisors. Recommend ordinances, resolutions, motions and provide administrative guidance.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prepare reports, studies, legislative actions for Board consideration in a prompt, efficient manner.	Percentage number of agenda items placed on the agenda 5 days in advance of the meeting.	100%	100%	100%	100%
Board members are informed and prepared to take action on all items on the agenda.	Percentage number of agenda items that are postponed at Board meeting.	0%	0%	0%	0%

<b>ACTIVITY/SERVICE:</b>	Financial Management	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> 205,320
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Grants Managed		79	62	70
Number of Budget Amendments		2	2	2

**PROGRAM DESCRIPTION:**

Recommend balanced budget and capital plan annually. Forecast revenues and expenditures and analyze trends. Prepare reports and monitor and recommend changes to budget plan. Monitor and audit purchasing card program. Administer grants and prepare reports. Coordinate the annual audit and institute recommendations. Prepare special reports.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain minimum fund balance requirements for the County's general fund - according to the Financial Management Policy	Maintain a minimum of 15% general fund balance	19.90%	26.00%	19.00%	20.00%
Ensure that all state service areas stay at or under budget for a fiscal year	Each state service area to be 100% expended or below	100%	100%	100%	100%
Quality, on-time monthly and quarterly reporting to the Board of Supervisors	100% of the monthly and quarterly reports need to be prepared and presented to the Board on time	100%	100%	100%	100%
Ensure that all Federal Grants receive a perfect score with no audit findings for County's annual Single Audit	Zero audit findings for federal grants related to the Single Audit	1	0	0	0

<b>ACTIVITY/SERVICE:</b>	Legislative Coordinator	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> 62,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of committee of the whole meetings		51	45	40
Number of meetings posted to web 5 days in advance		100%	100%	100%
Percent of Board Mtg handouts posted to web within 24 hours		100%	100%	100%

**PROGRAM DESCRIPTION:**

Coordination of intergovernmental relations: scheduling meetings with city councils, authorized agencies and boards and commissions; appointments to boards and commissions, 28E Agreements, etc. Coordination of agenda preparation and meeting notices and custodian of official files for Board of Supervisors and Public Safety Authority.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Agenda materials are available to the public.	Agenda posted to the website 5 days in advance of the meeting.	100%	100%	100%	100%
Handouts are available to the public timely.	Handouts are posted to the website within 24 hours after the meeting.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Strategic Plan	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	All	<b>FUND:</b>	01 General	<b>BUDGET:</b> 47,480
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Attendance of Department Heads at Monthly Dept Hd Mtg		87%	85%	90%
Number of Board goals		19	20	21
Number of Board goals on-schedule		10	13	14
Number of Board goals completed		14	4	7

**PROGRAM DESCRIPTION:**

Facilitate through collaboration the achievement of the Board of Supervisors goals and report the outcomes bi-monthly. Supervise appointed Department Heads.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Board goals are on-schedule and reported quarterly	Percentage of Board goals on-schedule	83%	85%	100%	85%
Board goals are completed*	Percentage of Board goals completed	74%	27%	33%	25%

\*New goals started in January 2015

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> 184,800
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Attendance of Co Administrator at State meetings		43	44	42
Attendance of Co Administrator at QC First/Chamber meetings		23	35	48
Attendance of Co Administrator at Monthly Mgrs/Admin/Mayor		12	30	28
Attendance of Co Administrator at other meetings		179	176	190

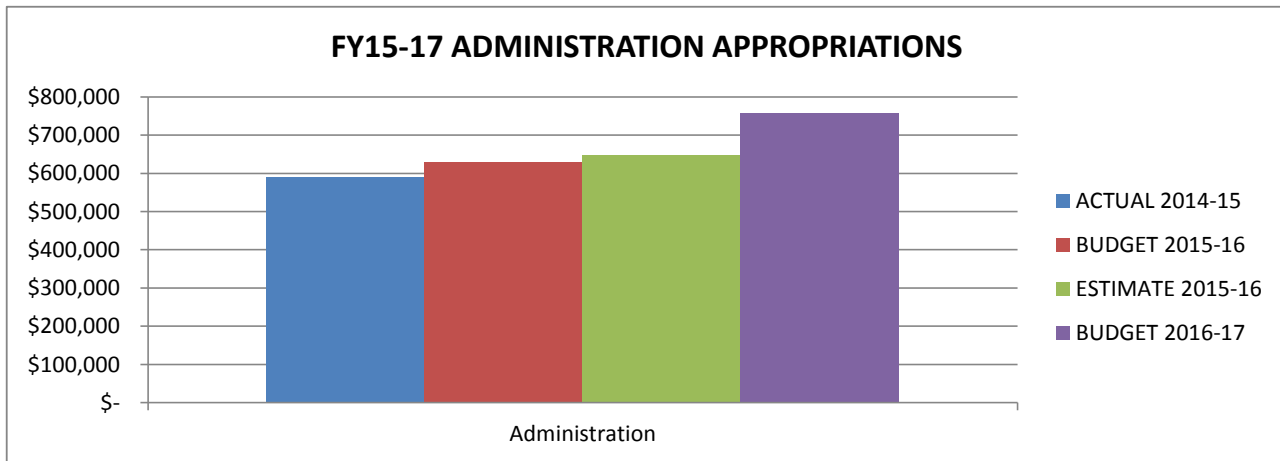
**PROGRAM DESCRIPTION:**

Represent County on intergovernmental committees, economic development agencies and other committees and boards at the local, state and federal level.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Strengthening intergovernmental relations on state level.	Percent attendance at meetings.	100%	100%	90%	90%
Strengthening intergovernmental relations with Chamber and QC First.	Percent attendance at meetings.	100%	100%	95%	95%
Strengthening intergovernmental relations at local level.	Percent attendance at monthly mgrs/admin/mayor meetings.	80%	100%	85%	85%
Strengthening intergovernmental relations at local level.	Number of meetings with other units of governments, business, chamber, and not for profits.	59	176	175	175

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: General Administration (11.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
A County Administrator	1.00	1.00	1.00	1.00	1.00	1.00
805-A Assistant County Administrator/HR Director	0.50	0.50	0.50	0.50	0.50	0.50
657-Director of Budget and Administrative Services	-	-	-	-	1.00	1.00
597-A Budget Manager	1.00	1.00	1.00	1.00	-	-
417-Fleet Manager	-	-	-	0.40	0.40	0.40
332-A ERP/ECM Budget Analyst	-	-	1.00	1.00	1.00	1.00
252-A Purchasing Specialist	-	-	-	-	1.00	1.00
298-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.50</b>	<b>4.50</b>	<b>4.90</b>	<b>5.90</b>	<b>5.90</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$394,183	\$449,675	\$476,676	\$487,350	\$574,443	\$574,443
Benefits	106,630	131,701	139,898	142,850	165,702	165,702
Purchase Services & Expenses	7,170	7,328	10,500	14,000	15,000	15,000
Supplies & Materials	803	905	1,600	1,600	1,600	1,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$508,786</b>	<b>\$589,609</b>	<b>\$628,674</b>	<b>\$645,800</b>	<b>\$756,745</b>	<b>\$756,745</b>



**ANALYSIS**

FY17 expenditures for this program are recommended to increase \$55,726. This is primarily due to staffing changes to include a 0.4 Fleet Manager.

## Attorney's Office

Mike Walton, County Attorney



**MISSION STATEMENT:** The County Attorney's Office is dedicated to providing the citizens of Scott County with a safe community by providing well-trained, career prosecutors and support staff to pursue justice through the resolution of legal issues, prosecute criminal offenses occurring within Scott County, cooperate with law enforcement agencies for the protection of citizens, and provide legal representation for the County, its elected officials and departments.

<b>ACTIVITY/SERVICE:</b>	Criminal Prosecution	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,197,909
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Indictable Misdemeanor Cases		3153	2797	3200	3000
New Felony Cases		1164	1053	1000	1000
New Non-Indictable Cases		1782	2072	1700	1900
Conducting Law Enforcement Training (hrs)		55	47	40	50

**PROGRAM DESCRIPTION:**

The County Attorney Office is responsible for the enforcement of all state laws and county ordinances charged in Scott County. The duties of a prosecutor include advising law enforcement in the investigation of crimes, evaluating evidence, preparing all legal documents filed with the court, and participating in all court proceedings including jury and non-jury trials.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will represent the State in all criminal proceedings.	98% of all criminal cases will be prosecuted by the SCAO.	98%	98%	98%	98%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.	100%	100%	100%	100%
Attorney's Office will diligently work toward achieving justice in all criminal cases.	Justice is accomplished in 100% of criminal cases.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Juvenile	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$945,906	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Juvenile Cases - Delinquencies, CINA, Terms, Rejected		825	601	700	700
Uncontested Juvenile Hearings		1457	1347	1300	1300
Evidentiary Juvenile Hearings		231	275	300	250

**PROGRAM DESCRIPTION:**

The Juvenile Division of the County Attorney's Office represents the State in all Juvenile Court proceedings, works with police departments and Juvenile Court Services in resolving juvenile delinquency cases, and works with the Department of Human Services and other agencies in Children in Need of Assistance actions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office represents the State in juvenile delinquency proceedings.	98% of all juvenile delinquency cases will be prosecuted by the SCAO.	98%	98%	98%	98%
Attorney's Office represents the Department of Human Services in CINA cases.	98% of all juvenile CINA cases will be pursued by the SCAO.	98%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Civil / Mental Health	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$376,649	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Non Litigation Services Intake		146	54	250	100
Litigation Services Intake		367	420	300	350
Non Litigation Services Cases Closed		146	63	250	100
Litigation Services Cases Closed		337	407	300	350
# of Mental Health Hearings		299	352	280	325

**PROGRAM DESCRIPTION:**

Provide legal advice and representation to Scott County Board of Supervisors, elected officials, departments, agencies, school and township officers. Represent the State in Mental Health Commitments.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will provide representation and service as required.	Attorney's Office will defend 90% of County cases in-house. (rather than contracting other attorneys)	90%	90%	90%	90%
Attorney's Office will provide representation at Mental Health Commitment Hearings.	100% representation	100%	100%	100%	100%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Driver License / Fine Collection	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$234,335	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of clients in database		3721	3451	2500	3000
# of driver license defaulted		82	87	50	80
\$ amount collected for county		418,440.00	440,465.00	300,000	400,000.00
\$ amount collected for state		501,316.00	522,378.00	400,000	500,000.00
\$ amount collected for DOT		2,854.00	6,624.00	5,000	5,000.00

**PROGRAM DESCRIPTION:**

The Driver License Reinstatement Program gives drivers the opportunity to get their driver's licenses back after suspension for non-payment of fines. The Delinquent Fine Collection program's purpose is to assist in collecting delinquent amounts due and to facilitate the DL program. The County Attorney's Office is proactive in seeking out candidates, which is a new revenue source for both the County and the State.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will work to assist Scott County residents in obtaining driver licenses after suspension.	Attorney's Office will assist applicants with suspensions 100% of the time.	100%	100%	100%	100%
Attorney's Office will work to assist Scott County residents in paying delinquent fines.	Attorney's Office will grow the program by 1% quarterly.	-16%	23%	10%	5%

<b>ACTIVITY/SERVICE:</b>	Victim/Witness Support Service	<b>DEPARTMENT:</b>	Attorney	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$63,557
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# victim packets sent		1851	1929	2000
# victim packets returned		747	672	600

**PROGRAM DESCRIPTION:**

The Victim/Witness Program of Scott County provides services to victims of crime and focuses attention on the rights of crime victims. The Victim/Witness Coordinator notifies victims of all proceedings, and provides service referrals and information to victims and witnesses.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will actively communicate with crime victims.	100% of registered crime victims will be sent victim registration information.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Advisory Services	<b>DEPARTMENT:</b>	Attorney	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$215,819
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of walk-in complaints received		149	86	200

**PROGRAM DESCRIPTION:**

The County Attorney's Office is available daily from 8:30 am to 11:30 am to assist citizens who wish to consult an assistant county attorney to determine whether criminal charges or other action is appropriate in a given situation. In addition, an attorney is available 24/7 to assist law enforcement officers.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will respond to citizen's requests for information during complaint desk hours.	100% of requests will be addressed.	100%	100%	100%	100%
Attorney's Office will assist law enforcement officers in answering legal questions.	An attorney is on call 24/7, 365 days a year.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Case Expedition	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$63,557
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of entries into jail		7933	7531	7500	7500

**PROGRAM DESCRIPTION:**

The purpose of Case Expeditor is to facilitate inmates' progress through the judicial system.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
The Case Expeditor will review the cases of all inmates in the Scott County Jail to reduce the number of days spent in the jail before movement.	100% of inmate cases are reviewed.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Check Offender Program	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$63,557	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of warrants issued		91	84	150	100
# of defendants taking class		52	33	50	40

**PROGRAM DESCRIPTION:**

The Check Offender Program's goal is to recover full restitution for the merchant without adding to the financial burden of the criminal justice system. Merchants benefit because they receive restitution. First time bad check writers benefit because they receive the opportunity to avoid criminal prosecution. Scott County citizens benefit because the program was established without any additional cost to the taxpayer.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will assist merchants in recovering restitution without the need for prosecution.	County Attorney's Office will attempt to recover restitution 100% of the bad check cases.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Grants	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$16,579
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of new investigations initiated		164	183	150	150
# of State/Federal judicial search warrants served		124	101	100	100
# of defendants arrested for State/Federal prosecution		167	163	175	150
# of community training		28	8	30	15

**PROGRAM DESCRIPTION:**

The County Attorney's Office manages Justice Assistance Grants and Office of Drug Control Policy Grants to assist the Quad-City Metropolitan Enforcement Group in enforcing drug trafficking through a multi-jurisdictional agreement.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will manage QCMEG federal and state grants in a timely fashion.	Fiscal Officer will submit quarterly and annual reports for JAG and/or ODCP awards to maintain grant.	100%	100%	100%	100%
Attorney's Office will manage QCMEG federal and state grants to assist in drug trafficking.	90% of new investigations will result in defendant being arrested for State or Federal prosecution.	90%	90%	90%	100%



## Attorney - Risk Management



Rhonda Oostenryk, Risk Manager

**MISSION STATEMENT:** Investigation and review of all claims and losses, implementing policies or procedures to adjust, settle, resist or avoid future losses; relating liability and worker's compensation issues.

<b>ACTIVITY/SERVICE:</b>	Liability	<b>DEPARTMENT:</b>	Risk Mgmt	12.1202
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$535,580
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
\$40,000 of Claims GL		\$5,714	\$3,024	\$10,000
\$50,000 of Claims PL		\$16,663	\$14,903	\$253,000
\$85,000 of Claims AL		\$20,364	\$40,380	\$30,000
\$20,000 of Claims PR		\$25,279	\$60,015	\$20,000

**PROGRAM DESCRIPTION:**

Tort Liability: A "tort" is an injury to another person or to property, which is compensable under the law. Categories of torts include negligence, gross negligence, and intentional wrongdoing.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prompt investigation of liability accidents/incidents	To investigate incidents/accidents within 5 days	100%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Workers Compensation	<b>DEPARTMENT:</b>	Risk Mgmt	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$163,953
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Claims Opened (new)		32	36	40
Claims Reported		46	66	50
\$175,000 of Workers Compensation Claims		226,842	194,415	225,000

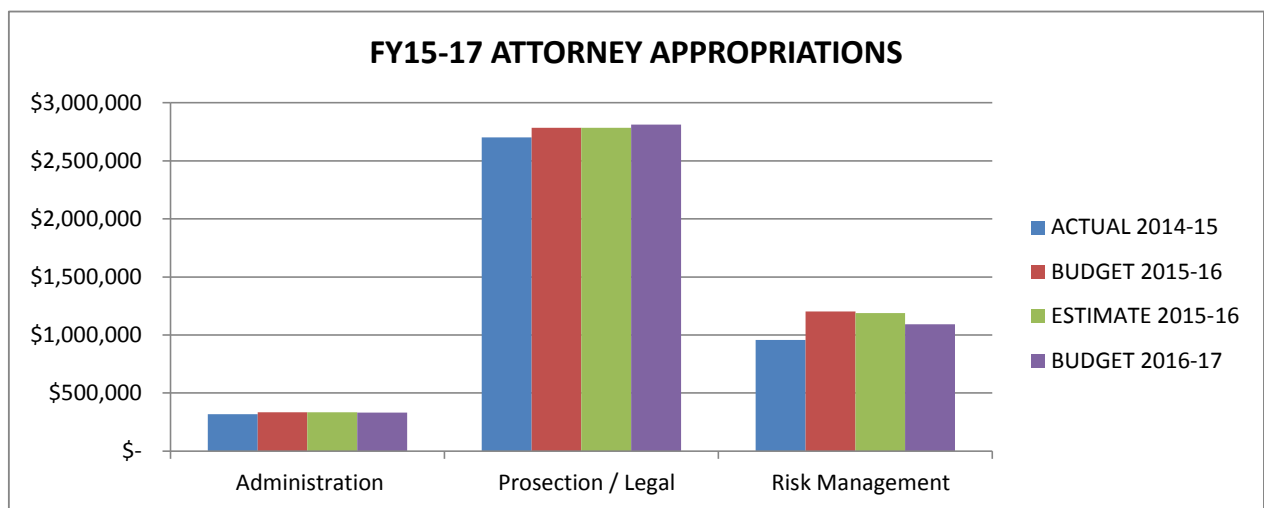
**PROGRAM DESCRIPTION:**

To ensure that employees who are injured on the job are provided proper medical attention for work related injuries and to determine preventive practices for injuries.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To investigate workers comp claims within 5 days	To investigate 100% of accidents within 5 days	100%	100%	100%	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Attorney Administration (12.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
X County Attorney	0.50	0.50	0.50	0.50	0.50	0.50
Y First Assistant Attorney	0.40	0.40	0.40	0.40	0.40	0.40
511-A Office Administrator	1.00	1.00	1.00	1.00	1.00	1.00
282-A Executive Secretary/Paralegal	0.50	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>2.40</b>	<b>2.40</b>	<b>2.40</b>	<b>2.40</b>	<b>2.40</b>	<b>2.40</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$229,456	\$239,324	\$247,624	\$247,674	\$243,755	\$243,755
Benefits	72,152	71,664	74,348	73,691	74,528	74,528
Purchase Services & Expenses	2,071	3,178	6,800	7,300	7,300	7,300
Supplies & Materials	5,175	3,399	6,000	6,000	6,000	6,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$308,854</b>	<b>\$317,565</b>	<b>\$334,772</b>	<b>\$334,665</b>	<b>\$331,583</b>	<b>\$331,583</b>



**ANALYSIS**

For FY17 non-salary costs for this program are recommended to remain unchanged from FY16 projected.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Criminal Prosecution (1201&amp;1203)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
X County Attorney	0.50	0.50	0.50	0.50	0.50	0.50
Y First Assistant Attorney	0.60	0.60	0.60	0.60	0.60	0.60
611-A Attorney II	4.00	4.00	4.00	4.00	7.00	7.00
464-A Attorney I	9.00	9.00	10.00	10.00	7.00	7.00
323-A Case Expeditor	1.00	1.00	1.00	1.00	1.00	1.00
316-A Paralegal-Audio/Visual Production Specialist	1.00	1.00	1.00	1.00	1.00	1.00
282-A Paralegal	1.00	1.00	1.00	1.00	1.00	1.00
282-A Executive Secretary/Paralegal	0.50	0.50	0.50	0.50	0.50	0.50
223-C Victim/Witness Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
223-C Fine Collection Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
214-C Administrative Assistant-Juvenile Court	1.00	1.00	1.00	1.00	1.00	1.00
214-C Intake Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary-District Court	1.00	1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk-Victim Witness	1.00	1.00	1.00	1.00	1.00	1.00
194-C Legal Secretary	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00	1.00
151-C Clerk II-Data Entry	1.00	1.00	1.00	1.00	1.00	1.00
151-C Clerk II-Receptionist	1.00	1.00	1.00	1.00	1.00	1.00
Z Summer Law Clerk	0.50	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>29.10</b>	<b>29.10</b>	<b>30.10</b>	<b>30.10</b>	<b>30.10</b>	<b>30.10</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$0	\$3,448	\$1,200	\$1,200	\$1,200	\$1,200
Fines & Forfeitures	494,934	482,867	425,000	425,000	425,000	425,000
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$494,934</b>	<b>\$486,315</b>	<b>\$426,200</b>	<b>\$426,200</b>	<b>\$426,200</b>	<b>\$426,200</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$1,812,791	\$1,817,438	\$1,976,757	\$1,976,757	\$2,037,003	\$2,037,003
Benefits	587,182	621,058	674,700	674,700	700,133	700,133
Purchase Services & Expenses	102,651	230,155	93,650	95,150	95,150	95,150
Supplies & Materials	37,304	32,198	41,000	39,000	39,000	39,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,539,928</b>	<b>\$2,700,849</b>	<b>\$2,786,107</b>	<b>\$2,785,607</b>	<b>\$2,871,286</b>	<b>\$2,871,286</b>
<b>ANALYSIS</b>						
for FY17 non-salary costs for this program are recommended to remain unchanged from FY16 projected.						
This summary also split out the forfeited assets program from 1201 and it is now program 1203.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Risk Management (1202)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
505-A Risk Manager	1.00	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>1.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	68	-	25	25	25	25
Miscellaneous	9,512	17,418	10,000	7,000	10,000	10,000
<b>TOTAL REVENUE</b>	<b>\$ 9,580</b>	<b>\$ 17,418</b>	<b>\$ 10,025</b>	<b>\$ 7,025</b>	<b>\$ 10,025</b>	<b>\$ 10,025</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$81,874	\$83,728	\$86,135	\$85,635	\$87,523	\$87,523
Benefits	20,069	20,796	21,263	21,263	21,590	21,590
Purchase Services & Expenses	712,405	842,232	1,093,061	1,081,101	981,907	981,907
Supplies & Materials	952	671	2,000	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$815,300</b>	<b>\$947,427</b>	<b>\$1,202,459</b>	<b>\$1,189,999</b>	<b>\$1,093,020</b>	<b>\$1,093,020</b>
<b>ANALYSIS</b>						
For FY17 non-salary costs for this program are recommended to remain unchanged from FY16 projected.						

# Auditor's Office

Roxanna Moritz, County Auditor



**MISSION STATEMENT: To provide timely, accurate, efficient and cost effective services to the taxpayers, voters and real estate customers of Scott County, and to all County Departments, County Agencies and County Employees.**

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	Auditor	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$244,170
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain administration costs at or below 15% of budget		11.30%	13.7%	15.0%

**PROGRAM DESCRIPTION:**

This program provides overall management of the statutory responsibilities of the Auditor's Office, including prior listed programs and not listed duties, such as clerk to the Board of Supervisors, etc. These responsibilities include establishing policy and setting goals for each individual program.

Ensure new voters have opportunity to vote.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure all statutory responsibilities are met.	Conduct at least 12 meetings with managers to review progress and assess need for new policies.	12	12	12	12
Ensure all statutory responsibilities are met.	Conduct at least 4 meetings with staff from each department to review progress and assess need for new policies.	4	4	4	4

<b>ACTIVITY/SERVICE:</b>	Taxation	<b>DEPARTMENT:</b>	Auditor		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$258,565
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Property Transfers Processed		N/A	6,798	7,900	8,000
Local Government Budgets Certified		19	49	49	49

**PROGRAM DESCRIPTION:**

This program provides: certifies taxes and budgets for all Scott County taxing districts; maintains property tax system regarding transfers, credits, splits, property history, and assists public with property tax changes; maintains correct property valuations for all taxing districts including rollbacks, valuation credits, and TIF district valuation and reconciliation; maintains property plat books and county GIS system.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Certify taxes and budgets.	Meet statutory & regulatory deadlines for certification with 100% accuracy	100%	100%	100%	100%
Process all property transfers.	Process all transfers without errors within 48 hours of receipt of correct transfer documents	100%	95%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Payroll	<b>DEPARTMENT:</b> Auditor- Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All employees
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$262,453
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Employees		757	743	660
Time Cards Processed		37,043	16,540	20,000

**PROGRAM DESCRIPTION:**

This program provides payroll services for all County Departments, County Assessor, County Library and SECC. Services include processing payroll; calculation and payment of payroll liabilities including payroll taxes, retirement funds, and other withholdings; ensure all Federal and State payroll laws are followed; present payroll to the Board for approval pursuant to the Code of Iowa.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Pay all employees correctly and timely.	All employees are paid correctly and on time.	100%	100%	100%	100%
Pay all payroll liabilities on time and correctly. This includes taxes, and other withholdings.	Occur no penalties for late payments.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Accounts Payable	<b>DEPARTMENT:</b> Auditor- Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All departments
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$197,899
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Invoices Processed		20,148	23,066	22,500

**PROGRAM DESCRIPTION:**

This program provides accounts payable services for all County Departments, County Assessor, County Library and SECC; audits all claims submitted for payment; verifies claims for conformance to County policy and applicable laws; processes warrants and accounts for all expenditures in the general ledger; claims are presented for Board approval according to the Code of Iowa.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To process all claims correctly and according to policies and procedures.	Have all claims correctly processed and paid.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Expenditure Ledger	<b>DEPARTMENT:</b> Auditor - Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All departments
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$10,837
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Account Centers		8,559	8,939	9,000
Number of Accounting Adjustments		30	10	30

**PROGRAM DESCRIPTION:**

This program is responsible for the general accounting of expenditures in the general ledger of the County and is responsible for all changes therein.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To make sure the General Ledger properly reflects all expenditures and receipts.	Make sure all adjustments are proper according to accounting policies and procedures.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Commissioner of Elections	<b>DEPARTMENT:</b> Auditor-Elections		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$510,690
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Conduct county-wide elections		4	1	4

**PROGRAM DESCRIPTION:**

This program prepares and supervises ballot printing and voting machine programming; orders all election supplies; employs and conducts schools of instructions for precinct election officials; prepares and monitors the processing of absentee ballots; receives nomination papers and public measure petitions to be placed on the ballot; acts as Clerk to Board of Election Canvassers and Special Voter Precinct Board.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Contract for and arrange facilities for election day and early voting polling places.	Insure 100% of polling places meet legal accessibility requirements or receive waivers from the Secretary of State.	100%	100%	100%	100%
Receive and process all absentee ballot requests for all elections.	Process and mail ballots to 100% of voters who submit correct absentee ballot requests in accordance with State law.	100%	100%	100%	100%
Insure precinct election officials are prepared to administer election laws for any given election.	Conduct election official training before major elections.	4	1	4	1

<b>ACTIVITY/SERVICE:</b>	Registrar of Voters	<b>DEPARTMENT:</b> Auditor -Elections		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$140,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain approximately 125,000 voter registration files		126,182	121,231	128,000

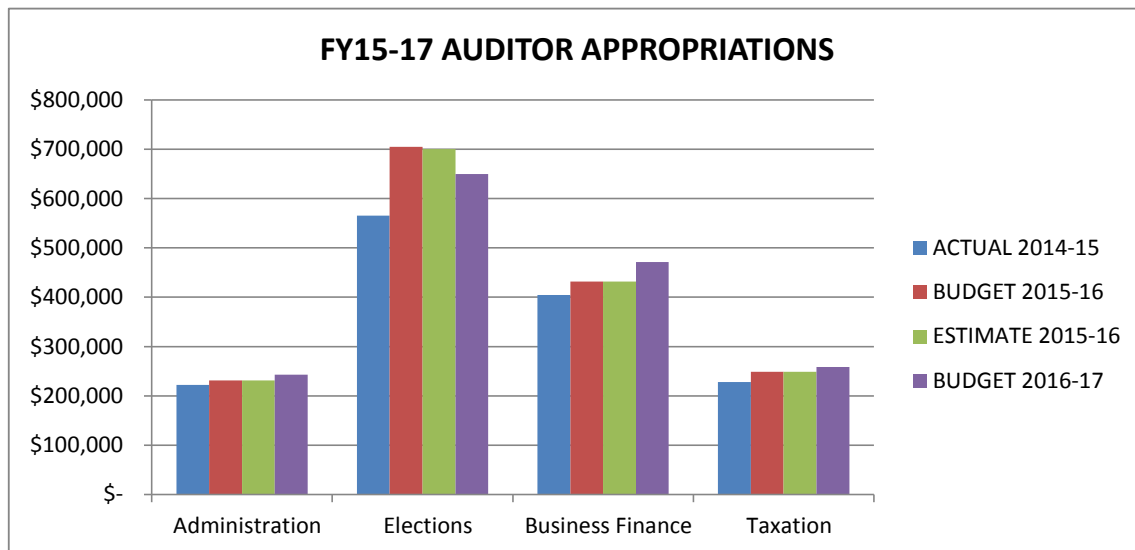
**PROGRAM DESCRIPTION:**

This program works with the statewide I-VOTERS system; maintains current records of residents desiring to vote; verifies new applicants are legally eligible to vote; purges records of residents no longer legally eligible to vote; prepares lists of qualified voters for each election to insure only those qualified to vote actually do vote; reviews election day registrants to insure their qualifications to vote.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure new voters have opportunity to vote.	All new registrations are verified, processed and voters sent confirmation by legal deadlines.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Process all voter registrations received from all agencies and maintain current registration file.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Compliance with state and federal election laws.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Auditor Administration (13.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Auditor	1.00	1.00	1.00	1.00	1.00	1.00
556-A Operations Manager	1.00	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>2.00</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$162,854	\$169,048	\$174,730	\$174,730	\$177,115	\$177,115
Benefits	47,161	50,074	51,400	51,400	60,965	60,965
Purchase Services & Expenses	4,817	2,112	4,300	4,300	4,300	4,300
Supplies & Materials	305	633	500	500	500	500
<b>TOTAL APPROPRIATIONS</b>	<b>\$215,137</b>	<b>\$221,867</b>	<b>\$230,930</b>	<b>\$230,930</b>	<b>\$242,880</b>	<b>\$242,880</b>



**ANALYSIS**

FY17 non-salary costs for this program are recommended to remain the same from FY16.

Revenues: none

List issues for FY17 budget:

1. none

List capital, personnel and vehicle changes:

1. none

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Elections (1301)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
291-C Election Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk III	2.00	2.00	2.00	2.00	2.00	2.00
141-C Clerk II	0.65	0.65	0.65	0.65	0.65	0.65
<b>TOTAL POSITIONS</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$192,876	\$24,290	\$207,000	\$207,000	\$0	\$0
Charges for Services	190	-	300	300	300	300
Fines, Forfeitures & Miscellaneous	10,548	225	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$203,614</b>	<b>\$24,515</b>	<b>\$207,300</b>	<b>\$207,300</b>	<b>\$300</b>	<b>\$300</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$280,967	\$281,953	\$304,015	\$305,515	\$323,855	\$323,855
Benefits	63,227	82,269	99,277	93,277	81,085	81,085
Purchase Services & Expenses	246,116	162,673	270,500	270,500	203,685	204,750
Supplies & Materials	22,914	38,474	31,000	31,000	41,000	41,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$613,224</b>	<b>\$565,369</b>	<b>\$704,792</b>	<b>\$700,292</b>	<b>\$649,625</b>	<b>\$650,690</b>
<b>ANALYSIS</b>						
<p>The only scheduled election for this fiscal year is the calendar year 2016 General Election. As this will be a presidential election the number of voters will be greater than for any other election, and the number of absentee ballots requested will be greater than for any other election. Voter contact will be greater as well. As in the last presidential election we will use public notices to push voters to use the website rather than phone calling for information.</p> <p>Revenues: There will be minimum revenues from this election.</p> <p>List issues for FY17 budget:</p> <ol style="list-style-type: none"> <li>1. More temp workers employed than in other elections to handle volume of absentee ballots request &amp; returns.</li> <li>2. More poll workers employed to handle volume of voters at polling places and to tabulate absentee ballots.</li> <li>3. Public notices increase to meet voter demand for information on where to vote.</li> <li>4. Other expenses, such as supplies and commercial services (e.g. ballot printing, tabulator programming) increased due to voter demand.</li> </ol> <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> <li>1. none</li> </ol>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Business/Finance (1302)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
677-A Accounting & Tax Manager	0.70	0.70	0.70	0.70	0.70	0.70
252-A Payroll Specialist	2.00	2.00	2.00	2.00	2.00	2.00
252-C Accounts Payable Specialist	1.50	1.50	1.50	1.50	1.50	1.50
177-A Official Records Clerk	0.90	0.90	0.90	0.90	0.90	0.90
<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>5.10</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$300,897	\$300,602	\$314,892	\$314,892	\$347,750	\$347,750
Benefits	98,235	96,829	107,103	107,103	113,364	113,364
Purchase Services & Expenses	914	669	3,475	3,475	3,475	3,475
Supplies & Materials	3,157	6,441	6,600	6,600	6,600	6,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$403,203</b>	<b>\$404,541</b>	<b>\$432,070</b>	<b>\$432,070</b>	<b>\$471,189</b>	<b>\$471,189</b>
<b>ANALYSIS</b>						
FY17 non-salary costs for this program recommended to remain the same from FY16.						
Revenues: none						
List issues for FY17 budget:						
1. none						
List capital, personnel and vehicle changes:						
1. none						
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<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Taxation (1303)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Y Deputy Auditor-Tax	1.00	1.00	1.00	1.00	1.00	1.00
677-A Accounting & Tax Manager	0.30	0.30	0.30	0.30	0.30	0.30
268-A GIS Parcel Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
194-C Playroom Draftsman	-	-	-	-	-	-
177-C Platroom specialist	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>
<b>REVENUE SUMMARY:</b>						
Licenses and Permits	\$4,787	\$4,497	\$5,450	\$4,400	\$4,400	\$4,400
Charges for Services	39,398	36,935	39,500	38,500	38,500	38,500
<b>TOTAL REVENUES</b>	<b>\$44,185</b>	<b>\$41,432</b>	<b>\$44,950</b>	<b>\$42,900</b>	<b>\$42,900</b>	<b>\$42,900</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$193,208	\$176,638	\$187,692	\$187,692	\$194,827	\$194,827
Benefits	60,216	50,841	56,054	56,054	57,853	57,853
Purchase Services & Expenses	1,705	404	3,820	3,820	4,885	4,885
Supplies & Materials	243	304	1,000	1,000	1,000	1,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$255,372</b>	<b>\$228,187</b>	<b>\$248,566</b>	<b>\$248,566</b>	<b>\$258,565</b>	<b>\$258,565</b>
<b>ANALYSIS</b>						
FY17 non-salary costs for this program are recommended to remain the same from FY16.						
Revenues are expected to remain the same from FY 16.						
List issues for FY17 budget:						
1. None						
List capital, personnel and vehicle changes:						
1. None						



## Community Services



Lori Elam, Community Services Director

**MISSION STATEMENT: The Community Services Department provides funding for a variety of social services, including MH/DS services, Veteran's services, General Assistance and Substance Use services, for individuals and their families.**

<b>ACTIVITY/SERVICE:</b>	Community Services Administration	<b>DEPARTMENT:</b>		CSD 17.1701	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b>	\$156,690
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of outside programs/educational activities/workgroups or board meetings attended/participated in or requested by outside entity		342	287	250	265
Number of appeals requested from Scott County individuals		0	0	1	2
Number of Exceptions Granted		n/a	1	10	5
Total MH/DD Administration budget		\$153,102	\$155,971	\$154,406	\$156,690
Percentage of Administration costs in MH/DS Budget		3.3%	3.0%	2.0%	3.1%

**PROGRAM DESCRIPTION:**

To provide administration and representation of the department, including administration of the MH/DS budget within the Eastern Iowa MH/DS region, the Veteran Services Program, the General Assistance Program, the Substance Related Disorders program and other social services and institutions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To monitor MH/DS funding within Scott County to ensure cost-effective services are assisting individuals to live as independently as possible.	Review all of the "Exception to Policy" cases with the Management Team of the MH Region to ensure the Management Policy and Procedures manual is being followed as written, policies meet the community needs and that services are cost-effective.	N/A	N/A	10 Cases Reviewed	5 Cases Reviewed

<b>ACTIVITY/SERVICE:</b>	General Assistance Program	<b>DEPARTMENT:</b> CSD 17.1701		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$494,201	
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of applications requesting financial assistance	1155	920	1200	1000
# of applications approved	606	453	650	550
# of approved clients pending Social Security approval	33	15	35	22
# of individuals approved for rental assistance (unduplicated)	230	237	190	210
# of burials/cremations approved	80	77	70	75
# of families and single individuals seeking assistance	Families 341 Singles 814	Families 299 Singles 621	Families 350 Singles 850	Families 345 Singles 655
# of cases denied to being over income guidelines	90	69	100	80
# of cases denied/uncompleted app require and/or process	323	342	375	350

**PROGRAM DESCRIPTION:**

To provide financial assistance to meet the needs of persons who are poor as defined in Iowa Code Chapter 252.25 and 252.27 (have no property, unable to earn a living due to a physical or mental disability) and who are not currently eligible for federal or state public assistance.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide financial assistance (rent, utilities, burial, direct assist) to individuals (applicants) as defined by Iowa Code Chapter 252.25 during the year.	To grant assistance averaging no more than \$650 per applicant approved.	\$444.83	\$665.82	\$500.00	\$650.00
To provide financial assistance to individuals as defined by Iowa Code Chapter 252.25.	To provide at least 400 referrals on a yearly basis to individuals who don't qualify for county assistance.	550	573	400	400
To maintain the Community Services budget in order to serve as many Scott County citizens as possible.	Review quarterly General Assistance expenditures verses budgeted amounts.	\$456,126 or 95% of budget	\$451,916 or 92% of budget	\$490,264	\$494,201

<b>ACTIVITY/SERVICE:</b>	Veteran Services	<b>DEPARTMENT:</b>	CSD 17.1702		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$151,196
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of requests for veteran services (federal/state)		1399	1474	1595	1460
# of applications for county assistance		94	102	100	100
# of applications for county assistance approved		84	82	75	80
# of outreach activities		51	63	80	70
# of burials/cremations approved		19	19	20	20
Ages of Veterans seeking assistance:					
Age 18-25		N/A	29	75	35
Age 26-35		N/A	151	150	150
Age 36-45		N/A	159	150	150
Age 46-55		N/A	242	220	250
Age 56-65		N/A	329	400	320
Age 66 +		N/A	564	600	555
Gender of Veterans: Male : Female		N/A	1300:174	1495:100	1280:180

**PROGRAM DESCRIPTION:**

To provide outreach and financial assistance to Scott County veterans and their families, in addition to providing technical assistance in applying for federal veteran benefits.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide public awareness/outreach activities in the community.	Will reach out to at least 200 Veterans/families each quarter.	909	1264	1000	800
To provide public awareness/outreach activities in the community.	Will increase the number of veteran requests for services (federal/state) by 200 annually. (New, first time veterans applying for benefits)	810	807	910	1110
To provide financial assistance (rent, burial, utilities, direct assist) to veterans as defined in Iowa Code Chapter 35B.	To grant assistance averaging no more than \$620 per applicant.	\$558.95	\$506.39	\$620.00	\$620.00
To reduce Veterans use of county assistance/funding by increasing access to federal financial benefits.	The number of Veterans utilizing county funding/number of Veterans who qualified for federal benefits.	n/a	n/a	3/4	3/4

<b>ACTIVITY/SERVICE:</b>	Substance Related Disorder Services	<b>DEPARTMENT:</b>	CSD 17.1703	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$97,100
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of involuntary substance abuse commitments filed		210	224	220
# of SA adult commitments		147	160	140
# of SA children commitments		57	58	60
# of substance abuse commitment filings denied		9	6	10
# of hearings on people with no insurance		65	22	15

**PROGRAM DESCRIPTION:**

To provide funding for emergency hospitalizations, commitment evaluations for substance related disorders according to Iowa Code Chapter 125 for Scott County citizens.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide mandated court ordered SA evaluations in the most cost effective manner possible.	The cost per evaluation will be no greater than \$500.00	\$577.40	\$377.26	\$675.00	\$500.00
To maintain the Community Services budget in order to serve as many Scott County citizens with substance related disorders as possible.	Review quarterly substance related commitment expenditures verses budgeted amounts.	\$140,234 or 50% of budget	\$82,243 or 64% of budget	\$97,100	\$97,100

<b>ACTIVITY/SERVICE:</b>	MH/DS Services	<b>DEPARTMENT:</b>	CSD 17.1704	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b> \$4,923,768
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of involuntary mental health commitments filed	434	423	400	410
# of adult MH commitments	311	345	325	325
# of juvenile MH commitments	104	64	75	75
# of mental health commitment filings denied	19	14	15	10
# of hearings on people with no insurance	46	26	20	20
# of protective payee cases	358	394	420	415
# of crisis situations requiring funding/care coordination	n/a	n/a	150	120
# of funding requests/apps processed- ID/DD and MI	929	1245	850	1050

**PROGRAM DESCRIPTION:**

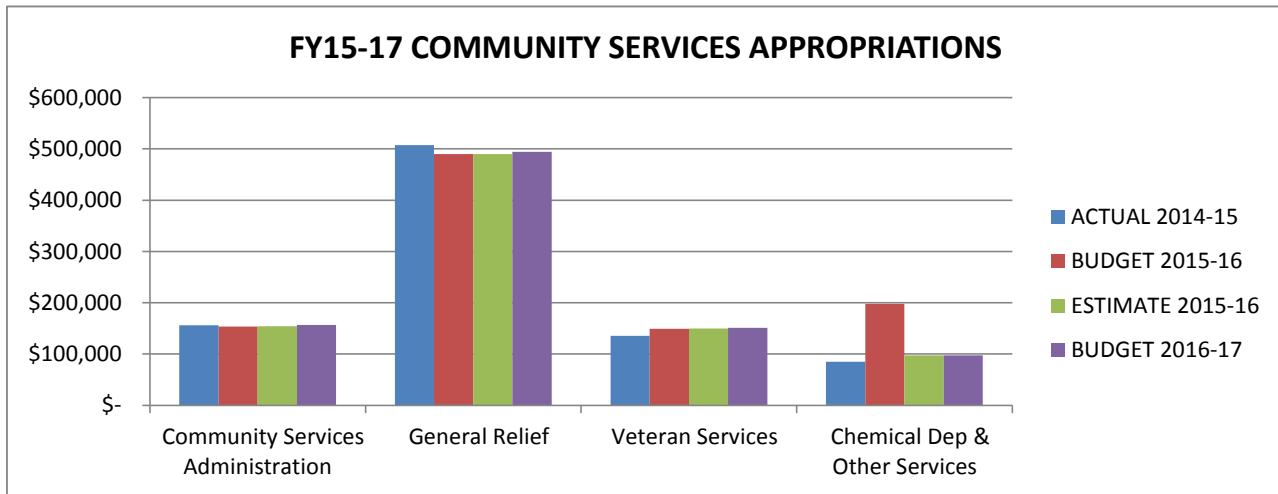
To provide services as identified in the Eastern Iowa MH/DS Regional Management Plan to persons with a diagnosis of mental illness, intellectual disability, brain injury, and other developmental disabilities who live in Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide mandated court ordered MH evaluations in most cost effective manner possible.	The cost per evaluation will be no greater than \$510.00.	\$737.69	\$393.24	\$610.00	\$510.00
To keep the costs of mental health commitment orders at a minimum level to ensure other services such as residential, vocational and community supports are fully funded.	Review quarterly mental health commitment expenditures verses budgeted amounts.	\$306,143	\$160,834	\$384,556	\$181,775
To maintain a Protective Payee program, through fees, that will be self-sufficient.	There will be at least 415 payee cases and fee amounts of \$43,825 each quarter to cover the costs of staff and supplies.	358	394 cases and a total of \$136,731 in fees (average \$34,183 a quarter)	420 cases/ 42,000 in fees per quarter	415 cases/ \$43,825 in fees per quarter

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Community Services Admin (17.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
725-A Community Services Director	1.00	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>1.00</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ 4,913	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 4,913</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 106,359	\$ 108,781	\$ 111,916	\$ 112,416	\$ 114,220	\$ 114,220
Benefits	31,937	33,343	34,480	34,980	35,460	35,460
Purchase Services & Expenses	14,806	13,847	7,010	7,010	7,010	7,010
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 153,102</b>	<b>\$ 155,971</b>	<b>\$ 153,406</b>	<b>\$ 154,406</b>	<b>\$ 156,690</b>	<b>\$ 156,690</b>



**ANALYSIS**

The FY17 overall budget for Community Services is once again significantly different compared to the previous year's budget. The implementation of ACA has had a huge impact on all medical expenses the county paid for in the past. The "fee for service" model implemented last fiscal year has impacted certain line items in the mental health budget in FY16 and FY17. Overall the projected mental health expenditures are much lower compared to FY16. The projected revenue, on the other hand, is significantly higher in FY17. There were no state funds in FY16; none are expected in FY17. Scott County has budgeted for funds from the MH region in FY17 in order to pay for services at the current level.

Scott County remains part of a mental health region, Eastern Iowa MH/DS Region, along with Cedar, Clinton, Jackson and Muscatine Counties. The Governing Board and Advisory Committee meet on a regular basis. The region continues to work on implementing core services. Robert Young MHC is working with the region to implement crisis services throughout the region. The region will be developing outcomes/measures as well as evidence based practices as required by DHS.

The mental health region faces financial issues if State Legislators do not address the inequity the frozen MH levy creates. Scott County's MH levy is one of the lowest in the state and it will become a financial drag on the other four counties in the region in FY17. The region will need to provide additional funds as mentioned above to Scott County.

**Issues:**

1. Sustainable funding- levy equity- legislation needed
2. Regional crisis services- use of fund balance
3. Medicaid Modernization- impacts on "county/regional" services

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: General Assist/Other Services (1701)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
430-A Case Aide Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
252-C Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III/Secretary	0.35	0.35	0.35	0.35	0.35	0.35
162-C Clerk III/Receptionist	0.85	0.85	0.85	0.85	0.85	0.85
<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>2.70</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 27,281	\$ 22,013	\$ 10,000	\$ 21,427	\$ 23,100	\$ 23,100
Miscellaneous	16,415	17,746	10,000	6,528	7,200	7,200
<b>TOTAL REVENUES</b>	<b>\$ 43,696</b>	<b>\$ 39,759</b>	<b>\$ 20,000</b>	<b>\$ 27,955</b>	<b>\$ 30,300</b>	<b>\$ 30,300</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 126,392	\$ 131,640	\$ 135,351	\$ 135,851	\$ 138,783	\$ 138,783
Benefits	57,125	59,795	61,743	61,743	62,748	62,748
Purchase Services & Expenses	273,763	316,009	291,470	291,470	291,470	291,470
Supplies & Materials	1,234	286	1,200	1,200	1,200	1,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 458,514</b>	<b>\$ 507,730</b>	<b>\$ 489,764</b>	<b>\$ 490,264</b>	<b>\$ 494,201</b>	<b>\$ 494,201</b>
<b>ANALYSIS</b>						
<p>The FY17 non salary costs for the General Assistance program will remain flat compared to the current budgeted levels. The revenues are up slightly as this varies from year to year based on reimbursement from SSA for rental assistance.</p> <p>The budgeted amounts for utilities and burials vary every year and the office has no way to project how many people will seek assistance each year. The county is always the "payer of last resort". If other agencies have funds for utilities, people are referred to them first before the county would offer assistance. Some agencies this past year did not receive federal funds thus unable to assist people as in the past. The budget numbers are based on the first six months of the current year and a review of the past two years. The General Assistance program has guidelines and eligibility requirements. The staff review the client applications, making sure they meet all the guidelines before approving them.</p> <p>With the implementation of ACA, there fewer medical expenses as people now have health insurance. The big demand is rental assistance and emergency lodging assistance. There is a large number of homeless individuals. The office has also seen a significant increase in the number of people from Illinois coming to Scott County for assistance as well as an increasing number of people who have no means to support themselves going forward. The guidelines may need to be reviewed and revised in the future to address those issues.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Out of state people seeking assistance</li> <li>2. Monitor emergency lodging program</li> <li>3. Monitor the number of people unable to support themselves- no income</li> <li>4. Possible guideline revisions</li> </ol>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Veteran Services (1702)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
298-A Veteran's Affairs Director/Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Receptionist	0.15	0.15	0.15	0.15	0.15	0.15
<b>TOTAL POSITIONS</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Miscellaneous	151	1,336	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 10,151</b>	<b>\$ 11,336</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 59,204	\$ 61,882	\$ 66,507	\$ 66,507	\$ 67,500	\$ 67,500
Benefits	25,568	27,095	28,315	28,815	29,221	29,221
Purchase Services & Expenses	55,281	44,991	53,675	53,675	53,675	53,675
Supplies & Materials	1,002	1,748	800	800	800	800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 141,055</b>	<b>\$ 135,716</b>	<b>\$ 149,297</b>	<b>\$ 149,797</b>	<b>\$ 151,196</b>	<b>\$ 151,196</b>
<b>ANALYSIS</b>						
<p>The FY17 non salary costs remain flat compared to the current budgeted levels. The revenues remain the same as the County Veteran Grant funds are appropriated from the State Legislature each year. This revenue has limitations on how it can be spent. A report is filed year with the state showing how the money was spent.</p> <p>The utilities budget varies from year to year based on need. Veterans are referred to other organizations/agencies before Scott County agrees to assist as the county is always the payor of last resort. The FY17 utility assistance budget amount was decreased slightly from the FY16 current level based on current usage and previous years usage.</p> <p>The travel budget for the VA Director was reviewed closely as it varied in FY15 and FY16. The director must attend the annual national conference for certification. The costs of such trips vary depending on where it is held in the United States.</p> <p>Issues:  1. Veteran Grant funds- limitations on use</p>						

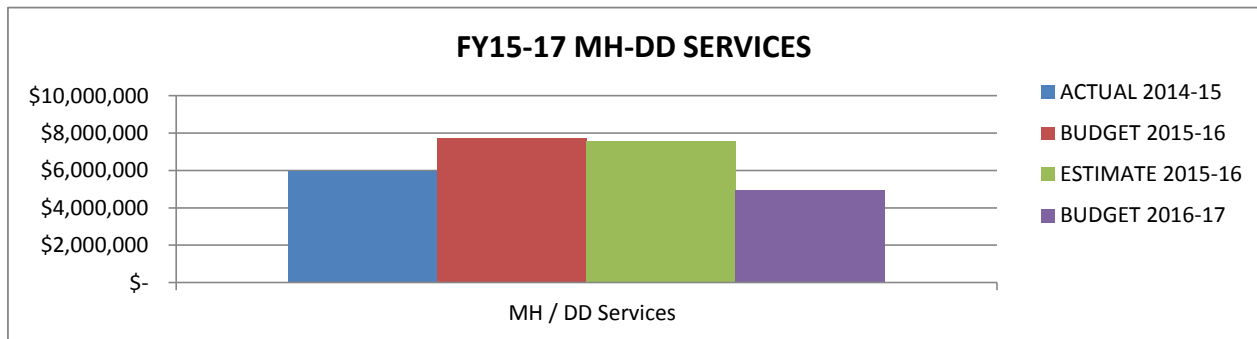


<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>						
<b>PROGRAM: SA Assistance (1703)</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
271-C Office Manager	-	-	-	-	-	-
162-C Clerk III/Secretary	-	-	-	-	-	-
141-C Clerk II/Receptionist	-	-	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 3,685	\$ -	\$ 2,700	\$ -	\$ -	\$ -
Misc Fees	110	1,501	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$ 3,795</b>	<b>\$ 1,501</b>	<b>\$ 2,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries						
Benefits						
Purchase Services & Expenses	\$ 149,809	\$ 85,061	\$ 197,900	\$ 97,100	\$ 97,100	\$ 97,100
Supplies & Materials						
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 149,809</b>	<b>\$ 85,061</b>	<b>\$ 197,900</b>	<b>\$ 97,100</b>	<b>\$ 97,100</b>	<b>\$ 97,100</b>
<b>ANALYSIS</b>						
<p>The projected FY17 budget is significantly lower than the current budgeted levels. With the implementation of ACA, most of the doctor and hospital charges are paid for by insurance. The county is still responsible for attorney and sheriff costs. Because the State of Iowa closed the Mental Health Institute in Mt. Pleasant, those expenses were removed from the projected FY16 and the FY17 budget.</p> <p>The expenses do vary from year to year as we are unable to predict the number of substance use commitments that will be filed every year as well as how many people have insurance that covers those costs.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Integration of substance use and mental health services- co-occurring disorders within the region</li> </ol>						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: MH - DD Services (1704)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
430-A Case Aide Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
430-A Mental Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
298-Mental Health Advocate	1.00	1.00	1.00	1.00	1.00	1.00
271-C Office Manager	1.00	1.00	1.00	1.00	1.00	1.00
252-C Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III/Secretary	0.65	0.65	0.65	0.65	0.65	0.65
<b>TOTAL POSITIONS</b>	<b>5.15</b>	<b>5.15</b>	<b>5.15</b>	<b>5.15</b>	<b>5.15</b>	<b>5.15</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$884,623	\$860,438	-	-	\$1,554,720	\$1,554,720
Charges for Services	111,184	160,577	149,800	148,621	153,400	153,400
Miscellaneous	45,000	25,062	-	41,275	42,100	42,100
<b>TOTAL REVENUES</b>	<b>\$1,040,807</b>	<b>\$1,046,077</b>	<b>\$149,800</b>	<b>\$189,896</b>	<b>\$1,750,220</b>	<b>\$1,750,220</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$212,559	\$275,985	\$299,604	\$316,584	\$308,320	\$308,320
Benefits	81,158	108,104	115,987	127,497	119,711	119,711
Capital Outlay	-	-	508	508	25,508	25,508
Purchase Services & Expenses	708,411	5,516,969	7,297,988	7,097,875	4,484,747	4,484,747
Supplies & Materials	6,148	12,576	39,702	7,632	8,847	8,847
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,008,276</b>	<b>\$5,913,634</b>	<b>\$7,753,789</b>	<b>\$7,550,096</b>	<b>\$4,947,133</b>	<b>\$4,947,133</b>



**ANALYSIS**

The FY17 MH/DS budget, within the Community Services Department, is a part of the Eastern Iowa MHDS Regional budget along with four other counties- Cedar, Clinton, Jackson, and Muscatine Counties. The mental health expenses are significantly different when comparing FY15, FY16 and the projected FY17 due to ACA, Medicaid Offset and the "fee for service" model. Scott County no longer provides funding in a block grant format as the region uses an open provider panel. Each county in the region pays for their own people and services using their MH levy and fund balance. In FY16, the expenses include Scott County's payment of \$2,564,572 to the region per legislation regarding the excess of 25% fund balance. Crisis services will be started in FY16 and will be paid from fund balance at the regional level. FY17 crisis services will also be paid with fund balance. In FY17, the region will work on implementing evidence based practices involving supported employment and housing. The region will be implementing outcomes and measures based on DHS requirements. DHS will be using a "dashboard" to monitor all 15 regions on how they are doing with services and outcomes.

The region continues to deal with a shortage of inpatient MH beds. Many people are sent out of the county/region for treatment/inpatient bed. This is costly in terms of Sheriff transportation. It is very tragic as families are being separated, treatment plans are developed without family input, and coordinated care upon return is frequently lost. Strategic Behavioral Health, LLC is hoping to receive "certificate of need" approval in February 2016 to build a 72 bed psychiatric facility in Scott County. This would ease the bed shortage as well as give people more choices for treatment and services. Genesis Medical Center continues with plans of expanding the behavioral health unit, both inpatient beds and intensive outpatient services, but are facing difficulty in recruiting doctors and staff.

The mental health region faces financial issues if State Legislators do not address the inequity the frozen MH levy creates. The State Legislators have choices: fund regions with state dollars as needed, allow regions to make adjustments in the MH levies, or buy out the whole system. Scott County's MH levy is one of the lowest in the state and it will become a financial drag on the other four counties in the region in FY17. The region will need to provide funds (approximately \$1.5 million) to Scott County in order to pay for services within the county.

Issues:

1. Sustainable funding- levy equity
2. Development of evidence based practices and outcomes

# Conservation Department

Roger Kean, Conservation Director



**MISSION STATEMENT:** 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>ACTIVITY/SERVICE:</b>	Administration/Policy Development	<b>DEPT/PROG:</b>	Conservation 1800	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$512,049
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2016-17</b>	<b>PROJECTED</b>	
Appropriations managed-Fund 101, 102 (net of golf)		\$3,093,940	\$3,504,361	\$3,722,877
Total FTEs managed		26	26	27
Administration costs as percent of department total.		12%	9%	12%
REAP Funds Received		\$62,230	\$61,042	\$61,042
Total Acres Managed		2,496	2,496	2,496

**PROGRAM DESCRIPTION:**

In 1956 the citizens of Scott County authorized the creation of the Conservation Board, which was charged with the responsibility of administering and developing a park system that meets the recreational, environmental, historical, and educational needs of the County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide the most efficient planning, analysis, and construction coordination for all Conservation CIP projects	Insure that a minimum of 90% of all capital projects are completed within budgeted amount and the scheduled time frame.	90%	83%	90%	90%
Increase the number of people reached through social media, email newsletters, and press releases	Increase number of customers receiving electronic notifications to 2,600 for events, specials, and Conservation information	2,500	2,588	2,600	2,600
Budget preparation and oversight of the park and golf services	To maintain a balanced budget for all depts by ensuring that we do not exceed 100% of appropriations	95%	93%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Recreational Services	<b>DEPT/PROG:</b> 1801,1805,1806,1808,1809		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$443,743	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2016-17</b>	<b>PROJECTED</b>	
Total Camping Revenue		\$599,244	\$701,247	\$640,000
Total Facility Rental Revenue		\$59,795	\$74,817	\$57,000
Total Concession Revenue		\$128,973	\$147,098	\$150,300
Total Entrance Fees (beach/pool, Cody, Pioneer Village)		\$183,076	\$176,233	\$211,200

**PROGRAM DESCRIPTION:**

This program is responsible for providing facilities and services to the public for a wide variety of recreational opportunities and to generate revenue for the dept.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide a high quality camping experience throughout the recreational season at SCP, WLP & BSP	To maintain a 40% occupancy per year for all camping sites	39%	39%	40%	40%
To provide a high quality rental facilities (i.e. shelters, cabins, etc) for public use.	To maintain a 36% occupancy per year for all rental facilities	41%	41%	36%	36%
To provide adequate aquatic recreational opportunities.	To increase attendance at the Beach and Pool	39,347	31,166	46,000	46,000
To continue to provide high quality swim lessons at the Scott County Park pool	Through use of an evaluation tool for parents and participants attending swim lessons achieve a minimum of a 95% satisfaction rating	100%	99.9%	95.0%	95.0%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Assets - Parks	<b>DEPT/PROG:</b> 1801,1805,1806,1807,1808,1809			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 171,616			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$1,680,089		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total vehicle and equipment repair costs (not including salaries)		\$63,314	\$63,043	\$65,891	\$65,706
Total building repair costs (not including salaries)		\$22,024	\$15,700	\$16,177	\$16,177
Total maintenance FTEs		7	7	7	7

**PROGRAM DESCRIPTION:**

This program involves the daily maintenance of all equipment, facilities, and grounds owned and operated by the Conservation Board.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To obtain the highest customer satisfaction ratings possible related to the maintenance aspects of the dept.	Achieve 100% customer satisfaction on all correspondence, surveys, and comment cards associated with maintenance activities.	96%	98%	100%	100%
To encourage the use of environmentally safe (green) maintenance products utilized throughout the dept.	To increase the number of green products to represent 30% of all maintenance products utilized.	21%	30%	30%	30%
Equipment Maintenance	80% of equipment replaced according to department equipment schedule	89%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Safety-Customer Service	<b>DEPT/PROG:</b> Conservation 1801,1809			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 171,616			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$262,496		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of special events or festivals requiring ranger assistance		17	22	20	20
Number of reports written.		47	40	60	60
Number of law enforcement and customer service personnel (seasonal & full-time)		102	102	102	102

**PROGRAM DESCRIPTION:**

This program involves the law enforcement responsibilities and public relations activities of the department's park ranger staff.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase the number of natural resource oriented public programs facilitated, attended, or conducted by ranger staff.	Involvement in public programs per year (for example: hunter & boater safety programs, fishing clinics, etc.)	17	8	15	12
Elimination of complaints associated with enforcement actions by our ranger staff.	Decrease the number of complaints received due to the enforcement action or public contact with ranger staff.	1	1	3	3
Provide safe and secure environment for the public while utilizing all Conservation Board facilities.	To reduce the number of accidents involving the public and that expose the County to liability	0	1	3	3

<b>ACTIVITY/SERVICE:</b>	Environment Education/Public Programs	<b>DEPT/PROG:</b>	Conservation 1805	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$360,330
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2016-17</b>		<b>PROJECTED</b>
Number of programs offered.		194	169	220
Number of school contact hours		20,867	17,746	24,000
Number of people served.		24,752	20,988	30,000
Operating revenues generated (net total intergovt revenue)		10,338	14,854	14,000
Classes/Programs/Trips Cancelled due to weather		12	16	3

**PROGRAM DESCRIPTION:**

This program involves the educational programming and facilities of the Wapsi River Environmental Education Center.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To educate the general public about the environment, the need to preserve our natural resources, and the value of outdoor recreation.	To maintain 100% satisfaction through comment cards and evaluations received from all public programs.	100%	100%	100%	100%
To provide schools with environmental education and outdoor recreation programs that meet their Iowa Core needs.	100% of all Iowa school programs will meet at least 1 Iowa Core requirement.	100%	100%	100%	100%
To provide the necessary programs to advance and support environmental and education professionals in their career development.	To provide at least two career opportunities that qualify for their professional certification and development needs.	10	6	4	4

Lower than anticipated numbers due to schools that come every other year and a total of 16 cancelled programs. Also did not see DCSD Outdoor Ed programs this past spring as Director was needed at the Center. Feel that location is now starting to deter visits.

<b>ACTIVITY/SERVICE:</b>	Historic Preservation & Interpretation	<b>DEPT/PROG:</b>	Conservation 1806,1808	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$275,211
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total revenue generated		\$88,085	\$88,191	\$66,947
Total number of weddings per year at Olde St Ann's Church		65	59	60
Pioneer Village Day Camp Attendance		338	350	320

**PROGRAM DESCRIPTION:**

This program involves the programming and facilities of the Walnut Grove Pioneer Village and the Buffalo Bill Cody Homestead that are dedicated to the historical preservation and education of pioneer life in Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To have as many people as possible enjoy the displays and historical educational festivals provided at each site	To increase annual attendance	21,216	19,393	20,000	20,000
To collect sufficient revenues to help offset program costs.	To increase annual revenues from last year's actual	\$88,085 (135%)	\$88,191 (1%)	\$72,750	1%
To increase presentations to outside groups and local festivals to acquaint the public about Pioneer Village and Cody Homestead's purpose and goals	To increase the number of new tours/presentations	26	31	35	35



<b>ACTIVITY/SERVICE:</b>	Golf Operations	<b>DEPT/PROG:</b>	Conservation 1803,1804	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,147,901
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2016-17</b>	<b>PROJECTED</b>	
Total number of golfers/rounds of play		26,480	26,814	30,000
Total course revenues		\$978,369	\$990,474	\$1,106,900
Total appropriations administered		\$1,058,680	\$1,036,482	\$1,073,648
Number of Outings/Participants		33/2,772	42 / 2,794	42/3012
Number of days negatively impacted by weather		27	16	40

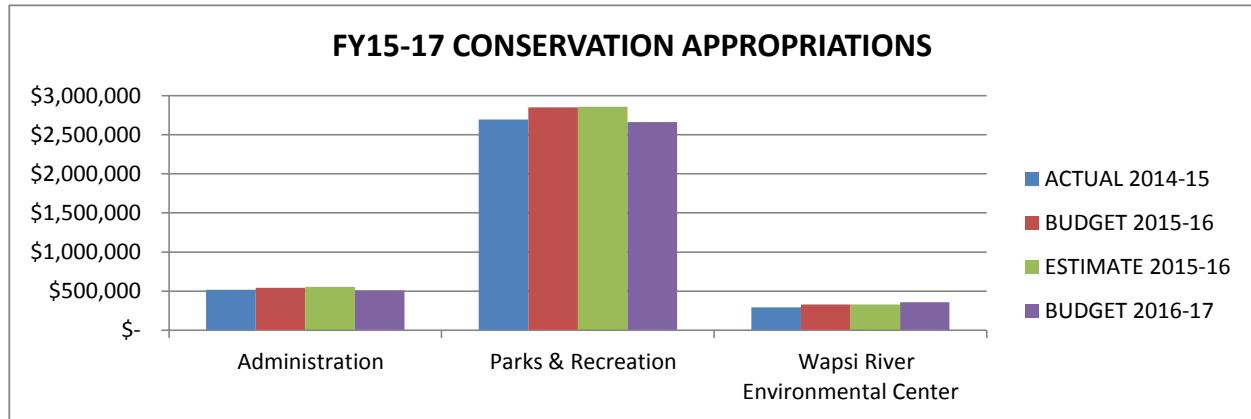
**PROGRAM DESCRIPTION:**

This program includes both maintenance and clubhouse operations for Glynn's Creek Golf Course.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide a quality golfing experience for our customers and the citizens of Scott County.	To maintain 100% customer satisfaction from all user surveys and comment cards.	100%	100%	100%	100%
To increase revenues to support program costs	Golf course revenues to support 100% of the yearly operation costs	(\$65,457)	(\$49,943)	\$0	\$0
To provide an efficient and cost effective maintenance program for the course	To maintain course maintenance costs at \$22.70 per round	\$23.16	\$21.98	\$22.70	\$22.70
Increase profit margins on concessions	Increase profit levels on concessions to 65%	64%	62%	65%	65%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Conservation Administration (1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
775-A Director	1.00	1.00	1.00	1.00	1.00	1.00
540-A Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
252-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
141-A Clerk II	1.00	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>4.00</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$62,230	\$61,042	\$61,042	\$61,042	\$61,042	\$61,042
Conservation Equipment Fund	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$62,230</b>	<b>\$61,042</b>	<b>\$61,042</b>	<b>\$61,042</b>	<b>\$61,042</b>	<b>\$61,042</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$292,736	\$313,825	\$310,966	\$317,066	\$308,236	\$308,236
Benefits	101,389	109,512	106,440	111,281	106,947	106,947
Capital Outlay	-	25,785	30,000	30,000	-	-
Purchase Services & Expenses	67,265	61,222	85,351	86,612	86,612	86,612
Supplies & Materials	10,059	7,892	10,119	10,254	10,254	10,254
<b>TOTAL APPROPRIATIONS</b>	<b>\$471,449</b>	<b>\$518,236</b>	<b>\$542,876</b>	<b>\$555,213</b>	<b>\$512,049</b>	<b>\$512,049</b>



**ANALYSIS**

FY 17 Revenues are expected to remain the same for this program.

The capital outlay in this program is decreasing because no vehicle replacements are expected in FY17.

FY17 expenditures are expected to increase slightly due to additional coverage from Racom for battery maintenance of radios. The overall department expenditures are at 0% increase.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Conservation Administration (1801&amp;06-09)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
470-A Park Manager	2.00	2.00	2.00	2.00	2.00	2.00
262-A Park Ranger	5.00	5.00	5.00	5.00	5.00	5.00
220-A Park Crew Leader	1.00	1.00	1.00	1.00	1.00	1.00
220-A Equipment Specialist/Crew Leader	-	-	-	-	1.00	1.00
187-A Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
187-A Equipment Specialist	2.00	2.00	2.00	2.00	1.00	1.00
187-A Park Maintenance Technician	4.00	4.00	4.00	4.00	4.00	4.00
99-Cody Homestead Site Coordinator	0.75	0.75	0.75	0.75	0.75	0.75
Z Seasonal Park Maintenance (WLP,SCP,PV)	7.52	7.52	7.52	7.52	7.52	7.52
Z Seasonal Pool Manager (SCP)	0.29	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Pool Manager (SCP)	0.21	0.21	0.21	0.21	0.21	0.21
Z Seasonal Lifeguard (WLP, SCP)	6.28	6.28	6.28	6.28	6.28	6.28
Z Seasonal Pool Concessions (SCP)	1.16	1.16	1.16	1.16	1.16	1.16
Z Seasonal Beach/Boathouse Concessions (WLP)	1.80	1.80	1.80	1.80	1.80	1.80
Z Seasonal Beach Manager (WLP)	0.29	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Beach Manager (WLP)	0.23	0.23	0.23	0.23	0.23	0.23
Z Seasonal Park Patrol (WLP, SCP)	2.17	2.17	2.17	2.17	2.17	2.17
Z Seasonal Park Attendants (WLP, SCP, BSP)	2.95	2.95	2.95	2.95	2.95	2.95
Z Seasonal Day Camp/Apothecary (Pioneer Village)	1.56	1.56	1.56	1.56	1.56	1.56
Z Seasonal Concession Worker (Cody)	0.19	0.19	0.19	0.19	0.19	0.19
<b>TOTAL POSITIONS</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0
Charges for Services	1,042,078	1,163,671	1,082,572	1,142,872	1,155,872	1,155,872
Uses of Money & Property	73,503	74,218	70,821	75,949	75,949	75,949
Miscellaneous	3,586	9,550	6,675	9,675	9,675	9,675
Conservation Equipment Fund	38,000	51,500	47,000	47,000	70,000	70,000
<b>TOTAL REVENUES</b>	<b>\$1,157,167</b>	<b>\$1,298,939</b>	<b>\$1,207,068</b>	<b>\$1,275,496</b>	<b>\$1,311,496</b>	<b>\$1,311,496</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$1,056,470	\$1,298,930	\$1,421,909	\$1,422,409	\$1,407,570	\$1,407,570
Benefits	323,561	351,470	407,228	419,352	421,421	421,421
Capital Improvement	213,151	268,882	207,800	207,800	25,000	25,000
Purchase Services & Expenses	406,202	365,500	416,202	394,162	394,662	394,662
Supplies & Materials	387,738	409,144	394,847	412,886	412,886	412,886
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,387,122</b>	<b>\$2,693,926</b>	<b>\$2,847,986</b>	<b>\$2,856,609</b>	<b>\$2,661,539</b>	<b>\$2,661,539</b>
<b>ANALYSIS</b>						
<p>FY17 revenues are anticipated to increase by 9% due to projected increases in camping, day camp fees, park concessions and boat rental fees. However, this increase is primarily due to an projected increase of \$23,000 for sale of two mowers. Non-salary FY17 expenditures are expected to decrease due to adjustments to utilities for better distribution of line items and readjusting other line items to correspond to previous year actuals.</p> <p>Salary expenses reflect a personnel request for an equipment specialist upgrade.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Conservation Administration (1803&amp;1804)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
462-A Golf Pro/Manager	1.00	1.00	1.00	1.00	1.00	1.00
462-A Golf Course Superintendent	1.00	1.00	1.00	1.00	-	-
220-A Golf Course Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
187-A Turf Equipment Specialist	1.00	1.00	1.00	1.00	1.00	1.00
162-A Maintenance Technician-Golf Course	1.00	1.00	1.00	1.00	1.00	1.00
Z Seasonal Assistant Golf Professional	0.73	0.73	0.73	0.73	0.73	0.73
Z Seasonal Golf Pro Staff	7.48	7.48	7.48	7.48	7.48	7.48
Z Seasonal Part Time Laborers	4.77	4.77	4.77	4.77	4.77	4.77
<b>TOTAL POSITIONS</b>	<b>17.98</b>	<b>17.98</b>	<b>17.98</b>	<b>17.98</b>	<b>16.98</b>	<b>16.98</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$977,684	\$990,450	\$1,106,200	\$1,106,200	\$1,106,200	\$1,106,200
Total Miscellaneous	797	767	700	700	700	700
Conservation Equipment Fund	19,756	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$998,237</b>	<b>\$991,217</b>	<b>\$1,106,900</b>	<b>\$1,106,900</b>	<b>\$1,106,900</b>	<b>\$1,106,900</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$481,685	\$509,867	\$531,771	\$532,271	\$465,629	\$465,629
Benefits	116,488	116,022	112,023	114,523	128,840	128,840
Capital Outlay	82,501	75,818	96,859	131,859	131,859	131,859
Purchase Services & Expenses	116,259	119,681	113,390	107,470	107,390	107,390
Supplies & Materials	261,746	215,094	219,605	219,605	219,605	219,605
Debt Service	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,058,679</b>	<b>\$1,036,482</b>	<b>\$1,073,648</b>	<b>\$1,105,728</b>	<b>\$1,053,323</b>	<b>\$1,053,323</b>
<b>Net Income</b>	<b>(\$60,442)</b>	<b>(\$45,265)</b>	<b>\$33,252</b>	<b>\$1,172</b>	<b>\$53,577</b>	<b>\$53,577</b>
*Deficits will be covered by Conservation capital project reserve						
<b>ANALYSIS</b>						
FY17 revenues are expected to remain the same.						
Non-salary expenditures are expected to increase by 7%. This is due to a 36% increase in capital outlay due to depreciation costs for new golf mowers.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Wapsi (1805)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
382-A Naturalist/Director	1.00	1.00	1.00	1.00	1.00	1.00
271-A Assistant Naturalist	1.00	1.00	2.00	2.00	2.00	2.00
Z Seasonal Maintenance-Caretaker	0.66	0.66	0.66	0.66	0.66	0.66
Z Seasonal Naturalist	0.71	0.71	-	-	-	-
Z Seasonal Naturalist	0.79	0.79	0.79	0.79	0.79	0.79
Z Seasonal Naturalist	0.68	0.68	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>4.84</b>	<b>4.84</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>
<b>Intergovernmental</b>						
Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0
Charges for Services	2,730	3,040	2,526	3,026	3,026	3,026
Uses of Money & Property	7,430	11,244	10,000	11,000	11,000	11,000
Miscellaneous	178	570	250	250	250	250
Conservation Equipment Fund	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$10,338</b>	<b>\$14,854</b>	<b>\$12,776</b>	<b>\$14,276</b>	<b>\$14,276</b>	<b>\$14,276</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$132,426	\$189,948	\$210,896	\$210,896	\$214,161	\$195,714
Benefits	46,437	58,518	59,569	60,569	67,266	67,266
Capital Outlay	-	-	-	-	37,800	37,800
Purchase Services & Expenses	44,829	26,767	42,650	40,650	40,650	40,650
Supplies & Materials	11,676	17,266	18,900	18,900	18,900	18,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$235,368</b>	<b>\$292,499</b>	<b>\$332,015</b>	<b>\$331,015</b>	<b>\$378,777</b>	<b>\$360,330</b>
<b>ANALYSIS</b>						
<p>FY17 revenues are expected to increase 12% due to the higher usage of cabins and an increase in nightly charges for cabin rentals.</p> <p>FY17 expenditures are decreasing slightly due to adjustments to utility line items to correspond to previous year actuals. The department is requesting a capital outlay increase of \$37,800 for the replacement of 15-passenger van used to support educational programs.</p>						

# Facility and Support Services

Tammy Speidel, Director



**MISSION STATEMENT:** It is the mission of the Facility and Support Services Department to provide high quality, cost effective services in support of the core services and mission of Scott County Government. Our services include capital asset management (capital planning, purchasing and life-cycle services), facility operations services (maintenance and custodial) and office operations support (mail, document imaging and printing).

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>		FSS	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 124,520
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total percentage of CIP projects on time and with in budget.		83.33	85	85	85
Maintain total departmental cost/square foot at FY10 levels (combined maint/custodial)		5.43	4.52	6.50	6.50

**PROGRAM DESCRIPTION:**

To provide administrative support for all other department programs. This program manages capital improvement efforts.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To reduce output of CO2 by 200,000 pounds in the next fiscal year.	To reduce our organizations carbon footprint and environmental impact - CO2 output is one measure of our effectiveness.	124,748	180,540	140,000	200,000
To reduce total energy consumption by 2 % per square foot in the next fiscal year.	To reduce our consumption of energy, again one measure of our environmental impact - this will effectively reduce our on-going costs as well.	15%	5%	2%	2%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Buildings	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 1,931,792
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of total man hours spent in safety training		24	24	24	190
Average # of PM inspections performed quarterly- per location		88	109	100	100
Total maintenance cost per square foot		1.93	\$1.65	2.3	\$2.50

**PROGRAM DESCRIPTION:**

To maintain the organizations real property and assets in a proactive manner. This program supports the organizations green initiatives by effectively maintaining equipment to ensure efficiency and effective use of energy resources. This program provides prompt service to meet a myriad of needs for our customer departments/offices and visitors to our facilities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintenance Staff will make first contact on 90% of routine non-jail work orders within 5 working days of staff assignment.	To be responsive to the workload from our non-jail customers.	97%	97%	90%	90%
Maintenance Staff will strive to do 30% of work on a preventive basis.	To do an increasing amount of work in a scheduled manner rather than reactive.	29%	23%	30%	30%
Maintenance Staff will strive to complete 90% of routine jail work orders within 5 working days of staff assignment.	To be responsive to the workload from the jail facility.	98%	97%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Custodial Services	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 692,079
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of square feet of hard surface floors maintained		107,473.00	568,367	525,000	525,000
Number of square feet of soft surface floors maintained		190,705.00	273,906	200,000	20,000
Number of Client Service Worker hours supervised		5702	4364	3800	2000
Total Custodial cost per square foot					4

**PROGRAM DESCRIPTION:**

To provide a clean and sanitary building environment for our customer departments/offices and the public. This program has a large role in supporting the organization-wide green initiative by administering recycling and green cleaning efforts. This program administers physical building security and access control.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To receive 6 or fewer complaints per month on average.	To provide internal and external customers a clean environment and to limit the amount of calls for service from non custodial staff.	3	7	6	6
Divert 85,000 pounds of waste from the landfill by: shredding confidential info, recycling cardboard, plastic & metals, kitchen grease	To continually reduce our output of material that goes to the landfill.	101,270	90,410	85,000	85,000
Perform annual green audit on 40% of FSS cleaning products.	To ensure that our cleaning products are "green" by current industry standards.	37%	40%	40%	40%



<b>ACTIVITY/SERVICE:</b>	Support Services	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 841,071
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Actual number of hours spent on imaging including quality control and doc prep		2830	2023	2200	2200
Number of PO's issued		na	N/A	N/A	N/A

**PROGRAM DESCRIPTION:**

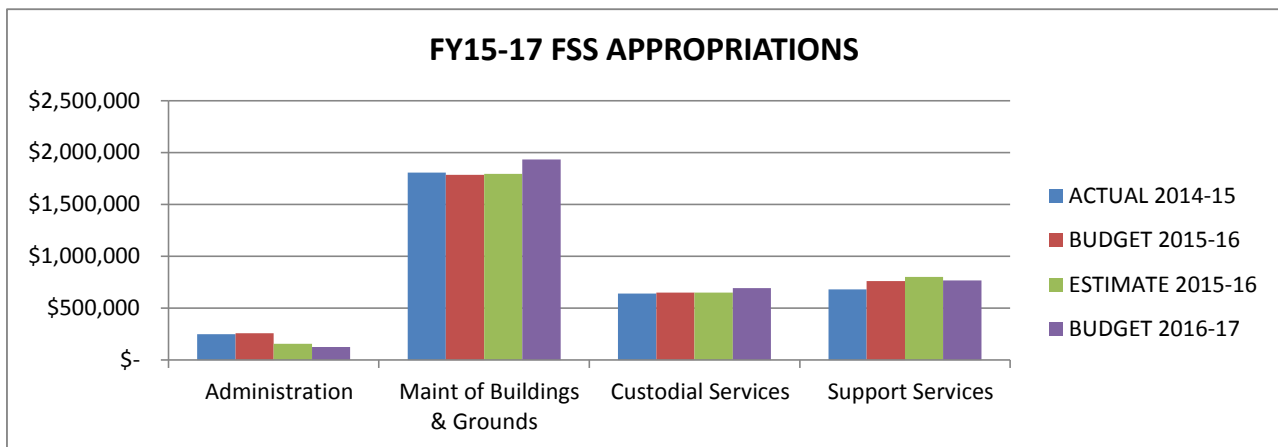
To provide support services to all customer departments/offices including: purchasing, imaging, print shop, mail, reception, pool car scheduling, conference scheduling and office clerical support. This program supports the organizations "green" initiatives by managing the purchase and use of eco-friendly products, encouraging reduced usage of commodities and promoting "green-friendly" business practices.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Print Shop will recommend, to requesting department or agency, cost savings alternatives on at least 8% of print shop requests received.	This will result in the suggestion of cost savings methods on copy jobs that are received in the print shop which would result in savings on copy costs.	11.50%	9.22%	8.00%	8.00%
Imaging staff will perform imaging, quality control, and release functions on at least 85% of all records that have been doc prepped within 10	Items will be available to the end user on line within designated amount of time after doc prep tasks. This will allow ease of record lookup.	100%	100%	85%	85%
Purchasing will recommend the purchase of remanufactured toner cartridges vs OEM toner cartridges for all County supported printers.	Actual costs savings between remanufactured vs OEM will be tracked. This will allow for ensuring budget dollars are utilized in the most efficient manner.	-	\$19,423	\$9,878	\$12,400

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Facility & Support Services Admin (1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
725-A Director of Facility and Support Services	1.00	1.00	1.00	1.00	1.00	1.00
417-A Operations Manager	1.00	1.00	1.00	-	-	-
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

<b>REVENUE SUMMARY:</b>							
Charges for Services	\$ 100	\$ 30	\$ 125	\$ 200	\$ 50	\$ 50	
Miscellaneous	1,117	2,252	750	250	250	250	
<b>TOTAL REVENUES</b>	<b>\$ 1,217</b>	<b>\$ 2,282</b>	<b>\$ 875</b>	<b>\$ 450</b>	<b>\$ 300</b>	<b>\$ 300</b>	

<b>APPROPRIATION SUMMARY:</b>							
Salaries	\$ 182,342	\$ 183,064	\$ 187,238	\$ 90,500	\$ 88,886	\$ 88,886	
Benefits	59,318	60,930	62,666	62,166	30,684	30,684	
Purchase Services & Expenses	2,543	3,405	6,605	4,155	4,325	4,325	
Supplies & Materials	1,172	566	1,675	625	625	625	
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 245,376</b>	<b>\$ 247,965</b>	<b>\$ 258,184</b>	<b>\$ 157,446</b>	<b>\$ 124,520</b>	<b>\$ 124,520</b>	



**ANALYSIS**

Salaries and benefit expenses for this program will decrease due to the elimination of the Operations Manager position.

Supply expenses will follow suit and decrease due to the decrease in staff within this program.

Revenue for this program is very minimal and difficult to project and budget since it is based on sporadic reimbursement revenues.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Maintenance of Buildings &amp; Grounds (1501-1506, 1508, 1510-1515)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
300-A Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
268-C Maintenance Electronic System Technician	2.00	2.00	2.00	2.00	2.00	2.00
268-C Maintenance Specialist	4.00	4.00	4.00	4.00	4.00	4.00
182-C Maintenance Worker	1.00	1.00	1.00	1.00	1.75	1.75
83-C General Laborer	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.75</b>	<b>9.75</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 153,018	\$ 154,621	\$ 93,000	\$ 93,000	\$ 94,110	\$ 94,110
Miscellaneous	26,830	15,844	17,000	19,050	16,225	16,225
Sales General Fixed Assets	NA	NA	NA	NA	NA	NA
<b>TOTAL REVENUES</b>	<b>\$ 179,848</b>	<b>\$ 170,465</b>	<b>\$ 110,000</b>	<b>\$ 112,050</b>	<b>\$ 110,335</b>	<b>\$ 110,335</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 399,793	\$ 409,726	\$ 418,740	\$ 419,240	\$ 441,244	\$ 441,244
Benefits	158,622	176,255	170,296	176,166	194,248	194,248
Capital Outlay	2,369	13,740	17,000	16,000	34,500	34,500
Purchase Services & Expenses	1,023,680	1,095,145	1,069,460	1,073,000	1,147,450	1,147,450
Supplies & Materials	109,428	112,444	110,350	109,750	114,350	114,350
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,693,892</b>	<b>\$ 1,807,310</b>	<b>\$ 1,785,846</b>	<b>\$ 1,794,156</b>	<b>\$ 1,931,792</b>	<b>\$ 1,931,792</b>
<b>ANALYSIS</b>						
<p>Budgeted salary and benefit expense is expected to increase due to COLA increases, 4 months of a .75FTE increase in support of the Sheriff Patrol Headquarters.</p> <p>Budgeted services, expenses and supplies are collectively projected to increase by 9%. This is in large part due to budgeting for the patrol facility for 4 months in this fiscal year and an anticipated 5.5% increase in electricity costs, a 3% increase in natural gas, 2 % increases in water and sewer utility expenses and a small increase in the associated fees that the City of Davenport charges for the storm water program tied to the water costs.</p> <p>The capital expense for this program is for a walk behind mower for Tremont/ SECC - \$7,000 and for a large tractor and smaller lawn equipment for the new patrol facility - \$27,500</p> <p>Revenues are budgeted to rise minimally due to the minimal increase in staff reimbursement from SECC. Otherwise, revenue is hard to predict, largely in part because it is based on recyclable materials with large fluctuations in price driven by the market price of such materials.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Custodial Services (1507)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
238-A Custodial & Security Coordinator	1.00	1.00	-	-	-	-
198-A Custodial Coordinator	-	-	1.00	1.00	1.00	1.00
162-C Lead Custodial Worker	-	-	-	-	-	-
130-C Custodial Worker	10.60	10.60	11.50	11.50	11.95	11.95
<b>TOTAL POSITIONS</b>	<b>11.60</b>	<b>11.60</b>	<b>12.50</b>	<b>12.50</b>	<b>12.95</b>	<b>12.95</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 543	\$ 608	\$ 56,386	\$ 56,286	\$ 57,400	\$ 57,400
Miscellaneous	9,750	8,785	650	1,000	600	600
<b>TOTAL REVENUES</b>	<b>\$ 10,293</b>	<b>\$ 9,393</b>	<b>\$ 57,036</b>	<b>\$ 57,286</b>	<b>\$ 58,000</b>	<b>\$ 58,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 420,698	\$ 426,585	\$ 436,316	\$ 436,816	\$ 464,393	\$ 464,393
Benefits	159,504	166,580	166,956	170,172	181,986	181,986
Capital Outlay	3,940	4,524	2,550	2,500	2,500	2,500
Purchase Services & Expenses	3,050	5,861	9,100	3,675	5,200	5,200
Supplies & Materials	34,970	37,515	36,525	36,500	38,000	38,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 622,162</b>	<b>\$ 641,065</b>	<b>\$ 651,447</b>	<b>\$ 649,663</b>	<b>\$ 692,079</b>	<b>\$ 692,079</b>
<b>ANALYSIS</b>						
<p>Budgeted salary and benefit expenses are projected to increase slightly due to the budgeting of 4 months of a .45 custodian as well as expected COLA increases.</p> <p>Capital requests in this program as well as an increase in services, and supplies are contributed to the new patrol facility.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Support Services (1509)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
252-A Purchasing Specialist	1.00	1.00	1.00	1.00	-	-
177-C Senior Clerk	1.00	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	2.00
141-C Clerk II/Scanning	3.00	3.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>7.00</b>	<b>6.00</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 33,850	\$ 23,015	\$ 53,500	\$ 13,000	\$ 12,800	\$ 12,800
Charges for Services	2,786	73,051	13,000	45,500	41,000	41,000
Miscellaneous	44,116	12,702	200	100	100	100
<b>TOTAL REVENUES</b>	<b>\$ 80,752</b>	<b>\$ 108,768</b>	<b>\$ 66,700</b>	<b>\$ 58,600</b>	<b>\$ 53,900</b>	<b>\$ 53,900</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 254,310	\$ 201,109	\$ 219,717	\$ 219,717	\$ 153,252	\$ 153,252
Benefits	110,292	89,637	94,485	94,485	73,124	73,124
Capital Outlay	14,305	-	-	-	-	-
Purchase Services & Expenses	366,964	390,644	365,625	415,125	470,125	470,125
Supplies & Materials	6,117	946	80,375	72,225	72,225	72,225
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 751,988</b>	<b>\$ 682,336</b>	<b>\$ 760,202</b>	<b>\$ 801,552</b>	<b>\$ 768,726</b>	<b>\$ 768,726</b>
<b>ANALYSIS</b>						
<p>Revenues for this program are expected to decrease slightly with the expected cut in percentage of reimbursement from the Department of Human Services.</p> <p>Budgeted salary and benefit expenses are expected to decrease due to one position that remains vacant due to a Clerk II position being held open until we understand the final impact of ECM. Additionally, we had a higher paid clerk transfer to another department resulting in a lower salary replacement.</p> <p>Purchased services are projected to increase 8.8% which is primarily attributable to the postage and printing costs associated with the general election.</p> <p>There are no equipment requests for this program during FY17.</p>						

## Health Department



Ed Rivers, Director

**MISSION STATEMENT:** The Scott County Health Department is committed to promoting, protecting and preserving the health of the community by providing leadership and direction as advocates for the individual, the family, the community and the environment we serve.

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>		Health/1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$2,141,227
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Annual Report		1	1	1	1
Minutes of the BOH Meeting		10	10	10	10
BOH Contact and Officer Informational Report		1	1	1	1
Number of grant contracts awarded.		14	15	16	15
Number of subcontracts issued.		9	6	7	8
Number of subcontracts issued according to funder guidelines.		9	6	7	8
Number of subcontractors.		6	4	4	3
Number of subcontractors due for an annual review.		4	4	4	3
Number of subcontractors that received an annual review.		1	7	4	3
Total number of consumers reached with education.		5217	8493	5217	6855
Number of consumers receiving face-to-face educational information about physical, behavioral, environmental, social, economic or other issues affecting health.		3301	5613	3301	4457
Number of consumers receiving face-to-face education reporting the information they received will help them or someone else to make healthy choices.		3041	5217	3041	4011

**PROGRAM DESCRIPTION:**

Iowa Code Chapter 137 requires each county maintain a Local Board of Health. One responsibility of the Board of Health is to assure compliance with grant requirements-programmatically and financially. Another is to educate the community through a variety of methods including media, marketing venues, formal educational presentations, health fairs, training, etc.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide guidance, information and updates to Board of Health as required by Iowa Code Chapter 137.	Board of Health will meet at least six times per year as required by law.	10	10	10	10
Delivery of public health services through subcontract relationships with community partners.	Subcontracts will be issued according to funder guidelines.	100%	100%	100%	100%
Subcontractors will be educated and informed about the expectations of their subcontract.	Subcontractors will receive an annual programmatic review.	25%	175%	100%	100%
Scott County residents will be educated on issues affecting health.	Consumers receiving face-to-face education report that the information they received will help them or someone else to make healthy choices.	92%	93%	92%	90%

<b>ACTIVITY/SERVICE:</b>	Animal Bite Rabies Risk Assessment and Recommendations for Post Exposure Prophylaxis	<b>DEPARTMENT:</b> Health/2015			
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$64,484.00
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of exposures that required a rabies risk assessment.		128	189	130	175
Number of exposures that received a rabies risk assessment.		128	189	124	166
Number of exposures determined to be at risk for rabies that received a recommendation for rabies post-exposure prophylaxis.		128	189	124	166
Number of health care providers notified of their patient's exposure and rabies recommendation.		44	46	58	45
Number of health care providers sent a rabies treatment instruction sheet at the time of notification regarding their patient's exposure.		44	46	58	45

**PROGRAM DESCRIPTION:**

Making recommendations for post-exposure prophylaxis treatment for individuals involved in animal bites or exposures.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide a determination of rabies risk exposure and recommendations.	Reported exposures will receive a rabies risk assessment.	100%	100%	95%	95%
Provide a determination of rabies risk exposure and recommendations.	Exposures determined to be at risk for rabies will have a recommendation for rabies post-exposure prophylaxis.	100%	100%	100%	100%
Health care providers will be informed about how to access rabies treatment.	Health care providers will be sent an instruction sheet on how to access rabies treatment at the time they are notified of their patient's bite/exposure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Childhood Lead Poisoning Prevention	<b>DEPARTMENT:</b> Health/2016		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$136,261.00
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl.	24	20	20	22
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl who receive a venous confirmatory test.	24	19	19	21
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl.	12	15	15	13
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl who have a home nursing or outreach visit.	12	15	15	13
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	8	4	4	4
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl who have a complete medical evaluation from a physician.	8	4	4	4
Number of environmental investigations completed for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	13	6	6	6
Number of environmental investigations completed, within IDPH timelines, for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	13	6	6	6
Number of environmental investigations completed for children who have two confirmed blood lead levels of 15-19 ug/dl.	2	8	8	8
Number of environmental investigations completed, within IDPH timelines, for children who have two confirmed blood lead levels of 15-19 ug/dl.	2	8	8	8
Number of open lead properties.	20	20	20	20
Number of open lead properties that receive a reinspection.	28	41	41	40
Number of open lead properties that receive a reinspection every six months.	28	41	41	40
Number of lead presentations given.	9	5	5	5

**PROGRAM DESCRIPTION:**

Provide childhood blood lead testing and case management of all lead poisoned children in Scott County. Conduct environmental health inspections and reinspections of properties where children with elevated blood lead levels live. SCC CH27, IAC 641, Chapter 67,69,70.



ACTIVITY/SERVICE: Childhood Lead Poisoning Prevention		DEPARTMENT: Health/2016			
PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Children with capillary blood lead levels greater than or equal to 15 ug/dl receive confirmatory venous blood lead measurements.	100%	95%	95%	95%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with confirmed blood lead levels greater than or equal to 15 ug/dl receive a home nursing or outreach visit.	100%	100%	100%	100%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with venous blood lead levels greater than or equal to 20 ug/dl receive a complete medical evaluation from a physician.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations for children having a single venous blood lead level greater than or equal to 20 ug/dl according to required timelines.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations of homes associated with children who have two venous blood lead levels of 15-19 ug/dl according to required timelines.	100%	100%	100%	100%
Ensure that lead-based paint hazards identified in dwelling units associated with an elevated blood lead child are corrected.	Ensure open lead inspections are re-inspected every six months.	100%	100%	100%	100%
Assure the provision of a public health education program about lead poisoning and the dangers of lead poisoning to children.	By June 30, five presentations on lead poisoning will be given to target audiences.	100%	180%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Communicable Disease	<b>DEPARTMENT:</b>	Health/2017		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$72,304.00	
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	
		<b>PROJECTED</b>	<b>PROJECTED</b>		
Number of communicable diseases reported.		1792	1708	2100	1750
Number of reported communicable diseases requiring investigation.		300	388	295	340
Number of reported communicable diseases investigated according to IDPH timelines.		300	388	295	340
Number of reported communicable diseases required to be entered into IDSS.		300	388	295	340
Number of reported communicable diseases required to be entered into IDSS that were entered within 3 business days.		300	388	289	333
Number of cases of perinatal Hepatitis B reported.		4	4	3	3
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention.		4	4	3	3
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention within 5 business days.		4	4	3	3
Number of cases of perinatal Hepatitis B who received education that have recommendations sent to birthing facility and pediatrician.		4	4	3	3

**PROGRAM DESCRIPTION:**

Program to investigate and prevent the spread of communicable diseases and ensure proper treatment of disease. Also includes the investigation of food borne outbreaks. Ch 139 IAC

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Stop or limit the spread of communicable diseases.	Initiate communicable disease investigations of reported diseases according to Iowa Department of Public Health guidelines.	100%	100%	100%	100%
Assure accurate and timely documentation of communicable diseases.	Cases requiring follow-up will be entered into IDSS (Iowa Disease Surveillance System) within 3 business days.	100%	100%	98%	98%
Prevent perinatal transmission of Hepatitis B.	Reported perinatal cases will receive verbal and written communication on HBV and HBV prevention for the baby within 5 business days.	100%	100%	100%	100%
Prevent perinatal transmission of Hepatitis B.	Perinatal Hep B cases will have recommendations sent to birthing facility and pediatrician.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Community Transformation	<b>DEPARTMENT:</b>	Health/2038		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$78,679
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Be Healthy QC Committee and Subcommittee meetings related to Community Transformation efforts held.		15	11	14	9
Number of Be Healthy QC Committee and Subcommittee meeting related to Community Transformation efforts held that are attended by a Scott County Health Department staff member.		15	11	14	9
Number of worksites where a wellness assessment is completed.		4	8	3	3
Number of worksites that made a policy or environmental improvement identified in a workplace wellness assessment.		4	6	3	3
Number of communities where a community wellness assessment is completed.		1	3	1	1
Number of communities where a policy or environmental improvement identified in a community wellness assessment is implemented.		1	1	1	1

**PROGRAM DESCRIPTION:**

Create environmental and systems changes at the community level that integrate public health, primary care, worksite and community initiatives to help prevent chronic disease through good nutrition and physical activity.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Efforts of the Community Transformation Grant will be guided by a diverse community coalition.	A Scott County Health Department staff person will attend Nutrition, Physical Activity, and Weight Panel Committee and Subcommittee meetings to assure the groups are updated on CTG activities.	100%	100%	100%	100%
Workplaces will implement policy or environmental changes to support employee health and wellness.	Workplaces will implement policy or environmental changes to support employee health and wellness.	100%	75%	100%	100%
Communities will implement policy or environmental changes to support community health and wellness.	CTG targeted communities will implement evidence based recommendations for policy or environmental change based upon assessment recommendations.	100%	33%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Correctional Health	<b>DEPARTMENT:</b>	Health/2006		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,437,440	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of inmates in the jail greater than 14 days.		1131	1197	1131	1164
Number of inmates in the jail greater than 14 days with a current health appraisal.		1059	1184	1109	1140
Number of inmate health contacts.		16586	29300	16586	31000
Number of inmate health contacts provided in the jail.		16426	29046	16426	30380
Number of medical requests received.		8192	6563	8192	7400
Number of medical requests responded to within 48 hours.		8187	6554	8187	7400

**PROGRAM DESCRIPTION:**

Provide needed medical care for all Scott County inmates 24 hours a day. Includes passing of medication, sick call, nursing assessments, health screenings and limited emergency care.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Inmates are screened for medical conditions that could impact jail operations.	Inmates who stay in the facility greater than 14 days will have a current health appraisal (within 1st 14 days or within 90 days of current incarceration date).	94%	99%	98%	98%
Medical care is provided in a cost-effective, secure environment.	Maintain inmate health contacts within the jail facility.	99%	99%	98%	98%
Assure timely response to inmate medical requests.	Medical requests are reviewed and responded to within 48 hours.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Child Health Program	<b>DEPARTMENT:</b>	Health/2032	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$262,681
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	Number of families who were informed.	3255	5401	5375
	Number of families who received an inform completion.	1604	2051	2043
	Number of children in agency home.	952	849	1039
	Number of children with a medical home as defined by the Iowa Department of Public Health.	887	775	956
	Number of developmental screens completed for children under the age of 5.	NA	7	28
	Number of developmental screens completed for children under the age of 5 that identify an area of concern and the need for a referral.	NA	4	12
	Number of referrals made to the Mississippi Bend Area Education Agency for children identified with an area of concern.	NA	4	12

**PROGRAM DESCRIPTION:**

Promote health care for children from birth through age 21 through services that are family-centered, community based, collaborative, comprehensive, coordinated, culturally competent and developmentally appropriate.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure Scott County families (children) are informed of the services available through the Early Periodic Screening Diagnosis and Treatment (EPSDT) Program.	Families will be contacted to ensure they are aware of the benefits available to them through the EPSDT program through the inform/reinform completion process.	49%	38%	38%	38%
Ensure EPSDT Program participants have a routine source of medical care.	Children in the EPSDT Program will have a medical home.	93%	91%	92%	90%
Areas of potential developmental delay will be identified.	Children identified through the EPSDT with a potential developmental delay will be referred for early intervention services.	NA	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Emergency Medical Services	<b>DEPARTMENT:</b>	Health/2007	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$104,015
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of ambulance services required to be licensed in Scott County.	7	7	7	7
Number of ambulance service applications delivered according to timelines.	7	0	7	7
Number of ambulance service applications submitted according to timelines.	7	7	7	7
Number of ambulance service licenses issued prior to the expiration date of the current license.	7	7	7	7

**PROGRAM DESCRIPTION:**

Issuing licenses and defining boundaries according to County Code of Ordinances Chapter 28.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide licensure assistance to all ambulance services required to be licensed in Scott County.	Applications will be delivered to the services at least 90 days prior to the requested effective date of the license.	100%	0%	100%	100%
Ensure prompt submission of applications.	Completed applications will be received at least 60 days prior to the requested effective date of the license.	100%	100%	100%	100%
Ambulance licenses will be issued according to Scott County Code.	Licenses are issued to all ambulance services required to be licensed in Scott County prior to the expiration date of the current license.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Employee Health	<b>DEPARTMENT:</b>		Health/2019
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$38,619
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of employees eligible to receive annual hearing tests.	183	175	183	175
Number of employees who receive their annual hearing test or sign a waiver.	183	175	183	175
Number of employees eligible for Hepatitis B vaccine.	14	8	14	8
Number of employees eligible for Hepatitis B vaccine who received the vaccination, had a titer drawn, produced record of a titer or signed a waiver within 3 weeks of their start date.	14	8	13	7
Number of eligible new employees who received blood borne pathogen training.	49	14	25	25
Number of eligible new employees who received blood borne pathogen training within 3 weeks of their start date.	49	14	23	23
Number of employees eligible to receive annual blood borne pathogen training.	257	243	257	243
Number of eligible employees who receive annual blood borne pathogen training.	257	243	257	243
Number of employees eligible for tuberculosis screening who receive a pre-employment physical.	13	10	12	10
Number of employees eligible for tuberculosis screening who receive a pre-employment physical that includes a tuberculosis screening.	10	10	12	10
Number of employees eligible for tuberculosis screening who receive a booster screening within four weeks of their pre-employment screening.	7	10	11	9
Number of employees eligible to receive annual tuberculosis training.	257	243	257	243
Number of eligible employees who receive annual tuberculosis training.	257	243	257	243

**PROGRAM DESCRIPTION:**

Tuberculosis testing , Hepatitis B vaccinations, Hearing and Blood borne Pathogen education, CPR trainings, Hearing screenings, etc for all Scott County employees that meet risk criteria as outlined by OSHA. Assistance for jail medical staff is used to complete services provided to Correctional staff. (OSHA 1910.1020)

<b>ACTIVITY/SERVICE:</b> Employee Health		<b>DEPARTMENT:</b> Health/2019			
<b>BUSINESS TYPE:</b> Core Service		<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b> Foster Healthy Communities		<b>FUND:</b> 01 General	<b>BUDGET:</b>		\$38,619
<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 PROJECTED</b>
Minimize employee risk for work related hearing loss.	Eligible employees will receive their hearing test or sign a waiver annually.	100%	100%	100%	100%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive Hepatitis B vaccination, have titer drawn, produce record of a titer or sign a waiver of vaccination or titer within 3 weeks of their start date.	100%	100%	93%	88%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible new employees will receive blood borne pathogen education within 3 weeks of their start date.	100%	100%	92%	92%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive blood borne pathogen education annually.	100%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new hires will be screened for tuberculosis during pre-employment physical.	77%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new employees will receive a booster screening for tuberculosis within four weeks of their initial screen.	70%	100%	92%	90%
Early identification of employees for possible exposure to tuberculosis.	Eligible employees will receive tuberculosis education annually.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Food Establishment Licensing and Inspection	<b>DEPARTMENT:</b>	Health/2040	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$384,688
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of inspections required.	1503	1439	1515	1471
Number of inspections completed.	1503	1439	1515	1471
Number of inspections with critical violations noted.	570	528	606	559
Number of critical violation reinspections completed.	533	492	606	559
Number of critical violation reinspections completed within 10 days of the initial inspection.	526	479	545	503
Number of inspections with non-critical violations noted.	488	342	500	441
Number of non-critical violation reinspections completed.	454	298	500	441
Number of non-critical violation reinspections completed within 90 days of the initial inspection.	448	298	490	375
Number of complaints received.	132	82	130	107
Number of complaints investigated according to Nuisance Procedure timelines.	132	82	130	107
Number of complaints investigated that are justified.	79	41	78	64
Number of temporary vendors who submit an application to operate.	258	381	350	260
Number of temporary vendors licensed to operate prior to the event.	255	381	347	257

28E Agreement with the Iowa Department of Inspections and Appeals to regulate establishments that prepare and sell food for human consumption on or off their premise. SCHD licenses and inspects food service establishments, retail food establishments, home food establishments, warehouses, mobile food carts, farmers' markets, temporary events. Department of Inspection and Appeals, IAC 481 Chapter 30 Food and Consumer Safety.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Meet SCHD's contract obligations with the Iowa Department of Inspections and Appeals.	Food Establishment inspections will be completed annually.	100%	100%	100%	100%
Ensure compliance with the food code.	Critical violation reinspections will be completed within 10 days of the date of inspection.	92%	91%	90%	90%
Ensure compliance with the food code.	Non-critical violation reinspections will be completed within 90 days of the date of inspection.	92%	87%	98%	85%
Ensure compliance with the food code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%
Temporary vendors will be conditionally approved and licensed based on their application.	Temporary vendors will have their license to operate in place prior to the event.	99%	100%	99%	99%

<b>ACTIVITY/SERVICE:</b>	<i>hawk-i</i>	<b>DEPARTMENT:</b> Health/2035		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,659
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>PROJECTED</b>	<b>PROJECTED</b>	
Number of schools targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	62	67	62	67
Number of schools where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	62	67	62	67
Number of medical provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	97	190	75	190
Number of medical providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	97	190	75	190
Number of dental provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	30	80	40	80
Number of dental providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	30	80	40	80
Number of faith-based organizations targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	147	166	90	166
Number of faith-based organizations where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	147	166	90	166

**PROGRAM DESCRIPTION:**

*hawk-i* Outreach is a program for enrolling uninsured children in health care coverage. The Department of Human Services contracts with the Iowa Department of Public Health and its Child Health agencies to provide this statewide community-based grassroots outreach program.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
School personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Schools will be contacted according to grant action plans.	100%	100%	100%	100%
Medical provider office personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Medical provider offices will be contacted according to grant action plans.	100%	100%	100%	100%
Dental provider office personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Dental provider offices will be contacted according to grant action plans.	100%	100%	100%	100%
Faith-based organization personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Faith-based organizations will be contacted according to grant action plans.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Healthy Child Care Iowa	<b>DEPARTMENT:</b> Health/2022		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$121,275	
<b>OUTPUTS</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 PROJECTED</b>
Number of technical assistance requests received from centers.	196	254	150	225
Number of technical assistance requests received from child care homes.	48	39	55	44
Number of technical assistance requests from centers responded to.	196	254	150	225
Number of technical assistance requests from day care homes responded to.	48	39	55	44
Number of technical assistance requests from centers that are resolved.	196	254	148	223
Number of technical assistance requests from child care homes that are resolved.	48	39	53	42
Number of child care providers who attend training.	145	129	120	135
Number of child care providers who attend training and report that they have gained valuable information that will help them to make their home/center safer and healthier.	142	123	118	132

**PROGRAM DESCRIPTION:**

Provide education to child care providers regarding health and safety issues to ensure safe and healthy issues

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are responded to.	100%	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are responded to.	100%	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are resolved.	100%	100%	99%	99%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are resolved.	98%	100%	96%	96%
Safe, healthy child care environments for all children, including those with special health needs.	Child care providers attending trainings report that the training will enable them to make their home/center/ preschool safer and healthier.	98%	95%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Hotel/Motel Program	<b>DEPARTMENT:</b>	Health/2042	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$7,183
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of licensed hotels/motels.		39	41	41
Number of licensed hotels/motels requiring inspection.		17	22	20
Number of licensed hotels/motels inspected by June 30.		19	22	20
Number of inspected hotels/motels with violations.		7	0	4
Number of inspected hotels/motels with violations reinspected.		7	0	4
Number of inspected hotels/motels with violations reinspected within 30 days of the inspection.		7	0	4
Number of complaints received.		14	16	16
Number of complaints investigated according to Nuisance Procedure timelines.		14	16	16
Number of complaints investigated that are justified.		8	10	8

**PROGRAM DESCRIPTION:**

License and inspect hotels/motels to assure code compliance. Department of Inspections and Appeals, IAC 481, Chapter 37 Hotel and Motel Inspections.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels will have an inspection completed by June 30 according to the bi-yearly schedule.	112%	100%	100%	100%
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels with identified violations will be reinspected within 30 days.	100%	NA	100%	100%
Assure compliance with Iowa Administrative Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Immunization	<b>DEPARTMENT:</b>		Health/2024	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$205,321	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of two year olds seen at the SCHED clinic.		38	39	50	40
Number of two year olds seen at the SCHED clinic who are up-to-date with their vaccinations.		35	29	48	36
Number of doses of vaccine shipped to SCHED.		2792	3938	3100	3500
Number of doses of vaccine wasted.		3	6	31	18
Number of school immunization records audited.		30471	29751	30058	29751
Number of school immunization records up-to-date.		30211	29511	29926	29511
Number of preschool and child care center immunization records audited.		4123	5042	4123	5042
Number of preschool and child care center immunization records up-to-date.		4101	4958	4101	4958

**PROGRAM DESCRIPTION:**

Immunizations are provided to children birth through 18 years of age, in Scott County, who qualify for the federal Vaccine for Children (VFC) program as provider of last resort. IAC 641 Chapter 7. Program also includes an immunization record audit of all children enrolled in an elementary, intermediate, or secondary school in Scott County. An immunization record audit of all licensed preschool/child care facilities in Scott County is also completed. IAC 641 Chapter 7

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure that clients seen at the Scott County Health Department receive the appropriate vaccinations.	Two year olds seen at the Scott County Health Department are up-to-date with their vaccinations.	92%	74%	95%	90%
Assure that vaccine is used efficiently.	Vaccine wastage as reported by the Iowa Department of Public Health will not exceed contract guidelines.	0.11%	0.15%	1.00%	0.51%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	School records will show up-to-date immunizations.	99.1%	99.2%	99.6%	99.2%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	Preschool and child care center records will show up-to-date immunizations.	99.5%	98.0%	99.5%	98.0%

<b>ACTIVITY/SERVICE:</b>	Injury Prevention	<b>DEPARTMENT:</b>	Health/2008		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$14,458
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of community-based injury prevention meetings and events.		26	15	26	18
Number of community-based injury prevention meetings and events with a SCHD staff member in attendance.		26	15	26	18

**PROGRAM DESCRIPTION:**

Partner with community agencies to identify, assess, and reduce the leading causes of unintentional injuries in Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure a visible presence for the Scott County Health Department at community-based injury prevention initiatives.	A SCHD staff member will be present at community-based injury prevention meetings and events. (Safe Kids/Safe Communities, Senior Fall Prevention, CARS)	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	I-Smile Dental Home Project	<b>DEPARTMENT:</b> Health/2036		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$177,023
		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
<b>OUTPUTS</b>		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of practicing dentists in Scott County.		105	106	105
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients.		19	20	21
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients only with an I-Smile referral and/or accepting dental vouchers.		29	25	29
Number of children in agency home.		952	849	1039
Number of children with a dental home as defined by the Iowa Department of Public Health.		511	496	582
Number of kindergarten students.		2286	2282	2342
Number of kindergarten students with a completed Certificate of Dental Screening.		2286	2269	2319
Number of ninth grade students.		2191	2231	2034
Number of ninth grade students with a completed Certificate of Dental Screening.		1990	2124	1953

**PROGRAM DESCRIPTION:**

Assure dental services are made available to uninsured/underinsured children in Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure a routine source of dental care for Medicaid enrolled children in Scott County.	Scott County practicing dentists who are accepting Medicaid enrolled children into their practice.	18%	19%	20%	19%
Assure access to dental care for Medicaid enrolled children in Scott County.	Scott County practicing dentists who are accepting Medicaid enrolled children into their practice by I-Smile referral only.	28%	24%	27%	27%
Ensure EPSDT Program participants have a routine source of dental care.	Children in the EPSDT Program will have a dental home.	52%	58%	56%	58%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering kindergarten will have a valid Certificate of Dental Screening.	100%	99%	99%	99%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering ninth grade will have a valid Certificate of Dental Screening.	91%	95%	96%	95%

<b>ACTIVITY/SERVICE:</b>	Medical Examiner	<b>DEPARTMENT:</b>	Health/2001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$323,057	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of deaths in Scott County.		1647	1673	1646	1660
Number of deaths in Scott County deemed a Medical Examiner case.		239	197	200	200
Number of Medical Examiner cases with a cause and manner of death determined.		239	197	198	198

**PROGRAM DESCRIPTION:**

Activities associated with monitoring the medical examiner and the required autopsy-associated expenses and activities relevant to the determination of causes and manners of death. Iowa Code 331.801-805 as well as the Iowa Administrative Rules 641-126 and 127 govern county medical examiner activities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Deaths which are deemed to potentially affect the public interest will be investigated according to Iowa Code.	Cause and manner of death for medical examiner cases will be determined by the medical examiner.	100%	100%	99%	99%



<b>ACTIVITY/SERVICE:</b>	Mosquito Surveillance	<b>DEPARTMENT:</b>	Health/2043	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$13,586
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of weeks in arboviral disease surveillance season.		17	20	17
Number of weeks in arboviral disease surveillance season where mosquitoes are collected every week day and sent to ISU.		17	20	17

**PROGRAM DESCRIPTION:**

Trap mosquitoes for testing of West Nile Virus and various types of encephalitis. Tend to sentinel chickens and draw blood for testing of West Nile and encephalitis. Supports communicable disease program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Conduct environmental surveillance of mosquitoes and sentinel chickens in order to detect the presence of arboviruses to help target prevention and control messages.	Mosquitoes are collected from the New Jersey light traps every week day during arboviral disease surveillance season and the mosquitoes are sent weekly to Iowa State University for speciation.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Non-Public Health Nursing	<b>DEPARTMENT:</b>	Health/2026		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$73,687	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of students identified with a deficit through a school-based screening.		53	37	60	45
Number of students identified with a deficit through a school-based screening who receive a referral.		53	37	60	45
Number of requests for direct services received.		110	108	180	110
Number of direct services provided based upon request.		110	108	180	110

**PROGRAM DESCRIPTION:**

Primary responsibility for school health services provided within the non-public schools in Scott County. There are currently 12 non-public schools in Scott County with approximately 2,900 students. Time is spent assisting the schools with activities such as performing vision and hearing screenings; coordinating school health records; preparing for State of Iowa required immunization and dental audits; assisting with the development of individualized education plans (IEPs) for children with special health needs; as well as meeting the education and training needs of staff through medication administration training.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Deficits that affect school learning will be identified.	Students identified with a deficit through a school-based screening will receive a referral.	100%	100%	100%	100%
Provide direct services for each school as requested.	Requests for direct services will be provided.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Onsite Wastewater Program	<b>DEPARTMENT:</b>		Health/2044	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$117,718
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	
Number of septic systems installed.	102	102	90	100	
Number of septic systems installed which meet initial system recommendations.	102	102	88	98	
Number of sand filter septic systems requiring inspection.	1259	1290	1328	1360	
Number of sand filter septic systems inspected annually.	1259	1290	1328	1360	
Number of septic samples collected from sand filter septic systems.	257	328	257	290	
Number of complaints received.	5	7	5	5	
Number of complaints investigated.	5	7	5	5	
Number of complaints investigated within working 5 days.	5	7	5	5	
Number of complaints investigated that are justified.	3	5	3	3	
Number of real estate transactions with septic systems.	0	2	2	2	
Number of real estate transactions which comply with the Time of Transfer law.	0	2	2	2	
Number of real estate inspection reports completed.	0	2	2	2	
Number of completed real estate inspection reports with a determination.	0	2	2	2	

**PROGRAM DESCRIPTION:**

Providing code enforcement and consultation services for the design, construction, and maintenance of septic systems for private residences and commercial operations. Collect effluent samples from sewage systems which are designed to discharge effluent onto the surface of the ground or into a waterway. Scott County Code, Chapter 23 entitled Private Sewage Disposal System. Also included in this program area are Time of Transfer inspections.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the proper installation of septic systems.	Approved installations will meet initial system recommendations.	100%	100%	98%	98%
Assure the safe functioning of septic systems.	Sand filter septic systems will be inspected annually by June 30.	100%	100%	100%	100%
Assure the safe functioning of septic systems.	Complaints will be investigated within 5 working days of the complaint.	100%	100%	100%	100%
Assure safe functioning septic systems.	Real estate transaction inspections will comply with the Time of Transfer law.	NA	100%	100%	100%
Assure proper records are maintained.	Real estate transaction inspection reports will have a determination.	NA	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Nuisance	<b>DEPARTMENT:</b>	Health/2047		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$61,588	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of complaints received.		240	222	200	150
Number of complaints justified.		158	120	120	81
Number of justified complaints resolved.		151	100	114	77
Number of justified complaints requiring legal enforcement.		1	9	5	4
Number of justified complaints requiring legal enforcement that were resolved.		1	5	5	4

**PROGRAM DESCRIPTION:**

Respond to public health nuisance requests from the general public. Scott County Code, Chapter 25 entitled Public Health Nuisance.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure compliance with state, county and city codes and ordinances.	Justified complaints will be resolved.	96%	83%	95%	95%
Ensure compliance with state, county and city codes and ordinances.	Justified complaints requiring legal enforcement will be resolved.	100%	56%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Preparedness	<b>DEPARTMENT:</b>	Health/2009	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$207,214
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of drills/exercises held.		1	3	2
Number of after action reports completed.		1	3	2
Number of employees with a greater than .5 FTE status.		41	40	42
Number of employees with a greater than .5 FTE status with position appropriate NIMS training.		41	40	42
Number of newly hired employees with a greater than .5 FTE status.		3	2	1
Number of newly hired employees with a greater than .5 FTE status who provide documentation of completion of position appropriate NIMS training.		3	2	1

**PROGRAM DESCRIPTION:**

Keep up to date information in case of response to a public health emergency. Develop plans, policies and procedures to handle public health emergencies.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure efficient response to public health emergencies.	Department will participate in two emergency response drills or exercises annually.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Existing employees with a greater than .5 FTE status have completed position appropriate NIMS training.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Newly hired employees with a greater than .5 FTE status will provide documentation of completion of position appropriate NIMS training by the end of their 6 MONTH probation period.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Recycling	<b>DEPARTMENT:</b>	Health/2048		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$82,577	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of tons of recyclable material collected.		598.05	584.16	598.05	598.05
Number of tons of recyclable material collected during the same time period in previous fiscal year.		607.22	598.05	598.05	598.05

**PROGRAM DESCRIPTION:**

Provide recycling services for unincorporated Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the use and efficiency of recycling sites to divert recyclable material from the landfill.	Volume of recyclable material collected, as measured in tons, will meet or exceed amount of material collected during previous fiscal year.	-2%	-2%	0%	0%

<b>ACTIVITY/SERVICE:</b>	Septic Tank Pumper	<b>DEPARTMENT:</b>	Health/2059		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,075	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of septic tank cleaners servicing Scott County.		10	9	10	9
Number of annual septic tank cleaner inspections of equipment, records and land application sites (if applicable) completed.		10	9	10	9

**PROGRAM DESCRIPTION:**

Contract with the Iowa Department of Natural Resources for inspection of commercial septic tank cleaners' equipment and land disposal sites according to Iowa Code 455B.172 and under Iowa Administrative Code 567 - Chapter 68.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Control the danger to public health, safety and welfare from the unauthorized pumping, transport, and application of septic waste.	Individuals that clean septic tanks, transport any septic waste, and land apply septic waste will operate according to Iowa Code.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Solid Waste Hauler Program	<b>DEPARTMENT:</b>	Health/2049		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$5,206
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of individuals that collect and transport solid waste to the Scott County Landfill.		131	164	150	148
Number of individuals that collect and transport solid waste to the Scott County Landfill that are permitted.		131	164	150	148

**PROGRAM DESCRIPTION:**

Establish permits, requirements, and violation penalties to promote the proper transportation and disposal of solid waste. Scott County Code Chapter 32 Waste haulers.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Control the danger to public health, safety and welfare from the unauthorized disposal/disposition of solid waste.	Individuals that collect and transport any solid waste to the Scott County Landfill will be permitted according to Scott County Code.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	STD/HIV Program	<b>DEPARTMENT:</b> Health/2028		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$499,999
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of people who present to the Health Department for any STD/HIV service (general information, risk reduction, results, referrals, etc).	1461	1244	1475	1350
Number of people who present for STD/HIV services.	1290	1083	1325	1180
Number of people who receive STD/HIV services.	1238	1043	1290	1133
Number of clients positive for STD/HIV.	1093	1061	1200	1077
Number of clients positive for STD/HIV requiring an interview.	134	149	180	142
Number of clients positive for STD/HIV who are interviewed.	115	127	155	122
Number of partners (contacts) identified.	208	175	235	190
Reported cases of gonorrhea, chlamydia and syphilis treated.	1082	1054	1200	1068
Reported cases of gonorrhea, chlamydia and syphilis treated according to treatment guidelines.	1080	1046	1164	1036
Number of gonorrhea tests completed at SCHED.	610	589	595	600
Number of results of gonorrhea tests from SHL that match SCHED results.	604	585	589	594
Number lab proficiency tests interpreted.	15	15	15	15
Number of lab proficiency tests interpreted correctly.	12	14	14	14

**PROGRAM DESCRIPTION:**

Provide counseling, testing, diagnosis, treatment, referral and partner notification for STDs. Provide Hepatitis A and/or B and the HPV vaccine to clients. Provide HIV counseling, testing, and referral. Provide HIV partner counseling, testing and referral services. Requested HIV/STD screening is provided to Scott County jail inmates by the correctional health staff and at the juvenile detention center by the clinical services staff following the IDPH screening guidelines. IAC 641 Chapters 139A and 141A

<b>ACTIVITY/SERVICE:</b> STD/HIV Program		<b>DEPARTMENT:</b> Health/2028			
<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure access to testing, treatment and referral for STDs and HIV.	Provide needed clinical services to people seen at the STD clinic (testing, counseling, treatment, results and referral)	96%	96%	97%	96%
Contacts (partners) to persons positive will be identified, tested and treated for an STD in order to stop the spread of STDS.	Positive clients will be interviewed.	86%	85%	86%	86%
Ensure that persons diagnosed with gonorrhea, Chlamydia and syphilis are properly treated.	Reported cases of gonorrhea, Chlamydia, and syphilis will be treated according to guidelines.	99%	99%	97%	97%
Ensure accurate lab testing and analysis.	Onsite gonorrhea results will match the State Hygienic Laboratory (SHL) results.	99%	99%	99%	99%
Ensure accurate lab testing and analysis.	Proficiency tests will be interpreted correctly.	80%	93%	93%	93%

<b>ACTIVITY/SERVICE:</b>	Swimming Pool/Spa Inspection Program	<b>DEPARTMENT:</b>	Health/2050	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$47,489
OUTPUTS	2013-14	2014-15	2015-16	2016-17
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of seasonal pools and spas requiring inspection.	52	49	53	52
Number of seasonal pools and spas inspected by June 15.	52	49	53	52
Number of year-round pools and spas requiring inspection.	74	82	74	82
Number of year-round pools and spas inspected by June 30.	72	80	72	80
Number of swimming pools/spas with violations.	119	124	119	122
Number of inspected swimming pools/spas with violations reinspected.	119	113	119	122
Number of inspected swimming pools/spas with violations reinspected within 30 days of the inspection.	119	113	119	122
Number of complaints received.	1	2	5	2
Number of complaints investigated according to Nuisance Procedure timelines.	1	2	5	2
Number of complaints investigated that are justified.	1	0	3	2

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for Annual Comprehensive Pool/Spa Inspections. Iowa Department of Public Health IAC 641, Chapter 15 entitled Swimming Pools and Spas.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Annual comprehensive inspections will be completed.	Inspections of seasonal pools and spas will be completed by June 15 of each year.	100%	100%	100%	100%
Annual comprehensive inspections will be completed.	Inspections of year-round pools and spas will be completed by June 30 of each year.	97%	98%	97%	98%
Swimming pool/spa facilities are in compliance with Iowa Code.	Follow-up inspections of compliance plans will be completed by or at the end of 30 days.	100%	91%	100%	100%
Swimming pool/spa facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timeline established in the Nuisance Procedure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tanning Program	<b>DEPARTMENT:</b>		Health/2052	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$18,071
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of tanning facilities requiring inspection.		48	45	46	46
Number of tanning facilities inspected by April 15.		48	45	46	46
Number of tanning facilities with violations.		14	24	11	19
Number of inspected tanning facilities with violations reinspected.		14	22	11	19
Number of inspected tanning facilities with violations reinspected within 30 days of the inspection.		14	22	11	19
Number of complaints received.		0	0	2	1
Number of complaints investigated according to Nuisance Procedure timelines.		0	0	2	1
Number of complaints investigated that are justified.		0	0	2	1

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for the regulation of public and private establishments who operate devices used for the purpose of tanning human skin through the application of ultraviolet radiation. IDPH, IAC 641, Chapter 46 entitled Minimum Requirements for Tanning Facilities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete annual inspection.	Yearly tanning inspections will be completed by April 15 of each year.	100%	100%	100%	100%
Tanning facilities are in compliance with Iowa Code.	Follow-up inspections will be completed within 30 days of the submission of a corrective action plan.	100%	92%	100%	100%
Tanning facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	NA	NA	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tattoo Establishment Program	<b>DEPARTMENT:</b>	Health/2054	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$8,285
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of tattoo facilities requiring inspection.		19	23	18
Number of tattoo facilities inspected by April 15.		19	23	18
Number of tattoo facilities with violations.		2	3	2
Number of inspected tattoo facilities with violations reinspected.		2	3	2
Number of inspected tattoo facilities with violations reinspected within 30 days of the inspection.		2	3	2
Number of complaints received.		0	0	1
Number of complaints investigated according to Nuisance Procedure timelines.		0	0	1
Number of complaints investigated that are justified.		0	0	1

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for Annual Inspection and complaint investigation in order to assure that tattoo establishments and tattoo artists meet IDPH, IAC 641, Chapter 22 entitled Practice of Tattooing.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete annual inspection.	Yearly tattoo inspections will be completed by April 15 of each year.	100%	100%	100%	100%
Tattoo facilities are in compliance with Iowa Code.	Follow-up inspections will be completed within 30 days of the submission of a corrective action plan.	100%	100%	100%	100%
Tattoo facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	NA	NA	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tobacco Program	<b>DEPARTMENT:</b>	Health/2037		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$87,802	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of assessments of targeted facility types required.		1	1	1	1
Number of assessments of targeted facility types completed.		1	1	1	1
Number of community-based tobacco meetings.		16	19	16	17
Number of community-based tobacco meetings with a SCHD staff member in attendance.		16	19	16	17

**PROGRAM DESCRIPTION:**

Coordinate programming in the community to reduce the impact of tobacco through education, cessation, legislation and reducing exposure to secondhand smoke.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Identify current smoke-free policies throughout Scott County.	Assessments of targeted facility types will be completed according to IDPH contract requirements.	100%	100%	100%	100%
Assure a visible presence for the Scott County Health Department at community-based tobacco initiatives.	A SCHD staff member will be present at community-based tobacco meetings (TFQC Coalition, education committee, legislation/policy).	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Transient Non-Community Public Water Supply	<b>DEPARTMENT:</b>	Health/2056		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$3,562	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of TNC water supplies.		25	26	25	26
Number of TNC water supplies that receive an annual sanitary survey or site visit.		25	26	25	26

**PROGRAM DESCRIPTION:**

28E Agreement with the Iowa Department of Natural Resources to provide sanitary surveys and consultation services for the maintenance of transient non-community public water supplies.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the safe functioning of transient non-community public water supplies.	TNCs will receive a sanitary survey or site visit annually.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Vending Machine Program	<b>DEPARTMENT:</b>	Health/2057		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,818	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of vending companies requiring inspection.		8	8	8	8
Number of vending companies inspected by June 30.		8	8	8	8

**PROGRAM DESCRIPTION:**

Issue licenses, inspect and assure compliance of vending machines that contain non-prepackaged food or potentially hazardous food. Department of Inspection and Appeals, IAC 481 Chapter 30 Food and Consumer Safety.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete annual inspections	Licensed vending companies will be inspected according to established percentage by June 30.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Water Well Program	<b>DEPARTMENT:</b>	Health/2058	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$62,485
		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
<b>OUTPUTS</b>		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of wells permitted.		28	30	28
Number of wells permitted that meet SCC Chapter 24.		28	30	28
Number of wells plugged.		17	18	20
Number of wells plugged that meet SCC Chapter 24.		17	18	20
Number of wells rehabilitated.		20	9	10
Number of wells rehabilitated that meet SCC Chapter 24.		20	9	10
Number of wells tested.		127	116	130
Number of wells test unsafe for bacteria or nitrate.		36	23	33
Number of wells test unsafe for bacteria or nitrate that are corrected.		8	8	10

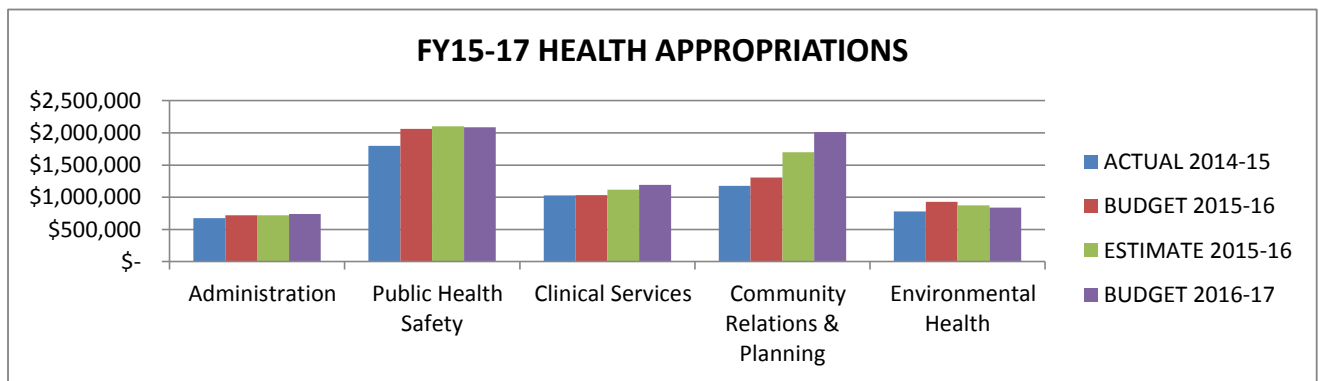
**PROGRAM DESCRIPTION:**

License and assure proper well construction, closure, and rehabilitation. Monitor well water safety through water sampling. Scott County Code, Chapter 24 entitled Private Water wells.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure proper water well installation.	Wells permitted will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Assure proper water well closure.	Plugged wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Assure proper well rehabilitation.	Permitted rehabilitated wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Promote safe drinking water.	Wells with testing unsafe for bacteria or nitrates will be corrected.	22%	35%	30%	30%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Administration (20.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
805-A Health Director	1.00	1.00	1.00	1.00	1.00	1.00
571-A Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
252-A Administrative Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00
162-A Resource Specialist	2.00	2.00	2.00	2.00	2.00	2.00
141-A Resource Assistant	3.00	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	48	2	50	50	25	25
Miscellaneous	398	251	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 446</b>	<b>\$ 253</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 275</b>	<b>\$ 275</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 445,233	\$ 463,915	\$ 484,201	\$ 484,701	\$ 497,842	\$ 497,842
Benefits	184,944	194,849	204,039	204,039	207,926	207,926
Purchase Services & Expenses	5,184	8,403	22,710	22,710	22,310	22,310
Supplies & Materials	15,373	7,155	8,560	8,560	9,590	9,590
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 650,734</b>	<b>\$ 674,322</b>	<b>\$ 719,510</b>	<b>\$ 720,010</b>	<b>\$ 737,668</b>	<b>\$ 737,668</b>



**ANALYSIS**

No changes to authorized positions for FY17.  
 No changes in revenues and minimal expenditure changes for FY17.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Public Health Safety (2001-2009)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
417-A Public Health Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
417-A Correctional Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse	4.00	4.00	4.00	4.00	4.00	4.00
355-A Community Health Consultant	1.00	1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00	1.00
141-A Resource Assistant	0.45	0.45	0.45	0.45	0.45	0.45
Z Health Services Professional	1.20	1.20	1.35	1.35	1.35	1.35
<b>TOTAL POSITIONS</b>	<b>9.65</b>	<b>9.65</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 8,686	\$ 12,619	\$ 10,000	\$ 202,420	\$ 165,871	\$ 165,871
Miscellaneous	10,527	18,578	10,450	10,250	10,100	10,100
<b>TOTAL REVENUES</b>	<b>\$ 19,213</b>	<b>\$ 31,197</b>	<b>\$ 20,450</b>	<b>\$ 212,670</b>	<b>\$ 175,971</b>	<b>\$ 175,971</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 598,124	\$ 613,444	\$ 722,676	\$ 724,426	\$ 704,113	\$ 704,113
Benefits	204,676	212,843	219,493	221,243	240,687	240,687
Purchase Services & Expenses	999,191	949,902	1,099,002	1,134,558	1,117,508	1,117,508
Supplies & Materials	19,172	22,977	21,320	21,570	23,875	23,875
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,821,163</b>	<b>\$ 1,799,166</b>	<b>\$ 2,062,491</b>	<b>\$ 2,101,797</b>	<b>\$ 2,086,183</b>	<b>\$ 2,086,183</b>

#### **ANALYSIS**

No changes to authorized positions for FY17

FY17 revenues are expected to increase by 8%. This increase is primarily due to EMS Training Grant Revenue and grant money to support additional efforts to regarding preparedness for highly infectious diseases. The current funding ends for the highly infectious disease preparedness ends September 30, 2016 and it is not known if there will be additional dollars dedicated to this effort.

FY17 expenditures are expected to increase by 2%. This increase is primarily due to grant funds.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Clinical Services (2014-2028)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
470-A Clinical Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
397-A Clinical Nurse Specialist	1.00	1.00	1.00	1.00	1.00	1.00
366-A Child Care Nurse Consultant	1.00	1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse	4.00	4.00	4.00	4.00	4.00	4.00
355-A Community Health Intervention Specialist	1.00	1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00	1.00
198-A Lab Technician	0.75	0.75	0.75	0.75	0.75	0.75
Z Health Services Professional	0.72	0.72	0.72	0.72	0.72	0.72
<b>TOTAL POSITIONS</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 198,343	\$ 172,931	\$ 170,224	\$ 171,821	\$ 192,042	\$ 192,042
Charges for Services	10,977	8,894	11,200	10,700	10,500	10,500
Miscellaneous	782	251	500	1225	250	250
<b>TOTAL REVENUES</b>	<b>\$ 210,102</b>	<b>\$ 182,076</b>	<b>\$ 181,924</b>	<b>\$ 183,746</b>	<b>\$ 202,792</b>	<b>\$ 202,792</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 624,107	\$ 663,755	\$ 700,239	\$ 705,069	\$ 745,060	\$ 745,060
Benefits	202,507	231,344	231,535	235,385	271,970	271,970
Purchase Services & Expenses	143,597	118,896	160,570	162,750	161,280	161,280
Supplies & Materials	10,540	13,671	15,830	16,750	15,300	15,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 980,751</b>	<b>\$ 1,027,666</b>	<b>\$ 1,108,174</b>	<b>\$ 1,119,954</b>	<b>\$ 1,193,610</b>	<b>\$ 1,193,610</b>

**ANALYSIS**

No changes to authorized positions for FY17

FY17 revenues are expected to increase by 11%. This increase is primarily due to reallocation of grants and additional funding now available to the Department to support health needs for students attending non-public schools and for the HIV Testing Grant to support Hepatitis C testing.

FY17 expenditures remain flat, despite the changes in revenue. The Department continues its partnership with the Humane Society for issues related to animal bites and animal control. While some dollars are paid quarterly, others are based on fee for service related to rabies observation, preparation of rabies specimens for testing, and animals running at large. The line items to support the partnership with the Humane Society remain flat, despite underutilization last fiscal year. These dollars will continue to be monitored.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Community Relations &amp; Plan (2031-38)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
417-A Community Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
355-A Community Health Consultant	2.00	2.00	2.00	2.00	2.00	2.00
355-A Community Tobacco Consultant	1.00	1.00	1.00	1.00	1.00	1.00
355-A Community Transformation Consultant	1.00	1.00	1.00	1.00	1.00	1.00
271-A Community Dental Consultant	1.00	1.00	1.00	2.00	2.00	2.00
323-A Child Health Consultant	2.00	2.00	2.00	2.00	2.00	2.00
Z Dental Hygienist				-	-	-
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 975,533	\$ 928,639	\$ 1,014,330	\$ 1,375,514	\$ 1,606,068	\$ 1,606,068
Miscellaneous	93	1,322	-	725	-	-
<b>TOTAL REVENUES</b>	<b>\$ 975,626</b>	<b>\$ 929,961</b>	<b>\$ 1,014,330</b>	<b>\$ 1,376,239</b>	<b>\$ 1,606,068</b>	<b>\$ 1,606,068</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 410,939	\$ 425,423	\$ 496,041	\$ 498,201	\$ 552,538	\$ 552,538
Benefits	134,702	141,710	152,883	170,106	186,985	186,985
Purchase Services & Expenses	596,505	608,850	655,045	1,025,927	1,268,881	1,268,881
Supplies & Materials	1,524	1,680	3,000	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,143,670</b>	<b>\$ 1,177,663</b>	<b>\$ 1,306,969</b>	<b>\$ 1,697,234</b>	<b>\$ 2,011,404</b>	<b>\$ 2,011,404</b>
<b>ANALYSIS</b>						
No changes to authorized positions for FY17						
<p>FY17 Revenues and expenses are both expected to increase by approximately \$600,000 due to grant funding changes between FY16 budgeted and FY17. The Department was asked to take on the WIC Program by the Iowa Department of Public Health effective December 1, 2015. This change also impacts the FY16 budget. If this additional program had not been added, a decrease in revenue would have been reported.</p> <p>Iowa Department of Public Health changed the funding formula for the Local Public Health Services Agreement which resulting in less funding coming to Scott County. Care for Yourself Grant was also decreased dramatically based upon significantly decreased usage across the state following the implementation of the ACA and Medicaid Expansion. The Department will no longer provide and pay for Medicaid reimbursed transportation after Medicaid Modernization is implemented. In addition, the Department is no longer providing reinforcing services as part of the Child Health Program. The Department will no longer be subcontracting with Community Health Care for <i>hawk-i</i> Outreach beginning February 1, 2016. This program will be delivered internally.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Environmental Health (2039-2059)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
417-A Environmental Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
355-A Environmental Health Specialist	7.00	7.00	7.00	7.00	7.00	7.00
Z Summer Health Worker	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 26,830	\$ 24,968	\$ 37,500	\$ 28,270	\$ 28,270	\$ 28,270
Licenses and Permits	290,370	304,292	293,100	293,000	303,060	303,060
Charges for Services	65,320	69,022	69,480	68,770	69,920	69,920
Miscellaneous	525	459	600	600	250	250
<b>TOTAL REVENUES</b>	<b>\$ 383,045</b>	<b>\$ 398,741</b>	<b>\$ 400,680</b>	<b>\$ 390,640</b>	<b>\$ 401,500</b>	<b>\$ 401,500</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 511,145	\$ 508,541	\$ 530,543	\$ 552,843	\$ 529,567	\$ 529,567
Benefits	174,618	175,856	187,713	198,013	191,565	191,565
Purchase Services & Expenses	96,754	88,016	122,270	109,432	107,615	107,615
Supplies & Materials	9,665	9,515	14,753	14,491	12,828	12,828
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 792,182</b>	<b>\$ 781,928</b>	<b>\$ 855,279</b>	<b>\$ 874,779</b>	<b>\$ 841,575</b>	<b>\$ 841,575</b>
<b>ANALYSIS</b>						
No changes to authorized positions for FY17						
FY17 revenues will remain flat. With single stream recycling coming, there is the possibility for a revenue/refund source for this program in the future.						
FY17 expenses are expected to decrease by 12%. This decrease is primarily due to Well-Grants to Counties decrease of \$9,470.						

# HUMAN RESOURCES



Mary Thee, Assistant County Administrator/HR Director

**MISSION STATEMENT:** To foster positive employee relations and progressive organizational improvement for employees, applicants and departments by: ensuring fair and equal treatment; providing opportunity for employee development and professional growth; assisting in identifying and retaining qualified employees; utilizing effective, innovative recruitment and benefit strategies; encouraging and facilitating open communication; providing advice on employment issues and being

<b>ACTIVITY/SERVICE:</b>	Labor Management	<b>DEPT/PROG:</b>		HR 24.1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 106,964
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of bargaining units		6	6	6	6
% of workforce unionized		51%	51%	51%	53%
# meeting related to Labor/Management		49	63	50	45

**PROGRAM DESCRIPTION:**

Negotiates six union contracts, acts as the County's representative at impasse proceedings. Compliance with Iowa Code Chapter 20.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Improve relations with bargaining units	Conduct regular labor management meetings	23	20	20	20

<b>ACTIVITY/SERVICE:</b>	Recruitmt/EEO Compliance	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 97,759
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of retirements	8	12	6	10
# of employees eligible for retirement	41	41	45	40
# of jobs posted	76	80	65	65
# of applications received	4093	4302	4000	4000

**PROGRAM DESCRIPTION:**

Directs the recruitment and selection of qualified applicants for all County positions and implements valid and effective selection criteria. Serve as EEO and Affirmative Action Officer and administers programs in compliance with federal and state laws and guidelines. Serves as County coordinator to assure compliance with ADA, FMLA, FLSA and other civil rights laws. Assists the Civil Service Commission in its duties mandated by the Iowa Code 341A.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measure the rate of countywide employee separations not related to retirements.	Decrease countywide turnover rate not related to retirements.	5.10%	4.70%	5.00%	5.00%
Measure the number of employees hired in underutilized areas.	Increase the number of employees hired in underutilized areas.	1	2	2	2



<b>ACTIVITY/SERVICE:</b>	Compensation/Performance Appraisal	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 36,824
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of supervisors w/reduced merit increases or bonuses		0	1	0
# of organizational change studies conducted		9	5	2
				5

**PROGRAM DESCRIPTION:**

Monitors County compensation program, conducts organizational studies using the Hay Guide Chart method to ensure ability to remain competitive in the labor market. Responsible for wage and salary administration for employee merit increases, wage steps and bonuses. Coordinate and monitor the Employee Performance Appraisal system, assuring compliance with County policy and all applicable contract language.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measures timely submission of evaluations by supervisors.	% of reviews not completed within 30 days of effective date.	43%	26%	35%	33%
# of job descriptions reviewed	Review 5% of all job descriptions to ensure compliance with laws and accuracy.	3	3	5	5

<b>ACTIVITY/SERVICE:</b>	Benefit Administration	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 70,141
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Cost of health benefit PEPM		\$946	\$1,119	\$925
Money saved by the EOB policy		\$238.50	0	0
% of family health insurance to total		59%	64%	58%

**PROGRAM DESCRIPTION:**

Administers employee benefit programs (group health insurance, group life, LTD, deferred compensation and tuition reimbursement program) including enrollment, day to day administration, as well as cost analysis and recommendation for benefit changes.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measures the utilization of the Deferred Comp plan	% of benefit eligible employees enrolled in the Deferred Compensation Plan.	62%	60%	65%	60%
Measures the utilization of the Flexible Spending plan	% of benefit eligible employees enrolled in the Flexible Spending accounts.	30%	30%	30%	30%

<b>ACTIVITY/SERVICE:</b>	Policy Administration	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 18,411
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of Administrative Policies		71	71	71
# policies reviewed		14	7	7
				5

**PROGRAM DESCRIPTION:**

Develops County-wide human resources and related policies to ensure best practices, consistency with labor agreements, compliance with state and federal law and their consistent application County wide.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review policies at minimum every 5 years to ensure compliance with laws and best practices.	Review 5 policies annually	14	7	7	5

<b>ACTIVITY/SERVICE:</b>	Employee Development	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 108,280
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	# of employees in Leadership program	99	100	110
	# of training opportunities provided by HR	33	26	30
	# of Leadership Book Clubs	1	1	1
	# of 360 degree evaluation participants	18	15	12
	# of all employee training opportunities provided	6	8	6
	# of hours of Leadership Recertification Training provided	33.75	36.5	30
				25

**PROGRAM DESCRIPTION:**

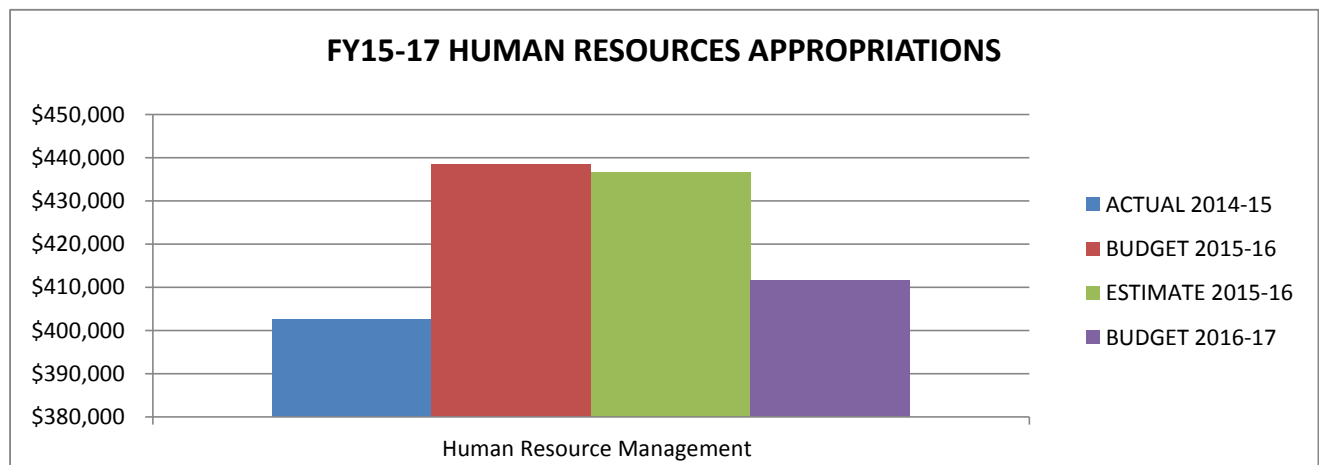
Evaluate needs, plans and directs employee development programs such as in-house training programs for supervisory and non-supervisory staff to promote employee motivation and development. Coordinates all Employee Recognition and the new Employee Orientation Program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Effectiveness/utilization of County sponsored supervisory training	% of Leadership employees attending County sponsored supervisory training	52%	51%	50%	50%
New training topics offered to County employee population.	Measures total number of new training topics.	15	11	10	7

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Human Resources Management (24.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
805-A Assistant County Administrator/HR Director	0.50	0.50	0.50	0.50	0.50	0.50
323-A Human Resources Generalist	2.00	2.00	2.00	2.00	2.00	2.00
198-A Benefits Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
<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>3.50</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$3,596	\$371	\$3,500	\$500	\$500	\$500
<b>TOTAL REVENUES</b>	<b>\$3,596</b>	<b>\$371</b>	<b>\$3,500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$220,724	\$227,797	\$239,607	\$239,857	\$232,173	\$232,173
Benefits	82,411	86,212	90,072	89,822	70,877	70,877
Purchase Services & Expenses	63,392	85,873	105,400	105,400	105,400	105,400
Supplies & Materials	3,224	2,675	3,300	3,300	3,300	3,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$369,751</b>	<b>\$402,557</b>	<b>\$438,379</b>	<b>\$438,379</b>	<b>\$411,750</b>	<b>\$411,750</b>



**ANALYSIS**

FY17 non-salary costs for this program are recommend to remain unchanged from current budgeted levels. Several line item budgets have been adjusted to reflect current spending needs but the net result is zero increase.

Revenues for this program consist of Refunds and Reimbursements and the sale of past PRIDE items. The budgeted revenues are being lowered to more accurately reflect long term activity.

There are no issues within this program and no capital, personnel or vehicle changes were requested.

# Department of Human Services

Director: Charles M. Palmer

Phone: 515-281-5454

Website: [www.dhs.state.ia.us](http://www.dhs.state.ia.us)



## MISSION STATEMENT:

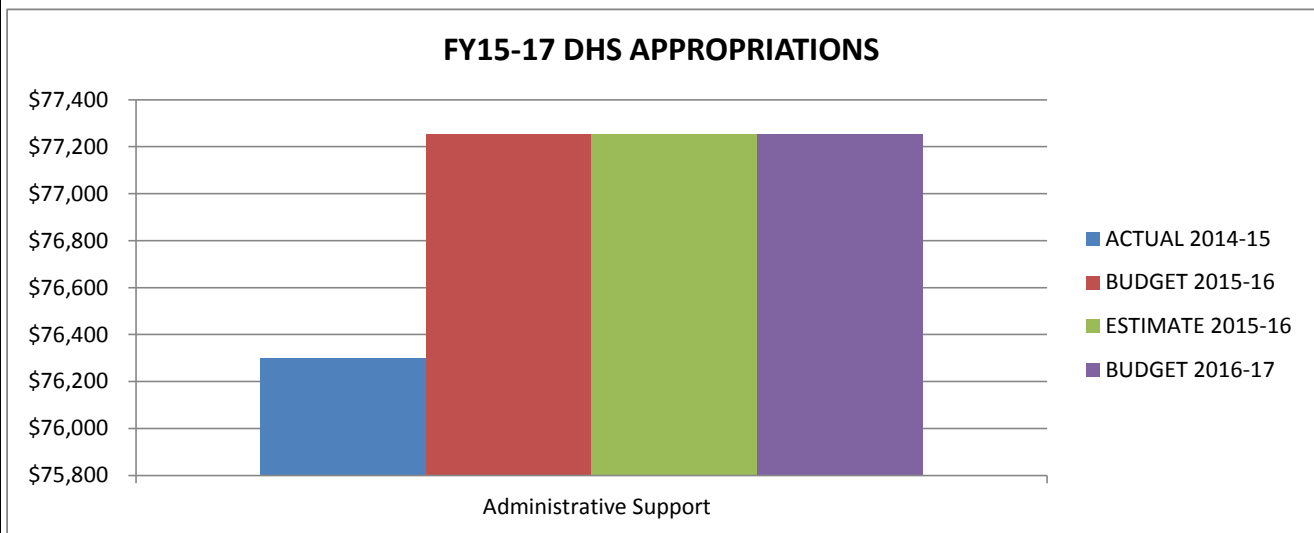
<b>ACTIVITY/SERVICE:</b>	Assistance Programs	<b>DEPARTMENT:</b>	21,100		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	1,800		
<b>BOARD GOAL:</b>	Foster Healthy Comn	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$77,252
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
The number of documents scanned and emailed		27,200 pages	25,132 pages	8,000	8,000
The number of cost comparisons conducted		24	12	10	8
The number of cost saving measures implemented		3	2	2	2

## PROGRAM DESCRIPTION:

The Department of Human Services is a comprehensive human service agency coordinating, paying for and/or providing a broad range of services to some of Iowa's most vulnerable citizens. Services and programs are grouped into four Core Functions: Economic Support, Health Care and Support Services, Child and Adult Protection and Resource Management.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide services to citizens in the most cost effective way.	Quarterly expenses will be monitored and stay within budgeted figures	100% of expenses will remain within budget	100% of expenses remained within budget	100% of expenses remained within budget	100% of expenses remained within budget

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Administrative Support (21.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>						
Social Services Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	26,491	26,975	27,000	27,000	27,000	27,000
Miscellaneous	41	34	-	-	-	-
			-			
<b>TOTAL REVENUES</b>	<b>\$ 26,532</b>	<b>\$ 27,009</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase Services & Expenses	58,040	58,147	60,800	60,800	60,800	60,800
Supplies & Materials	18,525	18,155	16,452	16,452	16,452	16,452
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 76,565</b>	<b>\$ 76,302</b>	<b>\$ 77,252</b>	<b>\$ 77,252</b>	<b>\$ 77,252</b>	<b>\$ 77,252</b>



**ANALYSIS**

The FY17 costs/revenues for the administrative support of DHS remain flat compared to the current budgeted levels. The county continues to be reimbursed a percentage of the total costs. There were discussions with State Legislators during last year's session about this unfunded mandate. Scott County is paying for office space, furniture and supplies not only for DHS workers who serve Scott County citizens, but also for DHS workers who serve citizens in several other counties south.

Issue;

1. Unfunded mandate

# Information Technology

Matt Hirst, IT Director



**MISSION STATEMENT:** IT's mission is to provide dependable and efficient technology services to County employees by: empowering employees with technical knowledge; researching, installing, and maintaining innovative computer and telephone systems; and implementing and supporting user friendly business applications.

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>	I.T.
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General
		<b>BUDGET:</b>	\$150,000

OUTPUTS	2013-14	2014-15	2015-16	2016-17
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
Authorized personnel (FTE's)	12.4	15	15	15
Departmental budget	2,058,239	2,520,408	2,525,218	2,594,879
Electronic equipment capital budget	1,172,025	1,342,336	960,005	501,100
Reports with training goals (Admin / DEV / GIS / INF)	5 / 1 / 2 / 5	5 / 2 / 2 / 5	5 / 2 / 2 / 5	5 / 2 / 2 / 5
Users supported (County / Other)	567 / 371	513 / 325	575 / 500	575 / 500

**PROGRAM DESCRIPTION:**

To provide responsible administrative leadership and coordination for the Information Technology Department and to assure stability of County technology infrastructure for Scott County Departments by providing dependable and timely network administration as well as application, GIS, and Web development resources.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Keep department skills current with technology.	Keep individuals with training goals at or above 95%.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Application/Data Delivery	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$300,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of custom systems supported	(DEV / GIS)	27 / 26	32/ 28	31 / 27	31 / 27
# of custom system DB's supported	(DEV / GIS)	24 / 49	23/ 99	20 / 59	20 / 59
# of COTS supported	(DEV / GIS / INF)	16 / 20 / 65	12/ 19 /65	12 / 21 / 65	12 / 21 / 65
# of COTS DB's supported	(DEV / GIS / INF)	14 / 0 / 5	12/ 0 /5	10 / 0 / 5	10 / 0 / 5

**PROGRAM DESCRIPTION:**

**Custom Applications Development and Support:** Provide applications through the design, development, implementation, and on-going maintenance for custom developed applications to meet defined business requirements of County Offices and Departments.

**COTS Application Management:** Manage and provide COTS (Commercial Off-The Shelf) applications to meet defined business requirements of County Offices and Departments.

**Data Management:** Manage and provide access to and from County DB's (DataBases) for internal or external consumption.

**System Integration:** Provide and maintain integrations/interfaces between hardware and/or software systems.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide action on work orders submitted concerning data/ applications per Service Level Agreement (SLA).	% of change requests assigned within SLA.	100%	92%	90%	90%
# application support requests completed within Service Level Agreement (SLA).	% of application support requests closed within SLA.	98%	95%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Communication Services	<b>DEPT/PROG:</b>	I.T.	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 175,000

OUTPUTS	2013-14	2014-15	2015-16	2016-17
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of quarterly phone bills	11	11	11	11
\$ of quarterly phone bills	19,093	20,264	20,000	20,000
# of cellular phone and data lines supported	248	242	250	250
# of quarterly cell phone bills	5	5	5	5
\$ of quarterly cell phone bills	17,184	25,192	17,500	17,500
# of VoIP phones supported	959	959	1000	1000
# of voicemail boxes supported	510	516	525	525
% of VoIP system uptime	100	100	100	100
# of e-mail accounts supported (County / Other)	625 / 0	605 / 0	650 / 0	650 / 0
GB's of e-mail data stored	422	642	250	250
% of e-mail system uptime	99%	99%	99%	99%

**PROGRAM DESCRIPTION:**

**Telephone Service:** Provide telephone service to County Offices and Departments to facilitate the performance of business functions.

**E-mail:** Maintain, secure, and operate the County's email system which allows the staff to communicate with the citizens, developers, businesses, other agencies and etc.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide verification of received Trouble Support Request per SLA	% of requests responded to within SLA guidelines	93%	90%	90%	90%
Complete change requests per SLA guidelines	% of change requests completed within SLA guidelines	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	GIS Management	<b>DEPT/PROG:</b>	I.T.	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$175,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# internal ArcGIS Desktop users.	51	54	55	55
# avg daily unique visitors, avg daily pageviews, avg daily visits (external GIS webapp).	311,891,367	376, 727, 520	300, 850,350	300, 850,350
# SDE feature classes managed	57	56	55	55
# Non-SDE feature classes managed	760	791	750	750
# ArcServer and ArcReader applications managed	16	19	20	20
# Custodial Data Agreements	0	0	2	2
# of SDE feature classes with metadata	14	14	20	20

**PROGRAM DESCRIPTION:**

**Geographic Information Systems:** Develop, maintain, and provide GIS data services to County Offices and Departments. Support county business processes with application of GIS technology.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Custodial Data Agreements	% of custodial data agreements active and current.	0%	0%	25%	25%
# of SDE feature classes with metadata	% of SDE features that have metadata.	25%	25%	25%	25%
# enterprise SDE and non-SDE feature classes managed	# of additional enterprise GIS feature classes added per year.	817	847	825	825

<b>ACTIVITY/SERVICE:</b>	Infrastructure - Network Management	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$300,000

OUTPUTS	2013-14	2014-15	2015-16	2016-17
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of network devices supported	89	89	90	90
# of network connections supported	2776	2776	2800	2800
% of overall network up-time	99%	99.0%	99.0%	99.0%
% of Internet up-time	99%	99%	99%	99%
GB's of Internet traffic	15600	22500	20000	20000
# of filtered Internet users	532	676	600	600
# of restricted Internet users	121	118	100	100

**PROGRAM DESCRIPTION:**

**Data Network:** Provide LAN/WAN data network to include access to the leased-line and fiber networks that provide connectivity to remote facilities.

**Internet Connectivity:** Provide Internet access.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
% of network up-time	Keep % of network up-time > x%	99.0%	99.0%	99.0%	99.0%

<b>ACTIVITY/SERVICE:</b>	Infrastructure Management	<b>DEPT/PROG:</b>	I.T. 14B	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$300,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of PC's	413	410	415	415
# of Printers	160	155	150	150
# of Laptops	175	164	150	150
# of Thin Clients	41	14	50	50

**PROGRAM DESCRIPTION:**

**User Infrastructure:** Acquire, maintain, and support PC's, laptops, printers, displays, and assorted miscellaneous electronics.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Efficient use of technology.	Keep # of devices per employee <= 1.75	1.59	1.45	1.50	1.50

<b>ACTIVITY/SERVICE:</b>	Infrastructure Management	<b>DEPT/PROG:</b>	I.T. 14B	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$300,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
GB's of user data stored	1123GB	1476GB	1400GB	1400GB
GB's of departmental data stored	737GB	878GB	800GB	800GB
GB's of county data stored	97GB	101GB	125B	125B
% of server uptime	98%	99%	98%	98%
# of physical servers	14	16	16	16
# of virtual servers	90	110	150	150

**PROGRAM DESCRIPTION:**

**Servers:** Maintain servers including Windows servers, file and print services, and application servers.

**Data Storage:** Provide and maintain digital storage for required record sets.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
% server uptime	Keep server uptime >=95%	98%	99%	>=95%	>=95%

<b>ACTIVITY/SERVICE:</b>	Open Records	<b>DEPT/PROG:</b>	I.T. 14A, 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$25,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# Open Records requests	(DEV / GIS / INF)	15 / 48 / 0	6 / 49 / 0	1 / 12 / 6	1 / 12 / 6
# of Open Records requests fulfilled within SLA	(DEV / GIS / INF)	15 / 48 / 0	6 / 49 / 0	1 / 12 / 6	1 / 12 / 6
avg. time to complete Open Records requests (Days)	(DEV / GIS / INF)	1 / 0.23 / 0	1 / 0.43 / NA	2 / 2 / 2	2 / 2 / 2

**PROGRAM DESCRIPTION:**

**Open Records Request Fulfillment:** Provide open records data to Offices and Departments to fulfill citizen requests.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Open Records requests completed within 10 days.	100% of Open Records requests closed within 10 days.	100%	100%	100%	100%
Avg. time to complete Open Records requests.	Average time to close Open Records requests <= x days.	< = 2 Days	< 1 Day	< = 5 Days	< = 5 Days

<b>ACTIVITY/SERVICE:</b>	Security	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$175,000
OUTPUTS		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of DB's backed up	(DEV)	35	35	34	34
# of SQL DB transaction logs backed up	(DEV)	35	35	34	34
# enterprise data layers archived	(GIS)	817	847	815	815
# of backup jobs	(INF)	266	282	710	710
GB's of data backed up	(INF)	1.1 TB	.5 TB	1 TB	1 TB
# of restore jobs	(INF)	20	1	10	10

**PROGRAM DESCRIPTION:**

**Network Security:** Maintain reliable technology service to County Offices and Departments.

**Backup Data:** Maintain backups of network stored data and restore data from these backups as required.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Data restore related support requests.	% of archival support requests closed within SLA.	100%	100%	100%	100%
Backup Databases to provide for Disaster Recovery.	% of databases on a backup schedule to provide for data recovery.	100%	100%	100%	100%
Backup Database transaction files to provide for point in time recovery	% of high transaction volume databases on a transaction log backup schedule to provide for point in time recovery.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Technology Support	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$200,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of after hours calls	(DEV / GIS / INF)	7 / 0 / 145	9/ 0 /140	11 / 0 / 130	11 / 0 / 130
avg. after hours response time (in minutes)	(DEV / GIS / INF)	15 / NA / 30	10/ NA /15	15/ 0 / 30	15/ 0 / 30
# of change requests	(DEV / GIS / INF)	78/180/0	189/ 172 /15	60 / 200 / 0	60 / 200 / 0
avg. time to complete change request	(DEV / GIS / INF)	2 days / 2.2 days / 0	1 day/ 1.3 days /1	2 /3.4/0	2 /3.4/0
# of trouble ticket requests	(DEV / GIS / INF)	53/35/2295	71/ 4 /2704	50 /40/2500	50 /40/2500
avg. time to complete Trouble ticket request	(DEV / GIS / INF)	1.6hrs / 5.5 days /24hr	1 hr/ 3.25 days /24hr	1.5hr/4 Days/1 Day	1.5hr/4 Days/1 Day

**PROGRAM DESCRIPTION:**

**Emergency Support:** Provide support for after hours, weekend, and holiday for technology related issues.

**Help Desk and Tier Two Support:** Provide end user Help Desk and Tier Two support during business hours for technology related issues.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of requests completed within SLA.	% of work requests closed within SLA.	90% / 81% / 90%	95/ 94% /91%	90% / 90% / 90%	90% / 90% / 90%
# after hours/emergency requests responded to within SLA.	% of requests responded to within SLA for after-hour support	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Web Management	<b>DEPT/PROG:</b> I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$150,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
avg # daily visits	18,131	19,414	15,000	15,000
avg # daily unique visitors	10,793	11,470	8,000	8,000
avg # daily page views	78,931	84,112	65,000	65,000
eGov avg response time	0.79 Days	1.18 days	< = 1 Days	< = 1 Days
eGov items (Webmaster)	49	61	50	50
# dept/agencies supported	26	27	25	25

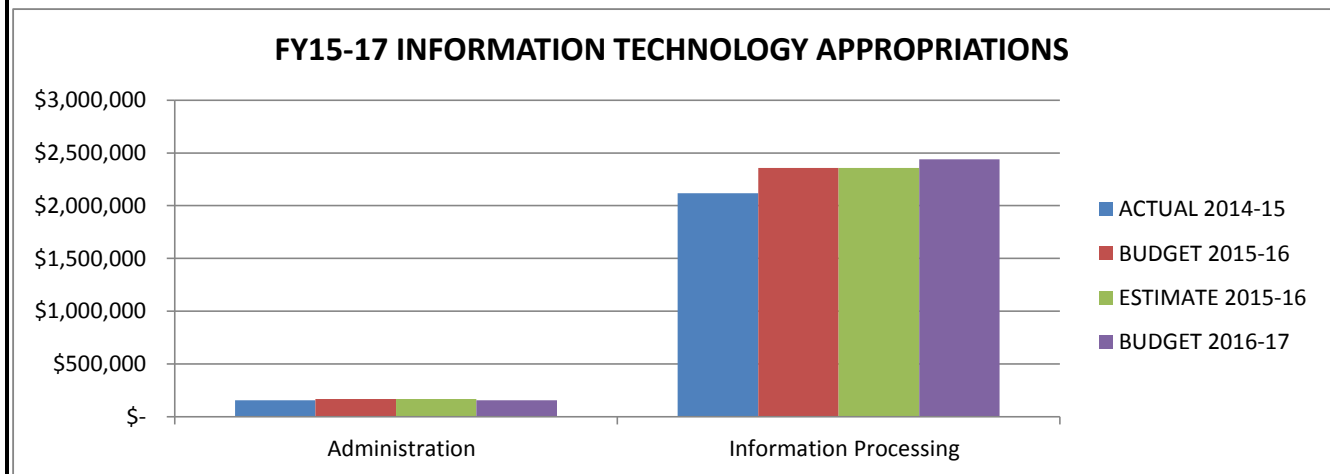
**PROGRAM DESCRIPTION:**

**Web Management:** Provide web hosting and development to facilitate access to public record data and county services.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
eGov average response time	Average time for response to Webmaster feedback.	.79 days	1.18 days	0.6 days	0.6 days
# dept/agencies supported	% of departments and agencies contacted on a quarterly basis.	77%	78%	65%	65%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY PROGRAM: IT Administration (14.1000)	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 PROJECTED	2016-17 REQUEST	2016-17 ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
725-A Information Technology Director	1.00	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.40	0.40	0.40	0.40	-	-
<b>TOTAL POSITIONS</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.00</b>	<b>1.00</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 5,628	\$ 6,612	\$ -	\$ -	\$ -	\$ -
Miscellaneous	42,997	30,956	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 48,625</b>	<b>\$ 37,568</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 119,859	\$ 111,682	\$ 124,989	\$ 124,989	\$ 113,720	\$ 113,720
Benefits	35,327	34,840	37,545	37,545	35,788	35,788
Purchase Services & Expenses	3,573	7,077	4,300	4,300	4,300	4,300
Supplies & Materials	387	1,058	400	400	400	400
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 159,146</b>	<b>\$ 154,657</b>	<b>\$ 167,234</b>	<b>\$ 167,234</b>	<b>\$ 154,208</b>	<b>\$ 154,208</b>



#### ANALYSIS

FY 17 non-salary costs for this program are recommended to remain unchanged from previous levels.

There are no revenues budgeted for this program. Actual revenues reported for FY14 and FY15 consisted primarily of recovered costs from the GIS aerial photography project and ended in FY15. Revenues listed as Charges for Services are currently reflected under the Information Technology program (1401).

There are no budget issues associated with this program and no capital, personnel, or vehicle requests.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Information Technology (14.1401)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Geographic Information Systems Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
519-A Network Infrastructure Supervisor	1.00	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	1.00
455-A Webmaster	1.00	1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst I	2.00	2.00	2.00	2.00	2.00	2.00
406-A Network Systems Administrator	5.00	5.00	5.00	5.00	5.00	5.00
323-A GIS Analyst	1.00	1.00	1.00	1.00	1.00	1.00
187-A Help Desk Specialist	2.00	2.00	2.00	2.00	2.00	2.00
<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>14.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 200,857	\$ 199,184	\$ 302,124	\$ 302,124	\$ 302,124	\$ 302,124
Charges for Services	13,821	10,495	12,000	12,000	12,000	12,000
Miscellaneous	4,157	-	2,500	2,500	2,500	2,500
<b>TOTAL REVENUES</b>	<b>\$ 218,835</b>	<b>\$ 209,679</b>	<b>\$ 316,624</b>	<b>\$ 316,624</b>	<b>\$ 316,624</b>	<b>\$ 316,624</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 775,999	\$ 867,368	\$ 930,312	\$ 930,812	\$ 967,469	\$ 967,469
Benefits	262,749	304,528	317,672	317,672	333,202	333,202
Capital Outlay	541	3,119	6,000	6,000	6,000	6,000
Purchase Services & Expenses	856,297	993,189	1,098,500	1,098,500	1,128,500	1,128,500
Supplies & Materials	3,206	1,139	5,500	5,500	5,500	5,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,898,792</b>	<b>\$ 2,169,343</b>	<b>\$ 2,357,984</b>	<b>\$ 2,358,484</b>	<b>\$ 2,440,671</b>	<b>\$ 2,440,671</b>
<b>ANALYSIS</b>						
<p>FY17 non-salary costs are increasing 2.7% due to anticipated software maintenance for the County's still to be acquired ECM (Enterprise Content Management) software.</p> <p>The budgeted capital outlay of \$6,000 is unchanged from previous years.</p> <p>Budgeted revenues are recommended to remain at last year's level.</p> <p>There were no personnel changes or vehicle requests made by this department.</p>						

# Juvenile Detention Center

Jeremy Kaiser, Director



**MISSION STATEMENT:** To ensure the health, education, and well being of youth through the development of a well trained, professional staff.

<b>ACTIVITY/SERVICE:</b>	Detainmentment of Youth		<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b> 171,161		
<b>BOARD GOAL:</b>	Core Service with Pride		<b>FUND:</b> 01 General	<b>BUDGET:</b> \$657,462	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of persons admitted		183	169	190	175
Average daily detention population		10.1	9.8	11	10
# of days of adult-waiver juveniles		995	723	1000	900
# of total days client care		3683	3568	3750	3700

**PROGRAM DESCRIPTION:**

Detainmentment of youthful offenders who reside in Scott County. Provide children with necessary health care, clothing, and medication needs in compliance with state regulations, in a fiscally responsible manner. Facilitate and assist agencies with providing educational, recreational, spiritual, and social-skill programming to the residents in our care.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To safely detain youthful offenders according to state licensing regulations/best practices, and in a fiscally responsible manner.	To serve all clients for less than \$220 per day after revenues are collected.	\$218	\$240	\$210	\$240

<b>ACTIVITY/SERVICE:</b>	Safety and Security	<b>DEPARTMENT:</b> JDC 22.2201			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171,161			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$525,969		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of escape attempts		0	0	0	0
# of successful escapes		0	0	0	0
# of critical incidents		31	24	20	60
# of critical incidents requiring staff physical intervention		7	11	2	10

**PROGRAM DESCRIPTION:**

Preventing escapes of youthful offenders by maintaining supervision and security protocol.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To de-escalate children in crisis through verbal techniques.	To diffuse crisis situations without the use of physical force 80% of the time.	77%	54%	90%	83%

<b>ACTIVITY/SERVICE:</b>	Dietary Program	<b>DEPARTMENT:</b> JDC 22.2201			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171,161			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$37,948		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Revenue generated from CNP reimbursement		18463	18539	20000	19000
Grocery cost		33442	31967	34000	35000

**PROGRAM DESCRIPTION:**

Serve residents nutritious food three meals a day, plus one snack in a fiscally-responsible manner. Claim child nutrition program reimbursement through the state of Iowa to generate revenue.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To serve kids food in accordance with State regulations at a sustainable cost.	To have an average grocery cost per child per day of less than \$4.50 after CNP revenue.	\$4.06	\$3.76	\$3.75	\$4.32

<b>ACTIVITY/SERVICE:</b>	Documentation	<b>DEPARTMENT:</b> JDC 22.2201			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171,161			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$55,596		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of intakes processed		183	173	190	175
# of discharges processed		182	176	190	175

**PROGRAM DESCRIPTION:**

Documenting intake information including demographic data of each resident. Documenting various other pertinent case file documentation throughout each resident's stay including: behavior progress, critical incidents, visitors, etc. Documenting discharge information. All documentation must be done in an efficient manner and in compliance with state licensing requirements.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To reduce error rate in case - file documentation	To have 10% or less error rate in case-file documentation	13%	9%	9%	8%



<b>ACTIVITY/SERVICE: G.E.D. Resources</b>		<b>DEPARTMENT:</b> JDC 22B		
Semi-core service		<b>RESIDENTS SERVED:</b> 171,161		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	\$37,948
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of residents testing for G.E.D.		3	3	6
# of residents successfully earn G.E.D.		3	2	6

**PROGRAM DESCRIPTION:**

All residents who are at-risk of dropping out of formal education, due to lack of attendance, performance, or credits earned, yet have average to above academic ability will be provided access to G.E.D. preparation courses and testing, free of charge. Studies have shown juveniles and adults who earn a G.E.D. are less likely to commit crimes in the future and more likely to be working.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To ensure all residents who are at-risk of dropping out of formal education are able to earn G.E.D., while in custody.	83% or more of those who are referred for G.E.D. services, earn G.E.D. in custody or community.	100%	67%	90%	83%

<b>ACTIVITY/SERVICE: In home Detention Program</b>		<b>DEPARTMENT JDC 22B</b>			
Semi-core service		<b>RESIDENTS SERVED:</b>		171,161	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	\$31,303	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# residents referred for IHD and EIHD program		0	20	20	50
# of residents who complete IHD and EIHD program successfully		0	18	18	45

**PROGRAM DESCRIPTION:**

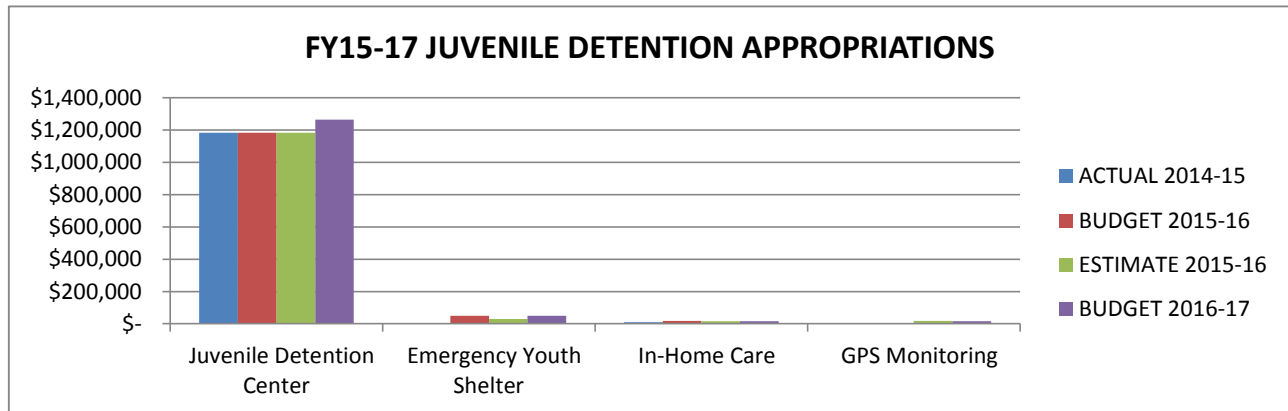
Certain juveniles are eligible to be supervised in the community through an "In-Home detention" program as an alternative to secure detention. JDC staff can supervise these juveniles in the community through random phone calls and home visits. Studies show that juveniles are less likely to commit crimes if diverted into a community-based, detention alternative program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To ensure that all juveniles who are referred for In Home Detention supervision are given every opportunity to successfully complete the program.	90% or more of juveniles who are referred for In Home Detention complete the program successfully.	n/a	90%	90%	90%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Juvenile Detention (1000, 2201)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
571-A Juvenile Detention Center Director	1.00	1.00	1.00	1.00	1.00	1.00
323-A Shift Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
215-A Detention Youth Supervisor	11.20	11.20	12.00	12.00	11.90	11.90
<b>TOTAL POSITIONS</b>	<b>14.20</b>	<b>14.20</b>	<b>15.00</b>	<b>15.00</b>	<b>14.90</b>	<b>14.90</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 241,579	\$ 255,032	\$ 245,000	\$ 260,228	\$ 253,000	\$ 253,000
Charges for Services	78,450	46,724	100,000	70,000	70,000	70,000
Miscellaneous	147	239	100	226	100	100
<b>TOTAL REVENUES</b>	<b>\$ 320,176</b>	<b>\$ 301,995</b>	<b>\$ 345,100</b>	<b>\$ 330,454</b>	<b>\$ 323,100</b>	<b>\$ 323,100</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 811,440	\$ 834,336	\$ 851,228	\$ 851,728	\$ 907,916	\$ 907,916
Benefits	262,156	270,807	275,643	275,643	300,907	300,907
Capital Outlay	2,076	2,224	1,600	1,600	1,600	1,600
Purchase Services & Expenses	20,944	30,421	9,800	8,800	8,800	8,800
Supplies & Materials	41,718	44,394	44,700	45,700	45,700	45,700
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,138,334</b>	<b>\$ 1,182,182</b>	<b>\$ 1,182,971</b>	<b>\$ 1,183,471</b>	<b>\$ 1,264,923</b>	<b>\$ 1,264,923</b>



**ANALYSIS**

We are requesting an increase in the authorized position of Detention Youth Counselor (Supervisor) from 12 to 12.4. This is due to the growth of the In Home Detention and the GPS tracking programs. The programs require additional staffing, which has depleted staffing resources at the detention center. This has made it difficult to fill shifts with part time staff when full time staff needs to take paid leave. The increase will allow us to hire another full time staff member and decrease the number of hours offered to part time staff. This will also increase consistency and stability inside the detention center.

There is also a decrease in projected revenue from detainment charges. In the past, the center has projected \$100,000 per year in revenue. However, over the past five years, the center has seen a decrease in out of county juvenile placement and has only averaged \$70,000 a year. We believe this is due to an overbill decrease in detention placements statewide and an increase in utilization of detention alternative programs.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Emergency Youth Shelter (2202)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Charges for Services	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Benefits	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	-	-	50,000	30,000	50,000	50,000
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>50,000</b>	<b>30,000</b>	<b>50,000</b>	<b>50,000</b>

**ANALYSIS**

This fund fluctuates year to year based on the amount of juveniles who are placed in shelter care. Although, it does not often total more than \$50,000 for the year, it has always has the potential to. The yearly amount is unpredictable and difficult to forecast.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: In-Home Care (2203)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	-	31,573	18,000	15,000	15,000	15,000
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 31,573</b>	<b>\$ 18,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ 6,321	\$ 13,000	\$ 10,000	\$ 10,000	\$ 10,000
Benefits	-	2,812	2,000	4,000	4,000	4,000
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	-	-	1,800	1,800	1,800	1,800
Supplies & Materials	-	110	200	200	200	200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ 9,243</b>	<b>\$ 17,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>

**ANALYSIS**

For FY16 the In-Home Care Program is new to the JDC budget. This is our first Community-Based supervision program. The FY17 projections are based off of FY15 performance as well as FY16 year trends.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: GPS (2204)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
215-A Detention Youth Supervisor	-	-	-	-	0.50	0.50
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	-	1,721	-	18,026	18,026	18,026
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 1,721</b>	<b>\$ -</b>	<b>\$ 18,026</b>	<b>\$ 18,026</b>	<b>\$ 18,026</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	8,211	8,211
Benefits	-	-	-	-	1,561	1,561
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	-	-	-	8,247	5,327	5,327
Supplies & Materials	-	-	-	204	204	204
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,451</b>	<b>\$ 15,303</b>	<b>\$ 15,303</b>

**ANALYSIS**

For FY17 the GPS Program is new to the JDC budget. The FY17 projections are based off of FY15 performance as well as FY16 year trends.

# Planning and Development

Tim Huey, Director



**MISSION STATEMENT:** To provide professional planning, development and technical assistance to the Board of Supervisors, the Planning and Zoning Commission and the Zoning Board of Adjustment in order to draft, 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 and protect farming operations and also to fairly enforce County building, subdivision and zoning codes for the protection of the public health, safety and welfare of Scott County citizens by efficiently and effectively interpreting and implementing the regulations.

<b>ACTIVITY/SERVICE:</b>	Planning & Development Administration	<b>DEPARTMENT:</b>	P & D 25A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Financially Sound Gov't	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$31,273
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Appropriations expended		\$ 369,223	\$ 378,170	\$ 409,902	\$ 312,732
Revenues received		\$ 446,821	\$ 393,658	\$ 285,000	\$ 268,520

**PROGRAM DESCRIPTION:**

Administration of the Planning and Development Departments duties and budget. Prepare, review and update the Scott County Comprehensive Plan as recommended by the Planning and Zoning Commission.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain expenditures within approved budget	To expend less than 100% of approved budget expenditures	102%	99%	95%	95%
Implementation of adopted County Comprehensive Plan	Land use regulations adopted and determinations made in compliance with County Comprehensive Plan	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Building Inspection/code enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincor/28E Cities	
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$209,530
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total number of building permits issued		865	849	800
Total number of new house permits issued		171	76	100
Total number of inspections completed		4,071	3,970	4,000

**PROGRAM DESCRIPTION:**

Review building permit applications, issue building permits, enforce building codes, and complete building inspections. Review building code edition updates.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and issue building permit applications within five working days of application	All permits are issued within five working days of application	865	849	800	800
Review and issue building permit applications for new houses within five working days of application	All new house permits are issued within five working days of application	171	76	100	75
Complete inspection requests within two days of request	All inspections are completed within two days of request	4071	3970	4000	4000



<b>ACTIVITY/SERVICE:</b>	Zoning and Subdivision Code Enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Growing County	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$46,910
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Review of Zoning applications		9	11	12
Review of Subdivision applications		11	9	10
Review Plats of Survey		42	58	40
Review Board of Adjustment applications		10	9	6

**PROGRAM DESCRIPTION:**

Review zoning and subdivision applications, interpret and enforce zoning and subdivision codes.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and present Planning and Zoning Commission applications	All applications are reviewed in compliance with Scott County Zoning & Subdivision Ordinances	20	20	22	20
Review and present Zoning Board of Adjustment applications	All applications are reviewed in compliance with Scott County Zoning Ordinance	10	9	6	12
Investigate zoning violation complaints and determine appropriate enforcement action in timely manner	% of complaints investigated within three days of receipt	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Floodplain Administration	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincor/28E Cities	
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,560
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Floodplain permits issued		9	15	15

**PROGRAM DESCRIPTION:**

Review and issue floodplain development permit applications and enforce floodplain regulations. Review floodplain map updates.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>3 MONTH</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and issue floodplain development permit applications for unincorporated areas of the County	Permits are issued in compliance with floodplain development regulations	9	15	15	15

<b>ACTIVITY/SERVICE:</b>	E-911 Addressing Administration	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,560
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of new addresses issued		62	53	45

**PROGRAM DESCRIPTION:**

Review and assign addresses to rural properties, notify Sheriff's Dispatch office and utilities. Enforce provisions of County E-911 addressing code

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Correct assignment of addresses for property in unincorporated Scott County	Addresses issued are in compliance with E-911 Addressing Ordinance	62	53	45	50

<b>ACTIVITY/SERVICE:</b>	Tax Deed Administration	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Financially Sound Gov't	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$15,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Tax Deed taken		37	25	35
Number of Tax Deeds disposed of		55	28	20

**PROGRAM DESCRIPTION:**

Research titles of County Tax Deed properties. Dispose of County Tax Deed properties in accordance with adopted County policy.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Tax Certificate delivered from County Treasurer	Review of title of tax certificate properties held by Scott County	37	55	35	20
Hold Tax Deed Auction	Number of County tax deed properties disposed of	55	28	20	20

<b>ACTIVITY/SERVICE:</b>	Housing	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Growing County	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$10,000.00
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Amount of funding for housing in Scott County		\$ 1,485,000	\$ 1,773,662	\$ 1,750,000
Number of units assisted with Housing Council funding		385	328	400

**PROGRAM DESCRIPTION:**

Participation and staff support with Quad Cities Housing Cluster and Scott County Housing Council

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Scott County Housing Council funds granted for housing related projects	Amount of funds granted for housing development projects in Scott County	\$ 148,500	\$ 1,773,652	\$ 1,750,000	\$ 1,750,000
Housing units developed or rehabbed with Housing Council assistance	Number of housing units	345	328	400	400
Housing units constructed or rehabilitated and leveraged by funding from Scott County Housing Council	Amount of funds leveraged by Scott County Housing Council	\$ 4,455,000	\$ 5,217,900	\$ 3,480,000	\$ 3,480,000

<b>ACTIVITY/SERVICE:</b>	Riverfront Council & Riverway Steering Comm	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Regional Leadership	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$500.00
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Quad Citywide coordination of riverfront projects		18	14	18

**PROGRAM DESCRIPTION:**

Participation and staff support with Quad Cities Riverfront Council and RiverWay Steering Committee

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attend meetings of the Riverfront Council	Quad Citywide coordination of riverfront projects	6	6	6	6
Attend meetings of the Riverway Steering Committee	Quad Citywide coordination of riverfront projects	12	8	12	12

<b>ACTIVITY/SERVICE:</b>	Partners of Scott County Watershed	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	17,616	
<b>BOARD GOAL:</b>	Sustainable County Leader	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$5,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Conduct educational forums on watershed issues		12	12	12
Provide technical assistance on watershed projects		121	134	150

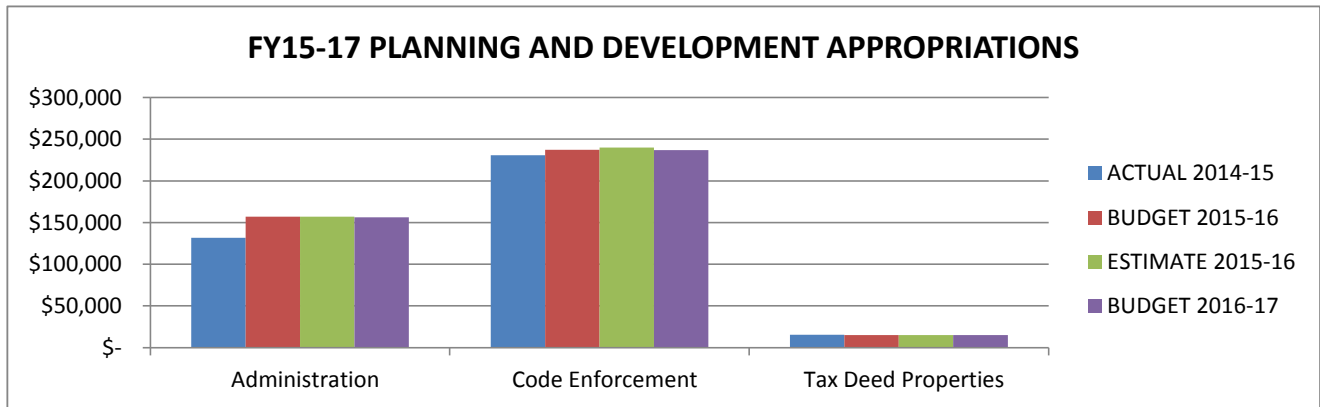
**PROGRAM DESCRIPTION:**

Participation and staff support with Partners of Scott County Watersheds

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Conduct educational forums on watershed issues.	Number of forums and number of attendees at watershed forums	12 with 285 attendees	12 with 424 attendees	12 with 450 attendees	12 with 450 attendees
Provide technical assistance on watershed projects	Number of projects installed and amount of funding provided	121	134	150	150

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Planning &amp; Development Admin (25.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
608-A Planning & Development Director	0.40	0.60	0.60	0.60	0.60	0.60
314-C Building Inspector	0.05	0.05	0.05	0.05	0.05	0.05
252-A Planning & Development Specialist	0.25	0.25	0.25	0.25	0.25	0.25
162-A Clerk III	0.05	-	0.25	0.25	0.25	0.25
Z Planning Intern	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.15</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of Fixed Assets	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 65,849	\$ 77,003	\$ 92,061	\$ 92,061	\$ 92,652	\$ 92,652
Benefits	22,699	25,234	35,231	35,231	33,863	33,863
Purchase Services & Expenses	26,737	28,049	27,950	27,950	27,950	27,950
Supplies & Materials	920	1,438	2,000	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 116,205</b>	<b>\$ 131,724</b>	<b>\$ 157,242</b>	<b>\$ 157,242</b>	<b>\$ 156,465</b>	<b>\$ 156,465</b>



**ANALYSIS**

Non-salary FY17 expenditures are expected to remain unchanged from the FY16 budgeted amount. There is a slight decrease in benefits primarily due to staff changes.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Code Enforcement (2501 &amp; 2502)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
608-A Planning & Development Director	0.60	0.40	0.40	0.40	0.40	0.40
314-C Building Inspector	0.95	0.95	0.95	0.95	0.95	0.95
252-A Planning & Development Specialist	0.75	0.75	0.75	0.75	0.75	0.75
162-A Clerk III	0.20	-	0.25	0.25	0.25	0.25
Z Enforcement Officer	0.58	0.58	0.58	0.58	0.58	0.58
<b>TOTAL POSITIONS</b>	<b>3.08</b>	<b>2.68</b>	<b>2.93</b>	<b>2.93</b>	<b>2.93</b>	<b>2.93</b>
<b>REVENUE SUMMARY:</b>						
Licenses and Permits	\$ 412,993	\$ 368,217	\$ 225,120	\$ 250,240	\$ 250,120	\$ 250,120
Intergovernmental	1,560	9,575	5,000	4,500	5,000	5,000
Charges for Services	3,314	2,891	3,100	2,500	3,400	3,400
Other Financing Sources	23,300	12,965	5,000	17,140	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$ 441,167</b>	<b>\$ 393,648</b>	<b>\$ 238,220</b>	<b>\$ 274,380</b>	<b>\$ 268,520</b>	<b>\$ 268,520</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 175,006	\$ 164,599	\$ 166,522	\$ 166,522	\$ 160,680	\$ 160,680
Benefits	60,323	57,623	60,689	61,189	63,950	63,950
Purchase Services & Expenses	13,214	20,289	24,250	24,250	24,250	24,250
Supplies & Materials	4,474	2,514	1,200	3,200	3,200	3,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 253,017</b>	<b>\$ 245,025</b>	<b>\$ 252,661</b>	<b>\$ 255,161</b>	<b>\$ 252,080</b>	<b>\$ 252,080</b>
<b>ANALYSIS</b>						
<p>FY17 revenues and FY16 projected revenues are anticipated to increase due to building activity in LeClaire, Park View and Buffalo/Blue Grass Township and charges for services are anticipated to increase due to positive economic indicators. Even though new house permits may be down from previous years; remodels and additions are very strong.</p> <p>Non-salary FY17 expenditures are expected to remain unchanged from FY16 budgeted amount.</p>						

# Recorder's Office

Rita Vargas, Recorder



**MISSION STATEMENT: To serve the citizens of Scott County by working with the state and federal agencies to establish policies and procedures that assure reliable information, encourage good public relations, commitment to quality, open mindedness, recognition of achievement, a diligent environment, equality of service and responsible record retention. -RECORDER-**

<b>ACTIVITY/SERVICE:</b>	Recording of Instruments	<b>DEPARTMENT:</b>	Recorder 26	<b>ADMIN</b>	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$4,800
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total Department Appropriations		\$764,399	\$775,860	\$749,000	\$750,000

**PROGRAM DESCRIPTION:**

Record official records of documents effecting title to real estate, maintain a military and tax lien index. Issue recreational vehicle license, titles and liens. Issue hunting and fishing license. Issue certified copies of birth, death and marriage. Register all births and deaths in Scott County Report and submit correct fees collected to the appropriate state agencies by the 10th of the month.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure the staff is updated on changes and procedures set by Iowa Code or Administrative Rules from state and federal agencies.	Meet with staff quarterly or as needed to openly discuss changes and recommended solutions.	11	8	12	4
Provide notary service to customers	Ensure the notary section of legal documents, request forms to the state and paternity affidavits are correct.	100%	100%	100%	100%
Provide State licensing of recreational activities and registration of vehicles.	When registering a recreational vehicle we will provide guidance for the proper permitting of outdoor activities.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Records	<b>DEPARTMENT:</b> Recorder 2601			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$51,900	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of real estate documents recorded		26954	34188	30500	30500
Number of electronic recordings submitted		7714	8188	8950	8950
Number of transfer tax transactions processed		3889	3744	3887	3800
Conservation license & recreation regist		8221	4562*	10734	5100

NOTE: Boat registration renewal occur every three years (2016).

**PROGRAM DESCRIPTION:**

Maintain official records of documents effecting title to real estate and other important documents. Issue conservation license, titles and liens.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure all real estate documents presented for recording are placed on record the same day and correct fee is collected.	Information is available for public viewing within 24 hrs of indexing and scanning and the fees are deposited with Treasurer.	100%	98%*	100%	100%
Percent of total real estate documents recorded electronically through e-submission	Available for search by the public and funds are transferred to checking account the same day as processed or early next day.	100%	24%	25%	25%
Ensure outbound mail is returned to customer within four (4) working days	Customer will have record that document was recorded and can be used for legal purposes.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Vital Records	<b>DEPARTMENT:</b> Recorder 2603		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$4,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of certified copies requested		14435	13976	14800
Number of Marriage applications processed		1752	1141	1550
Number of passports processed		1300	2041	1240
Passport photo service			1475	1500

NOTE: To provide full services to passport customer, the Recorder offers photo services

**PROGRAM DESCRIPTION:**

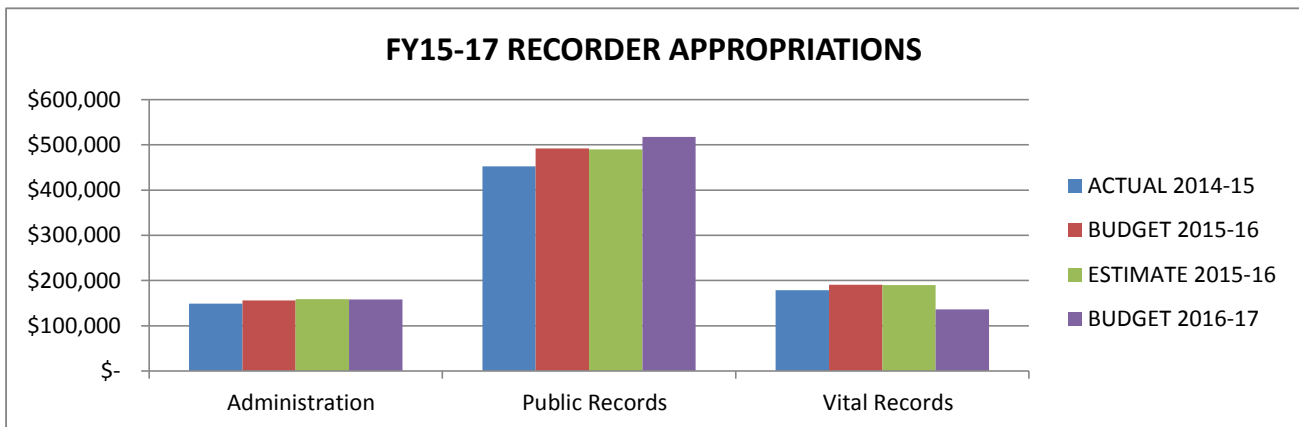
Produce official records of birth, death and marriage certificates. Issue marriage license, accept passport applications and take photos for applicant.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Process birth and deaths certificates as requested by IA Dept of Public Health and funeral homes.	Issue vital records certificates for all Iowa counties and make available immediately to public and directly to funeral homes.	100%	100%	100%	100%
Accept Marriage Applications in person or via mail. These are entered into the database the same day as received .	Immediately process and issue the marriage license. This eliminates the customer having to return in 4 days to pick up certificate.	100%	100%	100%	100%
Ensure all customers passport applicatons are properly executed the same day the customer submits paperwork.	If received before 2:00 PM the completed applications and transmittal form are mailed to the US Dept of State the same day.	100%	92%*	100%	100%
Offer photo service to passport customers	Customer can access one-stop shopping with passports by obtaining their passport photo in house	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Recorder Administration (26.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Recorder	1.00	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	0.50	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>1.50</b>

<b>REVENUE SUMMARY:</b>							
Charges for Services	\$ 19	\$ -	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25
Use of Money & Property	0	0	250	0	250	250	250
Miscellaneous	197	120	175	150	150	150	150
<b>TOTAL REVENUES</b>	<b>\$ 216</b>	<b>\$ 120</b>	<b>\$ 450</b>	<b>\$ 175</b>	<b>\$ 425</b>	<b>\$ 425</b>	<b>\$ 425</b>

<b>APPROPRIATION SUMMARY:</b>							
Salaries	\$ 108,971	\$ 108,934	\$ 115,255	\$ 115,255	\$ 115,026	\$ 115,026	\$ 115,026
Benefits	\$35,519	\$35,914	\$38,613	\$38,613	\$38,416	\$38,416	\$38,416
Purchase Services & Expenses	2,215	1,677	2,200	1,800	1,800	1,800	1,800
Supplies & Materials	832	2,282	-	3,000	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 147,537</b>	<b>\$ 148,807</b>	<b>\$ 156,068</b>	<b>\$ 158,668</b>	<b>\$ 158,242</b>	<b>\$ 158,242</b>	<b>\$ 158,242</b>



**ANALYSIS**

Little to no changes in Recorder Administration for FY17. The department's overall non-salary FY17 budget is expecting a 0% change from FY16. Non-salary expenditures for FY17 is expecting a \$3,000 increase based on actual usage for this program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Public Records (26.2601/2602)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Y Second Deputy	1.00	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	0.50	0.50	0.50	0.50	0.50	0.50
191-C Real Estate Specialist	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.50	1.50	1.50
141-C Clerk II	3.00	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>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 1,039,090	\$ 993,513	\$ 1,091,000	\$ 1,070,000	\$ 1,100,000	\$ 1,100,000
Use of Money & Property	91	93	150	-	150	150
Miscellaneous	2,712	2,261	2,975	3,000	3,000	3,000
<b>TOTAL REVENUES</b>	<b>\$ 1,041,893</b>	<b>\$ 995,867</b>	<b>\$ 1,094,125</b>	<b>\$ 1,073,000</b>	<b>\$ 1,103,150</b>	<b>\$ 1,103,150</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 285,716	\$ 280,624	\$ 289,460	\$ 289,460	\$ 320,115	\$ 320,115
Benefits	124,268	117,061	147,586	147,586	144,132	144,132
Purchase Services & Expenses	44,464	48,758	46,200	45,550	46,950	46,950
Supplies & Materials	8,827	5,683	8,700	6,310	6,350	6,350
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 463,275</b>	<b>\$ 452,126</b>	<b>\$ 491,946</b>	<b>\$ 488,906</b>	<b>\$ 517,547</b>	<b>\$ 517,547</b>
<b>ANALYSIS</b>						
<p>The increase in the total number of staff positions under Public Records is based on an reassignment of several Authorized Positions to more accurately reflect employee's primary responsibilities. (Vital Records will reflect a reduction of 1.5 positions)</p> <p>Revenue increase in FY17 is due to tri-annual registration of more than 10,000 boats in Scott County. This number is not sustainable.</p> <p>We are forecasting a reduction in expenses to demonstrate our commitment to keeping purchasing of supplies and materials to a minimum per Board's request. Increased purchase on expenses \$750 to cover increased software maintenance cost.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Vital Records (2603)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
191-C Vital Records Specialist	1.00	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	2.00	2.00	2.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 96,299	\$ 118,103	\$ 94,000	\$ 72,000	\$ 80,000	\$ 80,000
<b>TOTAL REVENUES</b>	<b>\$ 96,299</b>	<b>\$ 118,103</b>	<b>\$ 94,000</b>	<b>\$ 72,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 103,631	\$ 113,885	\$ 119,426	\$ 119,426	\$ 86,054	\$ 86,054
Benefits	47,997	63,261	66,202	66,202	46,110	46,110
Purchase Services & Expenses	-	-	2,000	1,000	1,000	1,000
Supplies & Materials	1,960	1,743	3,000	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 153,588</b>	<b>\$ 178,889</b>	<b>\$ 190,628</b>	<b>\$ 189,628</b>	<b>\$ 136,164</b>	<b>\$ 136,164</b>
<b>ANALYSIS</b>						
<p>The reduction in the total number of staff positions under Vital Records is based on a reassignment of several Authorized Positions to more accurately reflect employee's primary responsibilities. (Public Records will also reflect this shift in positions.)</p> <p>FY17 revenues are expected to decreased by \$14,000 based on six months actuals for vital records and passport fees in FY16. This decreased is also reflective of a reduction in the days per week passports are processed.</p> <p>We are maintaining supply and materials expenditure to prior year level.</p>						

## Secondary Roads

Jon Burgstrum, County Engineer



**MISSION STATEMENT: To maintain Scott County Roads and Bridges in a safe, efficient, and economical manner and to construct new roads and bridges in the same safe, efficient and economical manner.**

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>	Secondary Roads 27A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$244,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Resident Contacts		260	300	250
Permits		1000	610	1200

**PROGRAM DESCRIPTION:**

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.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To be Responsive to residents inquiries, complaints, or comments.	Contact resident or have attempted to make contact within 24 hours	100%	100%	100%	100%
To be Responsive to requests for Moving permits	Permit requests approved within 24 Hours	100%	100%	100%	100%
To Provide training for employee development	conduct seasonal safety meetings and send employees to classes for leadership development and certifications as they become available	100%	100%	100%	100%
Timely review of claims	To review claims and make payments within thirty days of invoice.	100%	100%	100%	100%
Evaluations	Timely completion of employee evaluations	98%	98%	98%	98%



<b>ACTIVITY/SERVICE:</b>	Engineering	<b>DEPT/PROG:</b>	Secondary Roads	27B
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$472,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Project Preparation	3	3	4	7
Project Inspection	4	3	4	7
Projects Let	3	3	4	7

**PROGRAM DESCRIPTION:**

To provide professional engineering services for county projects and to make the most effective use of available funding.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To complete project plans accurately to prevent extra work orders.	Extra work order items limited to less than 10% of contract orders.	100%	100%	100%	100%
Give staff the required training to allow them to accurately inspect and test materials during construction	Certification are 100% maintained	100%	100%	100%	100%
Prepare project plans to be let on schedule	100% of projects are let on schedule	100%	100%	100%	100%
Engineer's Estimates	Estimates for projects are within 10% of Contract	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Construction	<b>DEPT/PROG:</b>	Secondary Roads 27L	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$1,470,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Bridge Replacement	2	2	3	3
Federal and State Dollars	\$4,100,000	\$280,000	\$280,000	\$280,000
Pavement Resurfacing	1	1	1	1
Culvert Replacement	4	3	4	6

**PROGRAM DESCRIPTION:**

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>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To make use of Federal and State funds for Bridge replacements within Federal and State Constraints	To not allow our bridge fund to exceed a 3 year limit	100%	100%	100%	100%
To fully utilize Federal and State FM dollars for road construction	Keep our State FM balance not more than two years borrowed ahead and to use all Federal funds as they become available.	100%	100%	100%	100%
Replace culverts as scheduled in five year plan	All culverts will be replaced as scheduled	100%	100%	100%	100%
Complete construction of projects	Complete construction of projects within 110% of contract costs	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Rock Resurfacing	<b>DEPT/PROG:</b>	Secondary Roads 27D	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$1,125,000
	<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	Blading - Miles	394	394	391
	Rock Program - Miles	120	120	120

**PROGRAM DESCRIPTION:**

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>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To insure adequate maintenance blading of gravel roads	Every mile of gravel road is bladed in accordance with established best practices when weather conditions permit.	100%	100%	100%	100%
Maintain a yearly rock resurfacing program to insure enough thickness of rock	Insure enough thickness of rock to avoid mud from breaking through the surface on 90% of all Gravel Roads (frost Boils excepted)	100%	100%	100%	100%
Provide instruction to Blade operators on proper techniques	Maintain proper crown and eliminate secondary ditches on 95% of gravel roads	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Snow and Ice Control	<b>DEPT/PROG:</b>	Secondary Roads 27E	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$468,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Tons of salt used	1640	1979.8	1700	1700
Number of snowfalls less than 2"	20	12	15	12
Number of snowfalls between 2" and 6"	2	5	6	8
Number of snowfalls over 6"	0	3	3	3

**PROGRAM DESCRIPTION:**

To provide modern, functional and dependable methods of snow removal to maintain a safe road system in the winter months.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
In accordance with our snow policy, call in staff early after an over night snow event	All snow routes will have one round complete within 2 hours of start time when event is 4 inches or less, within 3 hours when between 4 and 6 inches	100%	100%	100%	100%
Keep adequate stores of deicing materials and abrasives	Storage facilities not to be less than 20% of capacity	100%	100%	100%	100%
To make efficient use of deicing and abrasive materials.	Place deicing and abrasive materials on snow pack and ice within 2 hours of snow clearing.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Asset Magement	<b>DEPT/PROG:</b>	Secondary Roads 271 / 27K	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$380,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Cost for Buildings and Grounds		\$41,226	\$248,043	\$1,633,000
Cost per unit for service		\$263	\$313	\$300
Average time of Service		120 minutes	120 minutes	120 minutes
Cost per unit for repair		\$308	\$403	\$400

**PROGRAM DESCRIPTION:**

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>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide resources to maintain a high level of aesthetic appeal to all Secondary Road buildings and property.	To maintain cost for Buildings and Grounds to within 10% of previous year. (Minus any capital Improvement)	100%	100%	100%	100%
To maintain high levels of service to Secondary Road Equipment.	Service equipment within 10% of Manufactured recommended Hours or miles	100%	100%	100%	100%
To perform cost effective repairs to Equipment	Cost of repairs per unit to below \$550	100%	100%	100%	100%
To maintain cost effective service	Cost of service per unit to below \$300	100%	100%	100%	100%
Office relocation and shop remodel project	Progress of project based on expenditures as related to Contract Amount	0%	80%	80%	80%

<b>ACTIVITY/SERVICE:</b>	Traffic Control	<b>DEPT/PROG:</b>	Secondary Roads 27 D	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$247,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Signs		7101	7101	7101
Miles of markings		183	183	183

**PROGRAM DESCRIPTION:**

To provide and maintain all traffic signs and pavement markings in compliance with Federal Standards.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain all signs and pavement markings	Hold cost per mile for signs, paint, and traffic signals to under \$325/mile	100%	100%	100%	100%
Maintain pavement markings to Federal standards	Paint all centerline each year and half of all edge line per year	100%	100%	100%	100%
Maintain all sign reflectivity to Federal Standards	Replace 95% of all signs at end of reflective coating warranty	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Road Clearing / Weed Spray	<b>DEPT/PROG:</b>	Secondary Roads 27G	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$155,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Roadside Miles		1148	1148	1148
Percent of Road Clearing Budget Expended		78.00%	91.00%	100.00%

**PROGRAM DESCRIPTION:**

To maintain the roadsides to allow proper sight distance and eliminate snow traps and possible hazards to the roadway and comply with State noxious weed standards.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Remove brush from County Right of way at intersections	Keep brush clear for sight distance at all intersections per AASHTO Standards	95%	95%	95%	95%
Remove brush from County Right of way on Gravel Roads to remove snow traps and improve drainage	Keep brush from causing snow traps on Gravel roads	80%	80%	80%	80%
Remove brush from County Right of way on Paved Roads to remove snow traps and improve drainage	Keep brush from causing snow traps on Paved roads	95%	95%	95%	95%
To maintain vegetation free shoulders on paved roads	Maintain a program that eliminates vegetation on all paved road shoulders	90%	90%	90%	90%
To stay within State requirements on Noxious weeds	Keep all noxious weeds out of all county right of way	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Roadway Maintenance	<b>DEPT/PROG:</b>	Secondary Roads 27D	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$1,196,500
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Miles of Roadside		1148	1148	1148
Number of Bridges and Culverts over 48"		650	650	650

**PROGRAM DESCRIPTION:**

To provide proper drainage for the roadway and eliminate hazards to the public on the shoulders.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain an active ditch cleaning program	Clean a minimum of 5500 lineal feet of ditch per year	100%	100%	100%	100%
Blade shoulders to remove edge rut	Bring up shoulders on all paved roads at least twice a year	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Macadam	<b>DEPT/PROG:</b>	Secondary Roads 27D	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	ALL	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$115,000
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of potential Macadam projects		25	25	25
Cost of Macadam stone per ton		\$7.65	\$7.75	\$7.80
Number of potential Stabilized Base projects		na	11	10
Cost per mile of Stabilized Projects		na	\$43,436	\$50,000

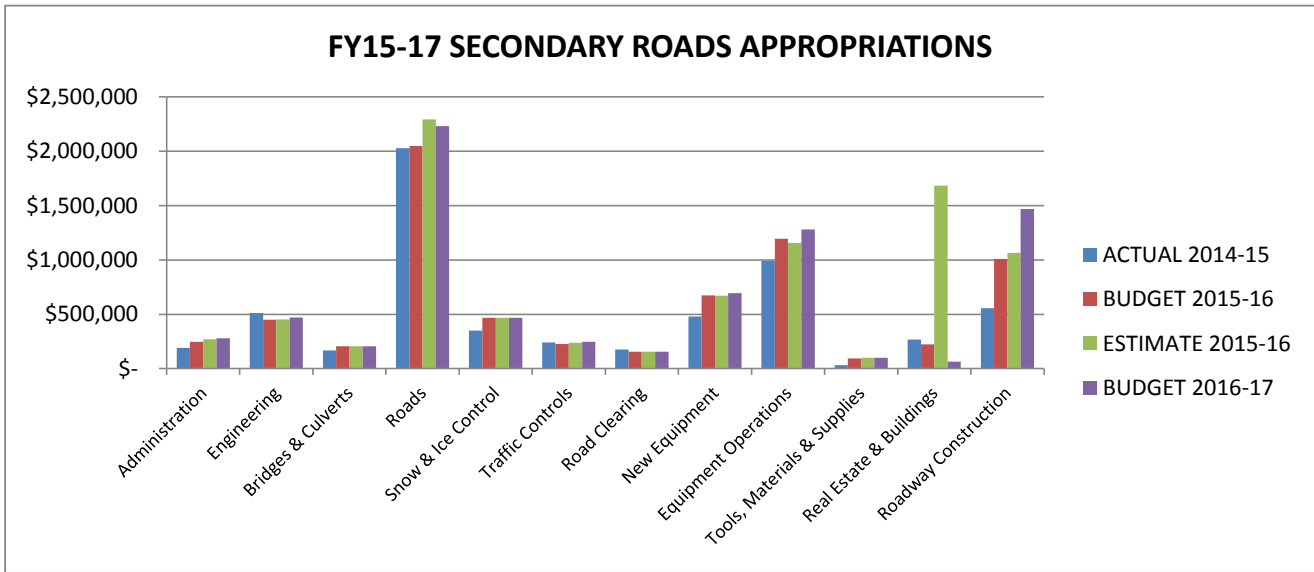
**PROGRAM DESCRIPTION:**

To provide an inexpensive and effective method of upgrading gravel roads to paved roads.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain an active Macadam and Stabilized Base program	Complete at least one macadam project per year and/or one Stabilized Base Project per year.	100%	100%	100%	100%
Review culverts on macadam project for adequate length	Extend short culverts as per hydrolic review	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Admin & Eng (2701)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
864-A County Engineer	1.00	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	1.00
300-A Engineering Aide II	2.00	2.00	2.00	2.00	2.00	2.00
230-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
162-A Office Assistant	-	-	1.00	1.00	1.00	1.00
162-A Clerk III	0.25	0.25	-	-	-	-
Z Seasonal Engineering Intern	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>5.50</b>	<b>5.50</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 3,391,288	\$ 3,622,774	\$ 3,501,702	\$ 4,345,883	\$ 4,029,053	\$ 4,029,053
Licenses and Permits	7,570	11,170	10,000	10,000	10,000	10,000
Charges for Services	27,589	6,381	1,000	1,000	1,000	1,000
Miscellaneous	24,075	21,630	13,000	21,000	21,000	21,000
Other Financing Sources	-	-	157,000	7,500	70,000	70,000
Sale of Fixed Assets	-	-	-	-	-	-
General Basic Transfer						
Kural Service Basic Transfer						
<b>TOTAL REVENUES</b>	<b>\$ 3,450,522</b>	<b>\$ 3,661,955</b>	<b>\$ 3,682,702</b>	<b>\$ 4,385,383</b>	<b>\$ 4,131,053</b>	<b>\$ 4,131,053</b>
<b>APPROPRIATION SUMMARY:</b>						
Administration (7000)	\$ 171,649	\$ 190,492	\$ 248,000	\$ 270,000	\$ 278,523	\$ 278,523
Engineering (7010)	450,935	512,967	449,500	452,500	472,000	472,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 622,584</b>	<b>\$ 703,459</b>	<b>\$ 697,500</b>	<b>\$ 722,500</b>	<b>\$ 750,523</b>	<b>\$ 750,523</b>



**ANALYSIS**

FY17 revenues are recommended to increase due to increase due to the ten cent increase in the Iowa Road Use Tax.

List issues for FY17 budget: none.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Roadway Construction (2702)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>APPROPRIATION SUMMARY:</b>						
Construction (0200)	\$1,064,897	\$555,107	\$1,010,000	\$1,065,000	\$1,470,000	\$1,470,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,064,897</b>	<b>\$555,107</b>	<b>\$1,010,000</b>	<b>\$1,065,000</b>	<b>\$1,470,000</b>	<b>\$1,470,000</b>

**ANALYSIS**

Road Maintenance appropriations increase is due to the increase in Iowa Road Use Tax replacing some construction costs allowing those funds to be used for maintenance, which will include purchase of new signs and additional stabilized base.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Roadway Maintenance (2703)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
430-A Secondary Roads Superintendent	1.00	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	3.00
199-B Sign Crew Leader	1.00	1.00	1.00	1.00	1.00	1.00
174-B Heavy Equipment Operator III	7.00	7.00	7.00	7.00	7.00	7.00
174-B Sign Crew Technician	1.00	1.00	1.00	1.00	1.00	1.00
163-B Truck Crew Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
153-B Truck Driver/Laborer	10.00	10.00	10.00	10.00	10.00	10.00
Z Seasonal Maintenance Worker	0.60	0.60	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>24.60</b>	<b>24.60</b>	<b>24.30</b>	<b>24.30</b>	<b>24.30</b>	<b>24.30</b>

<b>APPROPRIATION SUMMARY:</b>						
Bridges/Culverts (7100)	\$ 71,633	\$ 167,426	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000
Road Maintenance (7110)	1,584,016	2,027,143	2,048,500	2,292,500	2,231,500	2,231,500
Snow/Ice Control (7120)	456,371	350,468	468,000	468,000	468,000	468,000
Traffic Control (7130)	193,616	240,511	227,000	237,000	247,000	247,000
Road Clearing (7140)	140,038	177,008	155,000	155,000	155,000	155,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,445,674</b>	<b>\$ 2,962,556</b>	<b>\$ 3,103,500</b>	<b>\$ 3,357,500</b>	<b>\$ 3,306,500</b>	<b>\$ 3,306,500</b>

**ANALYSIS**

Overall projected costs decrease substantially due to decrease in property assessment. Equipment operation budget to increase by 7% while all other costs decrease or hold essentially the same. Total budget decreases by 2.2%.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: General Roadway Exp (2704)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
233-A Shop Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
187-B Mechanic	2.00	2.00	2.00	2.00	2.00	2.00
417-Fleet Manager	-	-	-	0.60	0.60	0.60
143-Service Technician	-	-	-	-	1.00	1.00
187-B Shop Control Clerk	1.00	1.00	1.00	-	-	-
138-Inventory Clerk	-	-	-	1.00	1.00	1.00
Z Eldridge Garage Caretaker	0.30	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>4.90</b>	<b>5.90</b>	<b>5.90</b>
<b>APPROPRIATION SUMMARY:</b>						
New Equipment (7200)	\$ 330,740	\$ 480,552	\$ 675,000	\$ 670,526	\$ 695,000	\$ 695,000
Equipment Operation (7210)	1,047,207	992,195	1,196,500	1,156,500	1,281,500	1,281,500
Tools/Maintenance/Supplies (7220)	42,205	33,042	93,500	100,000	100,000	100,000
Property Assessment (7230)	40,386	267,654	225,000	1,683,870	65,000	65,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,460,538</b>	<b>\$ 1,773,443</b>	<b>\$ 2,190,000</b>	<b>\$ 3,610,896</b>	<b>\$ 2,141,500</b>	<b>\$2,141,500</b>
<b>ANALYSIS</b>						
Additional fleet manager position of 0.6 FTE and service technician of 1.0 FTE. In addition, .4 of the Service Technician is funded through the basic tax levy of the General Fund. Total appropriations increase due to increase in Iowa Road Use Tax						

# Sheriff's Office

Dennis Conard, Sheriff



**MISSION STATEMENT: To provide progressive public safety to fulfill the diverse needs of citizens through the expertise of our professional staff and utilization of all available resources.**

<b>ACTIVITY/SERVICE:</b>	Sheriff's Administration	<b>DEPARTMENT:</b>	Sheriff 28.1		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 517,409
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Ratio of administrative staff to personnel of < or = 4.5%		2.8	2.41	4.0	4.00

**PROGRAM DESCRIPTION:**

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase cost savings on supply orders	All supply orders >\$50 will be cross-referenced against 3 suppliers to ensure lowest price and greatest value.	3	3	3	3
Decrease the number of exceptions on purchase card exception report	2% of PC purchases will be included on the exception report, with all exceptions being cleared by the next PC cycle.	<2%	<2%	<2%	<2%
All payroll will be completed and submitted by deadline.	100% of Sheriff's Office payroll will be completed by the end of business on the Tuesday following payroll Monday.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Traffic Enforcement	<b>DEPARTMENT:</b>	Sheriff 28.2801	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 3,277,569
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of traffic contacts	2965	1851	3000	2500

**PROGRAM DESCRIPTION:**

Uniformed law enforcement patrolling Scott County to ensure compliance of traffic laws and safety of citizens and visitors to Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To increase the number of hours of traffic safety enforcement/seat belt enforcement.	Complete 1000 hours of traffic safety enforcement/seat belt enforcement.	874	776.5	1200	1000
Reduce the amount of traffic accidents in Scott County.	Reduce the number of traffic accidents from fiscal year 2010 in Scott County by 5%.	257	313	220	250
Respond to calls for service in a timely manner	Respond to calls for service within 7.5 minutes	6.6	6.7	7.0	7.0

<b>ACTIVITY/SERVICE:</b>	Jail	<b>DEPARTMENT:</b> Sheriff 28.2802		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$ 8,971,529
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Inmate instances of programming attendance		29,188	28,033	31,000
The number of inmate and staff meals prepared		326,015	325,935	325,000
Jail occupancy		291	301	285
Number of inmate/prisoner transports		1139	946	1300

**PROGRAM DESCRIPTION:**

Provide safe and secure housing and care for all inmates in the custody of the Sheriff.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Operate a secure jail facility	Maintain zero escapes from the Jail facility	0	0	0	0
Operate a safe jail facility	Maintain zero deaths within the jail facility	0	0	0	0
Classification of prisoners	100 % of all prisoners booked into the Jail will be classified per direct supervision standards.	100	100	100	100



<b>ACTIVITY/SERVICE:</b>	Civil	<b>DEPARTMENT:</b> Sheriff 28.2802		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 402,723
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of attempts of service made.		20,429	19,070	21,000
Number of papers received.		12,591	11,668	12,500
Cost per civil paper received.		\$28.33	\$32.27	\$28.00

**PROGRAM DESCRIPTION:**

Serve civil paperwork in a timely manner.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Timely service for mental injunctions and protective orders	All mental injunctions and protective orders will be attempted the same day of receipt.	1	1	1	1
No escapes during transportation of mental committals	Zero escapes of mental committals during transportation to hospital facilities	0	0	0	0
Timely service of civil papers	All civil papers will be attempted at least one time within the first 7 days of receipt	3	1.84	2	2
Increase percentage of papers serviced	Successfully serve at least 93% of all civil papers received	97.0%	95.0%	93.0%	95.0%

<b>ACTIVITY/SERVICE:</b>	Investigations	<b>DEPARTMENT:</b> Sheriff 28.2805		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$ 1,031,779
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Crime Clearance Rate		60%	61%	60%

**PROGRAM DESCRIPTION:**

Investigates crime for prosecution.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete home compliance checks on sex offenders in Scott County.	Complete 300 home compliance checks annually on sex offenders	383	409	300	300
To increase drug investigations by the Special Operations Unit	Investigate 15 new drug related investigations per quarter	143	123	120	120
To increase the number of follow up calls with victims of cases of sexual assault, child abuse and domestic violence.	Increase the number of follow up calls with reviewed sexual assault, child abuse and domestic violence cases by 15 per quarter	99	101	80	100
Increase burglary and theft investigations	100% of burglaries and thefts will be checked against local pawn shops' records	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Bailiffs	<b>DEPARTMENT:</b> Sheriff 28.2806		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$ 938,095
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of prisoners handled by bailiffs		8476	8627	9000
Number of warrants served by bailiffs		832	899	700

**PROGRAM DESCRIPTION:**

Ensures a safe environment for the Scott County Courthouse, courtrooms and Scott County campus.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
No escapes during transporting inmates to and from court	Allow zero escapes when transporting inmates to and from court in the Scott County Complex	0	0	0	0
No escapes when transporting inmates from one facility to another	Allow zero escapes when transporting inmates from one facility to another	0	0	0	0
No weapons will be allowed in the Scott County Courthouse or Administration Building	Allow zero weapons into the Scott County Courthouse or Administration Building beginning January 1, 2011	0	0	0	0
No injuries to courthouse staff or spectators during trial proceedings	Ensure zero injuries to courthouse staff or spectators during trial proceedings	0	0	0	0

<b>ACTIVITY/SERVICE:</b>	Civil Support	<b>DEPARTMENT:</b> Sheriff 28.2804		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 380,016
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain administrative costs to serve paper of < \$30		\$26.50	\$29.94	\$27.00
Number of civil papers received for service		12,591	11,668	12,500

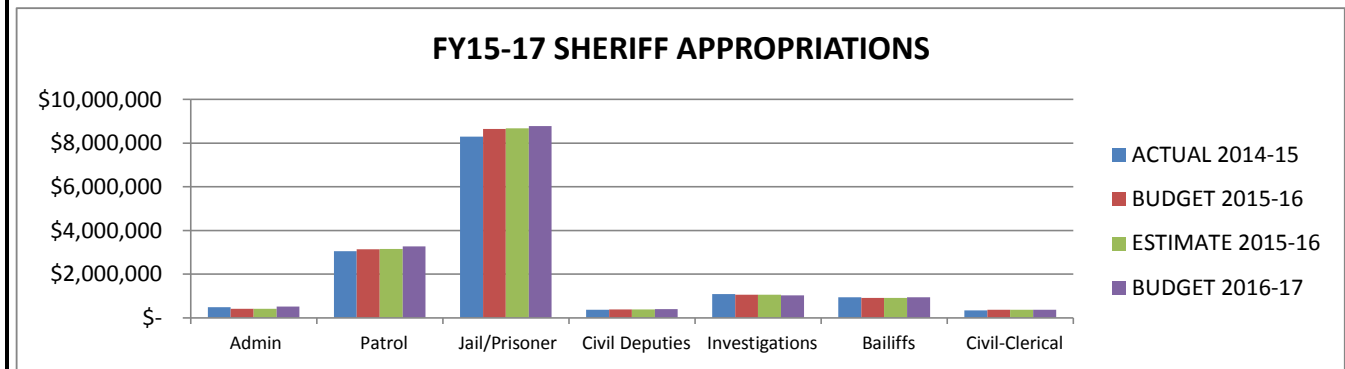
**PROGRAM DESCRIPTION:**

Ensures timely customer response to inquiries for weapons permits, civil paper service and record requests.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Timely process of civil papers.	Civil papers, excluding garnishments, levys and sheriff sales, will be entered and given to a civil deputy within 3 business days.	<3	<3	<3	<3
Respond to weapons permit requests in a timely fashion.	All weapons permit requests will be completed within 30 days of application.	2	<30	<30	<30
Timely process of protective orders and mental injunctions.	All protective orders and mental injunctions will be entered and given to a civil deputy for service the same business day of receipt.	1	1	1	1
Timely response to requests for reports/records	All report and record requests will be completed within 72 hours of receipt	<72	<72	<72	<72

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Sheriff Administration (28.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
X Sheriff	1.00	1.00	1.00	1.00	1.00	1.00
Y Chief Deputy	1.00	1.00	1.00	1.00	1.00	1.00
316-A Office Administrator	0.60	0.60	0.60	0.60	0.60	0.60
220-A Senior Accounting Clerk/Receptionist	1.00	1.00	1.00	1.00	1.00	1.00
451-E Sergeant	-	-	-	-	-	-
Deputy Sheriff	-	-	-	-	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.60</b>	<b>3.60</b>	<b>3.60</b>	<b>3.60</b>	<b>4.60</b>	<b>4.60</b>

<b>REVENUE SUMMARY:</b>												
Miscellaneous	\$	780	\$	204	\$	300	\$	300	\$	300	\$	300
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>780</b>	<b>\$</b>	<b>204</b>	<b>\$</b>	<b>300</b>	<b>\$</b>	<b>300</b>	<b>\$</b>	<b>300</b>	<b>\$</b>	<b>300</b>
<b>APPROPRIATION SUMMARY:</b>												
Salaries	\$	275,930	\$	346,755	\$	292,595	\$	292,595	\$	358,434	\$	358,434
Benefits		84,528		104,734		98,223		98,223		124,832		124,832
Capital Outlay		670		-		670		985		670		670
Purchase Services & Expenses		17,451		17,422		19,570		19,570		19,570		19,570
Supplies & Materials		11,878		14,994		11,703		11,703		13,903		13,903
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>390,457</b>	<b>\$</b>	<b>483,905</b>	<b>\$</b>	<b>422,761</b>	<b>\$</b>	<b>423,076</b>	<b>\$</b>	<b>517,409</b>	<b>\$</b>	<b>517,409</b>



**ANALYSIS**

FTE's in 28.1000 have been increased by 1 FTE due to the move of 1 deputy sheriff from 28.2805 to become the technology deputy in Administration.

Because of this deputy sheriff transfer, the salaries and benefit appropriations for 28.1000 have been increased by \$92,448. 28.1000 has also seen and increase in vehicle supplies of \$2,000, which is merely a transfer of funds from 28.2802 vehicle supplies, to accommodate this line item finishing FY15 over budget.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>						
<b>PROGRAM: Patrol (28.2801)</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
519-A Captain	1.00	1.00	1.00	1.00	1.00	1.00
464-A Lieutenant	3.00	3.00	3.00	3.00	3.00	3.00
451-E Sergeant	4.00	4.00	4.00	4.00	4.00	4.00
451-E Training Sergeant	-	-	1.00	1.00	1.00	1.00
329-E Deputy	18.00	18.00	19.00	19.00	19.00	19.00
<b>TOTAL POSITIONS</b>	<b>26.00</b>	<b>26.00</b>	<b>28.00</b>	<b>28.00</b>	<b>28.00</b>	<b>28.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 37,868	\$ 24,983	\$ 39,550	\$ 48,900	\$ 48,900	\$ 48,900
Charges for Services	1,140	850	650	650	750	750
Miscellaneous	145,955	145,955	136,000	136,000	165,750	165,750
<b>TOTAL REVENUES</b>	<b>\$ 184,963</b>	<b>\$ 171,788</b>	<b>\$ 176,200</b>	<b>\$ 185,550</b>	<b>\$ 215,400</b>	<b>\$ 215,400</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 1,847,824	\$ 1,971,402	\$ 2,043,566	\$ 2,045,066	\$ 2,106,735	\$ 2,106,735
Benefits	633,537	705,303	718,938	719,438	777,390	777,390
Capital Outlay	26,517	21,429	25,305	28,031	25,305	25,305
Purchase Services & Expenses	194,131	186,073	183,070	183,312	183,070	183,070
Supplies & Materials	203,471	163,428	175,069	175,069	185,069	185,069
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,905,480</b>	<b>\$ 3,047,635</b>	<b>\$ 3,145,948</b>	<b>\$ 3,150,916</b>	<b>\$ 3,277,569</b>	<b>\$ 3,277,569</b>
<b>ANALYSIS</b>						
<p>FTE's in 28.2801 has remained the same since FY2016.</p> <p>Appropriations for 28.2801 have increased by \$121,621 for salary and benefits and an additional \$10,000 in the general supplies line item. This \$10,000 was merely a transfer of funds from 28.2802 general supplies, to accommodate this line item finishing FY15 over budget.</p> <p>Revenues for this program are expected to increase by \$39,200 from FY16, due to an increase in grant funding, an expected increase to 28.2801 Refunds and Reimbursements Defaults as well as an increase in 28.2801 Refunds and Reimbursements Contracted Law Enforcement.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Corrections Division (28.2802/2806)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
705-A Jail Administrator	1.00	1.00	-	-	-	-
540-A Assistant Jail Administrator	1.00	1.00	1.00	1.00	1.00	1.00
406-A Shift Commander (Corrections Lieutenant)	2.00	2.00	2.00	2.00	2.00	2.00
332-A Corrections Sergeant	14.00	14.00	14.00	14.00	14.00	14.00
332-A Food Service Manager	1.00	1.00	1.00	1.00	1.00	1.00
323-A Program Services Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
289-A Classification Specialist	2.00	2.00	2.00	2.00	2.00	2.00
262-A Lead Bailiff	1.00	1.00	1.00	1.00	1.00	1.00
246-H Correction Officer	59.00	59.00	59.00	59.00	59.00	59.00
220-A Bailiffs	12.40	12.40	11.60	11.60	12.40	12.40
220-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00	1.00
198-A Alternative Sentence Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
177-C Inmate Services Clerk	1.00	1.00	1.00	1.00	1.00	1.00
176-H Jail Custodian/Correction Officer	4.00	4.00	4.00	4.00	4.00	4.00
176-C Cook	3.60	3.60	3.60	3.60	3.60	3.60
198-Court Compliance Officer	-	-	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>106.00</b>	<b>106.00</b>	<b>106.20</b>	<b>106.20</b>	<b>107.00</b>	<b>107.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 63,297	\$ 78,321	\$ 7,000	\$ 90,701	\$ 81,487	\$ 81,487
Charges for Services	1,101,696	1,323,397	748,250	601,750	601,750	601,750
Miscellaneous	7,000	14,172	1,000	12,500	12,000	12,000
<b>TOTAL REVENUES</b>	<b>\$ 1,171,993</b>	<b>\$ 1,415,890</b>	<b>\$ 756,250</b>	<b>\$ 704,951</b>	<b>\$ 695,237</b>	<b>\$ 695,237</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 5,773,912	\$ 5,968,826	\$ 6,153,204	\$ 6,176,104	\$ 6,227,721	\$ 6,227,721
Benefits	2,093,389	2,176,538	2,278,686	2,287,986	2,341,268	2,341,268
Capital Outlay	34,376	25,078	34,715	34,715	49,715	49,715
Purchase Services & Expenses	372,607	391,290	424,850	426,850	424,850	424,850
Supplies & Materials	655,776	692,561	667,109	704,951	681,072	681,072
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 8,930,060</b>	<b>\$ 9,254,293</b>	<b>\$ 9,558,564</b>	<b>\$ 9,630,606</b>	<b>\$ 9,724,626</b>	<b>\$ 9,724,626</b>
<b>ANALYSIS</b>						
<p>FTE's in 28.2802 are not increasing. With the Bailiff study, there has been an increase of .8 FTEs in 28.2806.</p> <p>Salary and benefit appropriations for 28.2802 and 28.2806 combines have increased by \$137,097. Capital Outlay has increased by \$15,000 but is merely a transfer of funds from 28.2802 vehicle supplies, to accommodate this line item finishing FY15 over budget.</p> <p>Revenues for 28.2801 are expected to decrease due to the decrease in the number of federal prisoners housed in the Jail. The US Marshal Service was asked to house no more than 15 federal prisoners in our jail, per our current contract. Since the time of that request, the average number of federal prisoners housed in the Jail has dropped to 5 per day. Both the revenue accounts of Centralized Booking and Refund and Reimbursements Default are expected to increase for 28.2802 with a total of \$32,000.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Support Services Division (28.2804)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
464-A Lieutenant	-	-	-	-	-	-
300-A Chief Telecommunications Operator	-	-	-	-	-	-
316-A Office Administrator	0.40	0.40	0.40	0.40	0.40	0.40
271-A Office Administrator	-	-	-	-	-	-
271 -Lead Public Safety Dispatcher	-	-	-	-	-	-
252-A Public Safety Dispatcher	-	-	-	-	-	-
191-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00	1.00
162-A Warrant Clerk	-	-	-	-	-	-
162-A Clerk III	3.50	3.50	3.60	3.60	3.60	3.60
<b>TOTAL POSITIONS</b>	<b>5.90</b>	<b>5.90</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

<b>REVENUE SUMMARY:</b>						
Licenses & Permits	\$ 25,808	\$ 64,078	\$ 100,000	\$ 120,500	\$ 62,750	\$ 62,750
Charges for Services	305	320	600	600	600	600
Miscellaneous	1,310	147	200	200	200	200
<b>TOTAL REVENUE</b>	<b>\$ 27,423</b>	<b>\$ 64,545</b>	<b>\$ 100,800</b>	<b>\$ 121,300</b>	<b>\$ 63,550</b>	<b>\$ 63,550</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 232,002	\$ 238,281	\$ 251,422	\$ 251,422	\$ 257,113	\$ 257,113
Benefits	91,196	99,415	114,316	115,466	109,907	109,907
Capital Outlay	2,190	2,325	2,325	2,325	2,325	2,325
Purchase Services & Expenses	1,632	2,657	3,995	3,995	3,995	3,995
Supplies & Materials	6,627	6,647	6,675	6,675	6,675	6,675
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 333,647</b>	<b>\$ 349,325</b>	<b>\$ 378,733</b>	<b>\$ 379,883</b>	<b>\$ 380,015</b>	<b>\$ 380,015</b>

#### ANALYSIS

Salaries and Benefits for 28.2804 have increased by only \$1,282 due to the increase in salary and benefits for 6.0 FTE's.

Revenues decreased by \$37,250 from FY2016 because weapon carry renewal permits are expected to drop substantially. Renewal carry permits are required every 5 years and in FY2016, the 5 year renewals were due.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Criminal Investigations Division(2803/2805)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
519-A Captain	-	-	-	-	-	-
451-E Sergeant	2.00	2.00	2.00	2.00	2.00	2.00
329-E Deputy	13.00	13.00	11.00	11.00	10.00	10.00
Civil Evidence Technician	-	-	-	-	-	-
464-A Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>16.00</b>	<b>16.00</b>	<b>14.00</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 90,472	\$ 231,645	\$ 42,810	\$ 58,979	\$ 58,979	\$ 58,979
Charges for Services	288,893	306,621	239,000	224,500	224,500	224,500
Miscellaneous	64,265	29,785	22,500	22,500	22,500	22,500
<b>TOTAL REVENUES</b>	<b>\$ 443,630</b>	<b>\$ 568,051</b>	<b>\$ 304,310</b>	<b>\$ 305,979</b>	<b>\$ 305,979</b>	<b>\$ 305,979</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 989,637	\$ 1,001,715	\$ 1,007,476	\$ 1,006,505	\$ 967,326	\$ 967,326
Benefits	395,366	353,785	353,482	353,482	365,686	365,686
Purchase Services & Expenses	31,421	41,544	43,062	43,062	43,062	43,062
Supplies & Materials	103,023	67,964	56,041	56,041	58,428	58,428
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,519,447</b>	<b>\$ 1,465,008</b>	<b>\$ 1,460,061</b>	<b>\$ 1,459,090</b>	<b>\$ 1,434,502</b>	<b>\$ 1,434,502</b>
<b>ANALYSIS</b>						
<p>FTE's in 28.2803 have remained at 4.0 FTE's while FTE's in 28.2805 was decreased by 1. One deputy sheriff was moved from Investigations to Sheriff Administration to become the technology deputy. Due to the reduction of 1 FTE position in 28.2805, salaries and benefits have decreased by \$27,946.</p> <p>Revenues for 28.2803 were reduced by \$5,000, due to the reduction of charges for service of serving civil papers. Revenues for 28.2805 are expected to increase by \$16,669 from FY16, due to an increase in grant funding, an expected increase to 28.2805 Refunds and Reimbursements Defaults and an increase in forfeited assets.</p>						

# Board of Supervisors



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

<b>ACTIVITY/SERVICE:</b>	Legislative Policy and Policy Dev	<b>DEPT/PROG:</b> BOS 29A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	All	<b>FUND:</b> 01 General	<b>BUDGET:</b>	194,466
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of special meetings with brds/comm and agencies	42	24	40	40
Number of agenda discussion items	82	67	75	75
Number of agenda items for Board goals	58	47	60	60
Number of special non-biweekly meetings	51	45	50	50

**PROGRAM DESCRIPTION:**

Formulate clear vision, goals and priorities for County Departments. Legislate effective policies and practices that benefit and protect County residents. Plan for and adopt policies and budgets that provide for long term financial stability.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Participate in special meetings and discussions to prepare for future action items.	95% attendance at the committee of the whole discussion sessions for Board action.	94%	96%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	BOS 29A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> 129,644
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Attendance of members at Bi-State Regional Commission		30/36	32/36	36/36
Attendance of members at State meetings		100%	95%	95%
Attendance of members at boards and commissions mtgs		97%	89%	95%
Attendance of members at city council meetings		16/16	na	16/16
Number of proclamation or letters of support actions		13	30	10

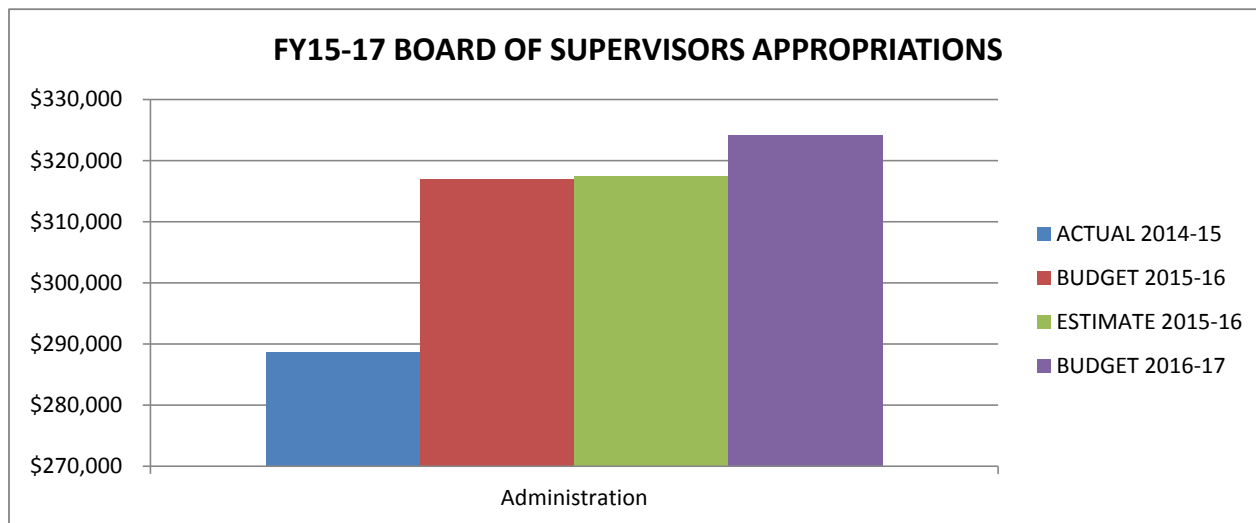
**PROGRAM DESCRIPTION:**

Provide leadership in the Quad Cities and especially in Scott County to create partnerships that enhance the quality of life of the residents. Collaborate with other organizations seen as vital to Scott County's success. Be a model for other jurisdictions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Board members serve as ambassadors for the County and strengthen intergovernmental relations.	Percent attendance of board members at intergovernmental meetings.	95%	95%	95%	95%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Legislation & Policy (29.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Chair, Board of Supervisors	1.00	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	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>5.00</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ 55	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 55</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 203,725	\$ 208,834	\$ 211,501	\$ 211,501	\$ 214,001	\$ 214,001
Benefits	69,656	71,550	73,856	74,356	78,584	78,584
Purchase Services & Expenses	7,141	7,568	30,700	30,700	30,700	30,700
Supplies & Materials	416	610	825	825	825	825
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 280,938</b>	<b>\$ 288,562</b>	<b>\$ 316,882</b>	<b>\$ 317,382</b>	<b>\$ 324,110</b>	<b>\$ 324,110</b>



**ANALYSIS**

FY17 non-salary costs for this program are recommended to remain unchanged from FY16 budgeted. There are no personnel, vehicle, or capital requests.

## Treasurer

Bill Fennelly, County Treasurer



**MISSION STATEMENT: To provide consistent policies and procedures for all citizens by offering skillful, efficient, responsive, versatile, involved, courteous and excellent customer service (SERVICE).**

<b>ACTIVITY/SERVICE:</b>	Tax Collections	<b>DEPARTMENT:</b>	Treasurer 30.3001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	498,059
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Issue tax/SA statements and process payments		195,586	191,036	198,000	195,000
Issue tax sale certificates		1,659	2,396	1,700	1,700
Process elderly tax credit applications		785	1,501	800	1,500

**PROGRAM DESCRIPTION:**

Collect all property taxes and special assessments due within Scott County. Report to each taxing authority the amount collected for each fund. Send, before the 15th of each month, the amount of tax revenue, special assessments, and other moneys collected for each taxing authority in the County for direct deposit into the depository of their choice.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Mail all collection reports to taxing authorities prior to the 10th of each month.	Start apportioning process immediately after the close of the month to ensure completion in a timely manner.	100%	100%	100%	100%
Serve 95% of customers within 15 minutes of entering que.	Provide prompt customer service by ensuring proper staffing levels.	96.18%	95.49%	95.00%	95.00%

<b>ACTIVITY/SERVICE:</b>	Motor Vehicle Reg - Courthouse	<b>DEPARTMENT:</b>	Treasurer 30.30043	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> 548,408
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of vehicle renewals processed		161,497	162,763	164,000
Number of title and security interest trans. processed		65,465	70,031	69,000
Number of junking & misc. transactions processed		9,762	12,284	10,000

**PROGRAM DESCRIPTION:**

Provide professional motor vehicle service for all citizens. The Treasurer shall issue, renew, and replace lost or damaged vehicle registration cards or plates and issue and transfer certificates of title for vehicles.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	96.18%	95.49%	95.00%	95.00%
Retain \$1.5 million in Motor Vehicle revenues.	Maximize revenue retained by the County.	\$1,432,049	\$1,497,835	\$1,530,000	\$1,555,000

<b>ACTIVITY/SERVICE:</b>	County General Store	<b>DEPARTMENT:</b> Treasurer 30.3003		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> 408,534
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total dollar amount of property taxes collected		13,086,576	20,328,540	16,500,000
Total dollar amount of motor vehicle plate fees collected		6,100,813	6,852,904	6,700,000
Total dollar amt of MV title & security interest fees collected		2,421,899	3,180,049	2,530,000

**PROGRAM DESCRIPTION:**

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>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	91.05%	85.36%	87%	85.00%
Process at least 4.5% of property taxes collected.	Provide an alternative site for citizens to pay property taxes.	4.78%	7.07%	6.00%	4.50%
Process at least 29% of motor vehicle plate fees collected.	Provide an alternative site for citizens to pay MV registrations.	26.18%	25.89%	27%	27.00%

	DT	CGS
Property Taxes	267,189,843	20,328,540
MV Fees	19,619,330	6,852,904
MV Fixed Fees	18,631,178	3,180,049

<b>ACTIVITY/SERVICE:</b>	Accounting/Finance	<b>DEPARTMENT:</b>	Treasurer 30.3004	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> 420,701
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of receipts issued		7,167	8,582	8,000
Number of warrants/checks paid		11,384	10,753	11,000
Dollar amount available for investment annually		411,566,630	425,155,861	430,000,000

**PROGRAM DESCRIPTION:**

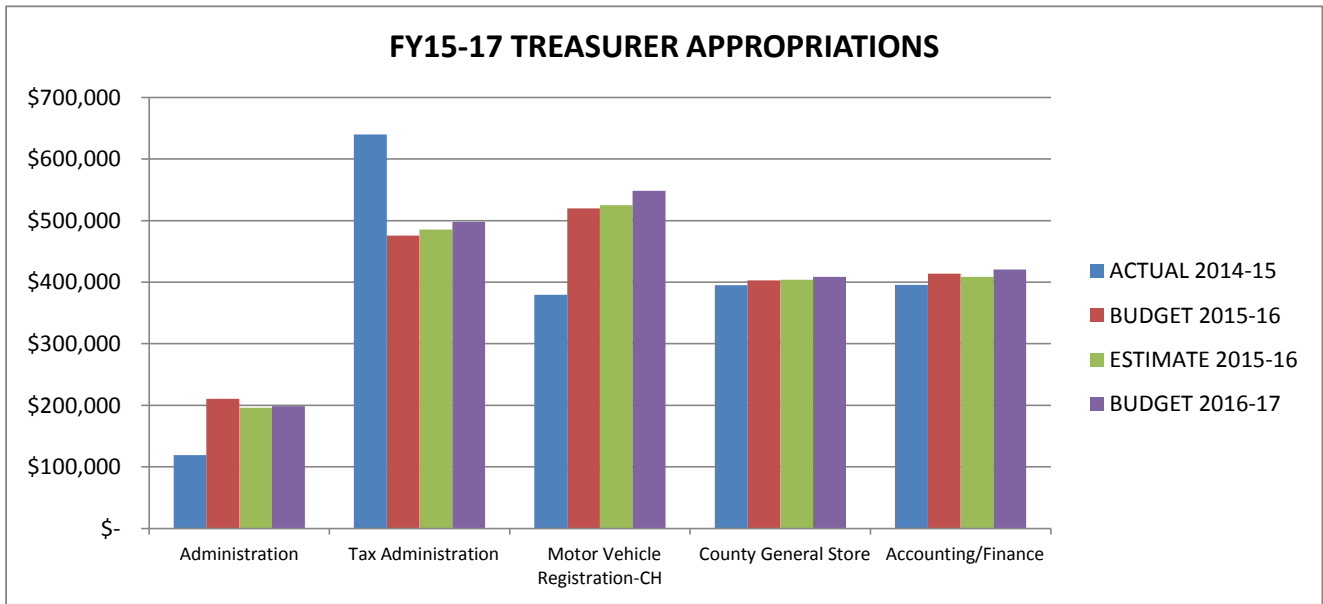
Provide professional accounting, cash handling, and investment services to Scott County following generally accepted accounting principles.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Investment earnings at least 10 basis points above Federal Funds rate.	Invest all idle funds safely, with proper liquidity, and at a competitive rate.	100%	100%	100%	100%



FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Treasurer Administration (30.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Treasurer	1.00	1.00	1.00	1.00	1.00	1.00
611-A Financial Management Supervisor	0.30	0.30	0.30	0.30	0.30	0.30
556-A Operations Manager	0.30	0.30	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 121,881	\$ 81,100	\$ 140,499	\$ 140,499	\$ 142,330	\$ 142,330
Benefits	40,950	31,699	60,582	46,007	46,852	46,852
Purchase Services & Expenses	5,116	5,493	8,180	8,180	8,180	8,180
Supplies & Materials	4,716	716	1,350	1,350	1,350	1,350
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 172,663</b>	<b>\$ 119,008</b>	<b>\$ 210,611</b>	<b>\$ 196,036</b>	<b>\$ 198,712</b>	<b>\$ 198,712</b>



**ANALYSIS**

The Treasurer's Administration program has no budgeted revenues.

FY17 Non-salary expenses are to remain unchanged from previous years.

No personnel changes were requested for any Treasurer program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Tax Collection (3001)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Operations Manager	0.30	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	0.50
151-C Multi-Service Clerk	6.50	6.50	6.50	6.50	6.50	6.50
<b>TOTAL POSITIONS</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>
<b>REVENUE SUMMARY:</b>						
Penalties & Interest on Taxes	\$ 930,986	\$ 715,763	\$ 800,000	\$ 780,000	\$ 780,000	\$ 780,000
Charges for Services	111,692	185,059	201,200	183,400	183,400	183,400
Miscellaneous	(1,643)	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,041,035</b>	<b>\$ 900,822</b>	<b>\$ 1,001,200</b>	<b>\$ 963,400</b>	<b>\$ 963,400</b>	<b>\$ 963,400</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 409,330	\$ 438,264	\$ 315,908	\$ 315,908	\$ 322,988	\$ 322,988
Benefits	157,098	176,466	130,346	130,346	144,101	144,101
Capital Outlay	-	-	-	9,093	1,170	1,170
Purchase Services & Expenses	8,414	10,599	15,170	11,950	11,350	11,350
Supplies & Materials	13,538	14,767	14,450	18,450	18,450	18,450
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 588,380</b>	<b>\$ 640,096</b>	<b>\$ 475,874</b>	<b>\$ 485,747</b>	<b>\$ 498,059</b>	<b>\$ 498,059</b>
<b>ANALYSIS</b>						
<p>Revenues for this program are recommended to decline in FY 17 due to a reduction in penalties and interest on delinquent property tax. The office has found the number of delinquent parcels at year -end declining as the local economy has recovered from the recession. Additionally, revenue from the sale of Tax Sale bidder numbers has dropped due to a required reduction in the amount charged for those numbers.</p> <p>Capital outlay for this program is increasing in FY 16 due to the purchase of equipment and software to enable the office to automate the processing of customers' mailed property tax payments. In previous years this function was completed by our banking partners so there will be a reduction in bank service charges to help mitigate this cost.</p> <p>For FY 17 the cost of printing the annual tax statements and the insertion of return envelopes in our mailings has increased approximately \$4,000. This has been funded by moving budget dollars from publication expense, which has declined by a like amount. Overall, it is recommended that non-salary costs for this program increase by \$990, which includes the new cost of \$1,170 for annual software licensing.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Motor Vehicle Courthouse (3002)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Operations Manager	0.30	0.30	0.30	0.30	0.30	0.30
332-A Motor Vehicle Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
151-C Multi-clerk	6.50	6.50	6.50	6.50	6.50	6.50
<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>7.80</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 1,440,782	\$ 1,505,094	\$ 1,448,550	\$ 1,533,550	\$ 1,563,550	\$ 1,563,550
Miscellaneous	60	60	2,000	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,440,842</b>	<b>\$ 1,505,154</b>	<b>\$ 1,450,550</b>	<b>\$ 1,533,550</b>	<b>\$ 1,563,550</b>	<b>\$ 1,563,550</b>
<b>APPROPRIATION SUMMARY</b>						
Salaries	\$ 259,295	\$ 242,935	\$ 347,596	\$ 348,096	\$ 355,686	\$ 355,686
Benefits	101,020	108,220	145,614	146,614	162,392	162,392
Purchase Services & Expenses	1,664	964	3,680	3,130	3,130	3,130
Supplies & Materials	25,905	27,181	23,150	27,200	27,200	27,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 387,884</b>	<b>\$ 379,300</b>	<b>\$ 520,040</b>	<b>\$ 525,040</b>	<b>\$ 548,408</b>	<b>\$ 548,408</b>
<b>ANALYSIS</b>						
<p>Revenues for this program are recommended to increase by \$113,000. This is due to rising registration fees and an increase in the charges for mailing fees for plates and stickers. Motor vehicle fees retained by the County historically increased by an average of nearly 4 % per year. During the post recession years that rate declined but more normal growth rates appear to have returned.</p> <p>FY17 non-salary expenses for this program are increasing by \$3,500. Funding levels for supply purchases for the Motor Vehicle program have been increased to match historic spending. This increase is being funded by a corresponding reduction in funding from another Treasurer program.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: County General Store (3003)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Operations Manager	0.10	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	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00	1.00
151-C Multi-Service Clerk	4.00	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>
<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 286,072	\$ 267,100	\$ 277,914	\$ 278,914	\$ 285,791	\$ 285,791
Benefits	98,386	85,081	86,917	86,917	84,658	84,658
Purchase Services & Expenses	28,381	40,308	35,460	34,860	34,860	34,860
Supplies & Materials	1,965	2,832	2,625	3,225	3,225	3,225
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 414,804</b>	<b>\$ 395,321</b>	<b>\$ 402,916</b>	<b>\$ 403,916</b>	<b>\$ 408,534</b>	<b>\$ 408,534</b>
<b>ANALYSIS</b>						
<p>The County General Store has no budgeted revenues.</p> <p>FY17 Non-salary expenses are to remain unchanged from FY 16 levels. Nearly 90% of the non-salary costs associated with this program are for site rental, maintenance, and utilities.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Accounting/Finance (3004)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
611-A Financial Management Supervisor	0.70	0.70	0.70	0.70	0.70	0.70
332-A Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50	0.50
191-C Cashier	1.00	1.00	1.00	1.00	1.00	1.00
177-C Accounting Clerk	3.00	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>

<b>REVENUE SUMMARY:</b>						
Use of Money & Property	\$ 94,698	\$ 67,411	\$ 100,000	\$ 100,000	\$ 175,000	\$ 175,000
Miscellaneous	33,529	9,323	22,250	9,250	9,250	9,250
<b>TOTAL REVENUES</b>	<b>\$ 128,227</b>	<b>\$ 76,734</b>	<b>\$ 122,250</b>	<b>\$ 109,250</b>	<b>\$ 184,250</b>	<b>\$ 184,250</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 235,468	\$ 270,201	\$ 281,085	\$ 281,585	\$ 281,852	\$ 281,852
Benefits	69,875	80,079	80,762	80,762	91,049	91,049
Purchase Services & Expenses	46,666	43,396	49,250	43,750	45,250	45,250
Supplies & Materials	2,674	2,015	2,550	2,550	2,550	2,550
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 354,683</b>	<b>\$ 395,691</b>	<b>\$ 413,647</b>	<b>\$ 408,647</b>	<b>\$ 420,701</b>	<b>\$ 420,701</b>

**ANALYSIS**

Revenue for this program are recommended to increase by \$84,000. This increase is due to projected interest rate increases from the Federal Reserve. In addition to the rate increases, which are reflected in the revenue figure above, the department will be having discussions with Administration regarding making some longer term investments for the placement of Capital Project funds. Since Capital Project funds are not needed for operating expenses there is an opportunity to invest those funds for a longer period and at a higher earnings rate.

FY17 non-salary expenses for the Finance program are decreasing by \$4,000. \$3,500 of this funding has been transferred to the Motor Vehicle program to pay for that program's rising supply expenses.

## BI-STATE REGIONAL COMMISSION

Director: Denise Bulat, Phone: 309-793-6300, Website: [bistateonline.org](http://bistateonline.org)

**MISSION STATEMENT: To serve as a forum for intergovernmental cooperation and delivery of regional programs and to assist member local governments in planning and project development.**

<b>ACTIVITY/SERVICE:</b>	Metropolitan Planning Organization (MPO)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$27,074
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Urban Transportation Policy & Technical Committee meetings		19	15	14	14
Urban Transportation Improvement Program document		1	1	1	1
Mississippi River Crossing meetings		6	6	6	6
Bi-State Trail Committee & Air Quality Task Force meetings		9	9	8	8

**PROGRAM DESCRIPTION:**

Regional Urban Transportation Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Road & trail construction; Bridge coordination, air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$7.2 Million of transportation improvement programmed	\$7.2 Million of transportation improvement programmed	\$9.7Million of transportation improvement programmed	\$9.7Million of transportation improvement programmed

<b>ACTIVITY/SERVICE:</b>	Regional Planning Agency (RPA)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,320	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Region 9 Transportation Policy & Technical Committee meetings		7	6	5	6
Region 9 Transportation Improvement Program document		1	1	1	1
Transit Development Plan		1	1	1	1

**PROGRAM DESCRIPTION:**

Regional Rural Transportation Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Road & trail construction; air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$2.5 Million of transportation improvement programmed	\$2.5 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed

<b>ACTIVITY/SERVICE:</b>	Regional Economic Development Planning	<b>DEPARTMENT</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$13,151
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Comprehensive Economic Development Strategy document		1	1	1	1
Maintain Bi-State Regional data portal & website		1	1	1	1
EDA funding grant applications		2	1	2	2
Small Business Loans in region		2	4	4	4

**PROGRAM DESCRIPTION:**

Regional Economic Development Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Census Data Repository, region data portal, EDA funded projects in the region	Maintain the region's eligibility for federal economic development funds.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Regional Services	<b>DEPARTMENT:</b> Bi-State			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			All Urban
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$34,810	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Joint purchasing bids and purchases		19	19	19	19
Administrator/Elected/Department Head meetings		34	27	25	25

**PROGRAM DESCRIPTION:**

Coordination of Intergovernmental Committees & Regional Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Regional coordination, cooperation and communication for implementation of joint efforts	Maintain the region's cooperation and cost savings in joint efforts	100%	100%	100%	100%

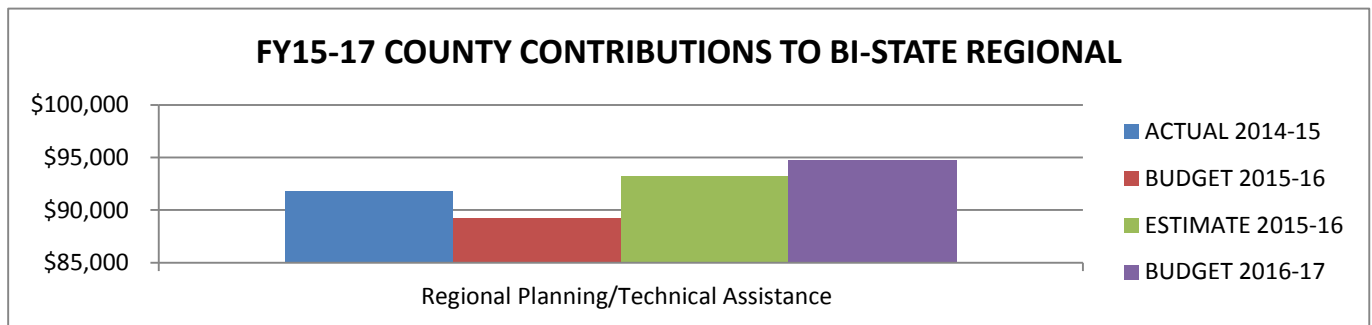
<b>ACTIVITY/SERVICE:</b>	Legislative Technical Assistance	<b>DEPARTMENT:</b> Bi-State			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			All Urban
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$13,400		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Legislative technical assistance contract		1	1	1	1
Legislative technical assistance contractor meetings		3	2	2	2

**PROGRAM DESCRIPTION:**

Coordination of Regional Legislative Technical Assistance Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect and expand existing Rock Island Arsenal functions and support systems	Regional coordination, cooperation and communication for legislative technical assistance contracts	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: PROGRAM: Regional Plan/Tech Assistance		ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>							
<b>TOTAL POSITIONS</b>		<b>23.00</b>	<b>24.50</b>	<b>24.00</b>	<b>23.50</b>	<b>23.50</b>	<b>23.50</b>
<b>TOTAL POSITIONS</b>		<b>23.00</b>	<b>24.50</b>	<b>24.00</b>	<b>23.50</b>	<b>23.50</b>	<b>23.50</b>
<b>REVENUE SUMMARY:</b>							
Membership Fees		305,114	304,901	317,040	310,999	317,219	317,219
Charges for Services		504,775	507,204	470,117	483,223	484,758	484,758
Federal/State Funding		149,674	219,228	115,225	199,971	127,565	127,565
Transportation		1,020,173	930,093	934,036	979,059	900,958	900,958
<b>SUB-TOTAL REVENUES</b>		<b>\$1,979,736</b>	<b>\$1,961,426</b>	<b>\$1,836,418</b>	<b>\$1,973,252</b>	<b>\$1,830,500</b>	<b>\$1,830,500</b>
Scott County Contribution		89,351	89,351	89,238	89,238	90,755	90,755
<b>TOTAL REVENUES</b>		<b>\$2,069,087</b>	<b>\$2,050,777</b>	<b>\$1,925,656</b>	<b>\$2,062,490</b>	<b>\$1,921,255</b>	<b>\$1,921,255</b>
<b>APPROPRIATION SUMMARY:</b>							
Personal Services		1,652,216	1,663,454	1,682,734	1,643,797	1,731,010	1,731,010
Equipment		24,310	5,641	4,000	5,000	5,000	5,000
Expenses		222,460	231,039	245,623	367,091	250,128	250,128
Occupancy		55,421	55,421	55,421	55,421	55,421	55,421
<b>TOTAL APPROPRIATIONS</b>		<b>\$1,954,407</b>	<b>\$1,955,555</b>	<b>\$1,987,778</b>	<b>\$2,071,309</b>	<b>\$2,041,559</b>	<b>\$2,041,559</b>



**ANALYSIS**

The dues for participating member governments are set by the Bi-State Board. The Budget numbers submitted show a 5% reduction in the appropriation and revenue budget from FY'15 to FY'16. This reduction is due to the end of two grants staffed by 1.75 FTEs. At this time Bi-State has not determined if those staff will continue with other funding sources and therefore the budget is shown as being reduced.

## Center for Active Seniors, Inc. (CASI)

President/CEO: Laura Kopp, Phone: 563-386-7477, Website: www.casiseniors.org

**MISSION STATEMENT: To provide services that promote independence and enrich the lives of older adults through socialization, health, wellness and supportive services.**

<b>ACTIVITY/SERVICE:</b>	Outreach	<b>DEPARTMENT:</b>	39.3901		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	1338		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$227,114	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Unduplicated # of clients served		1,231	938	1,275	1,338
# of clients at low or extremely low income (federal stds/enrolled clients)		985	na	1,020	1,070
Total # of client contacts (directly with and on behalf of clients)		13,502	12,240	10,920	11,506
# of clients contacted (mental health issues/resources requested)		na	na	500	500

### PROGRAM DESCRIPTION:

To assist Scott County senior citizens in maintaining independent living by A) completing comprehensive assessments to determine individual needs: B) referrals to local, state and federal programs and services C) providing referral/assistance to determine individual needs. D) implementation and monitoring of programs and services for client. *Definition: Enrolled Client -IDA Intake and CDBG Intake Forms completed and on file.*

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of individuals being enrolled in Federal and State benefit programs including: Medicare, Medicaid, FASE, Elderly Waiver, Food Assist, Home Delivered Meals; Rent Rimbursment/Property Tax Assistance, VA Benefits...etc.	Total enrolled will increase 5% from previous year.	507	na	600	630
Client maintains a level of independence and remains at home for a longer length of time.	80% of the clients enrolled in the program will be in their home at the end of the fiscal year.	999/1231 or 81%	na	1020/1275 80% or	1070/1338 or 80%
Client reports a stable or improved quality of life as a direct result of services provided through CASI's Senior Advocacy program.	80% of the clients enrolled in the program will report annually a stable or improved quality of life.	na	na	80%	80%

<b>ACTIVITY/SERVICE:</b>	Adult Day Services	<b>DEPARTMENT:</b> CASI 29.3903			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 122			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$48,136		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Unduplicated Participants		105	94	117	122
Participant Hours		48,720	45,984	80,745	84,782
Admissions		36	31	50	53

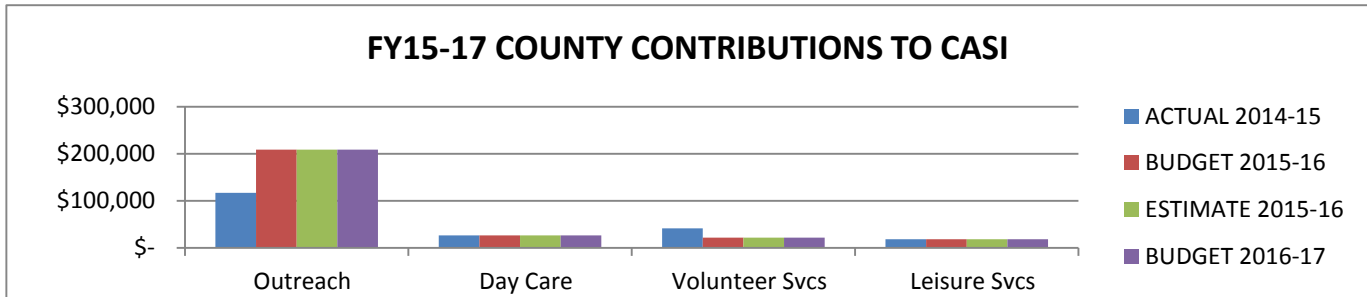
**PROGRAM DESCRIPTION:**

To provide supportive services to elderly Scott County residents who are at risk of premature nursing home placement and caregiver respite. Jane's Place is a low cost alternative to nursing homes that provides a range of supervised therapeutic activities in a group setting.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Program will increase the caregivers' quality of life by providing caregiver respite.	97% of caregivers will be satisfied with program and report improved quality of life. Results will be measured by surveys done twice a year.	96%	97%	97%	97%
Increased enrollment will delay premature nursing home placement and/or result in additional caregiver respite	Individuals enrolled in program will increase 5% from previous year.	105	94	117	5% increase or 122 individuals enrolled
Participants become involved with a number of planned and spontaneous activities based on their personal interests and abilities.	95% of all participants are engaged in 3 or more daily activities. This outcome will be measured by activity participation records.	96%	97%	95%	95%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Outreach to Older Persons (39.3901)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Director of Senior Services	1.00	1.00	1.00	1.00	1.00	1.00
Senior Advocates	5.00	5.00	5.00	5.75	7.00	7.00
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.75</b>	<b>8.00</b>	<b>8.00</b>

<b>REVENUE SUMMARY:</b>						
Medicaid Waiver ADC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Title III B	18,400	14,117	15,400	15,400	15,400	15,400
Veteran's Administration	-	-	-	-	-	-
United Way	38,769	39,935	35,000	35,000	35,000	35,000
Contributions	850	-	500	1,000	1,000	1,000
Miscellaneous	152,277	-	142,000	142,000	142,000	142,000
CDBG	27,250	-	16,500	-	-	-
Project Income	-	-	-	-	-	-
Supplemental Grants	-	-	-	-	-	-
ADC meals	-	-	-	-	-	-
Admin Revenue Allocation	133,305	135,305	137,335	137,335	137,335	137,335
Transportation/ADC	-	-	-	-	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$ 370,851</b>	<b>\$ 189,357</b>	<b>\$ 346,735</b>	<b>\$ 330,735</b>	<b>\$ 330,735</b>	<b>\$ 330,735</b>
Scott County Contribution	\$117,317	\$117,317	\$227,114	\$227,114	\$227,114	\$227,114
<b>TOTAL REVENUES</b>	<b>\$ 488,168</b>	<b>\$ 306,674</b>	<b>\$ 573,849</b>	<b>\$ 557,849</b>	<b>\$ 557,849</b>	<b>\$ 557,849</b>
<b>APPROPRIATION SERVICES</b>						
Personal Services	\$ 321,526	\$ 326,668	\$ 410,591	\$ 414,145	\$ 417,612	\$ 417,612
Expenses	3,112	3,220	4,000	4,800	4,900	4,900
Supplies	1,177	1,089	2,400	2,400	2,400	2,400
Occupancy	5,063	3,918	6,300	6,300	6,300	6,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 330,878</b>	<b>\$ 334,895</b>	<b>\$ 423,291</b>	<b>\$ 427,645</b>	<b>\$ 431,212</b>	<b>\$ 431,212</b>



**ANALYSIS**

CASI continues to work toward national accreditation. The national accreditation binder of information/application and documentation was submitted and accepted. There will be a site visit from the national team in late March or early April 2016. The Board of Directors will be working to develop a new three year strategic plan in order to guide CASI into the future. There is a growing number of seniors- baby boomers aging and retiring. CASI understands the need to prepare for those individuals. The Board of Directors are very diverse and offer significant knowledge to CASI and the agency's mission.

The FY17 budget shows a slight increase in appropriations while revenues have decreased compared to the current budgeted level. In FY16 Scott County provided additional funding for a CASI to fund only two programs: Outreach/Advocacy and Jane's Place-Adult Day Care. Funding was shifted from three other programs within CASI. Additional funding was provided to allow for an additional Outreach Worker to work within the Scott County Community Services Department to assist with elderly individuals with mental health issues. The mental health region will continue to provide funding in the amount of \$61,500 for the outreach/advocacy position in the Scott County office. The total funding level for CASI Outreach program will be \$227,114.

- Issues:
1. Finalize the National Accreditation process

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Day Care/Older Persons (39.3903)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Adult Day Center Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Adult Day Center Assistant Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Adult Day Center Nursing Assistant	-	-	-	-	-	-
Adult Day Center Facilitators	6.00	6.00	6.30	6.50	7.50	7.50
Adult Day Center Aides	-	-	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.30</b>	<b>8.50</b>	<b>9.50</b>	<b>9.50</b>
<b>REVENUE SUMMARY:</b>						
Medicaid Waiver ADC	\$ 105,912	\$ 84,063	\$ 91,000	\$ 91,000	\$ 91,000	\$ 91,000
Title III B	20,680	21,963	20,700	20,680	20,680	20,680
Veteran's Administration	77,637	69,820	113,300	75,000	78,000	78,000
United Way	12,063	11,390	12,400	11,000	10,000	10,000
Contributions	5,672	6,665	6,000	8,000	8,000	8,000
Miscellaneous	-	-	-	-	-	-
CDBG	-	-	-	-	-	-
Project Income	159,967	168,505	205,500	182,000	187,460	187,460
Supplemental Grants	6,205	6,041	5,300	5,300	5,000	5,000
ADC meals	10,600	11,204	12,000	11,000	11,000	11,000
Admin Revenue Allocation	280,643	284,853	188,540	284,853	284,853	284,853
Transportation/ADC	1,968	2,741	4,500	3,500	4,500	4,500
<b>SUB-TOTAL REVENUES</b>	<b>\$ 681,347</b>	<b>\$ 667,245</b>	<b>\$ 659,240</b>	<b>\$ 692,333</b>	<b>\$ 700,493</b>	<b>\$ 700,493</b>
Scott County Contribution	\$26,586	\$26,586	\$48,136	\$48,136	\$48,136	\$48,136
<b>TOTAL REVENUES</b>	<b>\$ 707,933</b>	<b>\$ 693,831</b>	<b>\$ 707,376</b>	<b>\$ 740,469</b>	<b>\$ 748,629</b>	<b>\$ 748,629</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 573,252	\$ 538,778	\$ 622,400	\$ 579,580	\$ 600,580	\$ 600,580
Equipment	-	-	-	-	-	-
Expenses	74,439	61,909	61,550	61,600	63,350	63,350
Supplies	4,092	4,330	9,800	5,000	5,500	5,500
Occup	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 651,783</b>	<b>\$ 605,017</b>	<b>\$ 693,750</b>	<b>\$ 646,180</b>	<b>\$ 669,430</b>	<b>\$ 669,430</b>
<b>ANALYSIS</b>						
<p>The FY17 budget for CASI's Day Care for Older Adults (Jane's Place) shows the revenues slightly higher than the current budgeted levels and the appropriations slightly lower. Jane's Place provides a low cost service, alternative choice, to nursing home placement. This service offers caregivers some respite and allows the senior to remain in their own home longer thus avoiding premature nursing home placement.</p> <p>Community awareness was a problem for CASI last year, but it has improved. CASI has done much more advertising than in the past. The 4000 copies of the "CASI Connection" are distributed regularly discussing issues regarding Jane's Place. CASI has also utilized electronic billboards to advertise. CASI has a dedicated staff person who works with local healthcare providers to make referrals.</p> <p>CASI is experiencing a change in payers. There are more private pay individuals (about 50%) than in the past. CASI is seeing an increase in the number of people using their long term care policies. County funding for Jane's Place will remain at the current level of \$48,136.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Impact of Medicaid Modernization</li> <li>2. Increasing number of "high maintenance" individuals needing one to one care</li> </ol>						

## Center for Alcohol & Drug Services, Inc. (CADS)

Director: Joe Cowley, phone: 563-322-2667, Website: [www.cads-ia.com](http://www.cads-ia.com)



**MISSION STATEMENT:** The Center for Alcohol & Drug Services, Inc. is a non-profit organization established to provide quality substance abuse education, prevention, assessment, treatment, and referral services.

<b>ACTIVITY/SERVICE:</b>	Detoxification, Evaluation & Treatment	<b>DEPARTMENT:</b>			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 975			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> 440,932		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of admissions to the detoxification unit.		901	854	975	900

### PROGRAM DESCRIPTION:

The Center for Alcohol & Drug Services, Inc. will provide social (non-medical) detoxification services, evaluations, and treatment services at our Country Oaks residential facility.

PERFORMANCE MEASURE		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Clients will successfully complete detoxification.	Clients who enter detoxification will successfully complete that process and not discharge against advice.	98%	98%	92%	94%
Clients will successfully complete detoxification.	Clients who complete detoxification will transition to a lower level of care.	56%	59%	47%	50%



<b>ACTIVITY/SERVICE:</b> Criminal Justice Program	<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Semi-Core Service	<b>RESIDENTS SERVED:</b> 225			
<b>BOARD GOAL:</b> Foster Healthy Communities	<b>FUND:</b> Choose One	<b>BUDGET:</b> 254,899		
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of criminal justice clients provided case management.	605	500	500	500
Number of Clients admitted to the Jail Based Treatment Program.	133	138	114	120
Number of Scott County Jail inmates referred to Country Oaks.	45	50	50	50

**PROGRAM DESCRIPTION:**

The CENTER will provide services for criminal justice clients referred from the Scott County Jail, the Courts, or other alternative programs in the Jail Based Treatment Program and/or in any of the CENTER'S continuum of care (residential, half way house, outpatient, or continuing care).

<b>PERFORMANCE MEASURE</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Case management will improve the retention of high risk criminal justice clients in treatment.	An average of eight case management contacts will be provided to the 225 high risk criminal justice clients.	7	8	8	8
Case management will improve the retention of high risk criminal justice clients in treatment.	Clients will stay engaged in treatment for at least 125 days.	123	147	150	150
Offenders who complete the in-jail portion of the program and return to the community will continue with services at CADS.	Clients will remain involved with treatment services for at least 30 days after release from jail.	95%	88%	90%	90%
Offenders who complete the in-jail portion of the program and return to the community will continue with services at CADS.	Clients will successfully complete all phases of the Jail Based Treatment Program.	57%	55%	55%	55%
Inmates referred from the Scott County jail will successfully complete treatment.	Scott County Jail inmates referred to residential, half way house, outpatient, or continuing care will successfully complete that program.	93%	91%	85%	87%

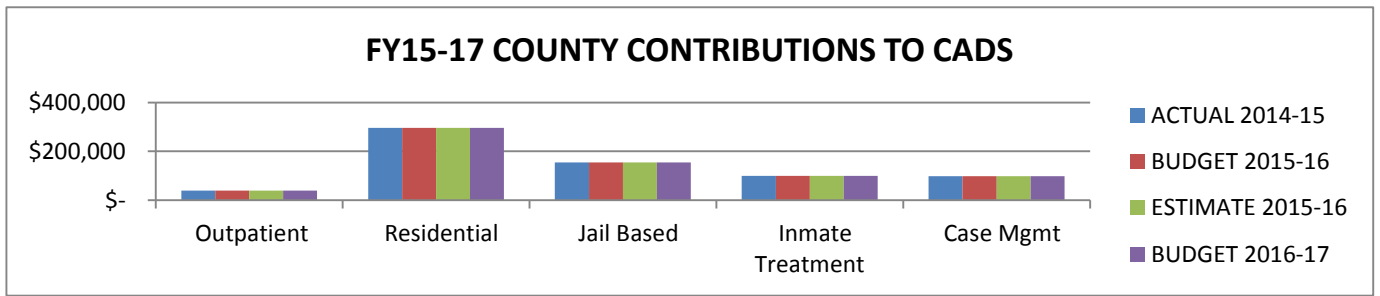
<b>ACTIVITY/SERVICE:</b> Prevention		<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Service Enhancement		<b>RESIDENTS SERVED:</b> 1500			
<b>BOARD GOAL:</b> Foster Healthy Communities		<b>FUND:</b> Choose One		<b>BUDGET:</b>	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Scott County Residents receiving indicated or selective prevention services.		1748	1638	1700	1750

**PROGRAM DESCRIPTION:**

CADS will conduct substance abuse prevention and awareness programs focused on educational and informational opportunities for those at risk (selective population) and persons exhibiting the early stages of use or related problem behavior.

<b>PERFORMANCE MEASURE</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Indicated and selective populations receiving prevention services will gain skills and education related to substance abuse issues.	Scott County residents receiving programming will report an increase of substance abuse knowledge or life skills in dealing with substance use issues.	91%	90%	87%	88%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Outpatient Services (3801, 3805)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>TOTAL POSITIONS</b>	<b>37.83</b>	<b>36.81</b>	<b>38.19</b>	<b>37.81</b>	<b>37.81</b>	<b>37.81</b>
<b>REVENUE SUMMARY:</b>						
I.D.S.A. Treatment	\$ 1,337,012	\$ 1,219,215	\$ 1,341,573	\$ 1,303,387	\$ 1,303,387	\$ 1,303,387
I.D.S.A. Prevention	156,742	182,289	167,742	237,289	237,289	237,289
United Way	19,115	16,874	20,950	19,115	19,115	19,115
Client Fees	94,083	94,942	92,106	98,236	98,236	98,236
Insurance Payments	382,611	399,869	354,036	441,532	441,532	441,532
Interest	92,934	11,048	14,104	23,646	23,646	23,646
Seventh Judicial District	125,756	142,041	145,945	148,659	148,659	148,659
Contributions	2,614	2,838	2,222	2,512	2,512	2,512
Scott County Jail						
Local Schools	49,290	44,290	48,890	44,290	44,290	44,290
U S Fed Probation	109,277	175,795	138,556	169,210	169,210	169,210
Contractual Fees/Payment	100,298	99,489	109,700	129,043	129,043	129,043
<b>SUB-TOTAL REVENUES</b>	<b>\$ 2,469,732</b>	<b>\$ 2,388,690</b>	<b>\$ 2,435,824</b>	<b>\$ 2,616,919</b>	<b>\$ 2,616,919</b>	<b>\$ 2,616,919</b>
Scott County Contribution	30,000	30,000	30,000	30,000	30,000	30,000
IDPH Substance Abuse Funds	10,000	10,000	10,000	10,000	10,000	10,000
Tobacco Use Prevention	12,000	7,568	13,000	7,500	7,500	7,500
Case Manager	98,000	98,000	98,000	98,000	98,000	98,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>150,000</b>	<b>145,568</b>	<b>151,000</b>	<b>145,500</b>	<b>145,500</b>	<b>145,500</b>
<b>TOTAL REVENUES</b>	<b>\$2,619,732</b>	<b>\$2,534,258</b>	<b>\$2,586,824</b>	<b>\$2,762,419</b>	<b>\$2,762,419</b>	<b>\$2,762,419</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 1,822,553	\$ 1,869,176	\$ 1,921,492	\$ 1,859,436	\$ 1,859,436	\$ 1,859,436
Equipment	10,153	11,456	15,901	17,073	17,073	17,073
Expenses	471,431	463,222	531,529	511,837	511,837	511,837
Supplies	59,646	57,698	50,476	58,544	58,544	58,544
Occupancy	66,446	61,732	60,180	58,100	58,100	58,100
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,430,229</b>	<b>\$2,463,284</b>	<b>\$2,579,578</b>	<b>\$2,504,990</b>	<b>\$2,504,990</b>	<b>\$2,504,990</b>



**ANALYSIS**

- Issues for FY17 budget:
1. Tobacco Use Prevention funds were reduced during FY16, as the agency is unable to schedule sufficient services to exhaust appropriation. The reduction carries over to FY17.
  2. Other line item county appropriations are unchanged for FY17.
  3. Scott County Funds / IDPH Substance Abuse Funds are for prevention services through contract with Iowa Department of Public Health.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Residential Services (3802, 3804)</b>		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>							
<b>TOTAL POSITIONS</b>		39.07	35.08	38.46	33.08	33.08	33.08
<b>REVENUE SUMMARY:</b>							
I.D.S.A. Treatment	\$	938,740	\$ 938,740	\$ 946,926	\$ 946,506	\$ 946,506	\$ 946,506
United Way		14,072	14,072	12,173	12,173	12,173	12,173
Client Fees		58,130	58,130	64,254	61,442	61,442	61,442
Insurance Payments		540,017	540,017	487,513	708,842	708,842	708,842
Interest		90,117	90,117	13,844	13,576	13,576	13,576
Contributions		1,797	1,797	1,300	1,001	1,001	1,001
County Commitments		47,497	47,497	66,058	58,000	58,000	58,000
Contractual Fees		25,790	25,790	24,003	24,052	24,052	24,052
<b>SUB-TOTAL REVENUES</b>		1,716,160	1,716,160	1,616,071	1,825,592	1,825,592	1,825,592
Scott County Contribution		295,432	295,432	295,432	295,432	295,432	295,432
Scott County Jail		100,000	100,000	100,000	100,000	100,000	100,000
<b>TOTAL REVENUES</b>		<b>395,432</b>	<b>395,432</b>	<b>395,432</b>	<b>395,432</b>	<b>395,432</b>	<b>395,432</b>
<b>APPROPRIATION SUMMARY:</b>							
Personal Services	\$	1,634,061	\$ 1,634,061	\$ 1,699,736	\$ 1,788,062	\$ 1,788,062	\$ 1,788,062
Equipment		12,839	12,839	34,095	13,720	13,720	13,720
Expenses		419,182	419,182	374,503	397,098	397,098	397,098
Supplies		172,125	172,125	150,720	168,470	168,470	168,470
Occupancy		118,746	118,746	97,197	96,477	96,477	96,477
<b>TOTAL APPROPRIATIONS</b>	\$	<b>2,356,953</b>	<b>2,356,953</b>	<b>2,356,251</b>	<b>2,463,827</b>	<b>2,463,827</b>	<b>2,463,827</b>
<b>ANALYSIS</b>							
<p>Issues for FY17 budget:</p> <ol style="list-style-type: none"> <li>1. Revenue unchanged from FY16.</li> <li>2. County contribution remains unchanged from FY16</li> <li>3. Expenses unchanged from FY16.</li> </ol>							

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>						
<b>PROGRAM: Jail Based Assessment and Treatment (380)</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 BUDGET</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 REQUEST</b>	<b>2016-17 ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Counselors	7.00	6.00	6.00	7.00	6.00	6.00
Program Managers	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>
<b>REVENUE SUMMARY:</b>						
IDSA Treatment	\$ 664	\$ -	\$ -	\$ -	\$ -	\$ -
Scott County Jail Based Project	-	-	-	-	-	-
Interest	10,129	1,274	1,171	1,965	1,965	1,965
7th Judicial						
Contributions	479	496	350	352	352	352
Contractual Fees	728	767	1,288	1,286	1,286	1,286
<b>SUB-TOTAL REVENUES</b>	<b>\$ 11,272</b>	<b>1,770</b>	<b>2,809</b>	<b>3,603</b>	<b>3,603</b>	<b>3,603</b>
Scott County Contribution (38A)	154,899	154,899	154,899	154,899	154,899	154,899
<b>TOTAL REVENUES</b>	<b>\$ 166,171</b>	<b>\$ 156,669</b>	<b>\$ 157,708</b>	<b>\$ 158,502</b>	<b>\$ 158,502</b>	<b>\$ 158,502</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 211,519	\$ 224,367	\$ 153,589	\$ 154,095	\$ 154,095	\$ 154,095
Scott County Contribution	1,169	1,186	2,713	2,926	2,926	2,926
Equipment	43,754	44,183	46,577	43,942	43,942	43,942
Expenses	5,279	5,465	7,166	6,589	6,589	6,589
Supplies	3,061	2,994	2,617	2,559	2,559	2,559
Occupancy						
<b>TOTAL APPROPRIATIONS</b>	<b>\$264,782</b>	<b>\$278,195</b>	<b>\$212,662</b>	<b>\$210,111</b>	<b>\$210,111</b>	<b>\$210,111</b>
<b>ANALYSIS</b>						
Issues for FY17 budget:						
1. County contribution remains unchanged from FY16						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: All others/CADS (38D)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Executive Director	0.22	0.22	0.22	0.22	0.22	0.22
Treatment Supervisor	0.63	0.65	0.65	0.65	0.65	0.65
Fiscal Officer/Finance Manager	0.23	0.22	0.22	0.22	0.22	0.22
Human Resource Officer	0.22	0.22	0.22	0.22	0.22	0.22
Admin Systems Manager	-	-	-	-	-	-
Account Receivable Coordinator	0.22	0.22	0.22	0.22	0.22	0.22
Client Accts Receivable Spec	0.22	0.22	0.22	0.22	0.22	0.22
Administrative Assistant	0.20	0.20	0.44	0.20	0.20	0.20
Clerical	7.00	3.00	7.00	4.00	4.00	4.00
Maintenance	0.66	0.66	0.66	0.66	0.66	0.66
QA/UR Program	0.50	0.50	0.50	0.50	0.50	0.50
Counselors	10.00	7.00	9.00	9.00	9.00	9.00
Program Managers	1.00	1.00	1.00	1.00	1.00	1.00
RN/LPN	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>22.10</b>	<b>15.11</b>	<b>21.35</b>	<b>18.11</b>	<b>18.11</b>	<b>18.11</b>
<b>REVENUE SUMMARY:</b>						
IDSA Treatment	\$ 174,760	\$ 147,336	\$ 175,150	\$ 172,350	\$ 172,350	\$ 172,350
DASA	403,051	342,251	466,859	258,657	258,657	258,657
Rock Island County	59,854	59,660	59,660	59,050	59,050	59,050
United Way	39,050	34,471	41,500	39,050	39,050	39,050
Client Fees	147,430	85,218	175,196	95,657	95,657	95,657
Insurance Payments	100,461	182,127	68,550	153,839	153,839	153,839
Interest	41,716	4,541	4,484	7,517	7,517	7,517
Contributions	727	3,743	540	610	610	610
Medicaid, Illinois	78,809	84,517	87,257	40,922	40,922	40,922
Contractual Fees/Payment	7,357	5,755	25,005	6,518	6,518	6,518
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,053,215</b>	<b>\$ 949,619</b>	<b>\$ 1,104,201</b>	<b>\$ 834,170</b>	<b>\$ 834,170</b>	<b>\$ 834,170</b>
Scott County Contribution (38A)	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,053,215</b>	<b>\$ 949,619</b>	<b>\$ 1,104,201</b>	<b>\$ 834,170</b>	<b>\$ 834,170</b>	<b>\$ 834,170</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 740,946	\$ 735,029	\$ 558,885	\$ 626,642	\$ 626,642	\$ 626,642
Equipment	5,259	1,878	3,565	3,897	3,897	3,897
Expenses	209,320	179,300	166,613	165,949	165,949	165,949
Supplies	58,298	59,929	47,175	55,246	55,246	55,246
Occupancy	77,420	36,217	37,452	32,813	32,813	32,813
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,091,243</b>	<b>\$1,012,353</b>	<b>\$813,690</b>	<b>\$884,547</b>	<b>\$884,547</b>	<b>\$884,547</b>
<b>ANALYSIS</b>						
Issues for FY17 budget:						
1. No Scott County contribution for this program area.						

# Community Health Care

CEO: Tom Bowman 563-336-3000 website chcqca.org



**MISSION STATEMENT: Community Health Care serves the Quad Cities with quality health care for all people in need.**

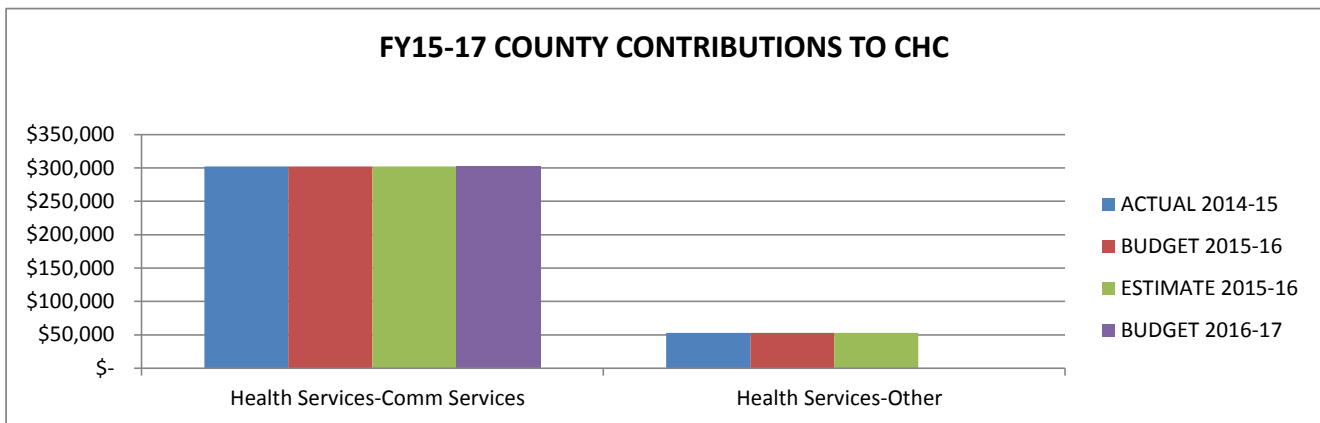
<b>ACTIVITY/SERVICE:</b>	Scott County Population Data	<b>DEPARTMENT:</b>	40.4001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	8800		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$302,067
OUTPUTS		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Visits of patients below 100% Federal Poverty Level		N/A	5,783	6,000	6,000
Visits of patients below 101 - 138% Federal Poverty Level		N/A	1,240	950	1,300
Visits of patients above 138% Federal Poverty Level		N/A	1,417	756	1,500
# of prescriptions filled for those living in Scott County and using the sliding fee scale		5,929	na	6,200	6,300
# of Scott County citizens assisted with the Affordable Care Act		N/A	858	1,500	1,000
# of Scott County citizens enrolled in the Marketplace insurance plans		N/A	30	150	50
# of Scott County citizens enrolled in the Medicaid Expansion plan		N/A	151	550	200

**PROGRAM DESCRIPTION:**

CHC provides comprehensive primary health care for the Quad City population regardless of ability to pay. CHC will provide assistance to individuals when enrolling in a health insurance program and will also offer a sliding fee scale to assist in making medical care more affordable.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Scott County citizens will benefit from the sliding fee scale to make health care more affordable.	CHC will offer the sliding fee discount to all Scott County citizens to ensure they have health care services.	N/A	\$122,097	\$300,000	\$302,067
Scott County citizens will have insurance coverage: private/third party, Medicaid and/or Medicare.	95% of the citizens seen at CHC will have some form of insurance coverage	N/A	92%	95%	95%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY PROGRAM: Health Serv-Comm Services (40.4001)	2013-14 ACTUAL	2014-15 ACTUAL	2015-61 BUDGET	2015-16 PROJECTED	2016-17 REQUEST	2016-17 ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>205.81</b>	<b>210.96</b>	<b>210.93</b>	<b>211.62</b>	<b>211.62</b>	<b>211.62</b>
<b>REVENUE SUMMARY:</b>						
IA St Dept Health/Senior Health	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IA St Dept Health/Child Health	0	0	0	0	0	0
HHS-UHI	3,383,024	3,237,900	3,240,000	3,240,000	3,240,000	3,240,000
Patient Fees	15,615,474	15,265,623	15,500,000	15,500,000	15,500,000	15,500,000
HHS-Homeless	216,194	216,194	216,194	216,194	216,194	216,194
Other	1,152,721	1,300,159	1,150,000	1,150,000	1,150,000	1,150,000
<b>SUB-TOTAL REVENUES</b>	<b>\$ 20,367,413</b>	<b>\$ 20,019,876</b>	<b>\$ 20,106,194</b>	<b>\$ 20,106,194</b>	<b>\$ 20,106,194</b>	<b>\$ 20,106,194</b>
Scott County Contribution	52,946	52,946	52,946	52,946	52,946	0
Scott County Contribution	\$302,067	\$302,067	\$302,067	\$302,067	\$302,067	\$302,067
<b>TOTAL SCOTT COUNTY CONTRIBUTIONS</b>	<b>\$ 355,013</b>	<b>\$ 355,013</b>	<b>\$ 355,013</b>	<b>\$ 355,013</b>	<b>\$ 355,013</b>	<b>\$ 302,067</b>
<b>TOTAL REVENUE</b>	<b>\$ 20,722,426</b>	<b>\$ 20,374,889</b>	<b>\$ 20,461,207</b>	<b>\$ 20,461,207</b>	<b>\$ 20,461,207</b>	<b>\$ 20,408,261</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 13,941,399	\$ 13,107,894	\$ 13,941,399	\$ 13,941,399	\$ 13,941,399	\$ 13,941,399
Equipment	974,604	885,007	994,604	994,604	994,604	994,604
Expenses	3,736,360	3,773,082	3,355,774	3,355,774	3,355,774	3,355,774
Supplies	1,704,643	1,244,884	1,720,000	1,720,000	1,720,000	1,720,000
Occupancy	726,090	798,916	720,000	720,000	720,000	720,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 21,083,096</b>	<b>\$ 19,809,783</b>	<b>\$ 20,731,777</b>	<b>\$ 20,731,777</b>	<b>\$ 20,731,777</b>	<b>\$ 20,731,777</b>



**ANALYSIS**

Community Health Care (CHC) provides comprehensive health care services to citizens in Scott County. CHC continues to see a large number of patients every day due to the Affordable Care Act and Medicaid Expansion as most people now have health insurance. CHC does provide medical care to Scott County citizens regardless of their ability to pay. CHC offers assistance to patients needing help enrolling in a health insurance program appropriate for them, as health care coverage is a federal mandate. CHC provides primary medical services in hopes of deterring citizens from using the emergency rooms- much more costly services. CHC also provides a sliding fee scale discount to patients in an attempt to make health care services more affordable.

CHC's FY17 costs and revenues remain flat compared to current budgeted levels. The county will provide total funding for FY17 at the level of \$302,067. The remaining amount of \$52,946 will be eliminated as more and more people have basic health coverage and the need for financial discounts has significantly decreased over the last year. Over the fiscal year, the amount of funding used will be monitored to see if this a good use of county funds or if they could be used elsewhere within CHC.

**Issues:**

1. Continued enrollment in health insurance plans
2. Impacts of Iowa's Medicaid Modernization
3. Monitor need for county funding in this particular area due to ACA
4. Continue to build partnerships with other providers in the community





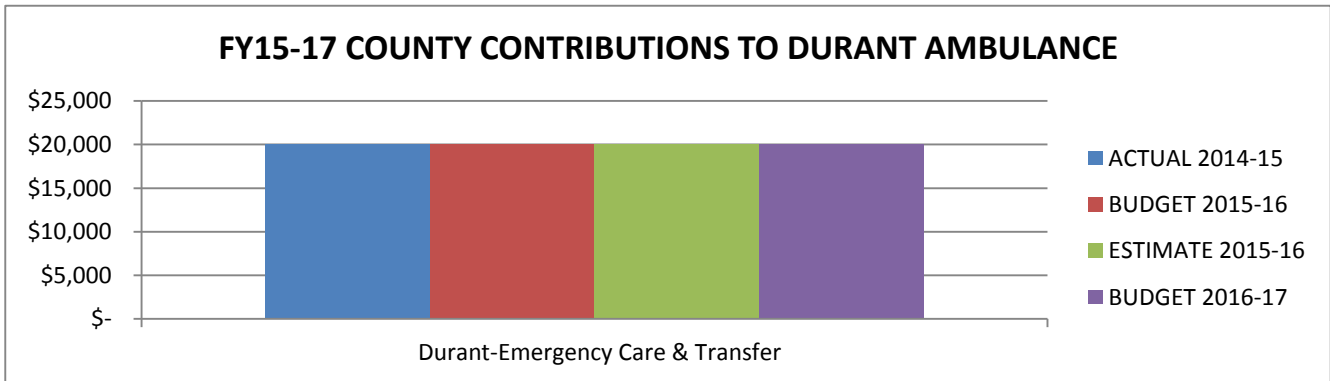
<b>ACTIVITY/SERVICE:</b>	Durant Ambulance	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 3000		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$20,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of 911 calls responded to.	670	740	670	670
Number of 911 calls answered.	680	750	680	680
Average response time.	11.6	11.1	12 Minutes	12 Minutes

**PROGRAM DESCRIPTION:**

Emergency medical treatment and transport

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Respond to all 911 requests in our area	Responded to 99% of all 911 requests in our area	98%	740/750--99%	98%	98%
Respond within 15 minutes to 90% of 911 calls	Responded within 15 minutes to 90% of the 911 requests in our area.	Responded within 15 minutes to 86.3% of calls	Responded within 15 minutes to 89% of calls.	Respond within 15 minutes to 88% of calls.	Respond within 15 minutes to 88% of calls.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Emergency Care &amp; Transfer (4200)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Volunteers	17.00	22.00	17.00	22.00	22.00	22.00
<b>TOTAL POSITIONS</b>	<b>17.00</b>	<b>22.00</b>	<b>17.00</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>
<b>REVENUE SUMMARY:</b>						
Political Subdivision Contracts	\$ 14,308	\$ 15,184	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Services	204,981	259,824	225,000	350,000	350,000	350,000
Contributions	9,489	11,650	10,000	10,000	10,000	10,000
Other	(11,738)	(15,356)	(11,200)	(52,800)	(53,200)	(53,200)
<b>SUB-TOTAL REVENUES</b>	<b>\$ 217,040</b>	<b>\$ 271,302</b>	<b>\$ 238,800</b>	<b>\$ 322,200</b>	<b>\$ 321,800</b>	<b>\$ 321,800</b>
Scott County Contribution	20,000	20,000	20,000	20,000	20,000	20,000
<b>TOTAL REVENUES</b>	<b>\$ 237,040</b>	<b>\$ 291,302</b>	<b>\$ 258,800</b>	<b>\$ 342,200</b>	<b>\$ 341,800</b>	<b>\$ 341,800</b>
<b>APPROPRIATION SUMMARY:</b>						
Equipment	\$ 28,589	\$ 46,515	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Expenses	238,027	261,529	275,700	328,000	328,000	328,000
Supplies	20,859	20,036	20,000	19,000	19,000	19,000
Occupancy	6,672	6,402	7,000	7,000	7,000	7,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 294,147</b>	<b>\$ 334,482</b>	<b>\$ 312,700</b>	<b>\$ 364,000</b>	<b>\$ 364,000</b>	<b>\$ 364,000</b>



**ANALYSIS**

List issues for FY 17 budget :

1. Scott County contribution remains unchanged from FY16
2. Revenue remains sufficient to provide excess over expenses.
3. "Other" line item in revenue is holdback for bad debt.

**EMA**

Dave Donovan, 563-505-6992, www.iascema.com



**MISSION STATEMENT: The Scott County Emergency Management Agency exists under Iowa Code 29C for the purposes of county-wide preparedness, mitigation, response, recovery, detection, protection and prevention of natural or man-made disasters.**

<b>ACTIVITY/SERVICE:</b>	Emergency Planning	<b>DEPARTMENT:</b>	68A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	80 EMA		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	<b>BUDGET:</b>	\$88,136	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Revise multihazard plan to reflect ESF format		20%	20%	20%	50%
Update Radiological Emergency Response Plans		100%	100%	100%	100%
Update QCSACP ( Mississippi Response) annually		100%	85%	100%	100%
Achieve county-wide mitigation plan		completed and approved	Grant application completed	prep for 5 year update	actively work 5 year update with Bi-State and PandD

**PROGRAM DESCRIPTION:**

IAW Iowa Code 29C.9(6) Emergency planning means the annual maintenance of: the Scott County Multi-Hazard Emergency Operations Plan; Scott County Radiological Emergency Response Plans, and; the Quad Cities Sub-Area Contingency Plan for incidents on the Mississippi River

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
5 year project. Re-write emergency plan to reflect 15 emergency support functions	Achieving the desired outcome ensures coordinated response and recovery operations for any hazard event in Scott County	20%	20%	20%	50%
Annual update of Scott County Off-Site Radiological Emergency Response Plan (risk county Exelon)	Achieving the desired outcome ensures coordinated response operations and safety for Scott County citizens	100%	100%	100%	100%
Annual update of Scott County Off-Site Radiological Emergency Response Plan (host county DAEC)	Achieving the desired outcome ensures coordinated response operations to support evacuees from Linn County	100%	100%	100%	100%
Mitigation Planning	Assist County in producing a mitigation plan that is accepted by FEMA Plan completed pending local, state and federal approval	100%	Grant application completed. Working with Bi-state on prework awaiting approval	coordination with stakeholders to update information for 5 year plane update	Actively complete 5 year update and meet grant requirements

<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b>	EMA 68A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	80 EMA Responders		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$73,447
<b>OUTPUTS</b>		<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 PROJECTED</b>
EMA Coordinator Training		100%	100%	100%	100%
Coordinate annual RERP training		100%	100%	100%	100%
Coordinate or provide other training as requested		100%	met requests	support 100% of requests	support 100% of requests

**PROGRAM DESCRIPTION:**

Maintenance of dissemination of training and exercise opportunities for Scott County responders

PERFORMANCE MEASUREMENT		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Meet State required 24 hours of professional development training annually	Meeting the requirement results in maintaining federal funding for this Agency	100%	100%	100%	complete 75% of fifth year required training
Coordinate / provide training for EOC staff and other agencies to support radiological emergency response	Annual documentation of coordination for or providing training required to maintain federal support of this agency.	100%	100%	100%	100%
Fulfill requests for training from responders, jurisdictions or private partners.	Meeting the needs of local agency / office training is a fundamental service of this agency and supports County wide readiness	provided and coordinated as requested or needed	provide/ coordinate as requested or needed	support 100% of requests from responders	100%

<b>ACTIVITY/SERVICE:</b>	Organizational	<b>DEPARTMENT:</b>	EMA 68A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	80 EMA	County-wide	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$102,825
<b>OUTPUTS</b>		<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 PROJECTED</b>
Grant coordination activities		100%			
Information dissemination		100%	100	daily dissemination of information received	100%
Support to responders		met expectations	met expectations	meet all requests as possible	Meet all requests
Required quarterly reports. State and county		100%	100%	100%	100%

**PROGRAM DESCRIPTION:**

This program is what keeps this office functioning in order to provide a base to support training, exercise, planning, and, mitigation requirements for Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
This program includes information dissemination made through this agency to public and private partners meetings.		disseminate information to all jurisdictions / agencies	disseminate pertinent information / start up for Alertlowa!	disseminate information to all jurisdictions / agencies	disseminate information to all jurisdictions
This agency has also provided support to fire and law enforcement personnel via EMA volunteer's use of our mobile response vehicles.		provided support at requested / needed	Provided support / increasing volunteer operators	provided support at requested / needed	provide support when requested

<b>ACTIVITY/SERVICE:</b> Exercises		<b>DEPARTMENT:</b> EMA 68A			
<b>BUSINESS TYPE:</b> Core Service		<b>RESIDENTS SERVED:</b> 80 EMA		County-wide	
<b>BOARD GOAL:</b> Core Service with Pride		<b>FUND:</b>		<b>BUDGET:</b> \$29,379	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
RERP		100%	100%	100%	100%
5 year HSEMD exercise program completion		100%	90%	100%	100%

**PROGRAM DESCRIPTION:**

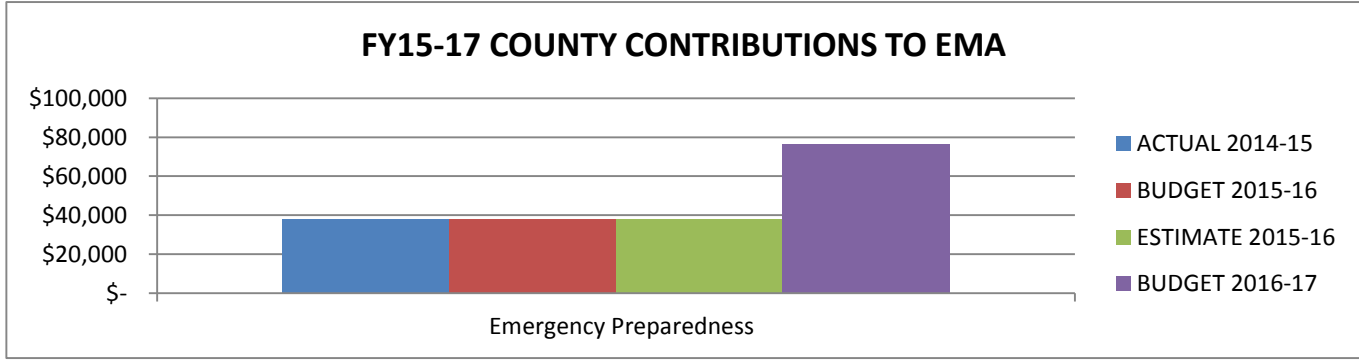
This program includes exercise participation undertaken by the Scott County Emergency Management Agency and/or public/private response partners to meet the State 5 year plan, as well as active participation in the FEMA radiological exercise program

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
RERP evaluated or training exercises results completed without a deficiency noted	Trains all EOC and off-site agencies in the correct response to a radiological incident.	100%	100%	100%	100%
5 year exercise program requires a minimum of two tabletop or one functional exercise per year.	Requirement helps drive multi-agency planning for exercise goals, resulting in realistic outcomes for each agency / department	100%	90% pending regional full-scale ex in FY17	100%	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Emergency Preparedness (480)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Director	1.00	1.00	1.00	1.00	1.00	1.00
Emergency Management Planning Specialist			0.63	0.63	0.63	0.63
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.63</b>	<b>1.63</b>	<b>1.63</b>	<b>1.63</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$	39,000	\$	35,322	\$	39,000
Miscellaneous		53,966		36,440		49,000
Contracted Services						54,360
County Contribution		38,000		38,000		38,000
Use of fund balance						29,284
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>130,966</b>	<b>\$</b>	<b>109,762</b>	<b>\$</b>	<b>209,644</b>
					<b>\$</b>	<b>293,786</b>
						<b>\$</b>
						<b>293,786</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$	68,426	\$	83,384	\$	69,774
Benefits		25,547		18,442		18,995
Capital Outlay						2,000
Purchase Services & Expenses		17,306		13,026		24,781
Supplies & Materials		2,359		3,821		7,450
Other Financing		-		-		3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>113,638</b>	<b>\$</b>	<b>118,673</b>	<b>\$</b>	<b>126,000</b>
					<b>\$</b>	<b>209,644</b>
						<b>\$</b>
						<b>293,786</b>



**ANALYSIS**

Appropriations for FY17 are projected to increase significantly in this program due to three factors: a full year expense for increased staffing levels; expenses relating to grants for training and planning as well as any local match amounts; the first of two years of increased technology expenses for the Emergency Operations Center and the Mobile Command Vehicle.

Revenues are projected to increase via grant revenue and increased tax levy for this program.

**SECC**

Denise Pavlik, 563-484-3036, denise.pavlik@scottcountyiowa.com



**MISSION STATEMENT:** With integrity and respect we provide superior Public Safety Dispatch services in an efficient and accurate manner. We are committed to serve the citizens and responders of Scott County with the highest standards to protect life, property, and the environment.

<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b>		68C	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		county-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$37,657
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Audit and revise new employee training program		NA	5%	100%	Ongoing Eval.
Audit and revise Certified Training Officer (CTO) Program		NA	10%	100%	Ongoing Eval.
Increase number of cross-trained personnel		12%	25%	100%	Work on 3
Achieve Professional Accreditation		NA	NA	15%	50%

**PROGRAM DESCRIPTION:**

Maintenance of all training programs within the organization including: training of all new employees, maintenance training of all Certified Training Officers (CTOs), ongoing professional development training, continuing education training, cross training of all personnel as needed, and obtaining and maintenance of any professional accreditation training.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Our current training curriculum has not gone through a comprehensive review and update in over six years. Updating the training curriculum assures training keeps pace with current industry standards.	Once completed and implemented our employees will receive training commensurate with changes in technology, changes in institutional practices and policies and as a result be better prepared to respond to our constituents.	NA	NA	100%	Ongoing Evaluation
The requisite and remedial training program for our CTO's is in need of revision to ensure the program meets the future needs of CTO's thereby helping to guarantee the success of our Dispatchers.	This revision will provide a standardized methodology and instructional practice ensuring all CTO's are training are covering all the required subjects and doing so in a consistent manner. This update will also help use to ensure all CTO's are operating from a common platform.	NA	NA	100%	Ongoing Evaluation
Achieve two-discipline certification for all Dispatchers.	This will provide flexibility for staff movement and decrease the amount of overtime necessary. Will also assist in making the center more consolidated.	5 out of 42 full time staff	16 out of 40 full time staff	37 out of 37 Current Full Time Personnel	Work on three discipline certification.
Identify and complete/meet the necessary requirements for attainment of National Center Accreditation.	Meeting the requirements for National Accreditation is the first step in becoming an Accredited Center which provides third party validation we are moving SECC forward in a manner consistent with industry standards.	NA	NA	15%	50%



<b>ACTIVITY/SERVICE:</b>	Communication	<b>DEPARTMENT:</b>	SECC 68C		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	County-wide		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$2,017,034
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Improve internal communications		15%	25%	100%	Cont. Review
Improve external communications with partner agencies		15%	25%	75%	90%
Improve customer service		25%	25%	75%	90%
Reinvent SECC's website		NA	25%	75%	85%

**PROGRAM DESCRIPTION:**

Providing efficient, timely, and accurate communication is the foundation of our organization. We strive to comply with all communication benchmarks outlined in the national standard set by NFPA 1221 which includes standards for all Public Safety Answering Points (PSAPs).

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Part of the Strategic Plan identified this as an area of opportunity and we have implemented a number of initiatives to improve communications with our staff.	Improving communications improves overall organizational effectiveness and strengthens the bond between the center and the community.	15%	25%	100%	Conintual Review
Part of the Strategic Plan identified our communication with our partner agencies need more focused attention and we have actively engaged our partners to improve this area to improve communications.	Improving communications improves overall organizational effectiveness and strengthens the relationships between the center and our partner agencies.	15%	25%	75%	90%
Enhance our customer service efforts through more concentrated focus in this area and by infusing our Values in our public contacts.	Improving customer service helps the organization provide a better quality service to all of the citizens of Scott County.	25%	25%	75%	90%
By reinventing SECC's website we can enhance our public outreach programing.	This will help SECC establish a better rapport with the community and the agencies we serve by providing real-time public safety information as well as providing news stories too help the general public better understand our mission and role in the community.	NA	25%	75%	85%

<b>ACTIVITY/SERVICE:</b>	Management and Planning	<b>DEPARTMENT:</b>	SECC 68C		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	County-wide		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$431,031
		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>OUTPUTS</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
	Revise Management Job Descriptions	NA	50%	100%	Ongoing Eval.
	Revise hiring process	NA	50%	100%	NA
	Develop a succession plan	NA	15%	75%	90%
	Improve interagency coordination	25%	50%	100%	Ongoing Eval.

**PROGRAM DESCRIPTION:**

Management and Planning are vital to any organization to help keep the organization moving forward into the future. This allows SECC to keep up to date with the ever changing society and the expectations that go along with the ever changing needs of society.

PERFORMANCE MEASUREMENT		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Revise Management Job Descriptions to clearly define responsibilities, reporting and accountabilities.	This will help further define all organizational management positions and create a more efficient workforce by not duplicating efforts.	NA	50%	100%	Ongoing Evaluation
Revise hiring process to help identify those candidates most likely to succeed as a Dispatcher.	This will help provide a better employee selection process which ultimately will help choose a candidate who has the best chance for success thereby reducing the failure rate of prospective dispatchers and increase chances for employee retention.	NA	50%	100%	NA
Develop a succession plan so we are prepared to professionally respond to the loss of key members of the supervisory and management team.	to be successful we need to place the right people in the right positions and then assure they get the appropriate formal training and mentoring from more tenured members of the team. If we are successful we will be positioned to have employees ready for advancement when openings occur. It also provides a clear roadmap for employees aspiring to advance within SECC.	NA	15%	75%	90%
Improve interagency coordination to positively impact all levels of the organization. We continue to aggressively work with our partners to move to the middle to help facilitate our consolidation effort.	This will help SECC establish a better rapport with the agencies and increase confidence thereby breaking down barriers to allow for a paradigm shift needed to become more efficient and effective in our service delivery efforts (consolidation).	25%	50%	100%	Ongoing Evaluation

<b>ACTIVITY/SERVICE:</b>	Public Awareness	<b>DEPARTMENT:</b>	SECC 68C		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	County-wide		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$3,500
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Create an Education Team		NA	50%	100%	Ongoing Eval.
Develop Public Outreach Program		NA	50%	100%	Ongoing Eval.

**PROGRAM DESCRIPTION:**

Public awareness is an area that needs to be strengthened within SECC. The Public Education Team will help the citizens and stakeholders recognize SECC and an organization but also assist in showing others what SECC does and how SECC is a benefit to the community.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Create and develop an Education Team to deliver of public outreach programming to residents of Scott County.	This will allow members of SECC to help our public safety responders and citizen better identify with SECC personnel and SECC as an organization.	NA	50%	100%	Ongoing Evaluation
An area identified in the Strategic Planning process was a fundamental absence of a coordinated approach for public outreach programing. We are committed to develop and implement public outreach programing designed to enhance the safety of all residents and special populations (schools and seniors) of the County.	The goal of the Public Outreach Program is to engage all areas of the public we serve and to help them learn more about and understand what SECC does for the community. and how important our mission is to the quality of life within the county.	NA	50%	100%	Ongoing Evaluation

<b>ACTIVITY/SERVICE:</b>	Infrastructure/Physical Resources	<b>DEPARTMENT:</b>	SECC 68C		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	89 SECC		County-wide
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>		<b>BUDGET:</b>	\$420,500
		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
<b>OUTPUTS</b>		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Evaluate Interior/Exterior of Building		NA	50%	100%	Ongoing Eval.
Evaluate Building Access and Security		NA	50%	100%	Ongoing Eval.
Update CAD System		NA	15%	100%	NA
Review and Update Radio System		NA	10%	50%	75%

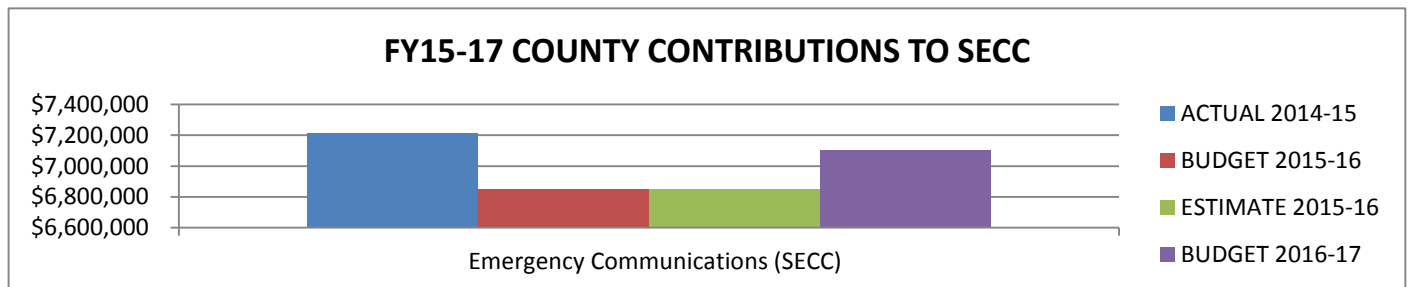
**PROGRAM DESCRIPTION:**

Maintaining and continually updating the infrastructure and physical resources is vital to help keep the organization as current and in the best physical condition possible.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Evaluate Interior/Exterior of Building and make recommendations to protect the building and infrastructure from those who may want to interrupt our ability to complete our mission objectives.	This audit of our building and related systems helps place SECC in the best position to provide fail-safe operations for our critical mission.	NA	50%	100%	Ongoing Evaluation
Evaluate Building Access and Security and make specific security recommendations to protect the staff from those who may want to interrupt our ability to complete our mission.	This will allow us to help keep all of the personnel secure while working inside the building but also maintain the integrity of all data. It also affords us the ability to focus on our mission objectives while providing a feeling of general safety among all staff.	NA	50%	100%	Ongoing Evaluation
Update CAD System to provide more functionality for the dispatchers and users of the system which will increase effectiveness.	This will allow for future growth of the organization, better functionality for all personnel, and ultimately better service for our agencies and citizens.	NA	15%	100%	NA
Review and make recommendations to update the current radio system thereby creating better radio coverage for all public safety responders and increasing officer safety.	This will allow better functionality and interoperability for all the public safety agencies we serve.	NA	10%	50%	75%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Scott Emergency Comm Center (489)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
805-A SECC Director	1.00	1.00	1.00	1.00	1.00	1.00
505-A Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
332-A Technical Support Coordinator	1.00	1.00	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Training/Quality Manager	1.00	1.00	1.00	1.00	1.00	1.00
Shift Supervisor	6.00	6.00	6.00	6.00	6.00	6.00
Dispatchers	42.00	42.00	42.00	42.00	42.00	42.00
Warrant Clerk	2.00	2.00	2.00	2.00	2.00	2.00
Part-time	2.50	2.50	4.50	4.50	4.50	4.50
<b>TOTAL POSITIONS</b>	<b>57.50</b>	<b>57.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 7,435,627	\$ 238,350	\$ 139,036	\$ 137,259	\$ 233,420	\$ 233,420
Use of Money and Property	-	4,888	-	-	-	-
Miscellaneous	8,319	805	-	237	150	150
<b>SUB-TOTAL REVENUES</b>	<b>\$ 7,443,946</b>	<b>\$ 244,043</b>	<b>\$ 139,036</b>	<b>\$ 137,496</b>	<b>\$ 233,570</b>	<b>\$ 233,570</b>
Scott County Contribution	7,291,323	7,212,184	6,850,000	6,850,000	7,104,530	7,104,530
<b>TOTAL REVENUES</b>	<b>\$ 14,735,269</b>	<b>\$ 7,456,227</b>	<b>\$ 6,989,036</b>	<b>\$ 6,987,496</b>	<b>\$ 7,338,100</b>	<b>\$ 7,338,100</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 2,946,269	\$ 2,992,459	\$ 3,190,837	\$ 2,771,592	\$ 3,288,467	\$ 3,288,467
Benefits	1,069,597	1,079,917	1,119,273	1,005,008	1,140,624	1,140,624
Capital	-	448,485	420,500	420,500	368,000	368,000
Purchase Services & Expenses	2,022,682	2,097,824	1,980,335	1,949,650	2,055,721	2,055,721
Supplies	19,717	9,854	20,825	19,400	20,000	20,000
Debt Services	920,133	1,354,634	838,828	838,828	843,078	843,078
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 6,978,398</b>	<b>\$ 7,983,173</b>	<b>\$ 7,570,598</b>	<b>\$ 7,004,978</b>	<b>\$ 7,715,890</b>	<b>\$ 7,715,890</b>



#### ANALYSIS

Revenues in FY2017 are expected to increase by \$254,530, due to Scott County's increased contribution. This is due to SECC using its fund balance, to bring the fund balance down to a more acceptable level.

Total appropriations are expected to increase by \$145,382. Of that, the majority of the increase is attributed to an increase in salaries and benefits; those costs were down in FY2016 because SECC was operating with 6 vacancies, and these vacancies have been or will be filled by FY2017. The remainder of the increase is due to an increase in the cost of services and expenses.

There are no expected position changes for FY2017.

# HUMANE SOCIETY

Director: Pam Arndt, Phone: 563-388-6655, Website: hssc.us



**MISSION STATEMENT:** The Humane Society of Scott County is committed to providing humane care and treatment for all animals entrusted to us. to care for homeless animals and protect those that are abused and neglected. To educate the communities we serve about spay/neuter and responsible ownership.

<b>ACTIVITY/SERVICE:</b>	Animal bite quarantine and follow-up	<b>DEPARTMENT:</b>	20U		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	640		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$10/mo admin
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of bite reports handled		585	525	585	585
Number of animals received rabies vaccinations at the clinics		327	371	325	350

**PROGRAM DESCRIPTION:**

Complete the bite reports, assure quarantine of the bite animal and follow up after the quarantine period is over. Issue citations when necessary. Iowa Code Chapter 351

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Bites have follow up.	95% of quarantined animals involved in a bite are followed up within 24 hours of the end of quarantine.	89.00%	97.00%	89.00%	95.00%
Reduce the number of animals involved in a bite without a current rabies vaccination.	Maintain offering 5 low cost rabies clinic held at the HSSC per year.	5 Clinics	6 clinics	5 clinics	5 clinics
Ensure owned cats and dogs involved in bites get current rabies vaccination	Citations issued to 85% of pet owners for non compliance of rabies vaccination.	86.00%	87.00%	80.00%	85.00%

<b>ACTIVITY/SERVICE:</b>	Quarantine of Unowned animals at HSSC	<b>DEPARTMENT:</b> umane Society 20U		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 67		
		<b>FUND:</b> 01 General	<b>BUDGET:</b> \$8.00 dog/\$6.50 cat /day \$10/mo admin	
<b>BOARD GOAL:</b>	Foster Healthy Communities			
<b>OUTPUTS</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 PROJECTED</b>
Number of bite cats and dogs quarantined at the HSSC	105	143	110	140
Number of bat exposures	26	23	30	20
Number of Dog vs Dog bites	78	80	65	80
Number of cats & dogs with current rabies vacc when bite occurred	259	269	260	280

**PROGRAM DESCRIPTION:**

Stray cats and dogs involved in a bite or scratch that breaks the skin are quarantined at the HSSC up to 10 days. Bats involved in bite or human exposure are sent for rabies test.

PERFORMANCE MEASUREMENT		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect bite victims from possible rabies infection.	Rabies status is known for 100% of HSSC confined animals.	100.00%	100.00%	100.00%	100.00%

<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b> humane Society 44A			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 450			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$33,317	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Cost per animal shelter day		\$7.45	\$11.71	\$9.00	\$10.00
Cost per county call handled		\$40.00	\$40.00	\$40.00	\$40.00
Total number of animals adopted		24.00%	22.00%	22.00%	22.00%
Total number of animals returned to owner		21.00%	24.00%	20.00%	23.00%

**PROGRAM DESCRIPTION:**

House stray animals brought in from unincorporated Scott County. Scott County Code, Chapter 34.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Animals will be placed back into their home	20% of strays from unincorporated Scott County are returned to their owner.	14.00%	22.00%	15.00%	20.00%
Animals will be placed in a home	15% of strays from unincorporated Scott County are adopted.	19.00%	24.00%	19.00%	22.00%
Animals will be placed back into their home	90% of strays returned to their owner from unincorporated Scott County are returned within 6 days.	88.00%	88.00%	90.00%	90.00%
Return more stray animals to their owners by offering micro-chipping clinics along with the rabies clinics.	Increase the number of animals micro-chipped at clinics by 10%	32	59	39	65



<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b> umane Society 20U			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		162	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$40 / trip	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total number of animals brought in from rural Scott County		290	187	250	200
Number of calls animal control handle in rural Scott County		306	227	300	250
Total number of stray animals brought in from rural SC		289	185	245	195

**PROGRAM DESCRIPTION:**

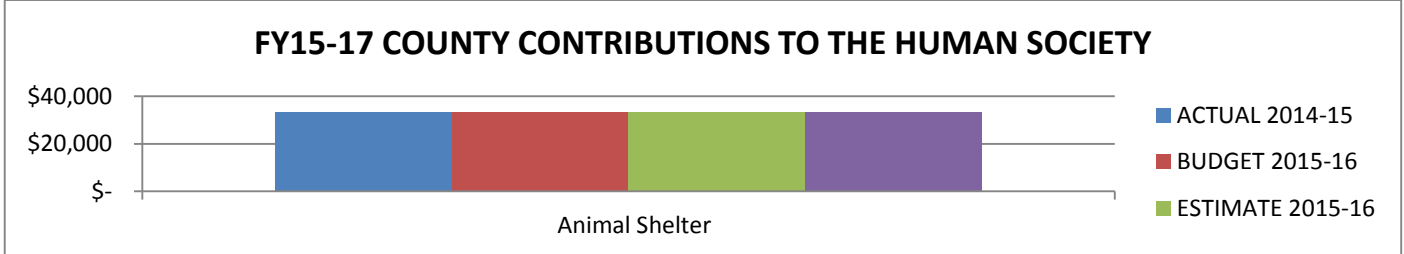
Respond to complaints and pick up strays that are running loose or are confined in unincorporated Scott County. Return strays to their owners when claimed. Scott County Code Chapter 34

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect public and animals from injury	57% of dispatched calls for animals running at large will result in the animal being secured.	63.00%	50.00%	55.00%	57.00%
Protect public and animals from injury	75% of dispatched calls for animals running at large will result in the animal being confined and impounded.	N/A	51.00%	55.00%	60.00%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Animal Shelter (4400)		ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>							
<b>TOTAL POSITIONS</b>		<b>21.00</b>	<b>21.00</b>	<b>18.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>

<b>REVENUE SUMMARY:</b>												
Adoptions	\$	59,412	\$	53,365	\$	60,000	\$	55,000	\$	58,000	\$	58,000
Board		27,097		29,546		30,000		35,000		35,000		35,000
City of Davenport		203,905		207,983		212,143		212,143		215,856		215,856
City of Bettendorf		39,863		39,732		39,800		39,800		39,800		39,800
Contributions		121,473		152,814		125,000		150,000		150,000		150,000
Education & Volunteers		163										
Euthanasia		9,170		6,000		10,000		6,800		6,800		6,800
Excessive Animal Permit		40		100		60		60		60		60
Fund Raising Events		16,333		17,950		17,000		18,000		18,000		18,000
Golden Companion		2,900		35		2,900		2,000		2,000		2,000
Grants		10,420		9,106		8,000		8,000		8,000		8,000
Heartworm Test		2,120										
Impound		40,839		43,490		47,000		45,000		45,000		45,000
Memberships		2,300		1,535		2,200		2,000		2,000		2,000
Miscellaneous		2,184		9,199		2,000		2,200		2,200		2,200
Notice of Violation		4,120		3,560		6,500		6,500		6,500		6,500
Out of County		160		160		500		200		200		200
Rabbit		740		705		800		800		800		800
Retail		9,670		11,639		11,000		12,000		12,000		12,000
Spay and Neuter		22,544		20,871		23,000		20,000		20,000		20,000
Surrender		5,918		3,329		6,500		4,000		4,000		4,000
City Animal Licensing		36,782		31,131		36,500		36,500		36,500		36,500
Transfer frm Capital/NB		49,950		85,000		40,000		50,000		50,000		50,000
<b>SUB-TOTAL REVENUES</b>	<b>\$</b>	<b>668,103</b>	<b>\$</b>	<b>727,250</b>	<b>\$</b>	<b>680,903</b>	<b>\$</b>	<b>706,003</b>	<b>\$</b>	<b>712,716</b>	<b>\$</b>	<b>712,716</b>
Scott County Health Dept		15,353		15,117		15,873		15,873		15,873		15,873
Scott County Contribution		33,137		33,317		33,137		33,137		33,137		33,137
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>716,593</b>	<b>\$</b>	<b>775,684</b>	<b>\$</b>	<b>729,913</b>	<b>\$</b>	<b>755,013</b>	<b>\$</b>	<b>761,726</b>	<b>\$</b>	<b>761,726</b>

<b>APPROPRIATION SUMMARY:</b>												
Personal Services	\$	530,032	\$	516,348	\$	520,575	\$	530,469	\$	542,400	\$	542,400
Equipment		133,464		151,166		144,050		141,550		144,050		144,050
Supplies		19,955		28,040		22,500		23,000		23,150		23,150
Occupancy		54,136		49,672		51,500		50,800		52,100		52,100
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>737,587</b>	<b>\$</b>	<b>745,226</b>	<b>\$</b>	<b>738,625</b>	<b>\$</b>	<b>745,819</b>	<b>\$</b>	<b>761,700</b>	<b>\$</b>	<b>761,700</b>



**ANALYSIS**

List issues for FY17 budget:

1. Amount of direct support by SCHD is unchanged.
2. Running at large / quarantine compensation is fee for service based.
3. In addition to revenue from services, SCHS receives compensation from Davenport and Bettendorf.

# County Library

Director: Tricia Kane, Phone: 563-285-4794, Website: scottcountylibrary.org



**MISSION STATEMENT:** It is the mission of the Scott County Library System to make available library materials and information in a variety of formats to people of all ages.

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET: 504,142</b>	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# materials checked out		179,259	177,441	190,999	192,909

**PROGRAM DESCRIPTION:**

Circulation – Access to materials

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# materials checked out	Increase materials use by 1%	187,286 or 1%	186,317 or -.5%	190,999 or 1%	192,909 or 1%

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET: 57,857</b>	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of downloads- digital materials		6027	na	7930	9,120
# of streamed items- digital materials		0	na	550	633
# of items accessed, not downloads or streaming- digital materials		26312	na	3080	3,542

**PROGRAM DESCRIPTION:**

Go Digital Initiative-Access to digital materials

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of digital materials downloaded, streamed or accessed	Increase digital materials used by 15%	32,339	na	11,560	13,294 or 15%

Note: Due to the changing nature of digital media, SCLS is keeping track of the various ways users can gain access to materials via platforms including Overdrive, Zinio, OneClick, Freegal and TumbleBooks. This is separate from the more traditional database use.

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b> Library 67A			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 27,864			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET: 57, 857</b>		
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of customer service contacts		25,358	31,544	25,658	26,428

**PROGRAM DESCRIPTION:**

Reference and directional questions, in person, phone, e-mail

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of customers service contacts	Effectiveness: Increase staff customer interactions by 3%	25,358 or 10%	31,544 or 24%	25,658 or 3%	26,428 or 3%

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	Choose One	<b>BUDGET: 8,100</b>
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of Library computer uses		15,100	12,378	19,000
# of Library wireless uses		6,761	8,349	5,312

**PROGRAM DESCRIPTION:**

Public computer use and library wireless use

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of Library computer uses and # of Library wireless uses	Increase computer and internet use by 1%	21,861 or -3%	20,727 or -5%	24,312 or 1 %	24,555 or 1%

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	Choose One	<b>BUDGET: 23, 142</b>
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of page loads on website		111,252	111,504	141,954
# of database hits		50,068	44,754	70,142
# of social media followers		873	1,240	862
				948

**PROGRAM DESCRIPTION:**

Access to and interaction with website, subscription databases, social media outlets

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of database hits and # of page loads on website and # of social media followers	Increase online interacting by 10%	162,193 or 3%	157498 or -3%	212,958 or 10%	234,254 or 10%

Note for FY16: Some usage counted on Measure 2, Go Digital was previously included in the # of database hits, therefore this number is expected to go down.

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	24,864		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	Choose One	<b>BUDGET: 243, 000</b>	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of items added to collection		15,726	7,855	6,500	4,500
# of items withdrawn from the collection		3,402	38,141	6,500	7,130
# of items in the collection		137,567	107,281	131,488	128,858

**PROGRAM DESCRIPTION:**

Provide a current and well-maintained collection of physical and downloadable items.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of items in the collection	Maintain number of items in collection within 2%	137,567 or 12%	107,281 or -22%	131,488 or 2%	128,858 or -2%

Note: Based on guidelines from the State Library of Iowa, data from FY13-FY15 included digital materials. Starting with FY16 these measures only include physical materials to get a more accurate portayal of collection size.

Note: the # of items withdrawn is due to SCLS withdrawing from a digital consortium (WILBOR). For FY16, these anomalies should be controlled by changing the way we count our digital collection. When initially creating these goals, we did not foresee the effect adding/withdrawing entire digital platforms would have on our collection size numbers.



<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	Choose One	<b>BUDGET: 173, 571</b>
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Visitor Count		191,571	150,542	175,166

**PROGRAM DESCRIPTION:**  
 Facility and operations management

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Door Count	Increase visitor count 2%	161,571 or -3%	150,542 Or -7%	175,166 or 2%	178,669 or 2%

<b>ACTIVITY/SERVICE:</b>	Programming	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	Choose One	<b>BUDGET: 8, 100</b>
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Library program attendance		9,896	9,543	10,402
Outreach contacts by library staff		2624	na	2784
School visit contacts		4044	na	4290

**PROGRAM DESCRIPTION:**

Juvenile, young adult and adult attendance at library programs and increasing awareness of the library in the community by outreach for all ages, including school visits.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Library program attendance, outreach contacts by library staff, school visit contacts	Increase attendance by 3%	9,896 or 3%	9,543 or -3%	17,467 or 3%	18,000 or 3%

<b>ACTIVITY/SERVICE:</b>	Programming	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	Choose One	<b>BUDGET: 5,000</b>	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Summer Reading Finishers		1,097	na	1,320	1,500
Summer Reading Registrations		2034	na	2200	2500
% Finished		54%	na	60%	60%

**PROGRAM DESCRIPTION:**

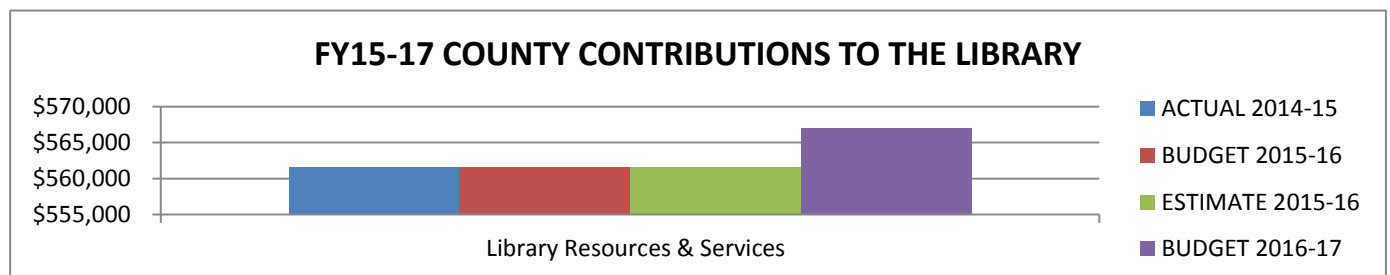
Percentage of summer reading registrations who finish- includes juvenile, young adult and adult.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Percentage of summer reading participants who finish	Meet a 60% finish rate	54%	na	60%	60%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>						
<b>PROGRAM: Library Resources &amp; Services (67.1000)</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 ACTUAL</b>	<b>2015-16 BUDGET</b>	<b>2015-16 PROJECTED</b>	<b>2016-17 REQUEST</b>	<b>2016-17 ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Reference Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Children's Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Bookmobile Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Technical Processing Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Circulation Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Reserve Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Processing Clerk	1.25	1.25	1.25	1.25	1.25	1.25
Library Page	1.00	1.00	1.00	1.00	1.00	1.00
Bookmobile Driver	1.00	1.00	1.00	1.00	1.00	1.00
Station Attendants	3.94	3.94	3.94	3.94	3.94	3.94
Data Entry Clerk	1.10	1.10	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>16.29</b>	<b>16.29</b>

<b>REVENUE SUMMARY:</b>						
Grants and Reimbursements	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Intergovernmental	541,943	555,439	553,446	553,446	560,721	560,721
Charges for Services	13,309	14,010	13,000	13,000	13,000	13,000
Miscellaneous	2,667	11,393	7,000	7,000	4,401	4,401
<b>SUB-TOTAL REVENUES</b>	<b>\$ 557,919</b>	<b>\$ 580,842</b>	<b>\$ 585,446</b>	<b>\$ 585,446</b>	<b>\$ 590,122</b>	<b>\$ 590,122</b>
Scott County Contribution	551,588	561,697	561,697	561,697	567,021	567,021
<b>TOTAL REVENUES</b>	<b>\$ 1,109,507</b>	<b>\$ 1,142,539</b>	<b>\$ 1,147,143</b>	<b>\$ 1,147,143</b>	<b>\$ 1,157,143</b>	<b>\$ 1,157,143</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 605,269	\$ 613,203	\$ 645,000	\$ 640,000	\$ 645,000	\$ 645,000
Benefits	139,634	142,059	151,991	151,000	154,241	154,241
Capital Outlay	103,727	129,456	114,500	137,714	127,167	127,167
Purchase Services & Expenses	179,682	206,193	216,652	178,929	191,985	191,985
Supplies & Materials	47,023	41,218	43,000	39,500	38,750	38,750
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,075,335</b>	<b>\$ 1,132,129</b>	<b>\$ 1,171,143</b>	<b>\$ 1,147,143</b>	<b>\$ 1,157,143</b>	<b>\$ 1,157,143</b>



**ANALYSIS**

The FY 17 Revenue and Appropriations budget requests for the Library show a 1% increase over the adopted and projected FY 16 budgets.

## Medic Ambulance



Director: Linda Frederiksen, Phone: 563-323-1000, Website: www.medicems.com

**MISSION STATEMENT: The mission of MEDIC EMS is to improve the health, safety, and security of our community by providing high quality emergency medical services and healthcare transportation**

<b>ACTIVITY/SERVICE:</b>	911 Ambulance Response	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$0
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Requests for ambulance service		28,538	30,232	32,400
Total number of transports		21,682	23,012	24,200
Community CPR classes provided		153	337	150
Child passenger safety seat inspections performed		30	19	30

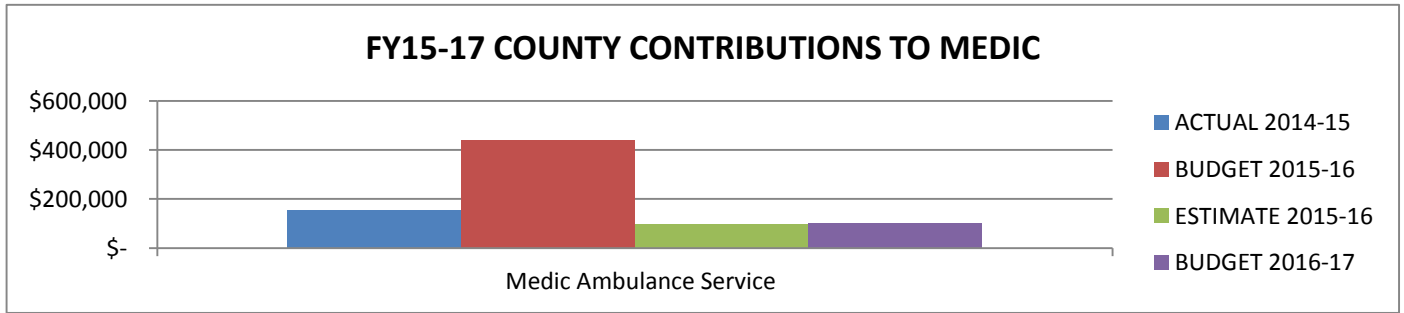
**PROGRAM DESCRIPTION:**

Provide advanced level pre hospital emergency medical care and transport.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Urban response times will be < 7 minutes 59 seconds	Response time targets will be achieved at > 90% compliance	89.44%	88.80%	90.00%	90.00%
Rural response times will be <14minutes 59 seconds	Response time targets will be achieved at > 90% compliance	91.570%	91.050%	90.000%	92.000%
Increase the likelihood of functional neurologic outcomes post cardiac arrest for non-traumatic and non-pediatric cardiac arrest	% of non-traumatic and non-pediatric cardiac arrest patients receiving pre-hospital hypothermia treatment at >80%	94%	85%	90%	90%
Increased cardiac survivability from pre-hospital cardiac arrest	% of cardiac arrest patients discharged alive	all arrests-17%, VF/VT arrests-57%	13%/25.7%	all arrests-16%, VF/VT arrests-45%	all arrests-16%, VF/VT arrests-45%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Medic Emergency Medical Services (47)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Director	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor Paramedic, EMT	66.00	66.00	66.00	66.00	66.00	66.00
Medical Director	0.20	0.20	0.20	0.20	0.20	0.20
Secretary/Bookkeeper	1.00	1.00	1.00	1.00	1.00	1.00
Manager	5.00	5.00	5.00	5.00	5.00	5.00
System Status Controller	12.00	12.00	12.00	12.00	12.00	12.00
Support Staff	1.00	1.00	1.00	1.00	1.00	1.00
Wheelchair/Shuttle Operator	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>

<b>REVENUE SUMMARY:</b>						
Net Patient Revenue	\$ 7,155,367	\$ 7,550,915	\$ 8,075,336	\$ 8,155,366	\$ 8,541,404	\$ 8,541,404
Other Support	847,990	996,193	881,010	891,065	935,224	935,224
Genesis Medical Center	-	-	-	-	-	-
Trinity Medical Center	-	-	-	-	-	-
<b>SUB-TOTAL REVENUE</b>	<b>\$ 8,003,357</b>	<b>\$ 8,547,108</b>	<b>\$ 8,956,346</b>	<b>\$ 9,046,431</b>	<b>\$ 9,476,628</b>	<b>\$ 9,476,628</b>
Scott County Contribution	-	155,210	440,000	96,000	100,000	100,000
<b>TOTAL REVENUES</b>	<b>\$ 8,003,357</b>	<b>\$ 8,702,318</b>	<b>\$ 9,396,346</b>	<b>\$ 9,142,431</b>	<b>\$ 9,576,628</b>	<b>\$ 9,576,628</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 5,725,921	\$ 6,037,456	\$ 6,573,955	\$ 6,350,136	\$ 6,755,397	\$ 6,755,397
Equipment	18,973	26,318	24,000	28,236	28,236	28,236
Expenses	2,130,161	2,235,389	2,485,178	2,202,447	2,363,452	2,363,452
Supplies	222,293	253,354	254,000	246,855	257,000	257,000
Occupancy	138,281	138,281	148,000	147,009	171,009	171,009
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 8,235,629</b>	<b>\$ 8,690,798</b>	<b>\$ 9,485,133</b>	<b>\$ 8,974,683</b>	<b>\$ 9,575,094</b>	<b>\$ 9,575,094</b>



**ANALYSIS**

List issues for FY17 budget:

1. Excess of expenses over revenue in (\$98K) for FY 17, down from (\$500K) projected for FY16. Current projection for FY16 is for an excess of revenue over expenses.
2. Change in third party biller has seen revenue increase for FY16.
3. Holdback for bad debt is still being debated.
4. Five-year contract for support is currently being negotiated.
5. Rate increase effective July 2016 should provide additional revenue.

# QC Convention/Visitors Bureau

Director: Joe Taylor, Phone:

Website: [www.visitquadcities.com](http://www.visitquadcities.com)



**MISSION STATEMENT: 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>ACTIVITY/SERVICE:</b>	External Marketing to Visitors	<b>DEPARTMENT:</b>	QCCVB		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$70,000	
<b>OUTPUTS</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>

**PROGRAM DESCRIPTION:**

The QCCVB increases visitor expenditures and overnight stays through strategic sales, marketing, and services. We promote and package the Quad Cities to attract and meet the needs of meetings, conventions, group tours, sporting events and competitions, special interest groups, and the leisure traveler. We are also community liaison for enhancing the quality of life for current and potential new residents, by supporting the development of new attractions, events, and special interests. Scott County residents benefit from increased hotel/motel tax revenues, sales tax revenues, food & beverage taxes, and gaming revenues and taxes. The increased expenditures received from visitors, keeps property taxes low. State tourism reports the benefit to each resident to be on average \$500 less in property taxes every year.

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	PROJECTED	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase Hotel/Motel taxes and Retail Sales Taxes to the County	Increase of 5% over previous Fiscal Year	\$ 3,216,012	\$ 3,816,863	\$ 3,980,000	\$ 4,179,000
Increase visitor inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 291,245	\$ 342,677	\$ 325,000	\$ 331,500
Increase group tour operator inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 1,492	\$ 1,486	\$ 1,377	\$ 1,405
Increase convention/meeting planner and trade show leads	Increase of 2% over previous Fiscal Year	\$ 2,392	\$ 2,704	\$ 2,958	\$ 3,017

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
PROGRAM: Regional Tourism Development (5400)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>13.00</b>	<b>12.50</b>	<b>13.00</b>	<b>11.00</b>	<b>13.00</b>	<b>13.00</b>

<b>REVENUE SUMMARY:</b>						
Davenport	\$ 478,616	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
Bettendorf	180,875	184,411	195,000	195,000	195,000	195,000
Moline	220,268	194,446	230,000	230,000	230,000	230,000
Rock Island	81,332	87,543	93,000	93,000	93,000	93,000
East Moline	3,000	3,000	3,000	3,000	3,000	3,000
Rock Island County	14,250	21,000	15,000	15,000	15,000	15,000
Silvis	1,000	1,000	1,000	1,000	1,000	1,000
LeClaire	10,000	10,000	10,000	10,000	10,000	10,000
Carbon Cliff	5,000	5,000	5,000	5,000	5,000	5,000
Eldridge	5,000	3,000	3,000	3,000	3,000	3,000
State of Illinois/LTCB Grant	239,118	240,949	239,118	239,118	239,118	239,118
State of Illinois/Marketing Partnership Grant	73,610	85,117	75,000	75,000	75,000	75,000
State of Illinois/International Grant	120,617	127,100	75,000	75,000	75,000	75,000
Other Grants	72,202	28,110	10,000	10,000	10,000	10,000
Interest	3,554	2,767	4,000	4,000	4,000	4,000
Miscellaneous Income	173,279	89,816	67,350	67,350	67,350	67,350
Mississippi Valley Welcome Center						
Membership Income	64,118	64,625	60,000	60,000	60,000	60,000
Publications Income	10,560	10,088	10,000	10,000	10,000	10,000
Joint Projects Income	8,370	75	5,000	5,000	5,000	5,000
Friends of QC Grant	32,400	1,800	62,000	62,000	62,000	62,000
Corporate Donations	10,000	12,800	10,000	10,000	10,000	10,000
QC Sports Commission Income	119,926	57,339	135,050	135,050	135,050	135,050
<b>SUB-TOTAL REVENUES</b>	<b>\$1,927,095</b>	<b>\$1,679,986</b>	<b>\$1,757,518</b>	<b>\$1,757,518</b>	<b>\$1,757,518</b>	<b>\$1,757,518</b>
Scott County Contribution	70,000	70,000	70,000	70,000	70,000	70,000
<b>TOTAL REVENUES</b>	<b>\$1,997,095</b>	<b>\$1,749,986</b>	<b>\$1,827,518</b>	<b>\$1,827,518</b>	<b>\$1,827,518</b>	<b>\$1,827,518</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 786,373	\$ 808,112	\$ 836,865	\$ 836,865	\$ 836,865	\$ 836,865
Equipment	14,289	17,203	5,000	5,000	5,000	5,000
Expenses	1,107,555	945,775	883,390	883,390	883,390	883,390
Supplies	4,215	7,359	8,000	8,000	8,000	8,000
Occupancy	96,012	114,216	93,000	93,000	93,000	93,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,008,444</b>	<b>\$1,892,665</b>	<b>\$1,826,255</b>	<b>\$1,826,255</b>	<b>\$1,826,255</b>	<b>\$1,826,255</b>



**ANALYSIS**

FY'16 revenue projections show no change from the original FY'16 adopted budget. The revenue for the FY'17 adopted budget shows no change from the FY'16 projections. The appropriation budget figures for FY'16 (projected) and FY'17 (adopted) also show no change. The QCCVB has struggled to manage its budget amidst the uncertainty of the State of Illinois' budget debacle.



# Quad Cities First

Director: Tara Barney, Phone: 563-322-1706, Website: [quadcitiesfirst.com](http://quadcitiesfirst.com)



**MISSION STATEMENT: Quad Cities First is the regional economic development organization charged with marketing the Quad Cities region to companies looking to relocate or expand in our market.**

ACTIVITY/SERVICE:		DEPARTMENT:			
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$70,000
OUTPUTS		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
New Prospects		na	na	60	60
Businesses Attracted		na	na	2	3
Number of Jobs		na	na	190	200
Capital Investment		na	na	\$40M	\$50M
Company Visits		10	na	100	75
Industry Trade Shows/Conferences		6	na		10
Site Selector Meetings		26	na	65	100
Marketing -Website Visits		10,228/746	na	10,000	20,000

**PROGRAM DESCRIPTION: Business Attraction**

Marketing the Quad Cities externally for the purpose of attracting new investment and generating high quality jobs

PERFORMANCE MEASUREMENT		2013-14	2014-15	2015-16	2016-17
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects		na	na	60	60
Businesses Attracted		na	na	2	3
Number of Jobs		na	na	190	200
Capital Investment		na	na	\$40M	\$50M
Company Visits	Exceeded goal of 70 prospect meetings by end of 3rd quarter	10	65	100	75
Industry Trade Shows/Conferences	Met goal of 7 industry trade shows/conferences	10	65	6	10
Site Selector Visits	Exceeded 2011-12 actual and 2013-13 goal	26	185	65	100
Marketing-Website Visits	We are on pace and launching new digital ad campaign.	10,228 Unique web visits / 746 Site selector E-news	13528 unique visits / 3 site selector visits	10,000	20,000

<b>ACTIVITY/SERVICE:</b>	Prospect Management	<b>DEPARTMENT:</b>	QC First	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,000
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Propects	na	na	45	45
Business Retained and Expanded	na	na	8	10
Number of Jobs	na	na	760	760
Capital Investment	na	na	\$160M	100
Number of BRE/Company Visits			150	150
Number of Businesses Assisted			250	250
Number of Assists Made			400	N/A

Helping retain and expand existing compaines in the Quad Cities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Propects				45	45
Businesses Retained & Expanded				8	10
Number of Jobs				760	760
Capital Investment				\$160M	\$100M
Number of BRE/Company Visits				150	150
Number of Business Assisted				250	250
Number of Assists Made				400	N/A

# Greater Davenport Redevelopment Corporation - GDRC



Executive Director: Tim Wilkinson Phone: 563/884-7559 Website: gotodavenport.com

**MISSION STATEMENT: The GDRC is a non-profit, public-private industrial development organization for the City of Davenport. It provides arms-length real estate transactions with privacy and confidentiality.**

<b>ACTIVITY/SERVICE:</b>	Business Attraction / Expansion	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>
<b>OUTPUTS</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Market & manage EIC & other industrial properties	See below	See below	See below	See below

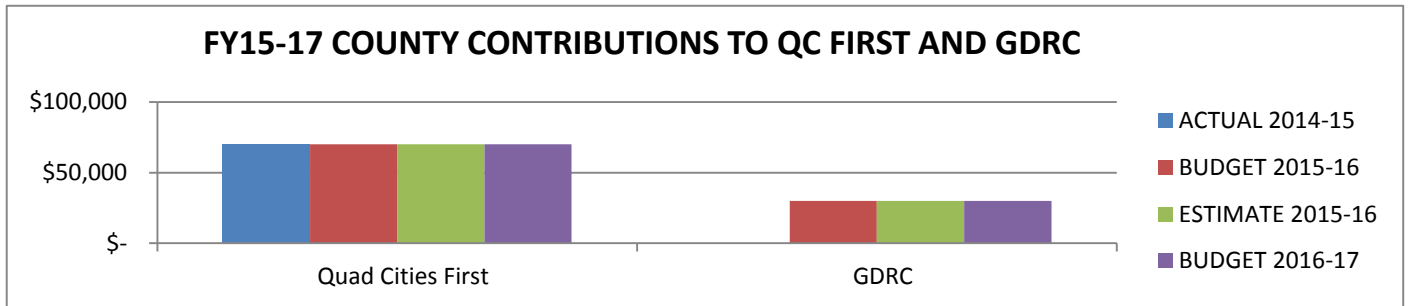
**PROGRAM DESCRIPTION:**

GDRC provides arms-length real estate transactions for any industrial property for sale in Davenport. The principal offering is the Eastern Iowa Industrial Center at I-80 and NW Blvd. in north Davenport.

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Market and manage the EIC and other industrial sites throughout Davenport/Scott County	GDRC has had a successful fiscal year with 5 land sales completed - exceeding expectations for FYTD.	4 prospects; 21 sales presentations to 176 individuals; Iowa Site Certification research	5 Sales Calls & 1 site Visit were made. Site Certification was granted by the State and National ads are now running.	Make sales calls to 10 current & active prospects. Make 20 sales calls to ED sources & prospects. Complete IA's site certification. Redesign GDRC web site.	Complete Heinz/Kraft sale. Close 2 pending sales agreements. Make 20 sales calls. Plan 5 site visits. Purchase additional land to sell. Pursue Shriner annexation.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-16</b>	<b>2016-17</b>	<b>2016-17</b>
<b>PROGRAM: Regional Economic Development (4900)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>CEO</b>	0.20	0.30	0.10	0.10	0.10	0.10
President	0.50	0.55	0.30	0.30	0.30	0.30
Vice-President	1.00	1.00	1.00	1.00	1.00	1.00
Business Attraction Staff	1.75	1.00	1.10	1.10	1.10	1.10
Administrative Secretary	0.35	0.50	0.60	0.60	0.60	0.60
Database Specialist	0.25	0.25	0.25	0.25	0.25	0.25
Accounting/HR/Admin Staff	0.65	0.35	0.50	0.50	0.50	0.50
Marketing Staff	0.85	0.80	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>5.55</b>	<b>4.75</b>	<b>4.85</b>	<b>4.85</b>	<b>4.85</b>	<b>4.85</b>

<b>REVENUE SUMMARY:</b>						
Private Sector Members	\$ 462,450	\$ 501,004	\$ 620,000	\$ 589,000	\$ 589,000	\$ 589,000
Public Sector Members	280,375	270,375	305,000	289,750	289,750	289,750
Other	6,840	1,894	10,000	10,000	10,000	10,000
<b>SUB-TOTAL REVENUES</b>	<b>\$ 749,665</b>	<b>\$ 773,273</b>	<b>\$ 935,000</b>	<b>\$ 888,750</b>	<b>\$ 888,750</b>	<b>\$ 888,750</b>
Scott County Contribution - GDRC	-	30,000	30,000	30,000	30,000	30,000
Scott County Contribution - QC First	70,000	70,000	70,000	70,000	70,000	70,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>\$ 70,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 819,665</b>	<b>\$ 873,273</b>	<b>\$ 1,035,000</b>	<b>\$ 988,750</b>	<b>\$ 988,750</b>	<b>\$ 988,750</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 409,988	\$ 467,257	\$ 479,587	\$ 479,587	\$ 479,587	\$ 479,587
Allocated Overhead	80,029	82,706	81,648	81,648	81,648	81,648
Total Direct Overhead	23,800	22,571	5,000	5,000	5,000	5,000
Total Business Attractions	105,419	256,146	433,620	383,620	383,620	383,620
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 619,236</b>	<b>\$ 828,679</b>	<b>\$ 999,855</b>	<b>\$ 949,855</b>	<b>\$ 949,855</b>	<b>\$ 949,855</b>



**ANALYSIS**

Quad Cities First and GDRC show no significant change in the FY'17 budget compared to the projected budget in FY'16.

# **SUPPLEMENTAL INFORMATION**

# SUPPLEMENTAL INFORMATION

## INDEX

	<u>Page</u>
BASIS OF ACCOUNTING.....	376
BUDGET CALENDAR.....	378
BUDGET PREPARATION PROCESS.....	379
MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY.....	382
FINANCIAL MANAGEMENT POLICIES.....	384
PAY PLAN.....	414
BUDGET GLOSSARY.....	431

## BASIS OF ACCOUNTING

Scott County's accounting system for budgeting purposes is on the modified accrual basis of accounting using governmental fund types. The State of Iowa does require that all budget amendments be enacted one month prior to the end of the fiscal year. Budgets are prepared using the same accounting basis as practices as are used to account for and prepare financial reports for the funds; thus, the budgets are presented in accordance with accounting principles generally accepted in the United States of America. Budget appropriations for Scott County governmental funds are projected on the modified accrual basis of accounting and full accrual for its enterprise fund.

Both the annual budget and preparation of the audited Comprehensive Annual Financial Report (CAFR) of the County are based on generally accepted accounting principles, include the same funds (other than the entity-wide funds included in the CAFR), and meets the criteria set forth by the Government Finance Officers Association for its Certificate of Achievement for Excellence in Financial Reporting. For budgeting purposes, any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget should be considered a major fund. The format includes basic fund types as follows:

### **MAJOR GOVERNMENTAL FUNDS (budgeted):**

**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.

**Mental Health & Disabilities Services Fund** - This fund accounts for state revenues allocated to the County to be used to provide mental health, and disability services. The Mental Health & Disabilities Service Fund is a special revenue 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 or one-time uses of funds.

### **NONMAJOR GOVERNMENTAL FUNDS (budgeted): (the following funds are special revenue funds)**

**Rural Services Fund** – To account for taxes levied to benefit the rural residents of the County.

**Secondary Roads Fund** – To account for State revenue allocated to the County to be used to maintain and improve the County's roads.

**Recorder's Record Management Fund** – To account for the added fee collected for each recorded transaction to be used for the purpose of preserving and maintaining public records.

**BUSINESS-TYPE ACTIVITIES FUND (non-budgeted):** 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.

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 and Legal Services
- Physical Health and Social Services
- Mental Health & Disabilities Services
- County Environment and Education Services
- Roads and Transportation Services
- Government Services to Residents
- Administration (interprogram) Services
- Debt Service
- Capital Projects

The blended component units of the County, the Scott Emergency Communication Center and the Public Safety Authority, and the discretely presented component units of the County, the Emergency Management Agency and County Library, are not included in this budget document. Funding for these entities are treated as authorized agencies and expenditures of the County Budget. The component unit entities have separate budgeting processes and supervisory boards which are not included the County's budget making process.



## SCOTT COUNTY BUDGET CALENDAR

<b><u>Month</u></b>	<b><u>Budget Task</u></b>
September / October	Board of Supervisors identifies specific areas to be reviewed by staff during the upcoming budget preparation process. They set parameters for increases after reviewing previous year's budget balances. Identification of short and long term goals for discussion.
October	Budget Planning Manuals including capital requests and maintenance logs, and other materials are distributed to departments and authorized agencies at budget orientation session.
November	Departments and authorized agencies develop and submit budget operating and capital requests to the Office of Administration. Discussions with the County Administrator, Budget Manager, budget analysts, and department heads/agency directors begin.
December	Discussion with County Administrator, Budget Manager, budget analysts and department heads/agency directors continues.
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 Administration 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.

## 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 September, the Board of Supervisors identifies specific areas to be reviewed by staff during the upcoming budget preparation process. Identification of short and long term goals for discussion. In early October the Board of Supervisors meets with the County Administrator and the Budget Manager to identify specific areas to be reviewed during the budget process. They also set parameters for increases for all departments and authorized agencies. 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 Budgeting For Outcomes (BFO) forms that are described in detail in the manual.

Scott County's budgetary process is on the County's ERP system, and consequently, historical data is available 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 Administration and the Office of Human Resources 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 Budgeting For Outcome 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 year, discusses and identify objectives. These biennial objectives 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 Administration 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 Budget Manager, 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 Administration prepares revenue estimates from input from the respective departments. Each department is required to submit potential revenue estimates for their programs. The Office of Administration 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 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.

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 two budget work sessions the overall impact of the expenditures are reviewed along with the potential property tax changes and other revenue adjustments. 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. 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. 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 cannot 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.

Budget amendments occur twice during the current fiscal year. The first budget amendment is presented to the Board of Supervisors in February for approval with the upcoming fiscal year budget. A second amendment is recommended to the Board of Supervisors in May of the current year in order to close the fiscal year. Both amendments are designed to provide legal capacity of functional expenditures by category based upon current estimates. The level of budgetary control for each amendment process is on the functional level of the County's governmental functions. Departmental line item budgetary adjustments within a function may be made throughout the year as long as the total expenditures is not increased from the legally adopted budget.

### **SCOTT COUNTY'S BUDGETING FOR OUTCOMES BUDGET SYSTEM**

Prior to fiscal year 1983-84 Scott County was accustomed to budgeting for total departments and authorized agencies. Beginning in FY84, the County introduced program performance budgeting. With performance based budgeting, the County budgeted for departments, but each department divided its budget into functions or services, which are known as "programs". The performance based budget had been in place at Scott County for over 30 years, with many departments using the same measurers for many years.

In 2009, the Board of Supervisors set a goal to revise their performance based budget system. The County decided to adopt budgeting for outcomes as their new budgeting method. Budgeting for outcomes challenges public leaders to determine what outcomes citizens most value, prioritize their tax dollars to purchase those results, and rethink the way their departments and agencies go about producing them. Our old performance based budget system asked the question, what programs can we cut to keep the budget in balance? The new budget method asks, how can government increase the value it delivers to citizens with the money that is available?

There are huge benefits of using the budgeting for outcomes method of budgeting. First, it allows the government to see or eliminate obsolete or low value activities. Next, it helps find money for important new investment or activities – if an investment is important, it will rise to the top of the list. Other spending with less value falls off of the list. It ensures the general interest trump special ‘pet’ projects. Outcome based budgeting ensures accountability for performance – programs MUST deliver results or they don’t get funded. It also talks about the budget in common sense terms – Traditional budgets are difficult for citizens to read. BFO budgets are designed for anyone to understand – and they allow citizens to understand exactly the services that its government provides with additional transparency.

What is an outcome?

- It must be specific and address the customers’ needs (internal or external)

- It must be measurable

- It must be aggressive but attainable

- It must be results oriented

- It must be time bound (it must have a deadline or timeline) i.e. one year, etc

In order to change from traditional performance based budgeting to outcome based budgeting, departments had to change their thinking entirely. First, each department identified their services. This had never been done before. Next, departments identified outputs from our old budgeting system – and some departments created new outputs. Next, departments aligned each service with a goal of the Board of Supervisors to ensure that the Board goals were reflected in the activities of the County departments. Next, each service was identified as either a core service, semi-core service or a service enhancement. Then, each department identified outcome and effectiveness measures for each service. From this process, we have our new budgeting for outcomes for Scott County, first successfully implemented in FY 12.

**MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY**

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

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

**Area in Square Miles** 468.2

**Median Age of Population** 37

**Miles of Roads and Streets:**

Interstate Highways	90
State Highways	97
Non-Urban	394
Urban	<u>1094</u>
Total Miles	<u>1675</u>

**Acres of Industrial Lands -unincorporated** 13.3

**Farming Acres** 220,578

**Number of Farms** 759

**Average Size of Farm (Acres)** 291

**County Employees:**

Board Members	5
Elected Officials	5
Full time equivalents	481.68

**Schools Within the County: Public Schools**

Elementary	35
Junior High	9
Senior High	7
Total Students	27,506

**Private Schools:**

K-8	6
Total Students	2,038

**Higher Education:**

University	2
Colleges	2
Junior College	1
Vocational Schools	3

**Recreation: Parks**

County Recreation Areas	10
Number of Acres	2,795

**Golf Courses:**

Private	2
Public	3
Municipal	5

**Snowmobile Trails, Total Miles** 86

**State Wildlife Preserve Open to Public**

**Hunting and Fishing** 2,785/Acres

**Number of Lakes** 5

**Number of Boat Launches** 4

**Number of Beaches** 2

**Number of Swimming Pools** 1

**Number of Zoos** 0

**Number of Baseball Diamonds** 2

**Law Enforcement:**

County Sheriff Department	1
City Police Department	9
Fire Department:	
Full-time	2
Volunteer	14

**Elections: Last General Election - 2014**

Registered Voters	127,378
Votes Cast	61,894
Percent	49%

**Elections: Last School Board Election - 2013**

Registered Voters	119,627
Votes Cast	6388
Percent	5.34%

**Building Permits (non City of Davenport / City of Bettendorf):**

Issued in the Year Ended	
June 30, 2015	848
Value of Issued Permits	\$25,457,143

**MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)**

**Ten Principal Taxpayers as of June 30, 2015**

BUDGET	Organization	Taxable Value	% of Total Taxable Value
	MidAmerican Energy	240,925,178	2.95%
	Isle of Capri	76,502,088	0.94%
	Iowa American Water Company	59,323,274	0.73%
	Macerich North Park Mall, LLC	52,533,450	0.64%
	ALCOA	37,413,984	0.46%
	Deere & Company Inc.	24,040,271	0.29%
	Qwest Corp.	22,911,067	0.28%
	Northern Border Pipeline Co.	21,558,256	0.26%
	Continental Cement Co. LLC	20,412,834	0.25%
	Continental 203 Fund	19,878,588	0.24%
	<b>Total</b>	<b>\$575,498,990</b>	<b>7.05%</b>

Source: County tax rolls.

**Ten Principal Employers as of June 30, 2015**

Employer	Rank	% of Total County Employment
Genesis Medical Center	1	16.1%
ALCOA	2	2.3%
Oscar Mayer Foods Corp	3	1.8%
Isle Casino Hotel Bettendorf	4	1.1%
Tri City Communications	5	1.0%
John Deere Davenport Works	6	1.0%
Davenport City Hall	7	0.9%
Rhythm City Casino	8	0.7%
St. Ambrose University	9	0.7%
Sears Manufacturing	10	0.7%

Sources:

<sup>1</sup>Iowa Workforce Development

<sup>2</sup>InfoGroup, Reference USA (2015)

<sup>3</sup>Data from the 2005 QC Fact Sheet, compiled by Quad City Development Group.

(Note only selected employers were included in list)

## **FINANCIAL MANAGEMENT POLICIES**

The following financial policies and relevant sections from the Code of Iowa have been adopted by the Scott County Board of Supervisors and 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. A Financial Review Committee (FRC) consisting of the County Administrator, Budget Manager, Financial Management Supervisor in the Treasurer's Office, and the Accounting and Tax Manager in the Auditor's Office advises the Board on various financial management improvement projects throughout the year.

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.

	<u>Page</u>
Excerpts from Chapter 3 of the Scott County Code creating the Office of the Administrator	385
County Financial Management Policy	389
County Cash Handling Procedures Policy	396
County Investment Policy	397
<b>Excerpts From the Code of Iowa:</b>	
Chapter 24 - Local Budget Law	405
Chapter 331 - County Home Rule (Sections 421-437 - County Levies, Funds, Budgets, and Expenditures)	409

## **EXCERPTS FROM SCOTT COUNTY CODE**

### **CHAPTER 3 APPOINTED OFFICERS AND DEPARTMENTS (Updated April 2016)**

#### **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 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 officials 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.
- 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 a recommended candidate for all department head position vacancies. The County Administrator will use a broad-based advisory selection committee represented by at least three elected office holders and three department heads in an advisory capacity during the selection process. The final decision relative to filling department head vacancies shall be made by the Board of Supervisors based upon the aforementioned selection process. For purposes of this section department head positions include the Director of Information Technology, Director of Facilities and Support Services, Director of Community Services, Director of Human Resources, Director of Planning and Development, Juvenile Detention Center Director, Director of Budget and Administrative Services and County Engineer. The advisory selection

committee members may also include the Health Department Director, or Conservation Director.

- 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.
- V. The County Administrator has the authority to terminate employees, including department heads, of Departments of County Government not under the direct control of an elected official. Terminations of employees, other than department heads and employees covered by a collective bargaining agreement, shall be subject to the grievance procedure set forth in Scott County Policy S. Terminated department heads shall begin the grievance procedure at Step 4 of Policy S.

### **33. BUDGET AND FINANCIAL MANAGEMENT POLICIES**

Board Adopted 11/6/14

#### **GENERAL POLICY**

The following budget and financial policies have been developed to provide guidance to the County's budget and 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 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 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 additional hotel motel tax and for higher reimbursement rates or funding of state housed services, 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 including requests from outside agencies for ongoing program support will be considered when additional revenues or offsetting reductions of expenditures are identified, and 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. Requests for startup or pilot projects or programs with no more than a three year duration will be considered if it contributes to the economic vitality of the County and has more than 75% of the program costs funded by other sources. Projects or programs in economic development that are to be funded regionally by other local governments in collaboration with the County will be considered in annual requests.

7. Current County expenditures will be funded by current revenues unless specifically approved by the Board of Supervisors.
8. The County will avoid the postponement of current expenditures to future years, accruing future year revenues, or utilization of short term debt to fund operating expenditures.
9. 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 Capital Improvement Funds.
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 protect the County against catastrophic losses through the combination of insurance, self-insurance and various federal and state programs. To be assured that the county continues to get the best rates from time to time the insurance will be bid through the Purchasing Division of Facilities and Support Services including the insurance consultant support services.
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 expense and revenue reports comparing actual revenues and expenditures to budgeted amounts. These reports will be updated through the financial management ERP system to allow departments to regularly review their financial position.

## **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. Capital Funding Requests From Outside Agencies
  - Capital funding requests (greater than \$5,000) from outside agencies will only be considered during the Board's regular annual budget review cycle.
  - Said requests must be submitted to the County Administrator on or before December 1<sup>st</sup> for the following budget year.
  - Said requests for the next fiscal year will only be accepted for consideration if the County's unassigned General Fund balance exceeds the minimum required level, 15% of operating expenses. (The 15% minimum required level shall be based on the audited beginning unassigned General Fund balance amount of the current fiscal year less any planned uses of fund balance included in the current fiscal year budget compared with current year budgeted general fund operating expenses).
  - Said request shall describe the project in detail and shall include the following minimum information:
    - Project impact on community (economic development, quality of life, etc.)
    - Total cost of project
    - % of request from County to total project cost
    - Listing of other revenue sources
  - The Board of Supervisors recognizes a commitment of county funds can be necessary from the County to be awarded certain grants from the State. Capital requests for infrastructure will only be matched if submitted to the State as a Community Attraction Tourism grant, a Resource Enhancement and Protection grant or similar state grant request. Funding is dependent on monies available in the designated project fund for these grant matches. The County must approve its commitment prior to the grant submittal to the State. The project must have a regional impact.
  - Approved funding allotments will be made beginning with the next fiscal year being budgeted and after property taxes have been received in October and may be made over a multi-year period.
  - No allotment will be given until the requesting organization informs the County in writing that all funding commitments have been made and that the project has begun (this action must be completed prior to December 31st of the next fiscal year being budgeted, if not, the County's funding commitment will end). Note: Agencies may request an extension to this provision. The extension request should be submitted in writing detailing reasons for the extension and the extension timeframe requested.

- Any approved funding commitment from the County for a project should be considered final with no subsequent funding request to be made to the County on that project.
- Any future State action such as program funding reductions, increased unfunded State mandates, or the enactment of property tax limitation legislation may not allow the County to consider or, complete fulfillment of these types of capital funding requests.

## 9. Bike Trail Funding

- The Board of Supervisors supports the development and construction of bike trails that will connect communities within the County. The Board encourages state and federal legislators to fund grant opportunities to fund these bike trails. The Board will support grant applications to appropriate state and federal agencies for grant funding of these trails.
- The Board will participate in funding the local match grant requirement of bike trail development and construction that connect non-contiguous cities within Scott County. The Board will also consider allowing the use of the County's right of way for portions of proposed trails along County roads.
- The Board of Supervisors will fund 10% of the local match grant requirement (up to a 30% grant local match requirement). For example, if the grant award is for \$1 million with a 30% local-70% federal/state split the County would fund \$30,000 of the local match. If the same \$1 million grant had a 40% local-60% federal/state split the County would still only fund \$30,000 of the local match. If this is a multi-county grant application the 10% County local match funding amount will be based on the percentage of bike trail mileage in Scott County.
- The County encourages communities to secure additional local grant funding toward the local match requirement (i.e., riverboat grants, foundations, businesses, etc.). The County will not reduce its 10% local match commitment by any additional funding secured by the communities toward their 90% share of the local match.
- The County will not participate in any ongoing maintenance costs of the bike trails.

## 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. The annual audit will be posted on the county website.
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.

## FUND BALANCE POLICY

Government Accounting Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement is effective for the County beginning with fiscal year ending June 30, 2011. The objective of this statement is to improve the usefulness and understandability of governmental fund balance information. The Statement provides more clearly defined categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The Statement impacts governmental fund types, however, in non-governmental funds; the County may decide to assign funds for specific purposes.

1. The fund balance will be reported in five categories: Nonspendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance.

- a) Nonspendable Fund Balance - Amounts cannot be spent because they are not in spendable form or legally or contractually required to be maintained intact.
- b) Restricted Fund Balance - Amounts are restricted by external parties (i.e. creditors, grantors, contributors) or laws / regulations of other governments or restricted by law through constitutional provisions or enabling legislation, such as an ordinance.
- c) Committed Fund Balance - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Supervisors. The formal action must occur prior to the end of the reporting period. The amount, which will be subject to the constraint, may be determined in the subsequent period.
- d) Assigned Fund Balance - Amounts constrained by the government's intent to be used for specific purposes that are neither restricted or committed. The intent can be expressed by the County Administrator.
- e) Unassigned Fund Balance - Is a residual classification for the general fund. The total fund balance less amounts categorized as non-spendable, restricted, committed and assigned equals unassigned fund balance. The general fund is the only fund that should report a positive unassigned fund balance amount. A negative unassigned fund balance is possible in other funds.

Minimum year-end fund balances will be maintained for all governmental and proprietary funds as follows:

<u>Governmental Fund Types</u>	<u>Minimum Fund Balance</u>
General	Unassigned, 15% of Annual Operating Expenses
Secondary Roads	Restricted, Between 5% & 10% of Annual Operating Expenses
MH-DD	Restricted, 25% Minimum is Recommended
Rural Services	Restricted, \$25,000 Minimum Balance
Recording Management Fees	Restricted, No Minimum Required
Debt Service	Restricted, \$25,000 Minimum Balance
Capital Projects	No Minimum Required
<u>Proprietary Fund Types</u>	<u>Minimum Fund Equity</u>
Self-Insurance	\$1,000,000 Minimum Balance
Golf Course	Positive Unrestricted Net Assets

2. Flow of Funds Policy:

The County will spend the most restricted dollars before less restricted, in the following order:

- 1) Nonspendable (if funds become spendable)
- 2) Restricted
- 3) Committed
- 4) Assigned
- 5) Unassigned

## **2. CASH HANDLING PROCEDURES POLICY**

Board Adopted 7/23/09

### **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. It is recognized that there is an administrative cost to processing refunds and correcting accounting entries when over payments have been received. It is the policy of Scott County to allow County Departments to retain nominal excess payments of less than \$5.00, unless the payor has requested a refund of the overpayment to avoid further administrative costs.

### **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 reconciliation's 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 nominal excess payments of less than \$5.00 retained by County Departments shall be accounted for in a separate departmental General Ledger revenue account so designated "Nominal Excess Payments".

## **18. INVESTMENT POLICY**

Board Adopted 7/23/09

### **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.

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 Iowa Code, 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 Iowa Code.
- 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.
3. Inverse floaters.
4. Stripped securities, including principal-only and interest-only strips.

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.
4. Purchase of securities on margin.
5. Pledging of County owned securities as collateral for any purpose.

## **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.
3. 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 Iowa Code, shall comply with all rules adopted pursuant to Iowa Code. 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.

**Inverse Floaters:** investment securities whose coupon payment rate floats opposite market interest rates.

**Open-End Management Company:** investment company that sells Mutual Funds to the public. The terms 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.

**Stripping:** dividing a security into its principal and interest payments and selling the claims to these payments as new and separate securities. The principal portion is called a principal-only (PO) strip and the interest portion is called an interest-only (IO) strip.

## 24.1 Short title.

This chapter shall 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. "*Book*", "*list*", "*record*", or "*schedule*" kept by a county auditor, assessor, treasurer, recorder, sheriff, or other county officer means the county system as defined in section 445.1.

2. 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.

3. 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.

4. 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.

5. "*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.

6. The words "*state board*" shall mean the state appeal board as created by section 24.26.

7. 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.

## 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.

1. 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. However, an emergency tax levy shall not be made until the municipality has first petitioned the state board and received its approval.

2. *a.* 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. However, 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.

*b.* Notwithstanding the requirements of paragraph "*a*", if the municipality is a school corporation, the school corporation may transfer money from the emergency fund to any other fund of the school corporation for the purpose of meeting deficiencies in a fund arising within two years of a disaster as defined in section 29C.2, subsection 4. However, a transfer under this paragraph "*b*" shall not be made without the written approval of the school budget review committee.

## 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.

1. *a.* 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 not less than ten nor more than twenty 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.

b. The department of management shall prescribe the form for public hearing notices for use by municipalities.

2. 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 appropriation and expenditure during the fiscal year covered by the 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 without adequate time for hearing and decision before June 30 is void. Amendments to budget estimates accepted or 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 required of certifying boards

under this chapter.

#### **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 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 and 452A.79, into account, and all such funds, regardless of their source, shall be considered in preparing the budget.

#### **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.

Tax limit, Iowa Constitution, Art. XI, §3

#### **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 to the county auditor not later than March 15 of each year on forms, and pursuant to instructions, prescribed by the department of management. However, if the political subdivision is a school district, as defined in section 257.2, its budget shall be certified not later than April 15 of each year.

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. The department of management shall certify the taxes back to the county auditor by June 15.

#### **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 a municipality that are determined and certified in the manner provided in sections 24.1 through 24.19, except such tax rates and levies 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. In the case of a special fund created by a city or a county under section 403.19, such balance remaining in the fund shall be allocated to and paid into the funds for the respective taxing districts as taxes by or for the taxing district into which all other property taxes are paid.

#### **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 73A, 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** Repealed by 83 Acts, ch 123, §206, 209.

#### **24.26 State appeal board.**

1. The state appeal board in the department of management consists of the following:

- a. The director of the department of management.
- b. The auditor of state.
- c. The treasurer of state.

2. The annual meeting of the state board shall be held on the second Tuesday of January in each year. 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.

3. The state board may appoint one or more competent and specially qualified persons as deputies, to appear and act for it at initial hearings. 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.

4. 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 25 or April 25 if the municipality is a school district, 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 or April 15 in the case of a school district, 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 therein. 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 77 Acts, 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 and 24.36** 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.**

1. 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:

*a.* Any unusual increase in population as determined by the preceding certified federal census.

*b.* Natural disasters or other emergencies.

*c.* Unusual problems relating to major new functions required by state law.

*d.* Unusual staffing problems.

*e.* Unusual need for additional funds to permit continuance of a program which provides substantial benefit to its residents.

*f.* 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.

2. The state appeal board may approve or modify the request of the political subdivision for suspension of the statutory property tax levy limitations.

3. Upon decision of the state appeal board, the department of management 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.

4. *a.* 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.

*b.* 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 the statutory property tax levy limitation prior to thirty-five days before March 15.

5. *a.* 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.

*b.* 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.

<https://www.legis.iowa.gov/law/iowaCode>

### 331.421 Definitions.

As used in this part, unless the context otherwise requires:

1. *Basic levy* means a levy authorized and limited by section 331.423 for general county services and rural county services.
2. *Committee* means the county finance committee established in chapter 333A.
3. *Debt service* means expenditures for servicing the county's debt.
4. *Debt service levy* means a levy authorized and limited by section 331.422, subsection 3.
5. *Emergency services levy* means a levy authorized and limited by section 331.424C.
6. *Fiscal year* means the period of twelve months beginning July 1 and ending on the following June 30.
7. *General county services* means the services which are primarily intended to benefit all residents of a county, including secondary road services, but excluding services financed by other statutory funds.
8. *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.
9. *Secondary road services* means the services related to secondary road construction and maintenance, excluding debt service and services financed by other statutory funds.
10. *Supplemental levy* means a levy authorized and limited by section 331.424 for general county services and rural county services.

### 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. *a.* For general county services, an amount sufficient to pay the charges for the following:
  - (1) To the extent that the county is obligated by statute to pay the charges for:
    - (a) The costs of inpatient or outpatient substance abuse admission, commitment, transportation, care, and treatment at any of the following:
      - (i) 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.

(ii) A state mental health institute, or a community-based public or private facility or service.

(b) Care of children admitted or committed to the Iowa juvenile home at Toledo.

(c) Clothing, transportation, medical, or other services provided persons attending the Iowa braille and sight saving school, the Iowa school for the deaf, or the university of Iowa hospitals and clinics' center for disabilities and development for children with severe disabilities at Iowa City, for which the county becomes obligated to pay pursuant to sections 263.12, 269.2, and 270.4 through 270.7.

(2) 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 232.71C.

(3) Elections, and voter registration pursuant to chapter 48A.

(4) Employee benefits under chapters 96, 97B, and 97C, which are associated with salaries for general county services.

(5) 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.

(6) The maintenance and operation of the courts, including but not limited to the salary and expenses of the clerk of the district court and other employees of the clerk's office, and bailiffs, 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.

(7) Court-ordered costs of conciliation procedures under section 598.16.

(8) Establishment and maintenance of a joint county indigent defense fund pursuant to an agreement under section 28E.19.

(9) The maintenance and operation of a local emergency management agency established pursuant to chapter 29C.

*b.* 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 paragraph *a*, subparagraphs (1) and (2). 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.

*c.* 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.



**331.424A County mental health and disabilities services fund.**

1. For the purposes of this chapter and chapter 426B, unless the context otherwise requires:

a. "Base year expenditures for mental health and disabilities services" means the same as defined in section 331.438, Code Supplement 2011, minus the amount the county received from the property tax relief fund pursuant to section 426B.1, Code 2011, for the fiscal year beginning July 1, 2008.

b. "County population expenditure target amount" means the product of the statewide per capita expenditure target amount multiplied by a county's general population.

c. "County services fund" means a county mental health and disabilities services fund created pursuant to this section.

d. "Per capita growth amount" means the amount by which the statewide per capita expenditure target amount may grow from one year to the next.

e. "Statewide per capita expenditure target amount" means the dollar amount of a statewide expenditure target per person as established by statute.

2. The county finance committee created in section 333A.2 shall consult with the department of human services and the department of management in adopting rules and prescribing forms for administering the county services funds.

3. County revenues from taxes and other sources designated by a county for mental health and disabilities services shall be credited to the county mental health and disabilities services fund which shall be created by the county. The board shall make appropriations from the fund for payment of services provided under the regional service system management plan approved pursuant to section 331.393. The county may pay for the services in cooperation with other counties by pooling appropriations from the county services fund with appropriations from the county services fund of other counties through the county's regional administrator, or through another arrangement specified in the regional governance agreement entered into by the county under section 331.392.

4. An amount shall be reserved in the county services fund to address cash flow obligations in the next fiscal year. The cash flow amount shall not exceed twenty-five percent of the gross expenditures budgeted from the county services fund for the fiscal year in progress. The cash flow amount for a county's services fund shall be specified in the regional governance agreement entered into by the county under section 331.392.

5. Receipts from the state or federal government for the mental health and disability services administered or paid for by a county shall be credited to the county services fund, including moneys distributed to the county from the department of human services and moneys allocated under chapter 426B.

6. For each fiscal year, the county shall certify a levy for payment of services. For each fiscal year, county revenues from taxes imposed by the county credited to the services fund shall not exceed an amount equal to the amount of base year expenditures for mental health and disability services. A levy certified under this section is not subject to the appeal provisions of section 331.426 or to any other provision in law authorizing a county to exceed, increase, or appeal a property tax levy limit.

7. Appropriations specifically authorized to be made from the mental health and disabilities services fund shall not be made from any other fund of the county.

8. Notwithstanding subsection 6, for the fiscal years beginning July 1, 2013, July 1, 2014, July 1, 2015, and July 1, 2016 county revenues from taxes levied by the county and credited to the county services fund shall not exceed the lower of the following amounts:

a. The amount of the county's base year expenditures for mental health and disabilities services.

b. The amount equal to the product of the statewide per capita expenditure target for the fiscal year beginning July 1, 2013, multiplied by the county's general population for the same fiscal year.

**331.424B Cemetery levy.**

The board may levy annually a tax not to exceed six and three-fourths cents per thousand dollars of the assessed value of all taxable property in the county to repair and maintain all cemeteries under the jurisdiction of the board including pioneer cemeteries and to pay other expenses of the board or the cemetery commission as provided in section 331.325. The proceeds of the tax levy shall be credited to the county general fund.

**331.424C Emergency services fund.**

A county that is providing fire protection service or emergency medical service to a township pursuant to section 331.385 shall establish an emergency services fund and may certify taxes for levy in the township not to exceed the amounts authorized in section 359.43. The county has the authority to use a portion of the taxes levied and deposited in the fund for the purpose of accumulating moneys to carry out the purposes of section 359.43, subsection 4.

**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 15, that the election is to be held.

2. The election shall be held on the first 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 on the second day that is not a holiday following the special levy election, and shall begin no earlier than 1:00 p.m. on that day.

5. Notice of 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. *a.* 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:

(1) A statement that the accompanying budget summary requires a proposed basic property tax rate exceeding the maximum rate established by the general assembly.

(2) 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.

(3) A statement of the major reasons for the difference between the proposed basic tax rate and the maximum basic tax rate.

*b.* 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 91.11, 101A.3, 101A.7, 123.36, 123.143, 142D.9, 176A.8, 321.105, 321.152, 321G.7, 321I.8, section 331.554, subsection 6, sections 341A.20, 364.3, 368.21, 423A.7, 428A.8, 433.15, 434.19, 445.57, 453A.35, 458A.21, 483A.12, 533.329, 556B.1, 583.6, 602.8108, 904.908, and 906.17, 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. Fees and charges including service delivery fees, credit card fees, and electronic funds transfer charges payable to a third party, not to the county, that are imposed for completing an electronic financial transaction with the county are not considered county revenues for purposes of subsection 1.

3. The board may make appropriations from the general fund for general county services, including but not limited to the following:

- a.* Expenses of a local emergency management commission under chapter 29C.
- b.* Development, operation, and maintenance of memorial buildings or monuments under chapter 37.
- c.* Purchase of voting systems and equipment under chapter

52.

*d.* Expenses incurred by the county conservation board established under chapter 350, 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 35B.

*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, Code 1989, or current chapter 504, a city-owned historical project, or both.

*l.* Services listed in section 331.424, subsection 1, and section 331.554.

*m.* Closure and postclosure care of a sanitary disposal project under section 455B.302.

4. 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 336.

*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 to 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, manufactured or mobile home taxes under section 435.22, 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. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

*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, manufactured or mobile home taxes under section 435.22, 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. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

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 to secondary roads.

e. Payment of interest and principal on bonds of the county issued for secondary roads, bridges, or culverts constructed by the county.

f. 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.

g. 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, 468.43, 468.108, 468.341, and 468.342, 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.

d. Payments authorized to be made from the debt service fund to a flood project fund under section 418.14, subsection 4.

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. This subsection shall not be construed to give a county board of supervisors authority to increase the debt service levy for the purpose of creating excess moneys in the fund to be used for purposes other than those related to retirement of debt.

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.

5. For the purposes of this section, warrants issued by a county in anticipation of revenue, refunding or refinancing of such warrants, and judgments based on a default in payment of such warrants shall not be considered debt payable from the debt service fund.

6. The taxes realized from the tax levy imposed under section 346.27, subsection 22, for a joint county-city building shall be deposited into a separate account in the county's debt service fund for the payment of the annual rent and shall be disbursed pursuant to section 346.27, subsection 22.

### **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.**

1. It is unlawful to make permanent transfers of money between the general fund and the rural services fund.

2. Moneys credited to the secondary road fund for the construction and maintenance of secondary roads shall not be transferred.

3. Except as authorized in section 331.477, transfers of moneys between the county mental health and disabilities services fund created pursuant to section 331.424A and any other fund are prohibited.

4. 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, paragraphs "a" and "b", are not effective until authorized by resolution of the board.

5. 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 2, 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 year, 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-Notice and Hearing-Appropriations.**

Annually, the board of each county, subject to section 331.403, subsection 4, 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. For each county that has established an urban renewal area, the budget shall include estimated and actual tax increment financing revenues and all estimated and actual expenditures of the revenues, proceeds from debt and all estimated and actual expenditures of the debt proceeds.

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 the 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 and 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 the county newspapers selected under chapter 349. 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. The department of management shall prescribe the form for the public hearing notice for use by counties.

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 the county newspapers selected under chapter 349.

7. Taxes levied by a county whose budget is certified after March 15 shall be limited to the prior year's budget amount. However, this penalty may be waived by the director of the department of management if the county demonstrates that the March 15 deadline was missed because of circumstances beyond the control of the county.

### **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 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 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 except that the number of people necessary to file a protest under this section shall not be less than one hundred.

### **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.

### **331.438 County mental health, intellectual disability, and developmental disabilities services expenditures-joint state-county planning, implementing, and funding.**

Repealed by its own term

### **331.439 Eligibility for state payment.**

Repealed by its own terms

### **331.440 Mental health, intellectual disability, and developmental disabilities services- central point of coordination process- state case services.**

Repealed by its own terms

### **331.440A Adult mental health, mental retardation, and developmental disabilities services funding decategorization pilot project.**

Repealed by 2007 Acts, ch 218

<https://www.legis.iowa.gov/law/iowaCode>

**Scott County Pay Plan**

<u>GROUP</u>	<u>DESCRIPTION</u>	<u>CODE</u>	<u>PAGE</u>
Non-Represented	Employees of various occupational classes not affiliated with any collective bargaining unit. Salary tables are set by the Board of Supervisors.	A	
Secondary Roads Unit	Clerical, labor and trades employees in the Engineering Department represented by the Public Professional and Maintenance Employees. Salary tables established through collective bargaining.	B	
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	
Deputy Sheriff Unit	Deputy Sheriff's and Sergeants in the Sheriff's Office represented by the Scott County Deputy Sheriff's Association. Salary tables established through collective bargaining.	E	
Corrections Unit	Jail staff in the Sheriff's Office represented by the Scott County Corrections Association, Chauffeurs, Teamsters and Helpers Local 238. Salary tables established through collective bargaining.	H	
Bailiffs Unit	Bailiff staff in the Sheriff's Office represented by IBEW. Salary tables established through collective bargaining.	J	
Elected Officials	Elected office holders and the Board of Supervisors. Salary set by the Board of Supervisors upon recommendation of the County Compensation Board.	X	
Deputy Office Holders	Self explanatory. Salaries set by the Board of Supervisors.	Y	
Temporary Staff	Self explanatory. Salaries set by the Board of Supervisors unless otherwise noted.	Z	

**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	N/A	N/A	N/A
* This is a contract position appointed by the Board of Supervisors				
County Engineer	864	95,514 45.92	112,362 54.02	129,251 62.14
Assistant County Administrator	805	90,355 43.44	106,288 51.10	122,221 58.76
Health Director	805	90,355 43.44	106,288 51.10	122,221 58.76
Conservation Director	775	87,714 42.17	103,189 49.61	118,664 57.05
Community Services Director	725	83,366 40.08	98,072 47.15	112,778 54.22
Facilities & Support Services Director	725	83,366 40.08	98,072 47.15	112,778 54.22
Information Technology Director	725	83,366 40.08	98,072 47.15	112,778 54.22
Accounting & Tax Manager	677	79,144 38.05	93,101 44.76	107,078 51.48
Budget & Administrative Services Director	657	75,858 36.47	89,253 42.91	102,648 49.35
Assistant Engineer	634	75,358 36.23	88,670 42.63	101,962 49.02
Attorney II	611	73,341 35.26	86,299 41.49	99,278 47.73
Financial Management Supervisor	611	73,341 35.26	86,299 41.49	99,278 47.73
Planning & Development Director	608	73,091 35.14	85,987 41.34	98,885 47.54
Deputy Health Director	571	69,846 33.58	82,160 39.50	94,484 45.43
Juvenile Detention Center Director	571	69,846 33.58	82,160 39.50	94,484 45.43
Assistant Jail Administrator	556	68,557 32.96	80,662 38.78	92,747 44.59
GIS Coordinator	556	68,557 32.96	80,662 38.78	92,747 44.59
Operations Manager - Auditor	556	68,557 32.96	80,662 38.78	92,747 44.59
Operations Manager - Treasurer	556	68,557 32.96	80,662 38.78	92,747 44.59

**GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Deputy Director - Conservation	540	67,142 32.28	78,978 37.97	90,834 43.67
Sheriff's Captain	540	67,142 32.28	78,978 37.97	90,834 43.67
Network Infrastructure Supervisor	519	65,291 31.39	76,814 36.93	88,338 42.47
Office Administrator - County Attorney	511	64,584 31.05	75,982 36.53	87,360 42.00
Senior Programmer Analyst	511	64,584 31.05	75,982 36.53	87,360 42.00
Risk Manager	505	64,064 30.80	75,379 36.24	86,694 41.68
Sheriff's Lieutenant	505	64,064 30.80	75,379 36.24	86,694 41.68
Clinical Services Coordinator	470	61,027 29.34	71,760 34.50	82,524 39.68
Park Manager	470	61,027 29.34	71,760 34.50	82,524 39.68
Attorney I	464	60,486 29.08	71,157 34.21	81,786 39.32
Golf Pro/Manager	462	60,299 28.99	70,949 34.11	81,578 39.22
Correctional Health Coordinator	455	59,696 28.70	70,221 33.76	80,766 38.83
Webmaster	455	59,696 28.70	70,221 33.76	80,766 38.83
Programmer/Analyst II	445	58,802 28.27	69,181 33.26	79,558 38.25
Case Aide Supervisor	430	57,491 27.64	67,642 32.52	77,771 37.39
Corrections Lieutenant	430	57,491 27.64	67,642 32.52	77,771 37.39
Mental Health Coordinator	430	57,491 27.64	67,642 32.52	77,771 37.39
Secondary Roads Superintendent	430	57,491 27.64	67,642 32.52	77,771 37.39
Community Health Coordinator	417	56,347 27.09	66,310 31.88	76,253 36.66
Environmental Health Coordinator	417	56,347 27.09	66,310 31.88	76,253 36.66

**GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Fleet Manager	417	56,347 27.09	66,310 31.88	76,253 36.66
Operations Manager - Recorder	417	56,347 27.09	66,310 31.88	76,253 36.66
Public Health Services Coordinator	417	56,347 27.09	66,310 31.88	76,253 36.66
Network Systems Administrator	406	55,390 26.63	65,166 31.33	74,963 36.04
Clinical Services Specialist	397	54,600 26.25	64,251 30.89	73,882 35.52
County General Store Manager	382	53,290 25.62	62,691 30.14	72,093 34.66
Programmer/Analyst I	382	53,290 25.62	62,691 30.14	72,093 34.66
Naturalist/Director	382	53,290 25.62	62,691 30.14	72,093 34.66
Public Health Nurse	366	51,875 24.94	61,048 29.35	70,200 33.75
Child Care Nurse Consultant	366	51,875 24.94	61,048 29.35	70,200 33.75
Community Health Consultant	355	50,918 24.48	59,904 28.80	68,890 33.12
Community Health Intervention Specialist	355	50,918 24.48	59,904 28.80	68,890 33.12
Community Tobacco Consultant	355	50,918 24.48	59,904 28.80	68,890 33.12
Community Transformation Consultant	355	50,918 24.48	59,904 28.80	68,890 33.12
Environmental Health Specialist	355	50,918 24.48	59,904 28.80	68,890 33.12
Corrections Sergeant	332	48,901 23.51	57,533 27.66	66,165 31.81
ERP/ECM Budget Analyst	332	48,901 23.51	57,533 27.66	66,165 31.81
Food Service Supervisor	332	48,901 23.51	57,533 27.66	66,165 31.81
Motor Vehicle Supervisor	332	48,901 23.51	57,533 27.66	66,165 31.81
Tax Accounting Specialist	332	48,901 23.51	57,533 27.66	66,165 31.81



**GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Case Expeditor	323	48,090 23.12	56,597 27.21	65,104 31.30
Child Health Consultant	323	48,090 23.12	56,597 27.21	65,104 31.30
GIS Analyst	323	48,090 23.12	56,597 27.21	65,104 31.30
Human Resources Generalist	323	48,090 23.12	56,597 27.21	65,104 31.30
Program Services Coordinator	323	48,090 23.12	56,597 27.21	65,104 31.30
Shift Supervisor - Juvenile Detention	323	48,090 23.12	56,597 27.21	65,104 31.30
Office Administrator - Sheriff	316	47,507 22.84	55,890 26.87	64,272 30.90
Paralegal - Audio-Visual Production Specialist	316	47,507 22.84	55,890 26.87	64,272 30.90
Engineering Aide II	300	46,093 22.16	54,226 26.07	62,379 29.99
Maintenance Coordinator	300	46,093 22.16	54,226 26.07	62,379 29.99
Administrative Assistant	298	45,906 22.07	54,018 25.97	62,130 29.87
Mental Health Advocate	298	45,906 22.07	54,018 25.97	62,130 29.87
Veteran's Affairs Director/Case Aide	298	45,906 22.07	54,018 25.97	62,130 29.87
Elections Supervisor	291	45,302 21.78	53,290 25.62	61,298 29.47
Classification Specialist	289	45,157 21.71	53,123 25.54	61,090 29.37
Executive Secretary / Paralegal	282	44,533 21.41	52,374 25.18	60,237 28.96
Paralegal	282	44,533 21.41	52,374 25.18	60,237 28.96
Administrative Office Assistant - Health	271	43,576 20.95	51,251 24.64	58,947 28.34
Community Dental Consultant	271	43,576 20.95	51,251 24.64	58,947 28.34
Naturalist	271	43,576 20.95	51,251 24.64	58,947 28.34

**GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Office Manager - Community Services	271	43,576 20.95	51,251 24.64	58,947 28.34
GIS Parcel Maintenance & Election Systems Tech	268	43,306 20.82	50,939 24.49	58,573 28.16
Tax Parcel Specialist	268	43,306 20.82	50,939 24.49	58,573 28.16
Bailiff Sergeant	262	42,765 20.56	50,315 24.19	57,886 27.83
Park Ranger	262	42,765 20.56	50,315 24.19	57,886 27.83
Administrative Assistant - Conservation	252	41,912 20.15	49,296 23.70	56,680 27.25
Payroll Specialist	252	41,912 20.15	49,296 23.70	56,680 27.25
Planning & Development Specialist	252	41,912 20.15	49,296 23.70	56,680 27.25
Purchasing Specialist	252	41,912 20.15	49,296 23.70	56,680 27.25
Detention Youth Counselor	238	40,685 19.56	47,861 23.01	55,037 26.46
Shop Supervisor (see Note 1)	233	51,834 24.92	60,965 29.31	70,117 33.71
Note 1: Salary for this position adjusted to meet prevailing market rates - July 1976				
Administrative Assistant - Engineer	230	39,978 19.22	47,029 22.61	54,080 26.00
Public Health Nurse - LPN	230	39,978 19.22	47,029 22.61	54,080 26.00
Equipment Specialist/Crew Leader	220	39,104 18.80	46,010 22.12	52,915 25.44
Golf Maintenance Supervisor	220	39,104 18.80	46,010 22.12	52,915 25.44
Park Crew Leader	220	39,104 18.80	46,010 22.12	52,915 25.44
Senior Accounting Clerk - Sheriff/Jail	220	39,104 18.80	46,010 22.12	52,915 25.44
Medical Assistant	209	38,147 18.34	44,866 21.57	51,605 24.81
Engineering Aide I	199	37,253 17.91	43,826 21.07	50,419 24.24
Alternative Sentencing Coordinator	198	37,170 17.87	43,722 21.02	50,274 24.17

**GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Benefits Coordinator	198	37,170 17.87	43,722 21.02	50,274 24.17
Court Compliance Coordinator	198	37,170 17.87	43,722 21.02	50,274 24.17
Custodial Coordinator	198	37,170 17.87	43,722 21.02	50,274 24.17
Medical Lab Technician - Health	198	37,170 17.87	43,722 21.02	50,274 24.17
Senior Clerk - Sheriff/Admin	198	37,170 17.87	43,722 21.02	50,274 24.17
Desktop Support Technician	187	36,192 17.40	42,578 20.47	48,963 23.54
Park Maintenance Technician	187	36,192 17.40	42,578 20.47	48,963 23.54
Pioneer Village Site Coordinator	187	36,192 17.40	42,578 20.47	48,963 23.54
Turf Equipment Specialist	187	36,192 17.40	42,578 20.47	48,963 23.54
Inmate Services Clerk	177	35,318 16.98	41,558 19.98	47,798 22.98
Official Records Clerk	177	35,318 16.98	41,558 19.98	47,798 22.98
Senior Clerk	177	35,318 16.98	41,558 19.98	47,798 22.98
Clerk III	162	34,008 16.35	40,019 19.24	46,030 22.13
Golf Course Maintenance Technician	162	34,008 16.35	40,019 19.24	46,030 22.13
Office Assistant - Sec Roads	162	34,008 16.35	40,019 19.24	46,030 22.13
Resource Specialist - Health	162	34,008 16.35	40,019 19.24	46,030 22.13
Clerk II	141	32,157 15.46	37,877 18.21	43,514 20.92
Resource Assistant - Health	141	32,157 15.46	37,877 18.21	43,514 20.92
Cody Homestead Site Coordinator	99	28,538 13.72	33,571 16.14	38,584 18.55

**GROUP: B SECONDARY ROADS UNIT**

<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 7 years</u>	<u>Step 7 13 years</u>	<u>Step 8 18 years</u>
Crew Leader/Equipmt. Operator I	213	47,632 22.90	49,754 23.92	51,834 24.92	54,059 25.99	55,536 26.70	55,702 26.78	56,410 27.12	57,013 27.41
Sign Crew Leader	199	45,843 22.04	47,944 23.05	49,941 24.01	52,042 25.02	53,456 25.70	53,643 25.79	54,267 26.09	54,870 26.38
Heavy Equipmt Operator II	187	44,450 21.37	46,342 22.28	48,402 23.27	50,315 24.19	51,730 24.87	51,938 24.97	52,582 25.28	53,186 25.57
Mechanic	187	44,450 21.37	46,342 22.28	48,402 23.27	50,315 24.19	51,730 24.87	51,938 24.97	52,582 25.28	53,186 25.57
Heavy Equipmt Operator III	174	42,723 20.54	44,616 21.45	46,509 22.36	48,381 23.26	49,774 23.93	49,858 23.97	50,565 24.31	51,126 24.58
Sign Crew Technician	174	42,723 20.54	44,616 21.45	46,509 22.36	48,381 23.26	49,774 23.93	49,858 23.97	50,565 24.31	51,126 24.58
Truck Crew Coordinator	163	41,434 19.92	43,326 20.83	45,032 21.65	46,800 22.50	48,152 23.15	48,235 23.19	48,942 23.53	49,546 23.82
Truck Driver/Laborer	153	40,227 19.34	42,037 20.21	43,659 20.99	45,365 21.81	46,779 22.49	46,925 22.56	47,528 22.85	48,110 23.13
Service Technician	143	35,235 16.94	36,816 17.70	38,293 18.41	39,686 19.08	40,934 19.68	41,038 19.73	41,600 20.00	42,203 20.29
Parts & Inventory Clerk	138	32,157 15.46	33,613 16.16	34,986 16.82	36,379 17.49	37,440 18.00	37,544 18.05	38,085 18.31	38,542 18.53

**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>	<u>Step 9 20 yrs.</u>
Building Insp	314	43,680 21.00	45,552 21.90	47,403 22.79	49,234 23.67	50,773 24.41	52,832 25.40	54,392 26.15	56,035 26.94	57,699 27.74
Maint Electronic Systems Tech	268	40,144 19.30	41,954 20.17	43,347 20.84	45,261 21.76	46,613 22.41	48,464 23.30	49,941 24.01	51,418 24.72	52,998 25.48
Maint Spec	268	40,144 19.30	41,954 20.17	43,347 20.84	45,261 21.76	46,613 22.41	48,464 23.30	49,941 24.01	51,418 24.72	52,998 25.48
Case Aide	252	38,917 18.71	40,602 19.52	42,286 20.33	43,888 21.10	45,261 21.76	47,133 22.66	48,526 23.33	49,982 24.03	51,459 24.74
Accts Payable Spec	252	38,917 18.71	40,602 19.52	42,286 20.33	43,888 21.10	45,261 21.76	47,133 22.66	48,526 23.33	49,982 24.03	51,459 24.74
Fine Collection Coord	223	36,400 17.50	37,606 18.08	39,645 19.06	41,246 19.83	42,536 20.45	44,366 21.33	45,698 21.97	47,112 22.65	48,464 23.30
Victim/Witness Coord	223	36,400 17.50	37,606 18.08	39,645 19.06	41,246 19.83	42,536 20.45	44,366 21.33	45,698 21.97	47,112 22.65	48,464 23.30
Admin Assistant - Juvenile Court	214	35,734 17.18	37,253 17.91	38,896 18.70	40,456 19.45	41,766 20.08	43,430 20.88	44,678 21.48	46,010 22.12	47,486 22.83
Intake Coordinator	214	35,734 17.18	37,253 17.91	38,896 18.70	40,456 19.45	41,766 20.08	43,430 20.88	44,678 21.48	46,010 22.12	47,486 22.83
Legal Secretary - Civil	194	34,632 16.65	36,046 17.33	37,398 17.98	38,834 18.67	39,998 19.23	41,704 20.05	42,994 20.67	44,262 21.28	45,594 21.92
Cashier	191	33,987 16.34	35,422 17.03	37,003 17.79	38,501 18.51	39,749 19.11	41,350 19.88	42,619 20.49	43,888 21.10	45,198 21.73
Real Est Spec	191	33,987 16.34	35,422 17.03	37,003 17.79	38,501 18.51	39,749 19.11	41,350 19.88	42,619 20.49	43,888 21.10	45,198 21.73
Senior Acct. Clerk	191	33,987 16.34	35,422 17.03	37,003 17.79	38,501 18.51	39,749 19.11	41,350 19.88	42,619 20.49	43,888 21.10	45,198 21.73
Vital Records Spec	191	33,987 16.34	35,422 17.03	37,003 17.79	38,501 18.51	39,749 19.11	41,350 19.88	42,619 20.49	43,888 21.10	45,198 21.73
Senior Clerk - Elections	191	33,987 16.34	35,422 17.03	37,003 17.79	38,501 18.51	39,749 19.11	41,350 19.88	42,619 20.49	43,888 21.10	45,198 21.73
Senior Clerk - Victim Witness	191	33,987 16.34	35,422 17.03	37,003 17.79	38,501 18.51	39,749 19.11	41,350 19.88	42,619 20.49	43,888 21.10	45,198 21.73
Maintenance Worker	182	33,925 16.31	35,090 16.87	36,213 17.41	37,773 18.16	38,917 18.71	40,539 19.49	41,746 20.07	43,014 20.68	44,304 21.30

**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>	<u>Step 9 20 yrs.</u>
Senior Clerk	177	33,322 16.02	34,653 16.66	36,046 17.33	37,294 17.93	38,542 18.53	40,040 19.25	41,246 19.83	42,515 20.44	43,763 21.04
Platroom Specialist	177	33,322 16.02	34,653 16.66	36,046 17.33	37,294 17.93	38,542 18.53	40,040 19.25	41,246 19.83	42,515 20.44	43,763 21.04
Legal Secretary	177	33,322 16.02	34,653 16.66	36,046 17.33	37,294 17.93	38,542 18.53	40,040 19.25	41,246 19.83	42,515 20.44	43,763 21.04
Acct Clerk - Treas	177	33,322 16.02	34,653 16.66	36,046 17.33	37,294 17.93	38,542 18.53	40,040 19.25	41,246 19.83	42,515 20.44	43,763 21.04
Clerk III	162	32,198 15.48	33,488 16.10	34,694 16.68	36,088 17.35	37,190 17.88	38,646 18.58	39,811 19.14	41,059 19.74	42,286 20.33
Lead Cust Worker	162	32,198 15.48	33,488 16.10	34,653 16.66	36,088 17.35	37,190 17.88	38,646 18.58	39,811 19.14	41,059 19.74	42,286 20.33
Data Clerk /Receptionist County Attorney	151	31,408 15.10	32,698 15.72	33,904 16.30	35,173 16.91	36,213 17.41	37,690 18.12	38,792 18.65	39,957 19.21	41,142 19.78
Multi-Service Clerk	151	30,555 14.69	32,698 15.72	33,904 16.30	35,173 16.91	36,213 17.41	37,690 18.12	38,792 18.65	39,957 19.21	41,142 19.78
Clerk II	141	30,555 14.69	31,866 15.32	33,030 15.88	34,299 16.49	35,214 16.93	36,670 17.63	37,773 18.16	38,875 18.69	40,040 19.25
Maint General Laborer	141	30,555 14.69	31,866 15.32	33,030 15.88	34,299 16.49	35,214 16.93	36,670 17.63	37,773 18.16	38,875 18.69	40,040 19.25
Custodial Worker	130	29,806 14.33	30,846 14.83	31,970 15.37	33,176 15.95	34,216 16.45	36,150 17.38	37,190 17.88	38,314 18.42	39,478 18.98

**GROUP: E DEPUTY SHERIFF UNIT**

1-Jul-16

<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	69,610	71,753		73,153			73,895	74,638			
		33.47	34.50		35.17			35.53	35.88			
Deputy	329	50,197	52,446	54,546	57,241	59,850	60,996	62,227	63,436	64,115	64,772	65,430
		24.13	25.21	26.22	27.52	28.77	29.33	29.92	30.50	30.82	31.14	31.46

**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>
Corr Ofcr	246	37,669 18.11	38,293 18.41	42,848 20.60	44,824 21.55	49,254 23.68	50,523 24.29	51,667 24.84	52,395 25.19	53,186 25.57
Jail Custodian/ Correction Officer	176	31,699 15.24	32,677 15.71	33,301 16.01	34,778 16.72	38,064 18.30	39,083 18.79	39,832 19.15	41,330 19.87	41,933 20.16
Cook	176	31,699 15.24	32,677 15.71	33,301 16.01	34,778 16.72	38,064 18.30	39,083 18.79	39,832 19.15	41,330 19.87	41,933 20.16



**GROUP: J BAILIFFS UNIT**

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 6 mos.</u>	<u>Step 3 1 year</u>	<u>Step 4 3 years</u>	<u>Step 5 5 years</u>	<u>Step 6 7 years</u>	<u>Step 7 10 years</u>	<u>Step 8 12 years</u>	<u>Step 9 15 years</u>
Associate/District Court Bailiff	220	39,000	40,955	43,014	44,491	46,072	47,653	49,358	51,064	52,874
		18.75	19.69	20.68	21.39	22.15	22.91	23.73	24.55	25.42

**GROUP: X ELECTED OFFICIALS**

<u>ELECTED OFFICIAL</u>	<u>ANNUAL SALARY</u>
Attorney	145,200
Auditor	84,000
Recorder	84,000
Sheriff	109,200
Treasurer	84,000
Chair, Board of Supervisors	45,200
Board Member, Board of Supervisors	42,200

**GROUP: Y DEPUTY OFFICE HOLDERS**

<u>POSITION TITLE</u>	<u>ANNUAL SALARY</u>
First Assistant Attorney	123,420
Deputy Auditor - Tax	63,000
Second Deputy Recorder	71,400
Chief Deputy Sheriff	92,820

**GROUP: Z TEMPORARY AND PART-TIME STAFF**

<u>POSITION</u>	<u>RATE</u>
Seasonal Health Worker & Planning Intern	\$9.90 to \$12.83/hour depending on skills, education and experience
Enforcement Aide	\$9.90 to \$19.02/hour depending on skills, education and experience
Seasonal Maintenance Worker (Roads)	\$12.21/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
Health Services Professional Immunization Clinic/Jail Health	
LPN	\$20.42/hour
RN	\$24.09/hour
Election Officials	\$7.92/hour
Election Chairpersons	\$8.71/hour
Election Clerk	\$13.33/hour

**CONSERVATION: \***

**Glynn's Creek:**

Seasonal part-time Golf Managers	
Food Service	\$8.75 - \$10.75/hour
Pro Shop	\$9.75 - \$12.75/hour
Seasonal Golf Pro Shop Personnel	\$7.50 - \$12.00/hour
Golf Course Rangers, Starters, Cart Persons	\$7.50 - \$10.25/hour
Concession Stand Workers	\$7.50 - \$10.50/hour
Groundskeepers	\$7.50 - \$11.25/hour

**Scott County & West Lake Parks:**

Beach Manager	\$11.25 - \$16.50/hour
Pool Manager	\$11.25 - \$16.50/hour
Assistant Beach/Pool Managers	\$9.00 - \$9.50/hour
Water Safety Instructors	\$8.00 - \$10.00/hour

**GROUP: Z TEMPORARY AND PART-TIME STAFF**

<u>POSITION</u>	<u>RATE</u>
Pool/Beach Lifeguards	\$7.50 - \$9.25/hour
Pool/Beach/Boathouse - Concession Workers	\$7.50 - \$9.00/hour
Park Attendant	\$7.50 - \$11.00/hour
Maintenance	\$7.50 - \$10.50/hour
Skilled Maintenance	\$10.75 - \$12.00/hour
Park Patrol (non-certified)	\$12.00 - \$16.25/hour
(certified)	\$15.00 - \$17.25/hour
<b>Pioneer Village:</b>	
Day Camp Counselors	\$7.50 - \$9.50/hour
Apothecary Shop Concession Workers	\$7.50 - \$11.50/hour
Maintenance / Resident Caretaker	\$10.75 - \$11.50/hour
<b>Wapsi Center:</b>	
Assistant Naturalist	\$10.00 - \$11.75/hour
Maintenance / Resident Caretaker	\$10.75 - \$11.50/hour
<b>Cody Homestead:</b>	
Attendants/Concession Workers	\$7.50 - \$11.50/hour

\* Set by Scott County Conservation Board

## 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 BFO 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.

**Balanced Budget:** A balanced budget in the public sector is achieved when the government equates the revenues with expenditure over business cycles. In other words, a government's budget is balanced if its income is equal to its expenditures.

**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 inter-fund 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.

**Budgeting For Outcomes:** A budgeting process that identifies the results citizens want to achieve and focuses on outcomes or future conditions the government wants to achieve through identified services levels.

**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 Expenditure:** Expenditures that are usually construction projects designed to improve the value of the government assets. Examples of capital expenditures 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. One-time agency funding and special consultant studies are also included in the County's definition of capital expenditures.

**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 annual audit, however, is prepared on an accrual/modified 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.

**Core Service:** A core service is a service that has a state or federal mandate, immediate or near term effect on public safety or health, loss of activity has a long term and catastrophic effect on public, beneficial effect on daily lives of a significant segment of population and is not core service of any other entity, provides revenue through a direct function that is in excess of total costs, provides direct support or critical indirect support for core service

**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 was established for the golf course that opened at the start of FY 1991-92.

**ERP (Enterprise Resource Planning):** An accounting software system which integrates the general ledger, accounts payable, accounts receivable, budgeting, cash receipts and other planning documents to one software system for decision making and accounting.

**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.

**Expenses:** This term is used as an appropriation sub-object account category to differentiate from personal services, supplies, capital, and equipment costs.

**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.

**Governmental Fund:** A funding structure used to account for activities primarily supported by taxes, grants, and similar revenue sources. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

**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.

**Major Fund:** Governmental fund or enterprise fund reported as a separate column in the basic financial statements and analysis.

**MH / D:** Mental health and Disabilities Services. 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.

**Non-major Fund:** Governmental fund or enterprise fund reported within a combined column in the basic financial statements and subject to consolidated analysis within the financial statements.

**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.

**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.

**PSA:** Public Safety Authority of Scott County, a blended component unit of the county responsible for jail expansion project through the issuance of revenue bonds. The authority does not issue separate financial statements and does not set a legal budget for the year. Currently the primary purpose is debt financing.

**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.

**Semi-Core Service:** A service that has the potential and beneficial effect on public safety or health, but

the loss of the activity would not have catastrophic effect, portion of core service that exceeds a state or federal mandate, has beneficial effect on the daily lives of a significant segment of population but is the core service of another entity, provides revenue through a direct function that funds most but not all of its costs and that is not generated or collected by another entity, provides direct support for a semi-core service or indirect support for a core service.

**Service Enhancement** - A service that does not fit in either core service or semi-core service definition, these services were created in the interest of the residents of the county, to enhance their quality of life, these services are not provided for by state or federal mandates.

**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.