



# **2019-2020 Budget Plan**

**Adopted February 21, 2019**

**SCOTT COUNTY, IOWA**

**BUDGET PLAN**

**JULY 1, 2019 – JUNE 30, 2020**

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Scott County Administration Office

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# 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, 2018. 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, 2018**

*Christopher P. Morrill*

Executive Director



# **INTRODUCTORY SECTION**

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## THE BUDGET GUIDE

The purpose of this section is to provide the reader with a general explanation of the format and content of the fiscal year 2019-20 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 FY18 status, the budget and projected FY19 status, and the requested and adopted FY20 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.

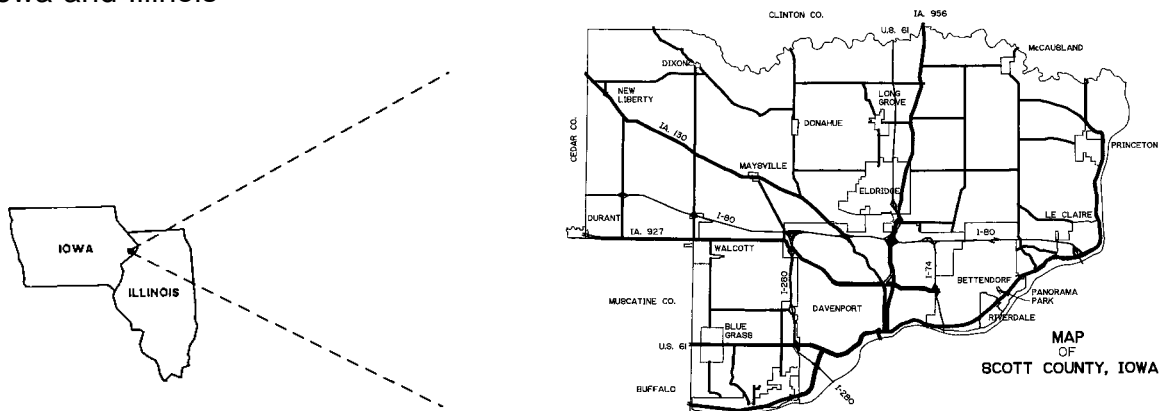
The **Supplemental Information Section** includes such things as a glossary providing definitions of terms used throughout this document, a description of the County's budget process, and the County's pay plan for FY20. The County's basis of accounting, various financial management policies and miscellaneous 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, Mercer, and Henry (Illinois), make up the Davenport – Rock Island-Moline Metropolitan Statistical Area, DRIM-MSA, with a population of approximately 385,630.

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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TONY KNOBBE, Chair  
KEN BECK, Vice-Chair  
KEN CROKEN  
BRINSON KINZER  
JOHN MAXWELL

June 11, 2019

TO: The Citizens of Scott County

RE: 2019-20 Budget Message

The budget for Fiscal Year 2019-20 is hereby presented as reviewed and adopted by the Board of Supervisors on February 21, 2019, 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, 2018. 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 multi-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. The following vision, mission and PRIDE statements and objectives further informed the staff on the development of programs for the FY19-20 budget, developed from the FY18 strategic plan and updates. The county began a new strategic plan in March, 2017 for fiscal years 2018 – 2032.



## **Scott County Vision 2032 Statement**

Scott County 2032 is a GREAT PLACE TO LIVE and a GREAT PLACE FOR BUSINESS.

Scott County 2032 is a SAFE COMMUNITY, a HEALTHY COMMUNITY and a LIVEABLE COMMUNITY FOR ALL.

## **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 plan were created with respect to the County’s vision statement, mission statement, and PRIDE Statement.

The major goals of the strategic plan were organized into goals for the next five years:

- Financially Responsible County Government
- High Performing Organization = Exceptional County Services
- Local and Regional Economic Growth
- Great Place to Live

Goals and objectives were organized by department. The strategic outcomes by department are presented in the Departmental / Authorized Agency Detail. The significant goals and agendas were placed into two categories of the County: Policy and Management.

# SCOTT COUNTY GOALS AND OBJECTIVES

## Policy Agenda

### Top Priority

- SECC Radio System
- Commercial Backfill / Equalization Strategy and Plan
- Comprehensive Salary and Benefit Study
- Mental Health Funding: Policy Strategy
- Emergency Management Plan / Continuity of Operations

### High Priority

- Lead Abatement
- County Economic Development Policy, Role, Incentives, TIF
- Industrial Park Development
- Future Land Use Map
- Rural Residential / Building Ordinance / Guidelines

### Moderate Priority

- Core County Service Inventory / Report
- Healthcare Costs Containment Strategy

# Management Agenda

## Top Priority

Business Continuity of Operation Plan

Fleet Management Plan

## High Priority

Credit Card Policy / Process

Purchase Card Vendor Procurement

Election Equipment and Space

## Departmental Goals

Defined by department, activity / service, business type, and major Board goals

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 Director of Budget and Administrative Services 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 FY20 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 FY20 budget process were:

1. Top and High Priority Policy and Management Agenda items.
2. Salary / Benefit adjustments including four union contracts.
3. Budget 0% growth from FY 19 plus adjustment for Board of Supervisor Strategic departmental elements.
4. Position requests.
5. Require authorized agencies at 0% growth for county contributions. Review agencies that have new funding sources. Develop new budget evaluation tool matching the entity's mission to the Scott County mission.
6. Capital Programs – Property tax transfers at \$3,277,830 (General, Vehicle, and Electronic Equipment) and include general fund transfer of \$1,564,554 from FY 18 to be transferred in FY 19.

These issues represent the short or near term issues to address within the budget development process. The FY20 Budget Initiatives that addressed or impacted these areas are described below:

### **Top and High Priority Policy and Management Agenda items**

- The County began implementing the new strategic plan in the summer of 2017. With the implementation, the fiscal year 2019 budget was the first budget to incorporate the new short-term and long-term strategic plans into the budget, and associated specific budget dollars. Many of these projects are funded in fiscal year 2020 as continuing projects and goals. Projects and goals may include agenda policy items, departmental activities or goals, or county-wide efforts and capital planning. Additionally, departmental business types and Board goals were incorporated into each department's budgeting for outcomes.

### **Salary / Benefit Adjustments including four union contracts**

- The County compensation level will be estimated using the maximum IPERS employer pension increase, ranging from 9.44% to 9.911%. The fiscal year 2020 budget applies the County's first year under a new salary and benefit study. The study renames many positions, moves the positions to new salary scales based on market conditions, and replaces the merit system with a step system. The budget will be prepared with cost of living adjustments of 2.25%, while securing funding for salary step increases and position placement. The County entered the budget process with four union group open for salary and benefit adjustments and incorporated the changes for all union groups. The budgeted health cost will be at 9.0% for a prospective January 2020 increase, designed to maintain the Health / Dental Insurance fund balance.

## **Budget 0% growth from FY 19 plus adjustment for Board of Supervisor Strategic departmental elements**

- To maintain limited property tax growth, departments are tasked with submitting budgets for supplies, materials, and other purchased services at 0% growth, plus adjustments to achieve the Board of Supervisor departmental goals for the strategic plan. Line item detail changes are permissible and recommended. Historically the County uses 93-98% of line item expenditures. Additional capacity may be budgeted to achieve the goals outlined by the strategic plan. These resources may be accessed through the request of dollars based on outcome based objectives.

## **Position Requests**

- Annual adjustments of staffing levels based upon departmental review and submission, will be individually analyzed and assessed. The program community benefits of the position request must be identified as well as the measurement for outcomes.

## **Require Authorized Agencies at 0% county contribution growth. Review Agencies that have new funding sources. Develop new budget evaluation tool matching the entity's mission to the Scott County mission.**

- Review authorized agencies for new funding sources to complement or reduce county funding. To begin the analysis of the County core competency program, a new program evaluation tool was developed for new requests for funding to identify and assess the impacts of third party programs and how they may overlay with county strategic planning goals and objectives, as well as current services.

## **Capital Programs**

- The County is moving into a phase of Buildings and Grounds capital maintenance, Information Technology infrastructure support and Conservation major projects including the West Lake Park lake restoration and Scott County Park campground design and construction. Funding for all capital projects is secured on a pay as you go basis with no external borrowing, supported by the county capital budgeting master plan. The West Lake Park lake restoration plan does call for the State of Iowa to pay 75% of reconstruction costs between fiscal years 2019 and 2021. The county would then contribute 25% of the project costs from the County capital fund.

Additionally, the FY20 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. Short term goals are incorporated into each department's budgeting for outcomes to reflect departmental outcomes that will be achieved over one fiscal year basis.

## **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. 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 Board continued the process by starting the strategic planning for FY 2018 and beyond, with an eye toward 2022 and 2032. The Board has begun setting goals with focus around:

- **Local and Regional Economic Growth**
- **High Performing Organization = Exceptional County Services**
- **Financially Responsible County Government**
- **Great Place to Live**

The County's strategic plan seeks multiple objectives while addressing short-term challenges and opportunities. Individual policy agendas, management agendas, management in progress and major projects were charted for 2017 and thereafter. Following is further detail into the objectives of each of the goals.

### **Local and Regional Economic Growth**

- Expand the County tax base and revenues through economic growth and business investment.
- Partner with / support schools and colleges in preparing for 21<sup>st</sup> century job opportunities.
- Partner with / support municipalities in local economic development projects and investments.
- Expand agricultural related businesses in Scott County.
- Support the retention and growth of current Scott County businesses.
- Attract new major businesses to Scott County – headquarters, regional offices, and major production plants.
- Have industrial / commercial land available for business investment with adequate infrastructure.

### **High Performing Organization = Exceptional County Services**

- Have effective management and employee succession planning and program.
- Increase resident understanding of Scott County government – policies, plans, services, finances, programs and value to daily life.
- Value creative thinking and innovative decision making throughout the County organization.
- Have County government working as a team that effectively uses the available resources.
- Have easy access to County information and services.
- Collaborate with other governments in the Quad Cities in service delivery.

### **Financially Responsible County Government**

- Deliver County services in the most efficient, cost effective manner.
- Have adequate resources for defined County services and programs.
- Serve as responsible stewards of County finances and resources.
- Maintain / reduce County tax rate.

- Invest in the maintenance of future expansion of County buildings, facilities and roads.
- Have affordable, responsible compensation and benefits for employees.

## **Great Place to Live**

- Connect County trails to County parks and some municipal parks.
- Preserve / enhance the natural resources and environment of Scott County.
- Partner to provide a timely, appropriate response for an emergency call or a natural disaster.
- Have quality roads that facilitate mobility throughout the County and region.
- Have top quality County Parks.
- Maintain a safe community for all – “Safest Large County in Iowa”.
- Have County land and master plans used in guiding and managing growth in Scott County.

By identifying the objectives, departmental goals and board goals were developed to meet the medium and long term planning.

Additionally, 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. 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 elimination of backfill dollars, the County Board has continued work on developing a four-year phase out plan of reliance on backfill supplemental grant dollars. A minimum taxable value growth of at least 3.0% will lessen the reliance on the backfill dollars over a three year period. The state legislature continues to determine if and when the commercial and industrial taxable rollback backfill will no longer be funded by the state at 100%. Additionally the state legislature has capped the amount of state-wide backfill dollars available to supplement local government. Any change to state funding beyond 25% reduction will be funded by fund balance of the County.

<b>Projected Change in Fund Balance by Fiscal Year</b>				
<b>Funds</b>	<b>Budget 2019-2020</b>	<b>Projected 2020-2021</b>	<b>Projected 2021-2022</b>	<b>Projected 2022-2023</b>
General	(\$220,000)	(\$329,128)	\$473,229	\$940,591
Mental Health	\$395,031	\$84,870	\$85,611	\$86,375
Secondary Roads	(\$3,673,634)	(\$2,020,977)	(\$339,877)	(\$21,655)
Debt Service	\$258,103	\$167,635	\$173,194	\$159,543
Capital Projects	(\$3,091,790)	(\$797,869)	\$555,551	\$1,490,551
Non-Major	\$14,331	\$45,689	\$57,969	\$70,904

The General Fund is projected to fluctuate from a fund balance reduction to increasing fund balance over the next four years, while maintaining programs and service levels. Key assumptions include 4.2% property tax revenue trend increase. The trend considers the valuation growth of taxable property while maintaining the tax rate with minimal changes. Other revenue streams are projected to remain relatively flat within a (-1.4) - 3% variance. Salary expenditures continue to grow at 3.0% per year step and cost of living adjustment, net benefits at 5.7%, 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, as well as limited growth for operating departments based on identified outcomes of new money of adjustments to match strategic plan objectives. The 2020 projected deficit is directly related to expending fund balance for the strategic plan items that are funded with FY 18 savings and assigned fund balance. The projected change in fund balance in future years will be allocated to program goals or property tax adjustments to maintain a balanced budget.

The Mental Health Fund currently has maximized the legal tax levy authority, creating a surplus in the current year and projected in future years, however services within the service area continue to expand. The budgeted and projected expenditures have been limited to the state per capita amount but will not sufficiently fund the County's requirements to the mental health region. After the budget adoption in 2018, the State determined regional organizations within Iowa have a surplus of fund balance and must work within per capita caps within each region. Scott County may now levy \$30.78 per capita, however this is below the projected costs of local and regional services. Additionally, after the 2019 and 2020 budgets were adopted, the state assigned expanded services to be funded with local regional / county dollars without further funding. As a region, these services are expected to cost an additional \$1 million to \$2 million per year. Scott County represents 53% of the region's population. Without further changes in State of Iowa law or funding levels from the state, core services will be reduced or eliminated, after all available local funding is exhausted. The multi-year projection estimates that Scott County will levy the maximum allowable tax levy, based on per capita in all future years.

After the FY16 budget was developed for the Secondary Roads Fund, the State of Iowa increased the gas tax by \$0.10 per gallon. While the projected revenue growth has been flat, due to consumer management of fuel purchases such as fuel efficient vehicles, local governments have begun to plan for increased capital investment. The County's five year capital plan includes identified road projects, which will be reorganized due to the increased funding from the gas tax. Secondary Road capital projects are expected to increase after preliminary engineering and determination of actual revenues available. The fund is projecting county sponsored capital projects of \$5,070,000, \$3,248,750, \$2,875,000, and \$2,550,000 over the next four years for a number of bridges and paving projects.



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 increase for FY 2020 is 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 2009 bonds are callable for refinancing in 2019; however, the decision to commit to refinancing the debt and incur additional debt occurred after the budget adoption in February 2019. The impacts of this decision will be reflected in the fiscal year 2020 amendment and future budget iterations.

The fund balance fluctuations for the Capital Projects fund are outlined in the five-year capital plan. All major projects of the County are funded with current projected revenue streams and require no additional general obligation funding at this time. After the budget adoption, the County committed to issuing debt and funding the SECC radio infrastructure and radio project. These monies will be transferred to SECC for the project.

The consolidated non-major funds are projected to remain flat in fund balance between fiscal year 2020 and 2023.

### **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. FY19 is the ninth 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 receive the financial benefits in their respective tax levies.

This year is the 4th lowest property tax rate levied for the Center. The increase in levy dollars is directly tied to the Center's levy request to fund ongoing operations while capital investment is funded through fund balance & operation revenue. These fund balances were generated by conservative approach to personnel funding.

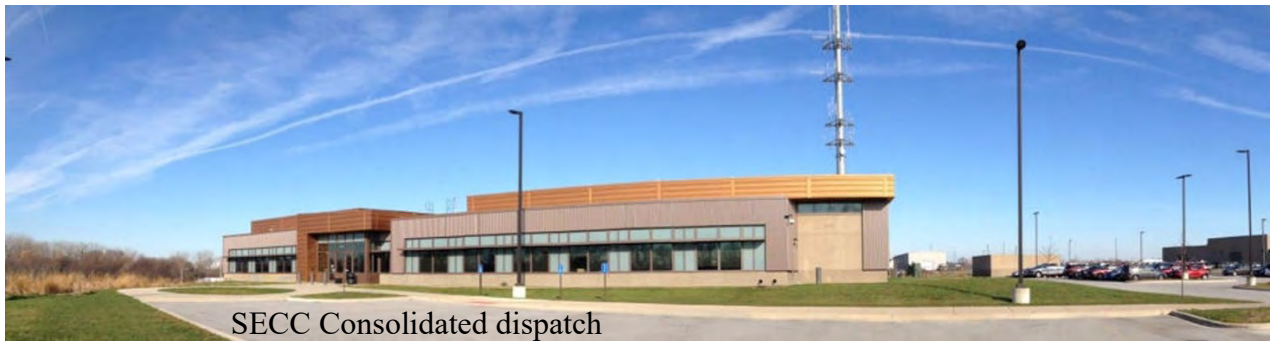


Fiscal Year	SECC / EMA Rate	% Change	Levy Dollars	% Change
2010-11	\$1.05473		\$6,917,154	
2011-12	\$1.05048	<b>-0.4</b>	\$7,175,122	<b>3.7</b>
2012-13	\$1.03361	<b>-1.6</b>	\$7,341,080	<b>2.3</b>
2013-14	\$1.00341	<b>-2.9</b>	\$7,329,290	<b>0.0</b>
2014-15	\$0.94952	<b>-5.4</b>	\$6,964,449	<b>-5.0</b>
2015-16	\$0.89283	<b>-5.9</b>	\$6,613,099	<b>-5.0</b>
2016-17	\$0.89404	<b>0.1</b>	\$6,871,688	<b>3.9</b>
2017-18	\$0.92385	<b>3.3</b>	\$7,333,473	<b>6.7</b>
2018-19	\$0.95619	<b>3.5</b>	\$8,031,560	<b>9.5</b>
2019-20	\$0.93030	<b>-2.7</b>	\$8,193,616	<b>2.0</b>

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 FY20 budget shows the entire bond payments funded through the taxes on the lines. Approximately \$1,200,000 is generated by these fees.

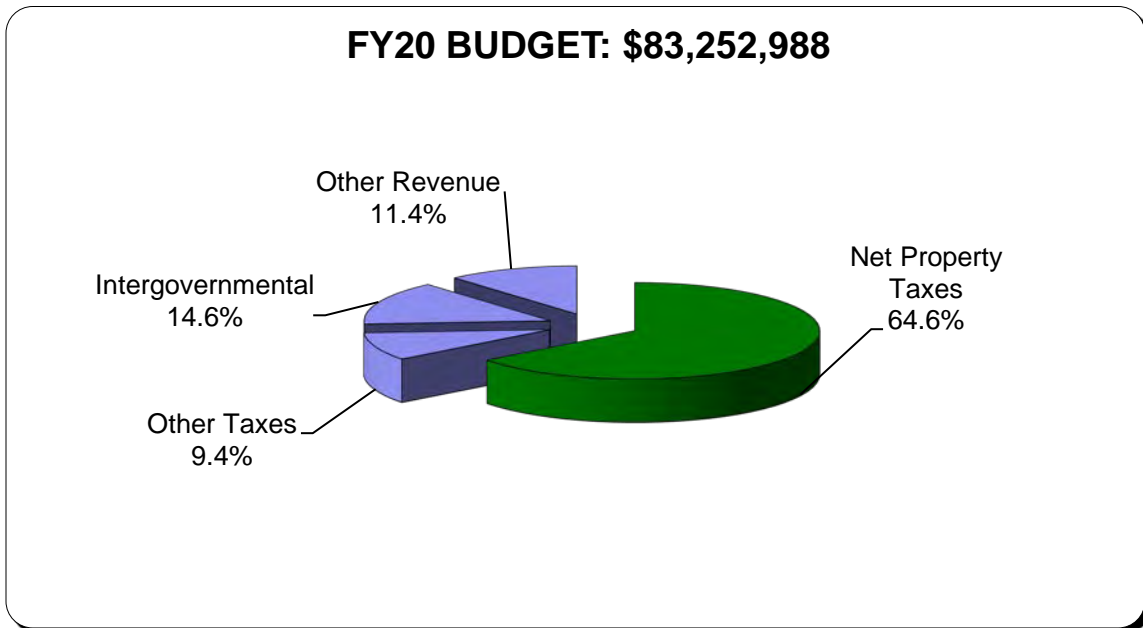
The Center is contracting with a vendor and a consulting and project management service for the procurement of a two-county (Scott County, Iowa and Rock Island County, Illinois) P25 Radio System. The upgrade of radio tower infrastructure and location. The project scope is be designed and replace a leased 800 Mhz EDACs system now in use as identified in a needs assessment plan for hardware nearing the end of life. Increased utilization and interoperability are key features to be considered in the design of the new system. The contractual commitment to the project occurred after the budge adoption in February 2019. The Scott County Contribution to the two county project is approximately \$6.4 million for infrastructure and management of the project. Additionally the County will finance the procurement of radios for all underlying communities within Scott County in the amount of \$5.4 million. The debt issuance is expected to close in August, 2019. The infrastructure improvements will be financed through a debt levy and abated through the use of E911 surcharge funds. The radio procurement will be financed through a county-wide debt levy. After the project is complete, the dispatch center estimates to incur lower maintenance costs of the combined contract and associated radio costs. At the time of debt issuance, the County will also refinance the 2009 bonds used to originally construct the current facility and system.



SECC Consolidated dispatch

### TAX LEVY AND REVENUE OUTLOOK

The property tax continues to be the major revenue source for Scott County. In FY20, total net property taxes represent 65% of total County revenues. The County continues to rely heavily on property taxes to fund programs as other revenue sources have decreased or have limited growth in recent years. Intergovernmental revenues share of total revenues are expected to decrease by 1.7%, due to changes in capital funded grant funding for the West Lake Restoration and secondary road bridge replacements. These funding estimates represent a \$790,000 difference due to the method of reimbursement for the lake restoration and timing of state funded bridge repairs.



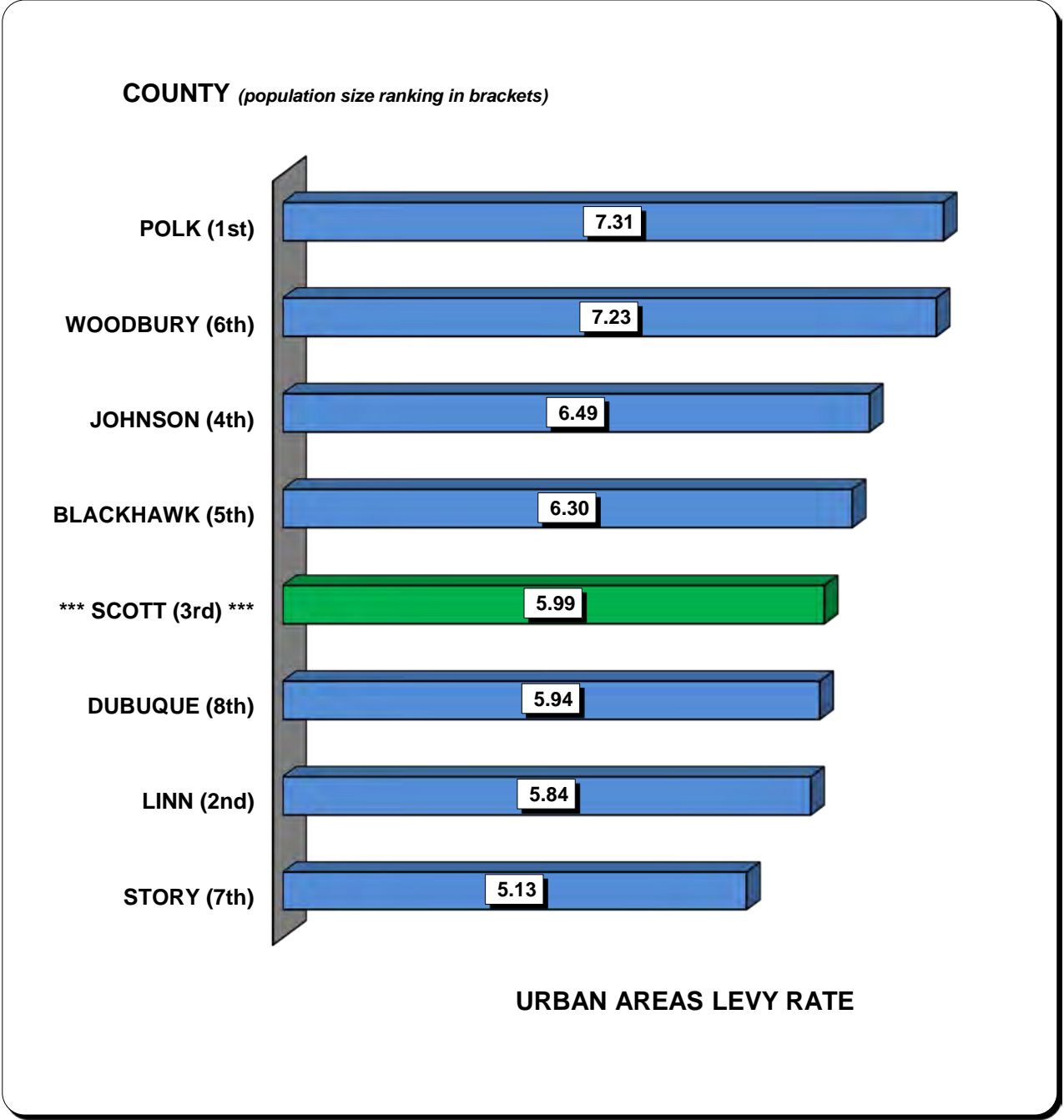
Other revenue sources in the FY20 budget are charges for services and local option sales tax. Charges for services are expected to rise due to joint construction costs charged to other local governments for joining secondary roads projects, and sheriff service fees. The local option tax serves as property tax relief and is relatively stable in the long term. Changes nationally based on consumer spending habits or internet sales are expected impact the collection of this revenue source; however, it is too early to tell what the financial impacts are that will be attributable to Scott County.

The tax rate per \$1,000 of taxable valuation for FY20 increases to \$5.99401 for property located in incorporated areas (cities). The rate has increase from \$8.76857 to \$8.90566 for property located in unincorporated areas (townships). The increase in the tax rate is attributable to two levy

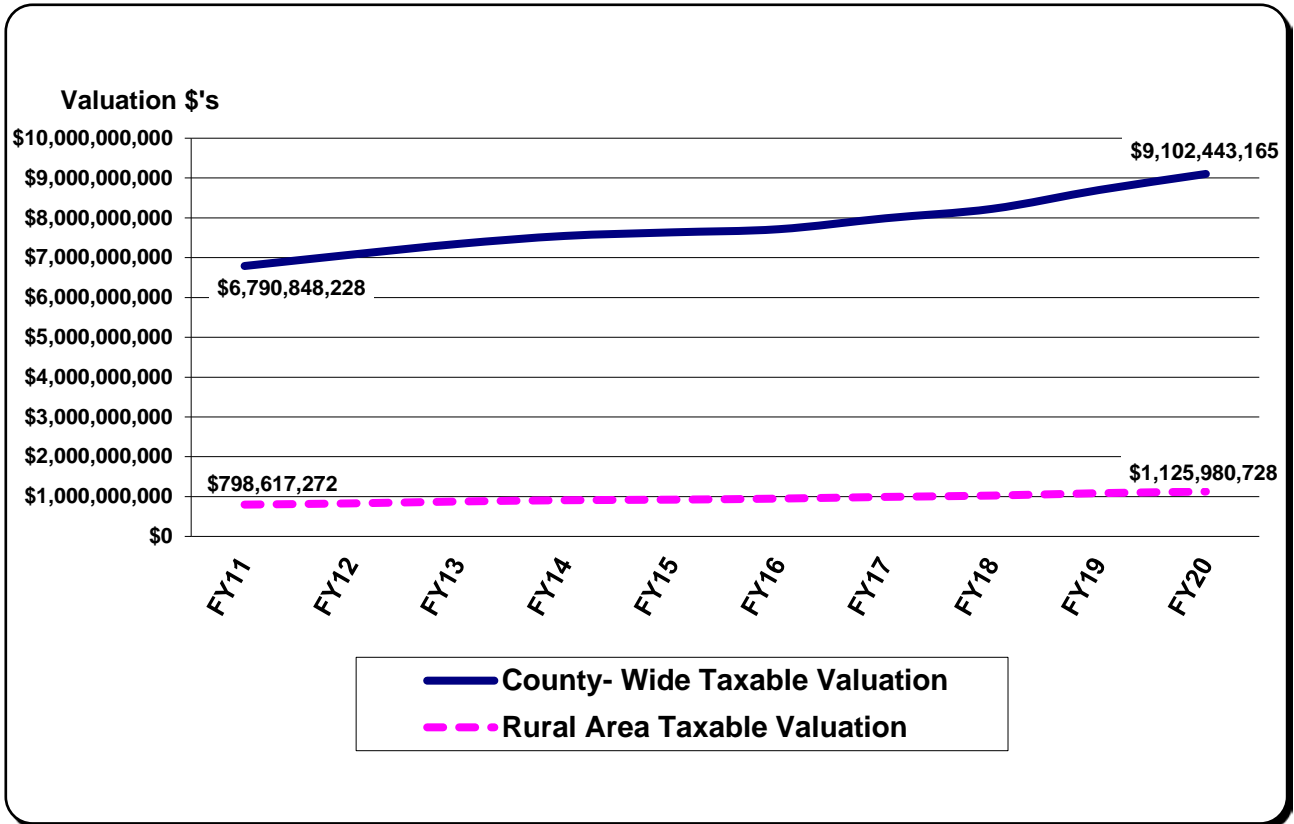
adjustments within the General Fund and the Mental Health Fund of the County. The General Fund levy was increased to balance the budget for proposed staffing request and compensation adjustments, while the Mental Health Fund levy was maximized to the legal maximum per capita funding for Scott County. Due to the rollback increase, all residential property owners with the same property valuation will see an increase of county taxes for FY 20 of about 5.4%. This is the first rate increase for County taxes since fiscal year 2011.

<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>
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>
2017-18	<b>5.82167</b>	<b>-0.0</b>	<b>8.76857</b>	<b>-0.2</b>
2018-19	<b>5.82167</b>	<b>0.0</b>	<b>8.74885</b>	<b>-0.2</b>
2019-20	<b>5.99401</b>	<b>2.9</b>	<b>8.90566</b>	<b>1.8</b>

For FY20, Scott County's urban property tax rate ranks the 4<sup>th</sup> lowest respectively among the eight largest urban counties in Iowa. Scott County has the 3<sup>rd</sup> lowest rural property tax rate among the eight largest urban counties.



The County's tax base has increased at an average rate of 3.40% annually over the past ten years, while the five year average is 3.84% annually, and the one year growth was 4.6%. The increase in the taxable value has allowed Scott County to maintain or lower the tax levy rate for nine out of ten years.



Residential taxable valuations also reflect a State imposed rollback computation, currently at 56.9180% of fair market value. The agriculture land / structure rollback computation was 56.1324% for assessment year 2018. The State of Iowa implemented a Commercial, Industrial and Railroad rollback in FY17 of 10% creating a 90% assessment limitation. However, the value lost in this rollback is backfilled by state funding. A new class of Multi-Residential was applied in FY 17. In FY 16 these properties were valued with a 10% rollback as a Commercial property, however in FY 20 the new class is valued at 75.0000% and will continue to decline by 3.75% each year until it equals the residential class. The loss in rollback value for the multi-residential class, from the 100% level, is no longer backfilled by the state. The loss on the multi-residential property is approximately \$323,000 from the previous 100% valuation. The current county wide taxable valuation base amount of \$9.102 billion dollars reflects a 4.6% increase from last year. For FY20, with the rollbacks, the residential property, commercial, industrial and ag land / structures taxable property assessed values increased, while multi-residential and utility property assessed values decreased. The residential class of property represents approximately 64.0% 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 14.6% of the total revenue sources for FY20, which is down 1.7% compared to the previous year. The decrease is related to reduction Iowa Department of Natural Resource grant funding, estimated to be \$525,000. The state changed the nature of the reimbursements to the County for the restoration work occurring at West Lake Park. The state will

now incur the expenditures and request 25% matching funding to be sent to the state, rather than the state reimburse 75% to Scott County. Additionally the county is not planning on a qualifying bridge reconstruction project in FY 20, as such there is \$260,000 less state dollars estimated in FY 20. The total amount of \$12,187,023 intergovernmental revenue is made up of \$4,684,035 in general grants, reimbursements and draw from Iowa DNR, \$4,032,966 in state shared revenues such as motor fuel and franchise taxes, \$2,321,650 in state property tax replacement credits against levied taxes such as homestead replacement, and \$1,148,372 in other State credits including state payments, commercial and industrial property replacement tax credit and military tax credits.

### OTHER REVENUES

Fees and charges total \$7,245,917 for FY20, an increase of 0.8% of total revenue as compared to \$6,869,292 for FY19. 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. Additional licenses, permits and charges for services within the Sheriff Department are based on recent trend experience. The County has performed several fee study reports over the years to evaluate where fee levels that are within the County's control 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. The food establishment, hotel / motel fees and vending fee were recently authorized to be increased by the state legislature. This will increase environmental health fees by 13% compared to the prior year. 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. The use of money and property is expected to increase 15%, or \$135,000, due the increase in interest rates on short term investments. Interest earned on monies held during county-wide property tax collection are retained by the County.

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

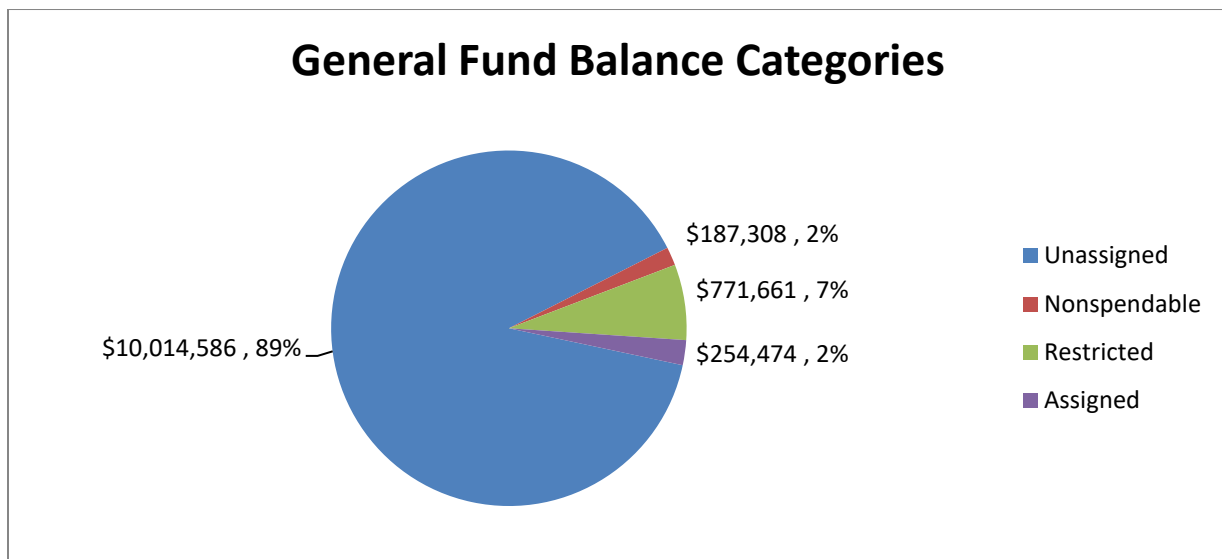
The following presents a summary of major and non-major fund reserves (excluding capital funds) for the FY20 budget year and the percentage of increases and decreases in relation to the prior year budget amounts.

- **Net property tax revenue is increasing from FY 19 by 7.9%.** The net increase was the result of an increased valuation county wide, increased levy rate and compensating for local option sales tax and intergovernmental revenues.
- **Interest rates continue to be low, however they are now growing, which makes this revenue source limited, but trending positively.** Market rates for county investments are approximately 2.4%. 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 flat due to local option taxes.** Local option taxes (one cent sales tax) are projected to remain flat compared to the prior year budget based on State projections and losing market share to online sales. Local option taxes are only used for property tax reduction. The impact of the Wayfair v. South Dakota on the Iowa local option sales taxes cannot be estimated at this time.

- **License and permit fees are projected to grow 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. Environmental health fees are increasing due to state mandate fee changes.
- **Charges for services are increasing 4.5% from FY19.** This increasing is due to the net budgeting of the jail care-keep charges and related sheriff service fees.
- **State and Federal Aid is decreasing 5.8% compared to the FY19.** The decrease is directly related to the reduction of state support and funding model related to bridge replacement and West Laker restoration.

## FUND BALANCES

The fund balance of the General Fund is projected to be \$11,228,029, which is a decrease of \$220,000 from the re-estimated FY19 balance. The decrease in fund balance is directly related to the use of assigned fund balance for strategic planning elements to be accomplished in the 2020 budget year. 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 prepaid items of \$187,308. The amounts restricted for the other statutory programs is \$771,661. The amount assigned for IBNR claims liabilities is \$254,474. The remaining \$10,014,586 provides the County with a fund balance that meets cash flow needs prior to the collection of property taxes and significantly reduces the likelihood of the County entering the short term debt market to pay for current operating expenditures.



The amount of General Fund unassigned fund balance, 16.4% of FY 20 expenditures is in line with the minimum amount designated by the County's Financial Management policies.

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. In FY13 the State 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. After the 2018 budget, the state allowed a rebalancing of levy authority within the regions. Scott County's new maximum is \$5,309,827; however the region's maximum levy remains \$9,243,480. 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. For FY 2020, the County increased the property tax levy from \$4,112,052 to \$5,309,827. Other members within

the region also levied the maximum amount of levy per capita. After the budget adoption the state amended the law allowing regions to carry 40% of expenditures fund balance and a new compliance date of fiscal compliance before any required reduction in levies occur. Two counties, Cedar and Jackson, subsequently reduced their levy to 50% of maxim, thereby reducing the regions forecasted revenue. Without a change in state law to increase the Eastern Iowa Mental Health and Disability Services levy limit, eventually in future fiscal years, the region will be unable to fund all of the current services. Additionally after the budget adoption for individual counties for FY 2020, the State added more comprehensive services, including incorporation of the children's mental health system into the current adult system, which are needed but will be funded with local funding.

The Secondary Roads Fund is decreasing by \$3,673,634 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.

The County's Debt Service Fund is increasing by \$258,103 to a fund balance of \$11,433,666 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. Funds in excess of the debt service will be used to refinance the debt in fiscal year 2020. The decision to refinance the debt occurred after the budget adoption.

The Capital Projects fund balance will decrease 40% to \$4,682,914 from a projected \$7,774,704. The County is investing in building maintenance projects, technology upgrades, and continuing a new project of West Lake restoration. The conservation projects include campground construction, West Lake Park restoration, which is partially grant funded, and lodge design and construction. Additionally there are information technology projects that invest in the infrastructure life of the system that will be incurred in FY 20. These projects are the reason for this decrease and are discussed further under the Capital Improvements section below.



<b>Funds</b>	<b>FY 19 Projected Fund Balance</b>	<b>Change in Fund Balance - Budget 2019-2020</b>	<b>FY 20 Fund Balance</b>
General	\$11,448,029	(\$220,000)	\$11,228,029
Mental Health	\$826,941	\$395,031	\$1,221,972
Secondary Roads	\$4,695,920	(\$3,673,634)	\$1,022,286
Debt Service	\$11,175,563	\$258,103	\$11,433,666
Capital Projects	\$7,774,704	(\$3,091,790)	\$4,682,914
Non-Major	\$264,038	\$14,331	\$278,369

### **PROGRAMS AND SERVICES**

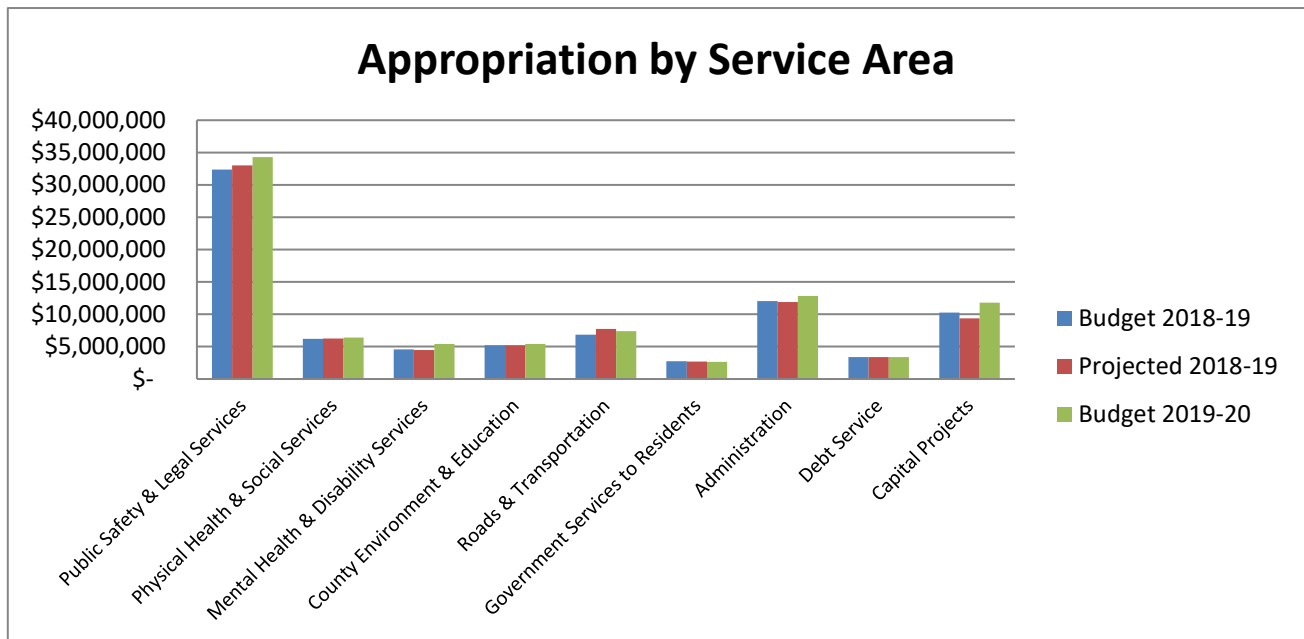
As a service organization, the County is people intensive. Over the last ten (10) years the County has increased its work force by only 0.6 FTE's, or 0.1%, to its current level of 489.62 FTE's. During this period, the increase is mostly related to Health and IT to support grant funded outreach programs and technical support for component unit governments. Additionally the Attorney's office has increased 2.5 positions over ten years as the department requested more attorney's based on cased load. These additions have been offset by attrition in other departments due to efficiencies, including Community Services, Recorder, and Conservation. A shift of dispatchers from the Sheriff Department to the SECC occurring in FY 12, reduced budgeted FTE count by 13 positions. For FY20, a net 2.12 positions was added to the County. The Auditor department added 0.10 FTE to maximize a part time position to full time. Facility and Support Services added 0.25 FTE maintenance worker to create a full time position. The Health Department added a 0.35 FTE public health nurse funded by a grant position. Planning & Development created a second inspector position and removed an enforcement officer. The Sheriff Department added a 1.0 FTE Sex Registry Officer. The net impact to the additional FTE level is about \$182,000 to the General Fund

Two departments requested additional staffing that would have expanded service levels beyond historical trends. The Attorney's Office requested a 1.0 FTE investigator, and the Sheriff Department requested 1.0 FTE corrections officer, 3.0 FTE patrol deputies, and 1.0 FTE patrol investigations. Due to the nature of the requests, the County determined further study is required in order to fund these staffing positions. The Board of Supervisors requested staffing studies be completed before funds are appropriated to the requesting departments. Property tax dollars were levied to support and fund the positions, however they are not allocated to the department until the staffing analysis is complete and accepted by the Board. Approximately \$487,000 dollars have been reserved in non-departmental funds of the county. Additional capital investment dollars for additional vehicles and accessory equipment was appropriated in the County capital fund in the amount of \$260,000.

The County has four 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 2.25%. At the end of March, 2019 all but two union groups had settled with the County for fiscal the FY 20 budget year. Additionally, all union groups as well

as the non-represented staff moved to the new salary scales as recommended by the County’s consultant based on the staffing study. The impact of the budget based on the new staffing placement is about \$513,000 or 2.11% increase from the FY 19 budgeted salaries in the General Fund. After including the negotiated cost of living adjustments, the General Fund increase is about \$1,060,000 or 4.36% of FY 19 budgeted salaries. Many staff are receiving step adjustments for the first time in many years due to the adjusted salary scales.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$89,661,946 which is an increase of \$6,050,105 or 7.2% from the FY19 budget. The operating budget is up by 6.3% or \$4,440,154, primarily due to support for the mental health services, SECC, strategic planning elements, continuing salary and benefits under the new scales, and new staffing requests budgeted for but not allocated. Total revenues (net of other financing sources and non-budgeted funds) for the County are \$83,042,988, which is an increase of 4.8% above last fiscal year.



The overall expenditure increase of 7.1% is the result of several service areas increasing with one decreasing. Capital projects are discussed further below and are increasing 14.6%. Government Services to Residents is decreasing 3.3% due to local election costs not occurring. Administration (interprogram) is increasing 6.7% due to salary and benefits allocations and planned spending for strategic planning elements such as lead abatement and continuity of government study. Physical Health and Social Services and County Environment & Education is increasing 3.4% and 3.8% respectively due to increased salary and benefits. Public Safety & Legal Services is increasing 6.0% primarily due to salary and benefit compensation, contributions to SECC for general operations, and requested but unallocated staffing adjustments.

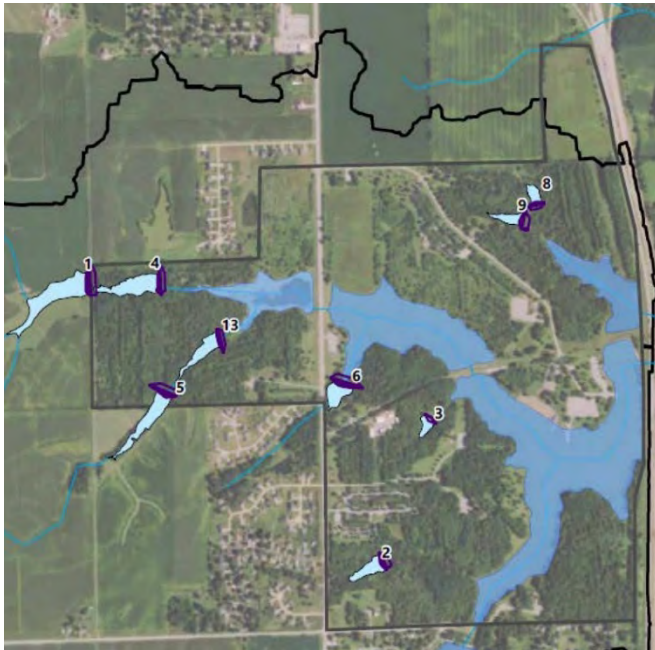
Mental Health and Developmental Disabilities Services is increasing by 18.4% due to state mental health redesign and the funding of some services at the new regional level. This is the fifth year of budgeting as a region and under ACA funding which is changing the costs structure of the program. The county is fully funding mental health services to the maximum per capita levy per the request of the regional governing board. Roads & Transportation is increasing 7.9% increase due to the

capital improvements within the road maintenance activities, while Debt Service is increasing by 0.5%. Debt Service includes interest and principal payments on the Solid Waste general obligation bond issued in FY 2016, but paid by the commission, 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 in 2013. FY 20 is the fifth 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 20 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. After the budget adoption process the County committed to a current refunding of the 2009 Emergency Equipment Bonds and will amend the budget in FY 2020.

### 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 concluded both of these studies. Beginning in FY 18 and beyond the County turned to capital maintenance for buildings, technology and conservation. The capital program for FY 20 through FY 23 shows an increased commitment to Conservation Projects, while increasing investment into care and keep of current facilities, including technology.

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 a decrease in FY20 revenues and other



sources to reflect the decrease in state grant revenue related to West Lake Park Restoration, change the use of fund balance from conservation CIP Reserve, and the use of one time monies from the general fund. In addition, the county was able to transfer prior year budget savings in FY 19 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. After the budget adoption, the County committed to the refunding of the 2009 Emergency Equipment bonds, about \$6,000,000, and issuance of 2019 Emergency Equipment bonds, \$12,000,000. The full impacts of the refunding and new debt issuance are not fully measured at the time of budget issuance.

The Board of Supervisors has authorized a transfer from the General Fund to the Capital 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 the hardware was acquired in FY 17. The FY 20 budget features continued consultation for electronic content management, enterprise storage, network / cord distribution hardware, website upgrade, and back-up and restore upgrades.

The County is currently using only 3.24% of its allowable legal debt margin consisting of two 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. 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 proposed debt issuance for new emergency equipment and 2009 refunding keeps the County at a very low percentage within the legal debt limit.

The capital improvement budget totals \$11,777,170 for fiscal year FY20, with 36% or \$4,295,000 for general projects, 37% or \$4,320,000 for Secondary Roads projects, 4% or \$510,000 for vehicle acquisition and 23% or \$2,652,170 for Conservation parks and recreation projects. The larger, non-routine projects for FY20 include courthouse elevator controls, \$257,000; Administration Treasurer station remodel, \$125,000; and Administration HVAC Controls, \$150,000. Non-routine technology projects include auditor election equipment, \$150,000; enterprise-wide storage, \$250,000; Sheriff full body screening technology, \$166,000; network core / distribution \$500,000; and back-up restore system upgrade, \$200,000.

After the budget adoption, the county incurred emergency repairs to the EFIS of the administrative center. It was determined to move up the FY 2021 and FY 2022 window replacement to the fall of 2019 in order to consolidate the EFIS and window projects for reduced implementation costs. The capital fund balance is able to fund moving the project up in time, without the need to issue debt.



The general capital improvements budget of \$4,295,000 is supported by fund balances from various funds. 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. Gaming



revenues have seen a decline of approximately 40% in over ten years because of the economy, but have recently began an upwards trend directly related to both riverboat gaming rooms moving to new casinos on land. After the budget adoption, the state allowed casinos to participation online gaming and gambling. The impacts to the increased revenue were not considered in the budget adoption. This decline in a critical funding source for our capital budget requires a larger property tax transfer to fund projects.

The local Secondary Roads capital program totals \$4,320,000, which is significantly larger than previous years. The County Secondary Roads Department has been planning new and larger projects based upon the use of the \$0.10 gas tax increase in the spring of 2015. Major projects include the bridge replacements in Butler, Pleasant Valley, Princeton and Sheridan townships. The department is also planning on a number of hot mix asphalt paving projects including Slopertown Road, Cadda Road, and F45.

The Conservation Department capital plan for FY20 totals \$2,652,170. Conservation capital projects include a lodge design and construction, wastewater treatment upgrades, and the first phase of West Lake restoration at West Lake Park (\$1,422,500), and campground construction and Pioneer Village renovation at Scott County Park (\$780,000). General Resource Enhancement and Protection (REAP) improvements of \$38,670 will occur at



the nature center. The West Lake restoration is a two phase, multi-year improvement plan to improve watershed ponds, dredging, bank stabilization and fish habitat improvements. The project is funded 75% with state dollars and 25% local match dollars. The State and County amended the agreement for the state to incur projects costs first and the county to pay the state its share (25%) at time of improvements. Conservation also has designated a portion, \$341,000, for small equipment and vehicles.

The fleet manager has completed an annual review of the county wide vehicle fleet, excluding the Conservation Department. The FY 20 capital plan has designated \$510,000 for general vehicle replacements including eight Sheriff Department patrol and special use vehicles, one FSS truck vehicle, and general fleet replacements based on grading scale. The budget includes appropriations for additional sheriff vehicles pending authorization of staffing requests.



Additionally, the fleet manager has recommended three dump / snow trucks, and one general road truck to be purchased from the Secondary Roads general operating funds.

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 FY20 budget has been an opportunity to fund important capital projects and mental health services and continued operations while meeting the strategic plan. The Board is very pleased to have met its goals in both balancing the FY20 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,



Tony Knobbe, Chair  
Scott County Board of Supervisors



Mahesh Sharma  
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	Tony Knobbe	2020
Supervisor, Vice Chair	Ken Beck	2020
Supervisor	Ken Croken	2022
Supervisor	Brinson Kinzer	2022
Supervisor	John Maxwell	2022
Attorney	Michael J. Walton	2022
Auditor	Roxanna Moritz	2020
Recorder	Rita Vargas	2022
Sheriff	Tim Lane	2020
Treasurer	Mike Fennelly	2022
<b>Administration</b>		
County Administrator	Mahesh Sharma	
<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	

# Non-elected Departments within Scott County

## Administration:

The Administration Department serves as the principal advisor to the Board of Supervisors and acts as a liaison between the Board and other County departments. They also represent the Board in dealings with other governmental agencies.

## Budget & Administrative Services:

Part of Scott County Administration, the function is to analyze, report, assess and recommend the financial budget, reporting and services for Scott County. The department prepares the annual budget, the comprehensive and popular annual financial reports, quarterly reporting, grant monitoring, indirect costs reports, Enterprise Resource Planning and policy review.

## Community Services:

This office provides a variety of services and programs including Protective Payee Service, Tax Suspension, General Assistance Programs and provides a resource for veterans and their families with Veterans Affairs Commission, Veteran Assistance and Services. Scott County is part of the Eastern Iowa MH/DS Region providing Mental Health and Developmental Disability Services.

## Conservation:

Provides recreational activities 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.



## Facility and Support Services:

FSS's role is to support those "front-line" agencies and departments that provide direct service and interaction with their ultimate customers, the citizens of Scott County. Services provided: Facilities Management, Print & Mail Services, Building Maintenance, Custodial Services, Records Management, and Vehicle Pool Services.

## Health:

The Scott County Health Department promotes, protects, and preserves health through leadership, service, education and partner ships. They provide Clinical Services, Environmental Health Services, Public Safety Services & Programs, and Community Relations Information & Planning.



## Human Resources:

This office is responsible for overall development and administration of the County policies and programs, recruitment, EEO, wage and salary administration, labor relations, employee development, benefits and organizational development, among other things.

## Information Technology:

I.T. is a technical resource for the County and has primary functions of applications, technical infrastructure, geographic information systems and web. I.T. supports a collaborative work environment and provides dependable and efficient data and voice services for the County and various related agencies.

## Juvenile Detention Center:

JDC is a 16 bed co-ed facility, but the structure provides more than short-term confinement. The philosophy is to challenge youth to take responsibility for the thinking/behavioral patterns that brought about their placement, and to explore areas of growth and change needed to assure that they will not be detained again.

## Planning & Development:

P&D is responsible for the current and future land uses in all unincorporated areas of Scott County.

## Secondary Roads:

This department is responsible for the construction and maintenance of all 564 roads & 120 bridges under the County's jurisdiction.





## Elected Departments within Scott County

### Attorney's Office:

The Scott County Attorney's Office serves in civil matters as legal counsel for the Scott County Board of Supervisors and all county officers and agencies. The County Attorney's Office also serves in criminal matters as chief prosecutor for the State of Iowa in Scott County.

### Auditor's Office:

As clerk to the Board of Supervisors, the Auditor's Office prepares and maintains all official records meeting minutes, Board voting records, resolutions, contracts, and correspondence. The Auditor acts as County Commissioner of Elections and administers all federal state, and local elections that take place within the County. This office also processes authorized payments for the Board of Supervisors and prepares payroll for 570 part time and full time employees, 120 seasonal employees, and 320 poll workers during general elections.

### Recorder's Office:

The Recorder's Office is responsible for recording and maintaining official records effecting title to real estate. The Recorder issues marriage licenses, registers births and deaths, issues certificates on vital records and processes passport applications. This office also issues hunting and fishing licenses and titles recreational vehicles.

### Sheriff's Office:

The Scott County Sheriff's Office is comprised of four divisions focused on progressive public safety to fulfill the diverse needs of citizens through the expertise of our professional staff utilization of all available resources: Patrol Division, Civil Division, Corrections Division, and Criminal Investigation Division.

### Treasurer's Office:

The State of Iowa Department of Transportation mandates the Scott County Treasurer as their agent to collect motor vehicle fees according to the Iowa Code. These fees include, but are not limited to: transfer of ownership (title transfer), registration fees, (license plate/validation fees), duplicate titles, and notation and cancellation of security interests. Additionally, the Treasurer collects property taxes on behalf of all jurisdictions in Scott County—cities, school districts, and other taxing bodies, and each jurisdiction.



## Authorized Agencies

### Bi-State Regional Commission

To service as a forum for intergovernmental cooperation and delivery of regional programs and to assist member local governments in planning and project development.

### Center for Active Seniors, Inc./CASI

To provide services that promote independence and enrich the lives of older adults through socialization, health, wellness and supportive services.

### Center for Alcohol/Drug/CADS

To provide quality substance abuse education, prevention, assessment, treatment & referral services.

### Community Health Care

Quality health care for all people in need.

### Durant Ambulance

Emergency medical treatment and transport.

### Emergency Management

Provides county-wide preparedness, mitigation, response, recovery, detection, protection and prevention of natural or man-made disasters.

### SECC

To provide superior Public Safety Dispatch services in an efficient and accurate manner.

### Humane Society

Provide humane care and treatment for all animals entrusted to them, to care for homeless animals and protect those that are abused and neglected.

### Library

A mission to make available library materials and information in a variety of formats to people of all ages.

### Medic Ambulance

Improve the health, safety, and security of our community by providing high quality emergency medical services and healthcare transportation.

### QC Convention/Visitor Bureau

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.

### An Authorized Agency: a recognized

non-profit agency receiving County funding and following the County's required BFO budgeting requirements

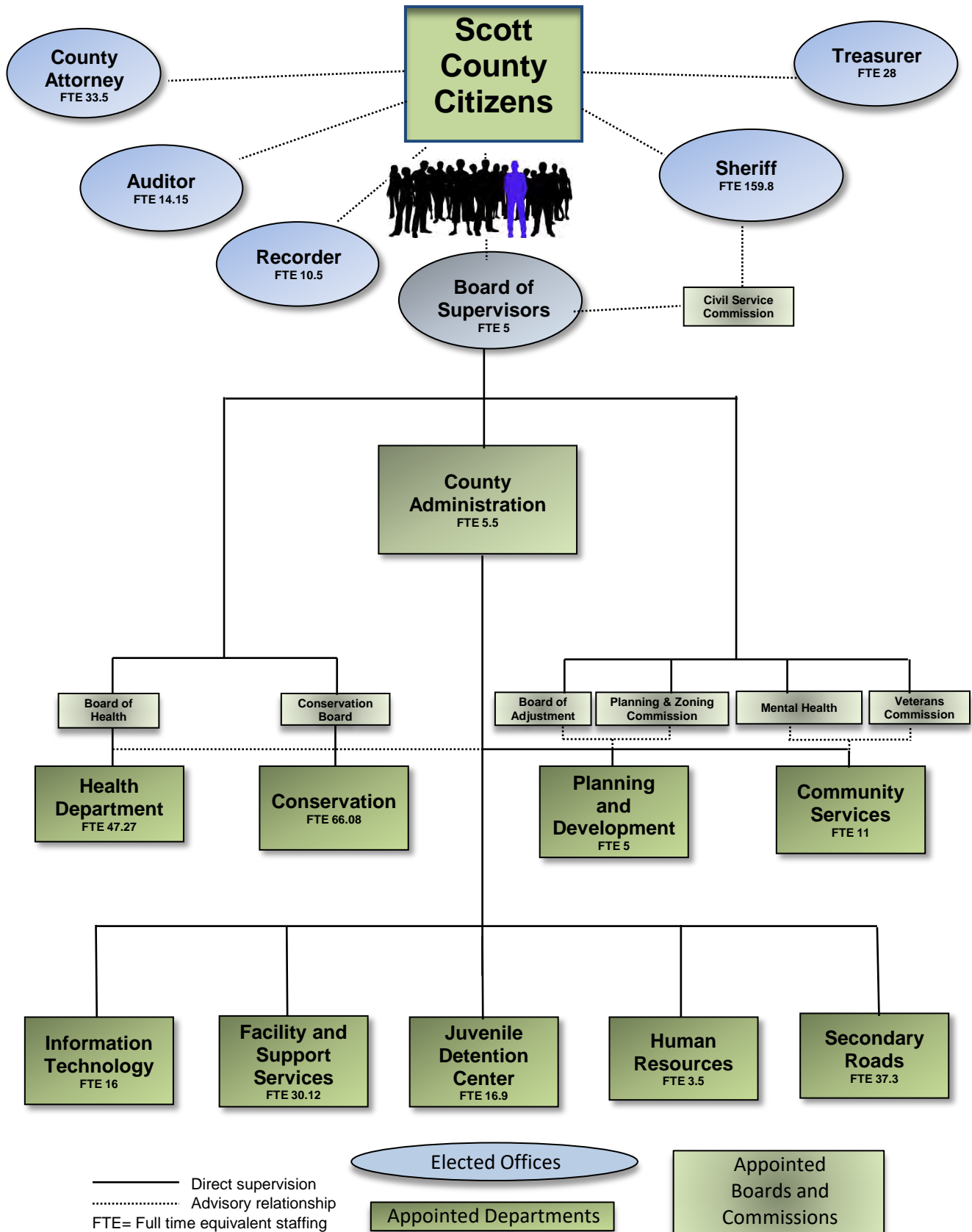
### Quad Cities First

Marketing the Quad Cities region to companies looking to relocate or expand in our market.

### GDRC Greater Davenport Redevelopment Corporation

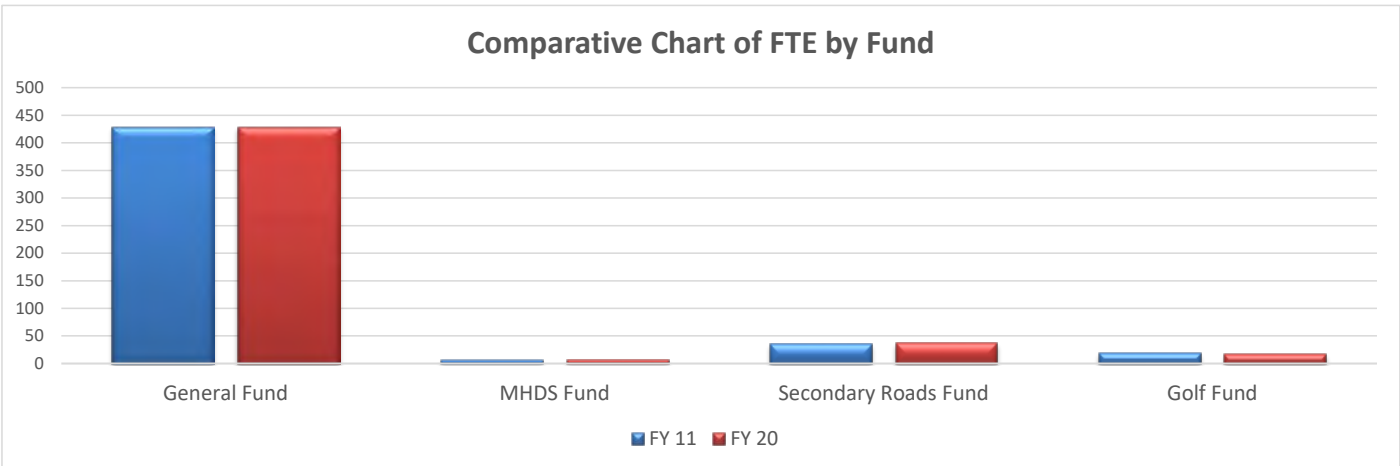
Provides arms-length real estate transactions with privacy and confidentiality.

# Scott County Government Organizational Chart

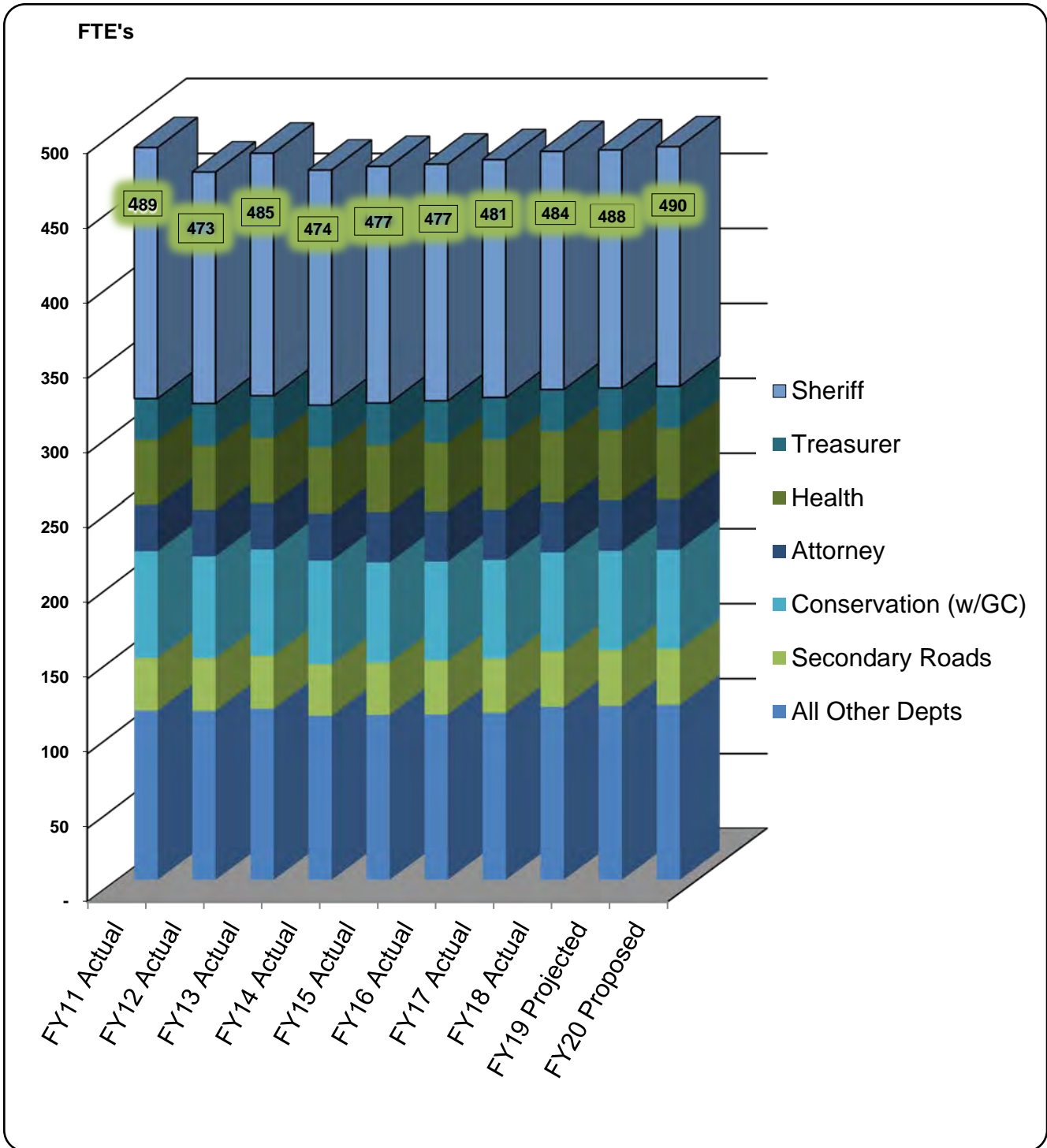


## EMPLOYEE AUTHORIZATION HISTORY - 10 YEAR FTE LISTING

<u>Department</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY 19-20 Change</u>
Administration	3.50	3.50	3.50	3.50	3.50	4.90	5.90	5.90	5.50	5.50	-
Attorney	31.00	31.00	31.00	31.50	32.50	33.50	33.50	33.50	33.50	33.50	-
Auditor	14.40	14.40	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.15	0.10
Community Services	11.50	11.50	11.50	10.00	10.00	10.00	10.00	10.50	11.00	11.00	-
Conservation (net of golf course)	51.87	48.62	51.45	49.70	48.85	48.85	48.85	49.10	49.10	49.10	-
Facility and Support Services	31.04	30.55	30.55	29.60	30.50	28.50	28.70	29.87	29.87	30.12	0.25
Health	43.00	42.65	43.25	43.97	44.52	45.52	46.52	46.92	46.92	47.27	0.35
Human Resources	4.50	4.50	4.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	-
Information Technology	14.00	14.40	15.40	15.40	15.40	15.40	15.00	16.00	16.00	16.00	-
Juvenile Court Services	14.20	14.20	15.00	14.20	14.20	15.00	15.40	16.40	16.90	16.90	-
Planning & Development	4.08	4.08	4.08	4.08	3.83	4.33	4.33	4.58	4.58	5.00	0.42
Recorder	11.50	11.50	11.50	11.00	11.00	10.50	10.50	10.50	10.50	10.50	-
Secondary Roads	35.15	35.15	35.40	34.40	34.85	35.45	36.15	36.90	37.30	37.30	-
Sheriff	167.35	154.35	161.75	156.80	159.50	157.80	158.60	158.80	158.80	159.80	1.00
Supervisors	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	-
Treasurer	<u>27.60</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	-
<b>SUBTOTAL</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>464.00</b>	<b>469.52</b>	<b>470.52</b>	<b>472.64</b>	<b>2.12</b>
Golf Course Enterprise	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>17.98</u>	<u>17.98</u>	<u>16.98</u>	<u>16.98</u>	<u>16.98</u>	<u>16.98</u>	-
<b>TOTAL</b>	<b><u>489.04</u></b>	<b><u>472.75</u></b>	<b><u>485.28</u></b>	<b><u>474.05</u></b>	<b><u>477.18</u></b>	<b><u>478.28</u></b>	<b><u>480.98</u></b>	<b><u>486.50</u></b>	<b><u>487.50</u></b>	<b><u>489.62</u></b>	<b><u>2.12</u></b>

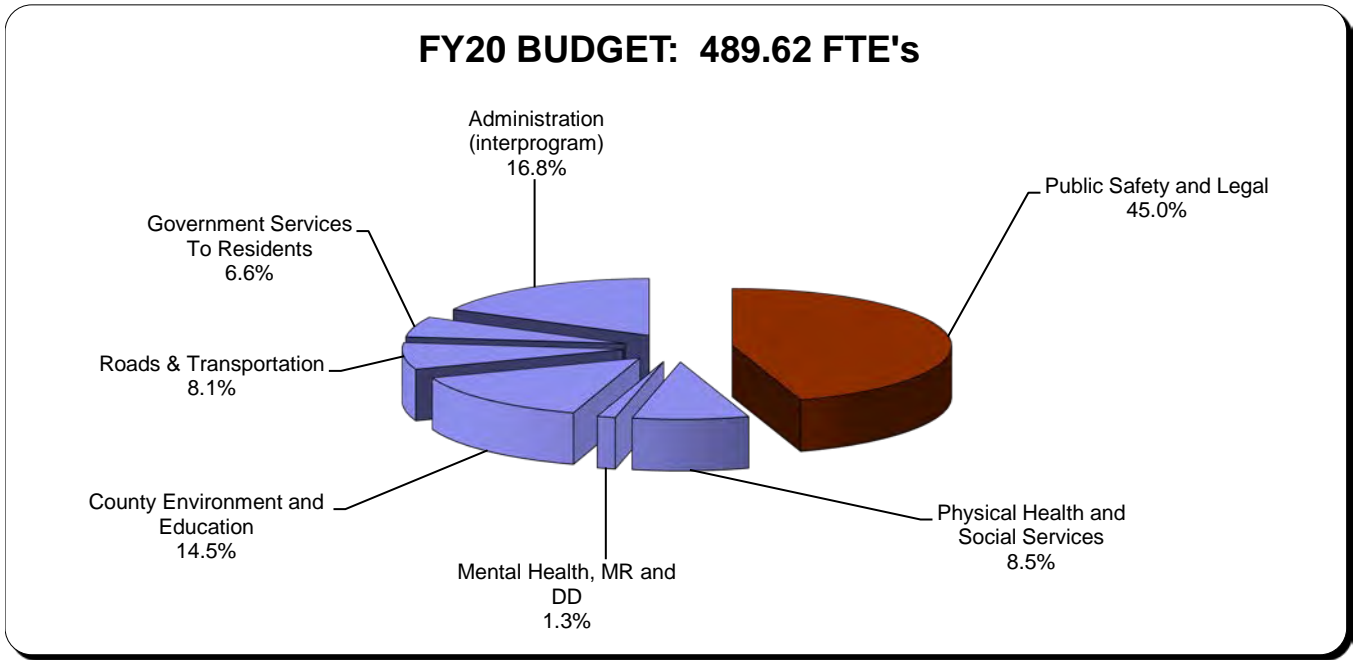


## FTE (Full Time Equivalents) STAFFING TRENDS TEN YEAR COMPARISON

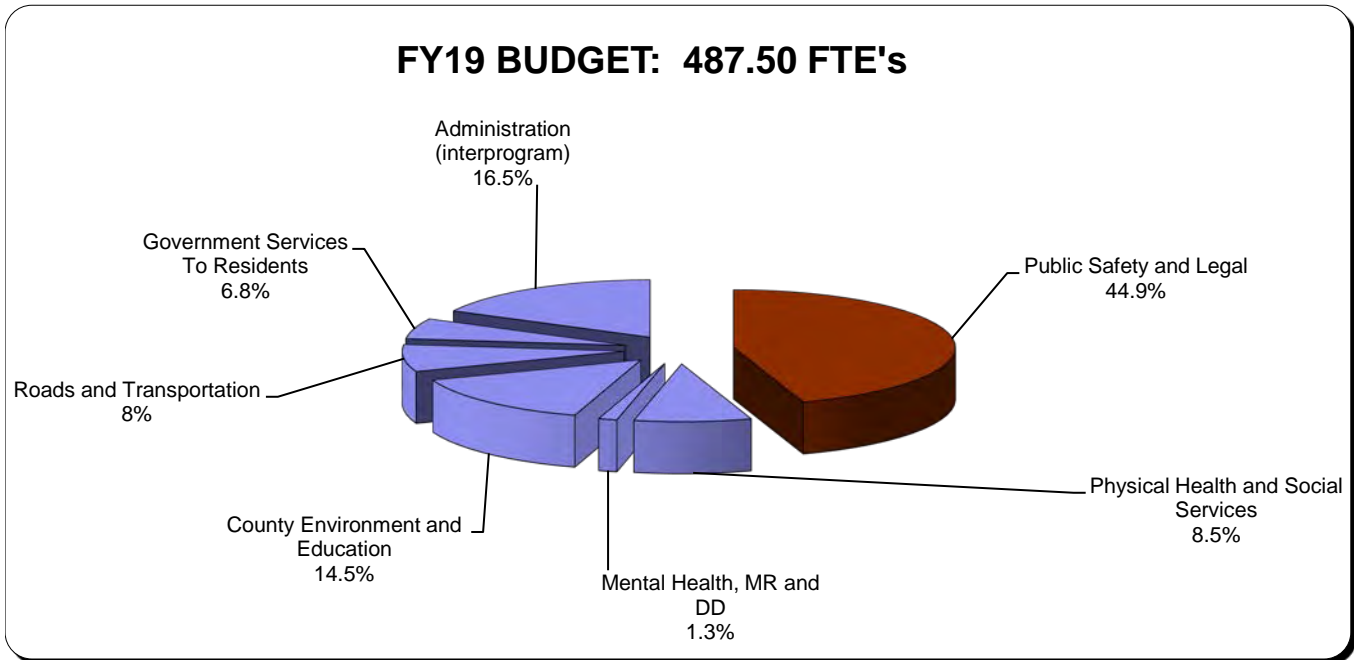


Total FTE's have increased 0.6 positions or 0.1% over the past 10 years. 4.3 positions have been added to the Health Department, primarily grant funded positions or for the Jail Inmate Health program. 2.5 positions have been added to the Attorney's office to support criminal and risk management. Some departments such as Sheriff, Conservation, and Community Services have actually reduced their FTE's over the past 10 years.

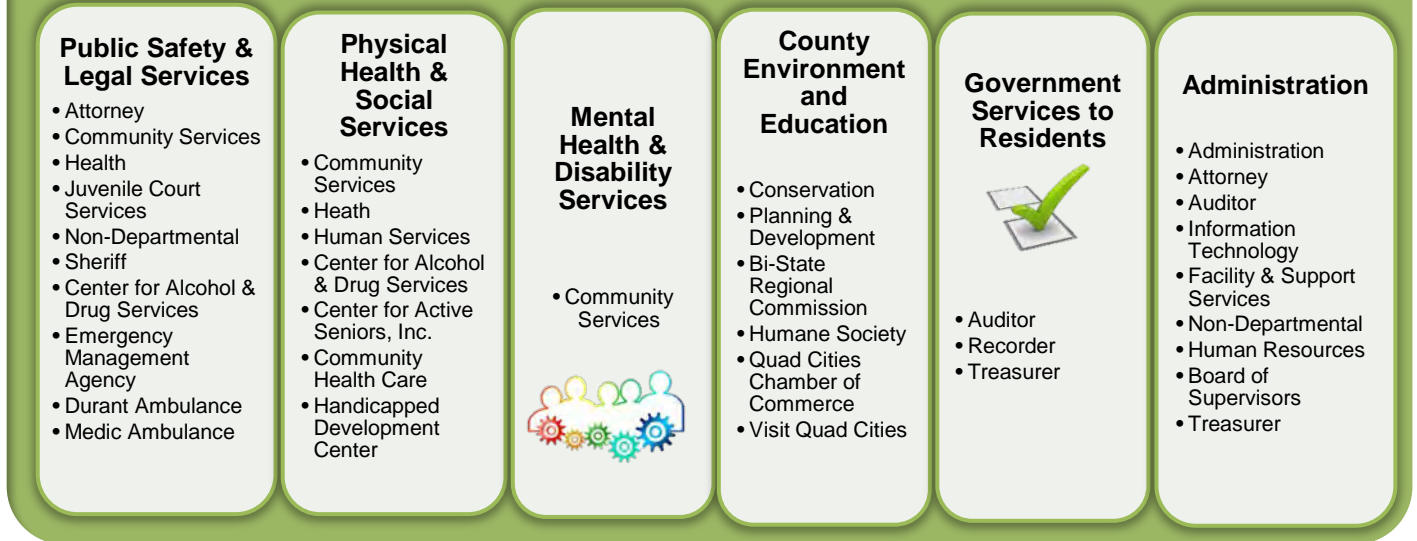
## FTE (Full Time Equivalents) Staffing FY19 vs FY20 - By Service Area



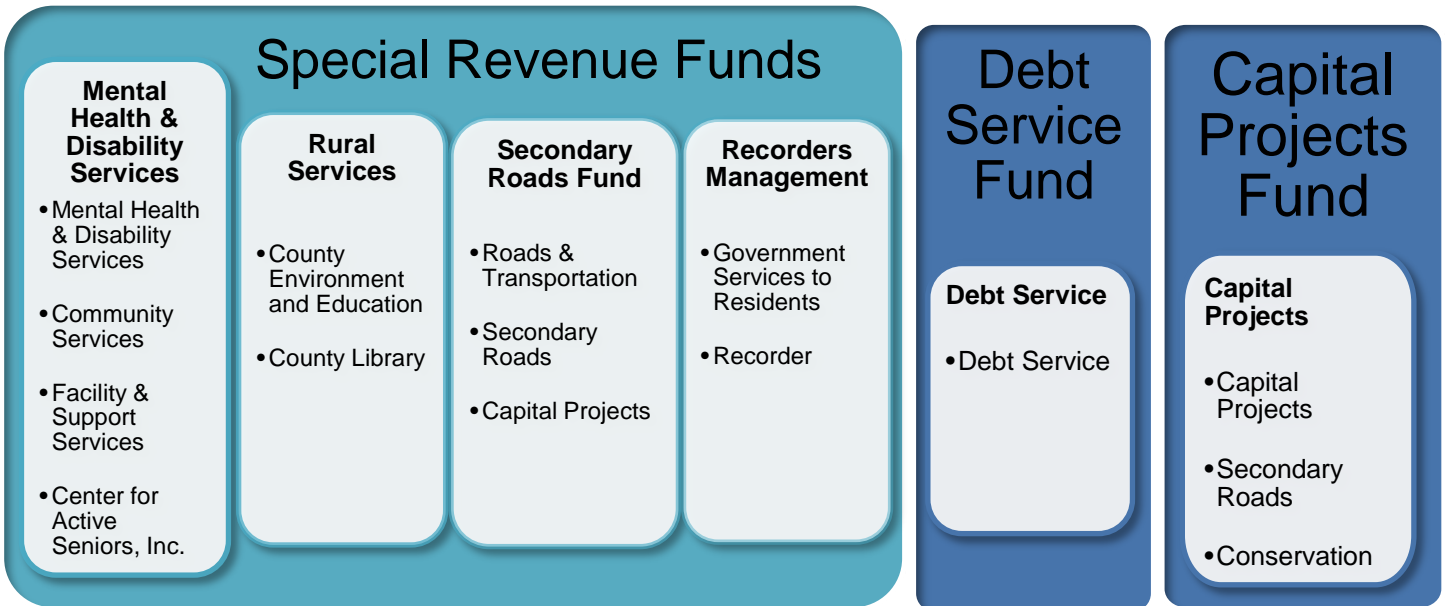
**Almost half of the County's workforce is a part of the Public Safety & Legal Services area (Attorney, Jail Health, Sheriff, Juvenile Detention).**



# General Fund



Major Revenue Sources of the **General Fund** are Property Taxes (68%), Other County Taxes (10%), Intergovernmental (9%) and Charges for Services (9%).



Major Revenues of **MHDS** are Property Taxes (86%) and Intergovernmental (4%).

Major Revenues of **Rural Services Fund** are Property Taxes (93%)

Major Revenues of **Secondary Roads Fund** are Intergovernmental Road Use Tax (51%) and required transfers from the Rural Services and General Funds (45%)

Major Revenue Sources of the **Recorders Management Fund** are Charges for Services (99%)

Major Revenues of the **Debt Service Fund** are Property Taxes (49%) and Intergovernmental revenues and credits (49%)

Major Revenues of the **Capital Projects Fund** are transfers from the General Fund (52%) and Gaming Taxes (11%)

The above charts describe the relationship of the governmental fund types, individual funds, state service areas and servicing departments or authorized agencies. Major revenues are subsequently described below.

# SCOTT COUNTY FUND STATEMENT

## ALL FUNDS

<u>Fund</u>	<u>Estimated Balance 06/30/19</u>	<u>Revenues*</u>	<u>Expenditures*</u>	<u>Estimated Balance 06/30/20</u>
<b>Major Governmental Funds</b>				
General Fund	\$ 11,448,029	\$ 72,589,564	\$ 72,809,564	\$ 11,228,029
Mental Health & Disability Services	826,941	5,791,326	5,396,295	1,221,972
Secondary Roads	4,696,420	8,024,966	11,698,600	1,022,786
Debt Service	11,364,563	3,660,342	3,402,239	11,622,666
Capital Improvements				
General	5,337,852	5,366,330	6,947,170	3,757,012
Electronic Equipment	-	-	-	-
Vehicle	419,774	272,000	510,000	181,774
Conservation Equip Reserve	553,977	102,000	103,200	552,777
Conservation CIP Reserve	<u>1,463,101</u>	<u>44,000</u>	<u>1,315,750</u>	<u>191,351</u>
Total Capital Improvements	7,774,704	5,784,330	8,876,120	4,682,914
Total Major Governmental Funds	36,110,657	95,850,528	102,182,818	29,778,367
<b>Nonmajor Governmental Funds</b>				
Rural Services	137,974	3,298,706	3,296,575	140,105
Recorder's Record Mgt	<u>109,362</u>	<u>32,200</u>	<u>20,000</u>	<u>121,562</u>
Total Nonmajor Governmental Funds	247,336	3,330,906	3,316,575	261,667
<b>Business-Type Activities Fund</b>				
Golf Course Enterprise	<u>2,542,089</u>	<u>1,081,200</u>	<u>1,290,913</u>	<u>2,332,376</u>
<b>Total*</b>	<u>\$ 38,900,082</u>	<u>\$ 100,262,634</u>	<u>\$ 106,790,306</u>	<u>\$ 32,372,410</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 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 67,243,820	\$ 70,125,096	\$ 70,413,583	\$ 72,589,564	3.5%
Mental Health & Disability Services	3,645,432	4,387,920	4,625,177	5,791,326	32.0%
Secondary Roads	8,275,391	7,971,443	7,766,394	8,024,966	0.7%
Debt Service	3,676,701	3,647,345	3,693,943	3,660,342	0.4%
Capital Improvements					
General	5,294,978	5,697,330	6,760,990	5,366,330	-5.8%
Vehicle	389,259	335,200	352,000	272,000	-18.9%
Conservation Equip Reserve	206,053	92,600	147,000	102,000	10.2%
Conservation CIP Reserve	709,567	33,000	3,610,000	44,000	33.3%
Total Capital Improvements	6,599,857	6,158,130	10,869,990	5,784,330	-6.1%
Total Major Governmental Funds	89,441,201	92,289,934	97,369,087	95,850,528	3.9%
<b>Nonmajor Governmental Funds</b>					
Rural Services	3,047,141	3,198,036	3,202,746	3,298,706	3.1%
Recorder's Record Mgt	30,984	30,150	31,800	32,200	6.8%
Total Nonmajor Governmental Funds	3,078,125	3,228,186	3,234,546	3,330,906	3.2%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	982,524	1,107,500	1,080,700	1,081,200	-2.4%
<b>Total*</b>	<b>\$ 93,501,850</b>	<b>\$ 96,625,620</b>	<b>\$ 101,684,333</b>	<b>\$ 100,262,634</b>	<b>3.8%</b>

\*Includes interfund transfers and non-budgeted fund activity

Note: The General Fund revenue has increased to fund compensation and positional requests through increase property taxes.

Note: Mental Health and Disability Services revenues have fluctuated due to the change in state funding model for regional services. The County has maximized the per capita property tax funding

Note: Capital Improvements (General) decrease reflects the state grant for West Lake Restoration.

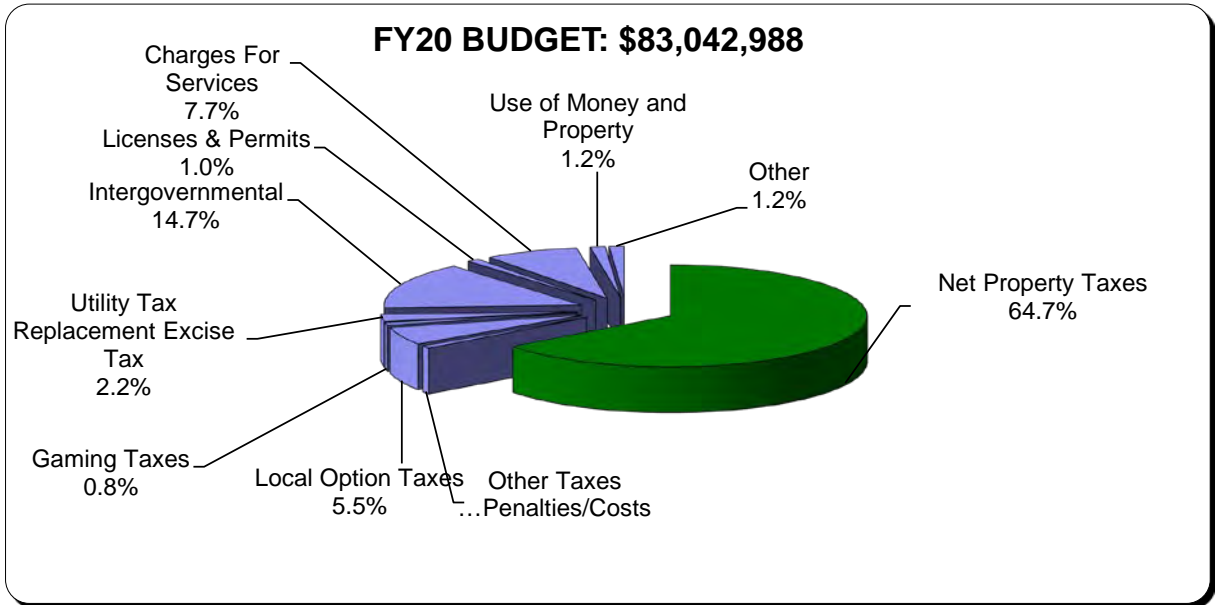


## ALL COUNTY FUNDS - REVENUES RECONCILIATION INFORMATION

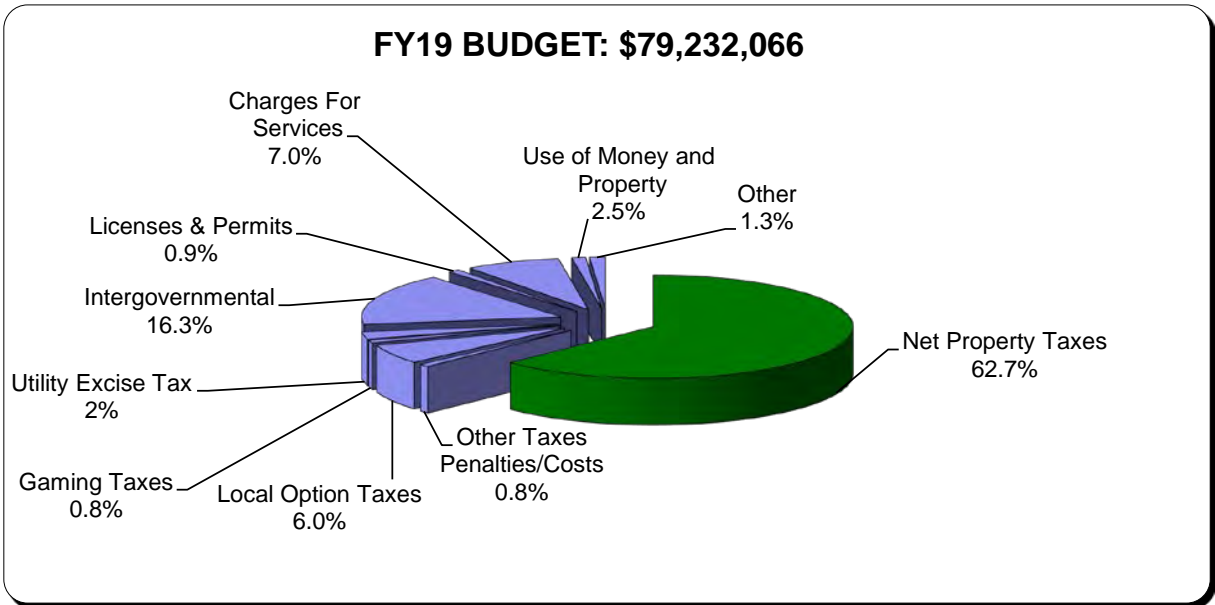
	<u>Actual</u> <u>2017-18</u>	<u>Budget</u> <u>2018-19</u>	<u>Revised</u> <u>Estimate</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Revenues per summary statement</b>	\$ 93,501,850	\$ 96,625,620	\$ 101,684,333	\$ 100,262,634	3.8%
<b>Less transfers in:</b>					
GENERAL BASIC					
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
GENERAL SUPPLEMENTAL					
General Basic	6,819,895	8,153,524	8,153,524	7,861,667	-3.6%
SECONDARY ROADS					
General Basic	855,000	906,000	906,000	941,000	3.9%
Rural Services Basic	2,470,000	2,618,000	2,618,000	2,709,000	3.5%
CAPITAL IMPROVEMENT					
General Basic	4,347,153	3,132,830	4,317,384	2,752,830	-12.1%
Electronic Equipment	23,896	-	-	-	N/A
Conservation Equipment	-	98,200	276,524	103,200	5.1%
Conservation CIP Reserve	-	851,500	1,269,098	1,315,750	54.5%
VEHICLE REPLACEMENT					
General Basic	325,000	325,000	325,000	225,000	-30.8%
CONSERVATION EQUIPMENT					
General Capital Improvements	184,878	-	-	-	N/A
CONSERVATION CAPITAL IMPROVEMENT					
General Basic	257,353	-	300,000	-	N/A
General Capital Improvements	406,374	-	-	-	N/A
<b>Total Transfers In</b>	15,709,549	16,105,054	18,185,530	15,928,447	-1.1%
Less: Proceeds of fixed assets	94,150	181,000	165,000	210,000	16.0%
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE REVENUES	982,524	1,107,500	1,080,700	1,081,200	-2.4%
<b>Total Non-Budgeted Funds</b>	982,524	1,107,500	1,080,700	1,081,200	-2.4%
<b>Net Budgeted Revenues</b>	<u>\$ 76,715,627</u>	<u>\$ 79,232,066</u>	<u>\$ 82,253,103</u>	<u>\$ 83,042,987</u>	4.8%

# 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 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 49,231,124	\$ 52,104,752	\$ 52,104,752	\$ 56,084,819	7.6%
Less: Uncollected Delinq Taxes-Levy Yr	12,619	15,642	15,642	12,619	-19.3%
Less: Credits To Taxpayers	<u>2,321,649</u>	<u>2,299,660</u>	<u>2,299,660</u>	<u>2,321,650</u>	1.0%
Net Current Property Taxes	46,896,856	49,789,450	49,789,450	53,750,550	8.0%
Add: Delinquent Property Tax Revenue	<u>12,619</u>	<u>15,642</u>	<u>15,642</u>	<u>12,619</u>	-19.3%
Total Net Property Taxes	46,909,475	49,805,092	49,805,092	53,763,169	7.9%
Penalties, Interest & Costs On Taxes	577,759	590,000	590,000	590,000	0.0%
Other County Taxes	<u>67,390</u>	<u>67,761</u>	<u>67,761</u>	<u>67,389</u>	-0.5%
Total Other Taxes, Penalties & Costs	645,149	657,761	657,761	657,389	-0.1%
Local Option Taxes	4,404,685	4,750,000	4,700,000	4,600,000	-3.2%
Gaming Taxes	678,633	670,000	680,000	685,000	2.2%
Utility Tax Replacement Excise Tax	1,764,931	1,812,272	1,812,272	1,842,895	1.7%
Intergovernmental:					
State Shared Revenues	4,110,946	4,045,943	4,050,394	4,032,966	-0.3%
State Grants & Reimbursements	3,256,912	4,002,800	3,233,839	3,440,236	-14.1%
State / Federal Pass Through Rev	2,321,650	659,820	556,351	513,370	-22.2%
State Credits Against Levied Taxes	1,018,178	2,299,660	2,299,660	2,321,650	1.0%
Other State Credits	1,519,163	1,189,066	1,539,666	1,148,372	-3.4%
Federal Grants & Entitlements	21,187	27,500	20,500	20,500	-25.5%
Contr & Reimb From Other Govts	1,077,827	699,477	614,682	701,929	0.4%
Payments in Lieu of Taxes	<u>7,784</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>	0.0%
Subtotal Intergovernmental	13,333,647	12,932,266	12,323,092	12,187,023	-5.8%
Licenses & Permits	720,306	734,030	773,145	832,645	13.4%
Charges For Services	6,255,443	6,135,262	6,240,922	6,413,272	4.5%
Use of Money & Property	825,224	894,528	998,399	1,029,099	15.0%
Miscellaneous	<u>1,178,133</u>	<u>840,855</u>	<u>1,013,420</u>	<u>1,032,496</u>	22.8%
<b>Total Revenues</b>	<u>\$ 76,715,626</u>	<u>\$ 79,232,066</u>	<u>\$ 79,004,103</u>	<u>\$ 83,042,988</u>	4.8%

Note: State Grants & Reimbursements reflects the proposed state funding for West Lake Restoration, capital projects.

Note: Other State Credits represents a proposed reduction in state funding for the Commercial and Industrial assessment backfill dollars.

## TEN YEAR REVENUE SOURCES SUMMARY

### Budgeted Funds

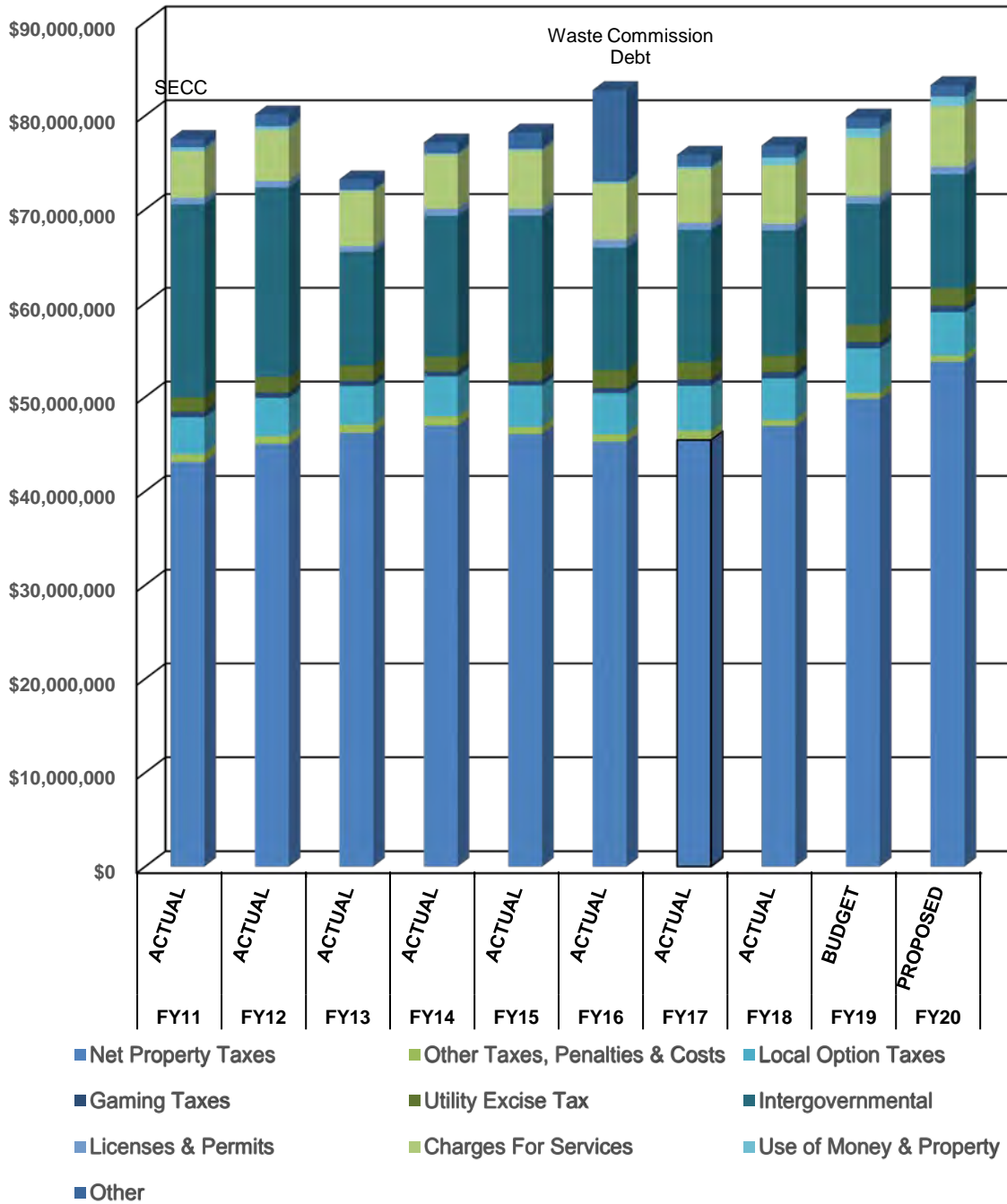
	<u>FY11 ACTUAL</u>	<u>FY12 ACTUAL</u>	<u>FY 13 ACTUAL</u>	<u>FY 14 ACTUAL</u>	<u>FY 15 ACTUAL</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 44,095,422	\$ 45,954,824	\$ 47,340,634	\$ 48,348,396	\$ 47,749,333
Less: Uncollected Delinquent Taxes	57,233	38,493	18,652	19,214	27,703
Less: Credits To Taxpayers	<u>996,866</u>	<u>976,464</u>	<u>1,181,783</u>	<u>1,427,445</u>	<u>1,725,323</u>
Net Current Property Taxes	43,041,323	44,939,867	46,140,199	46,901,737	45,996,307
Add: Delinquent Property Tax Rev	<u>57,233</u>	<u>38,493</u>	<u>18,652</u>	<u>19,214</u>	<u>27,703</u>
Total Net Property Taxes	43,098,556	44,978,360	46,158,851	46,920,951	46,024,010
Penalties, Interest & Costs on Taxes	791,685	789,143	816,474	930,986	715,763
Other County Taxes	<u>68,513</u>	<u>68,373</u>	<u>70,286</u>	<u>66,301</u>	<u>71,502</u>
Total Other Taxes, Penalties & Costs	860,198	857,516	886,760	997,287	787,265
Local Option Taxes	3,863,574	4,052,754	4,098,552	4,268,291	4,403,167
Gaming Taxes	584,582	596,840	579,504	527,014	528,381
Utility Tax Replacement Excise Tax	1,539,020	1,625,295	1,598,817	1,558,330	1,891,294
Intergovernmental :					
State Shared Revenues	2,776,120	3,146,564	3,156,344	3,200,405	3,438,603
State Grants & Reimbursements	10,835,056	9,913,111	6,293,589	4,338,463	3,808,093
State Credits Against Levied Taxes	996,866	1,008,826	1,181,783	1,427,445	1,725,323
State/Federal Pass-Through Grants	465,843	1,348,695	822,214	620,479	527,873
Other State Credits	3,933,358	3,889,690	23,844	4,615,650	5,563,033
Federal Grants & Entitlements	1,149,865	172,734	184,986	153,228	147,697
Contr & Reimb From Other Govts	431,451	762,885	486,761	656,078	484,867
Payments in Lieu of Taxes	<u>6,782</u>	<u>6,682</u>	<u>6,521</u>	<u>7,306</u>	<u>7,058</u>
Subtotal Intergovernmental	20,595,341	20,249,187	12,156,042	15,019,054	15,702,547
Licenses & Permits	666,627	653,400	581,967	781,072	752,254
Charges For Services	4,993,149	5,463,130	5,837,340	5,710,597	6,164,147
Use of Money & Property	410,093	375,150	175,568	175,564	179,457
Other:					
Miscellaneous	754,697	932,323	1,011,329	1,070,437	1,676,695
General Long Term Debt Proceeds	-	-	-	-	-
Proceeds of Fixed Asset Sales	<u>157,209</u>	<u>343,601</u>	<u>113,813</u>	<u>104,183</u>	<u>96,048</u>
Total Other	911,906	1,275,924	1,125,142	1,174,620	1,772,743
Total Revenues & Other Sources	<u>\$ 77,523,046</u>	<u>\$ 80,127,556</u>	<u>\$ 73,198,543</u>	<u>\$ 77,132,780</u>	<u>\$ 78,205,265</u>

## TEN YEAR REVENUE SOURCES SUMMARY

### Budgeted Funds (continued)

	<u>FY 16</u> <u>ACTUAL</u>	<u>FY 17</u> <u>ACTUAL</u>	<u>FY 18</u> <u>ACTUAL</u>	<u>FY19</u> <u>BUDGET</u>	<u>FY20</u> <u>PROPOSED</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 47,361,125	\$ 47,703,825	\$ 49,231,124	\$ 52,104,752	\$ 56,084,819
Less: Uncollected Delinquent Taxes	34,165	15,642	12,619	15,642	12,619
Less: Credits To Taxpayers	<u>2,150,371</u>	<u>2,289,759</u>	<u>2,321,649</u>	<u>2,299,660</u>	<u>2,321,650</u>
Net Current Property Taxes	45,176,589	45,398,424	46,896,856	49,789,450	53,750,550
Add: Delinquent Property Tax Rev	<u>34,165</u>	<u>15,642</u>	<u>12,619</u>	<u>15,642</u>	<u>12,619</u>
Total Net Property Taxes	45,210,754	45,414,066	46,909,475	49,805,092	53,763,169
Penalties, Interest & Costs on Taxes	725,336	611,959	577,759	590,000	590,000
Other County Taxes	<u>68,618</u>	<u>67,762</u>	<u>67,390</u>	<u>67,761</u>	<u>67,389</u>
Total Other Taxes, Penalties & Costs	793,954	679,721	645,149	657,761	657,389
Local Option Taxes	4,390,604	4,786,393	4,404,685	4,750,000	4,600,000
Gaming Taxes	569,059	693,456	678,633	670,000	685,000
Utility Tax Replacement Excise Tax	<u>1,887,779</u>	<u>1,793,616</u>	<u>1,764,931</u>	<u>1,812,272</u>	<u>1,842,895</u>
Intergovernmental :					
State Shared Revenues	4,085,495	4,267,366	4,110,946	4,045,943	4,032,966
State Grants & Reimbursements	3,037,277	3,165,602	3,256,912	4,002,800	3,440,236
State Credits Against Levied Taxes	2,150,371	2,299,759	2,321,650	2,299,660	2,321,650
State/Federal Pass-Through Grants	<u>1,186,366</u>	<u>1,170,841</u>	<u>1,018,178</u>	<u>659,820</u>	<u>513,370</u>
Other State Credits	1,780,811	1,636,379	1,519,163	1,189,066	1,148,372
Federal Grants & Entitlements	4,532	28,446	21,187	27,500	20,500
Contr & Reimb From Other Govts	800,532	1,564,274	1,077,827	699,477	701,929
Payments in Lieu of Taxes	<u>7,980</u>	<u>7,273</u>	<u>7,784</u>	<u>8,000</u>	<u>8,000</u>
Subtotal Intergovernmental	13,053,364	14,139,940	13,333,647	12,932,266	12,187,023
Licenses & Permits	833,144	729,106	720,306	734,030	832,645
Charges For Services	5,994,703	5,770,914	6,255,443	6,135,262	6,413,272
Use of Money & Property	<u>204,636</u>	<u>247,886</u>	<u>825,224</u>	<u>894,528</u>	<u>1,029,099</u>
Other:					
Miscellaneous	1,198,310	1,191,821	1,178,133	840,855	1,032,496
General Long Term Debt Proceeds	8,314,457	-	-	-	-
Proceeds of Fixed Asset Sales	<u>282,565</u>	<u>85,370</u>	<u>94,150</u>	<u>181,000</u>	<u>210,000</u>
Total Other	9,795,332	1,277,191	1,272,283	1,021,855	1,242,496
Total Revenues & Other Sources	<u>\$ 82,733,329</u>	<u>\$ 75,532,289</u>	<u>\$ 76,809,776</u>	<u>\$ 79,413,066</u>	<u>\$ 83,252,988</u>

## TEN YEAR REVENUE SUMMARY COMPARISON



Net property taxes as a percentage of total County revenues for FY20 will be 65%. That percentage is higher than ten years ago in FY11 when it was 56%. The reasons for the increase include historically low interest rates during this period and rising health care costs, and Public Safety expense including the jail expansion and SECC (EMA) inclusion. 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 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 67,273,544	\$ 70,494,796	\$ 73,000,041	\$ 72,809,564	3.3%
Mental Health & Disability Services	3,962,527	4,555,905	4,458,999	5,396,295	18.4%
Secondary Roads	6,601,204	8,908,000	9,716,200	11,698,600	31.3%
Debt Service	3,391,122	3,385,530	3,385,530	3,402,239	0.5%
Capital Improvements					
General	5,083,781	7,854,928	7,065,761	6,947,170	-11.6%
Electronic Equipment	23,896	-	-	-	N/A
Vehicle	315,131	350,000	350,000	510,000	45.7%
Conservation Equip Reserve	-	98,200	276,524	103,200	5.1%
Conservation CIP Reserve	-	851,500	1,269,098	1,315,750	54.5%
Total Capital Improvements	5,422,808	9,154,628	8,961,383	8,876,120	-3.0%
Total Major Governmental Funds	86,651,205	96,498,859	99,522,153	102,182,818	5.9%
<b>Nonmajor Governmental Funds</b>					
Rural Services	3,044,741	3,198,036	3,205,575	3,296,575	3.1%
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
Total Nonmajor Governmental Funds	3,064,741	3,218,036	3,225,575	3,316,575	3.1%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	962,376	1,230,099	1,209,946	1,290,913	4.9%
<b>Total*</b>	<u>\$ 90,678,322</u>	<u>\$ 100,946,994</u>	<u>\$ 103,957,674</u>	<u>\$ 106,790,306</u>	5.8%

\*Includes interfund transfers and non-budgeted fund activity

Note: General Fund FY20 budget reflects the required transfers to itself for use of the basic tax levy for benefit services and general salary and wage increases, and positional staffing requests.

Note: Secondary Roads FY20 budgeted revenue activity represents increased projects due to incorporation of gasoline tax increase.

Note: Rural Services FY20 budget reflects the required increase for transfer to secondary roads.

Note: General Capital Improvements represents the change in long term capital projects.

## ALL COUNTY FUNDS - EXPENDITURES RECONCILIATION INFORMATION

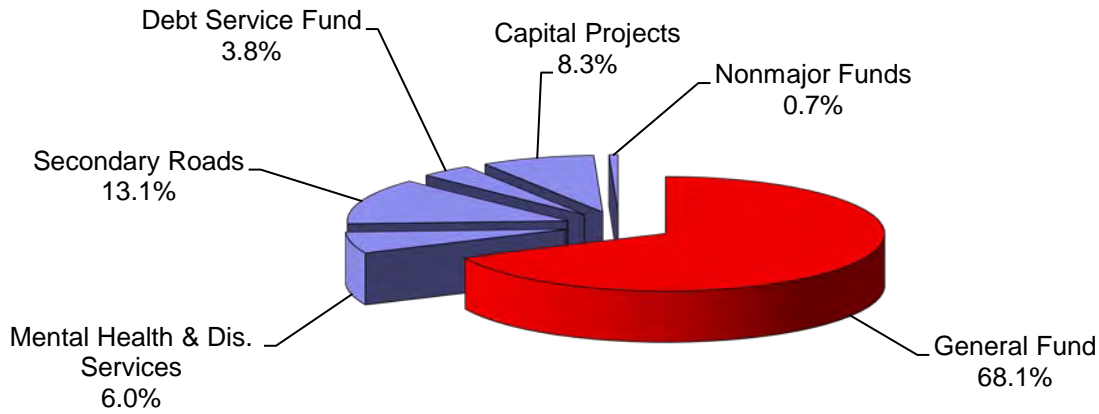
	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>Expenditures per summary statement</b>	\$ 90,678,322	\$ 100,946,994	\$ 103,957,674	\$ 106,790,306	5.8%
<b>Less transfers out:</b>					
GENERAL BASIC					
General Supplemental	6,819,895	8,153,524	8,153,524	7,861,667	-3.6%
Secondary Roads	855,000	906,000	906,000	941,000	3.9%
Capital Improvements	4,347,153	3,132,830	4,317,384	2,752,830	-12.1%
Vehicle Replacement	325,000	325,000	325,000	225,000	-30.8%
Conservation CIP	257,353	-	300,000	-	0.0%
RURAL SERVICES BASIC					
Secondary Roads	2,470,000	2,618,000	2,618,000	2,709,000	3.5%
CAPITAL IMPROVEMENT					
Conservation CIP	406,374	-	-	-	0.0%
Conservation Equipment	184,878	-	-	-	0.0%
ELECTRONIC EQUIPMENT					
Capital Improvements	23,896	-	-	-	0.0%
CONSERVATION EQUIPMENT					
Capital Improvements	-	98,200	276,524	103,200	5.1%
CONSERVATION CIP					
Capital Improvements	-	851,500	1,269,098	1,315,750	54.5%
RECORDER'S RECORD MGT					
General Basic	20,000	20,000	20,000	20,000	0.0%
<b>Total Transfers Out - Budgeted Funds</b>	15,709,549	16,105,054	18,185,530	15,928,447	-1.1%
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE EXPENSES	962,376	1,230,099	1,209,946	1,290,913	4.9%
Transfers out					
GENERAL BASIC					
Heath Insurance	525,000	-	465,000	-	0.0%
<b>Total Non-Budgeted Funds</b>	1,487,376	1,230,099	1,674,946	1,290,913	4.9%
<b>Net Budgeted Expenditures</b>	<u>\$ 73,481,397</u>	<u>\$ 83,611,841</u>	<u>\$ 84,097,198</u>	<u>\$ 89,570,946</u>	7.1%



# ALL COUNTY EXPENDITURES BY FUND

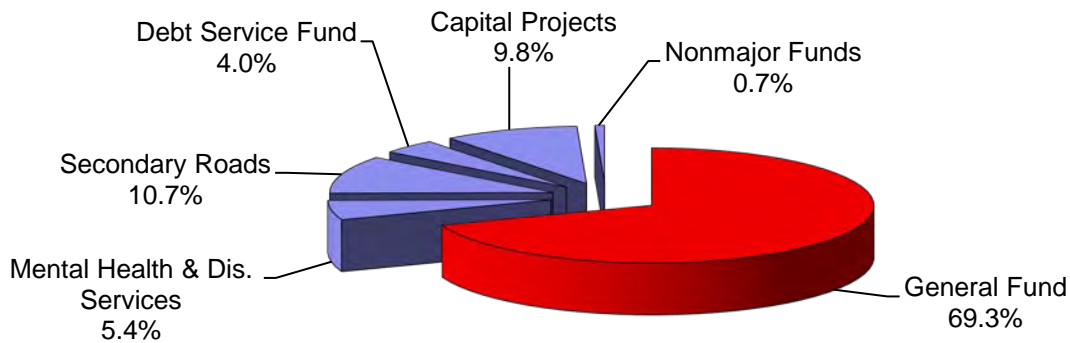
Budgeted Funds

**FY20 BUDGET: \$89,570,946**



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 Mental Health and Disability Services Fund for efforts in the service area utilizing the entire legal tax levy. Additionally the Secondary Roads Fund will serve capital projects for bridge work and paving.

**FY19 BUDGET: \$83,611,841**



## **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, 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)

SERVICE AREA	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	\$ 30,356,380	\$ 32,352,530	\$ 33,017,577	\$ 34,289,553	6.0%
Physical Health & Social Services	5,971,999	6,187,788	6,273,930	6,398,499	3.4%
Mental Health & Disability Services	4,188,284	4,555,905	4,458,999	5,396,295	18.4%
County Environment & Education	4,871,037	5,225,227	5,218,790	5,422,061	3.8%
Roads & Transportation	5,527,111	6,838,000	7,756,200	7,378,600	7.9%
Government Services to Residents	2,471,843	2,758,284	2,697,994	2,665,913	-3.3%
Administration	<u>10,821,868</u>	<u>12,033,649</u>	<u>11,912,417</u>	<u>12,840,616</u>	6.7%
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$ 64,208,522</b>	<b>\$ 69,951,383</b>	<b>\$ 71,335,907</b>	<b>\$ 74,391,537</b>	<b>6.3%</b>
Debt Service	3,391,122	3,385,530	3,385,530	3,402,239	0.5%
Capital Projects	<u>5,881,753</u>	<u>10,274,928</u>	<u>9,375,761</u>	<u>11,777,170</u>	14.6%
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$ 73,481,397</u></b>	<b><u>\$ 83,611,841</u></b>	<b><u>\$ 84,097,198</u></b>	<b><u>\$ 89,570,946</u></b>	<b>7.1%</b>

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

Note: Government Services to Residents is related to salaries and benefits within elections and general services.

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

<b>SERVICE AREA</b>	<u>FY11 ACTUAL</u>	<u>FY12 ACTUAL</u>	<u>FY 13 ACTUAL</u>	<u>FY 14 ACTUAL</u>	<u>FY 15 ACTUAL</u>
Public Safety & Legal Services	\$26,494,923	\$26,757,075	\$ 27,676,758	\$ 27,937,707	\$28,462,489
Physical Health & Social Services	6,511,764	5,395,364	5,240,951	5,381,859	5,461,000
Mental Health & Disability Services	15,221,435	17,466,386	8,216,370	7,030,251	6,037,145
County Environment & Education	4,515,096	4,450,578	4,591,243	4,601,466	4,761,946
Roads & Transportation	4,540,049	5,111,168	4,969,031	4,528,797	5,439,459
Government Services to Residents	2,022,333	2,210,614	2,178,373	2,202,471	2,141,186
Administration	<u>9,094,998</u>	<u>9,203,859</u>	<u>9,121,577</u>	<u>9,619,161</u>	<u>10,051,868</u>
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$68,400,598</b>	<b>\$70,595,044</b>	<b>\$ 61,994,303</b>	<b>\$ 61,301,712</b>	<b>\$62,355,093</b>
Debt Service	4,355,660	4,369,070	4,368,485	4,385,802	4,083,170
Capital Projects	<u>7,748,371</u>	<u>2,190,782</u>	<u>3,751,883</u>	<u>3,717,114</u>	<u>5,088,549</u>
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$80,504,629</u></b>	<b><u>\$77,154,896</u></b>	<b><u>\$ 70,114,671</u></b>	<b><u>\$ 69,404,628</u></b>	<b><u>\$71,526,812</u></b>

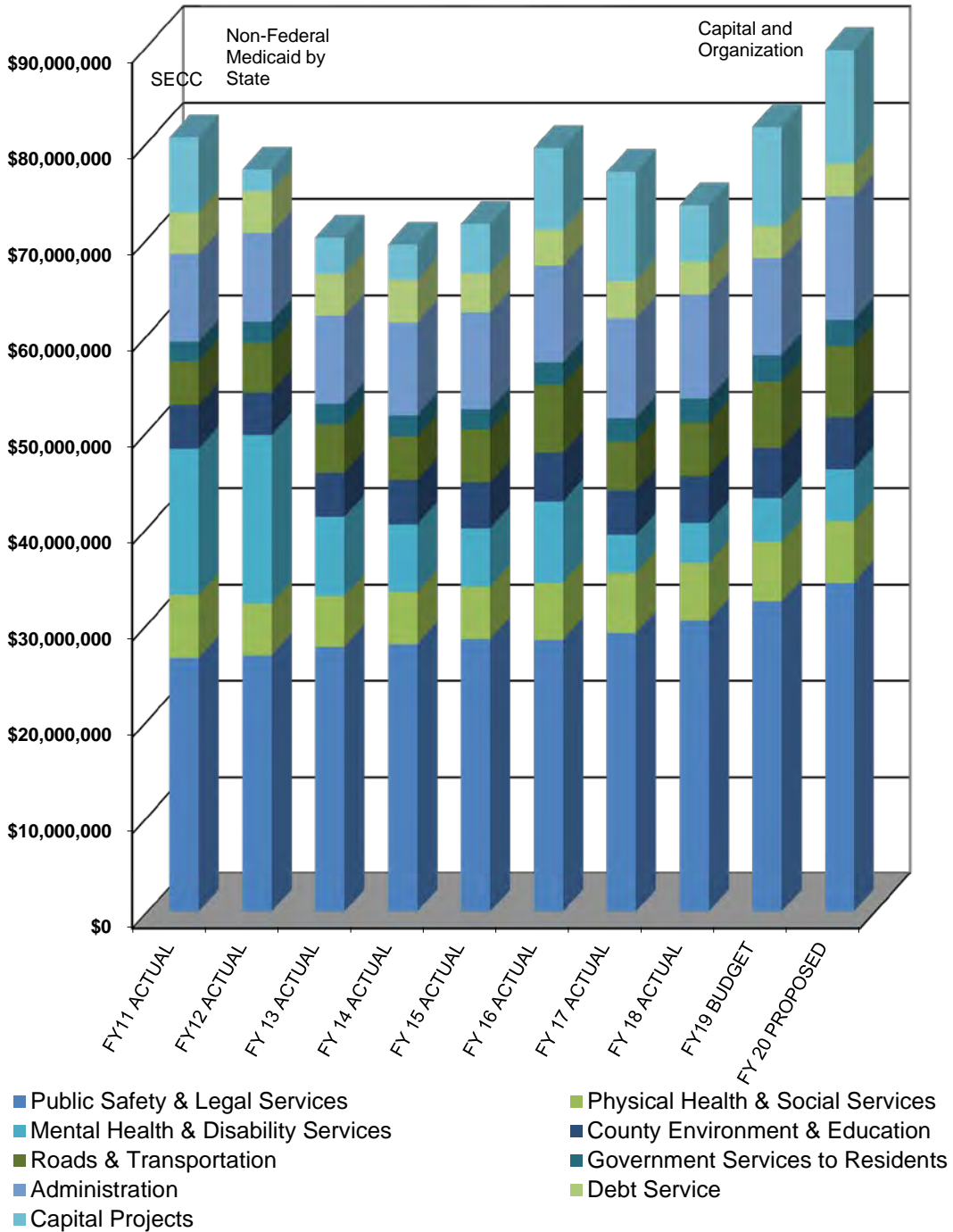
Note: FY 11 is the first year of pass through funding from Scott County to Scott Emergency Communication Center (SECC).

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 16 ACTUAL</b>	<b>FY 17 ACTUAL</b>	<b>FY 18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY20 BUDGET</b>
Public Safety & Legal Services	\$28,386,015	\$29,079,965	\$30,356,380	\$32,352,530	\$34,289,553
Physical Health & Social Services	5,922,900	6,252,971	5,971,999	6,187,788	6,398,499
Mental Health & Disability Services	8,424,830	3,923,626	4,188,284	4,555,905	5,396,295
County Environment & Education	5,058,933	4,622,710	4,871,037	5,225,227	5,422,061
Roads & Transportation	7,065,394	5,084,780	5,527,111	6,838,000	7,378,600
Government Services to Residents	2,334,861	2,429,984	2,471,843	2,758,284	2,665,913
Administration	<u>10,001,283</u>	<u>10,342,307</u>	<u>10,821,868</u>	<u>12,033,649</u>	<u>12,840,616</u>
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$67,194,216</b>	<b>\$61,736,343</b>	<b>\$64,208,522</b>	<b>\$69,951,383</b>	<b>\$74,391,537</b>
Debt Service	3,720,336	3,862,879	3,391,122	3,385,530	3,402,239
Capital Projects	<u>8,493,417</u>	<u>11,335,952</u>	<u>5,881,753</u>	<u>10,274,928</u>	<u>11,777,170</u>
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$79,407,969</u></b>	<b><u>\$76,935,174</u></b>	<b><u>\$73,481,397</u></b>	<b><u>\$83,611,841</u></b>	<b><u>\$89,570,946</u></b>

# TEN YEAR APPROPRIATION SUMMARY COMPARISON



Public Safety continues to be the largest portion of the budget. In FY 2011, 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 FY 15, 16, 17, 19 and 20 due to courthouse renovations and patrol facility acquisition (FY 15 and 16), the West Lake Restoration (FY 19 and FY 20) and Secondary Road improvements in FY 20.

## FUND BALANCE REVIEW

	June 30, 2017 <u>Actual</u>	June 30, 2018 <u>Actual</u>	June 30, 2019 <u>Projected</u>	June 30, 2020 <u>Projected</u>
<b>BUDGETED FUNDS</b>				
<b>General Fund</b>				
Nonspendable Prepaid Expenses	\$ 93,657	\$ 187,308	\$ 187,308	\$ 187,308
Restricted for Other Statutory Programs	637,475	771,661	771,661	771,661
Assigned for Health Claim liability	515,000	465,000	-	-
Assigned for Capital Projects	1,070,198	1,184,554	-	-
Assigned for Claim Liabilities	273,059	254,474	254,474	254,474
Assigned for Strategic Planning Initiatives	1,000,000	349,500	220,000	-
Unassigned	<u>10,474,822</u>	<u>10,821,990</u>	<u>10,014,586</u>	<u>10,014,586</u>
Total General Fund	14,064,211	14,034,487	11,448,029	11,228,029
<b>Special Revenue Funds</b>				
MH-DD Fund	977,859	660,764	826,942	1,221,973
Rural Services Fund	138,403	140,803	137,974	140,105
Recorder's Record Management	86,578	97,562	109,362	121,562
Secondary Roads	<u>4,972,038</u>	<u>6,646,225</u>	<u>4,696,419</u>	<u>1,022,785</u>
Total Special Revenue Funds	6,174,878	7,545,354	5,770,697	2,506,425
<b>Debt Service</b>				
Scott Solid Waste Commission				
Revenue Bond	7,880,000	7,540,000	7,190,000	6,830,000
Debt Service Remaining Fund Balance	<u>2,890,553</u>	<u>3,516,132</u>	<u>4,174,545</u>	<u>4,792,648</u>
Total Debt Service Fund	10,770,553	11,056,132	11,364,545	11,622,648
<b>Capital Improvements</b>				
Capital Improvements-General	5,431,427	5,642,623	5,337,852	3,757,012
Electronic Equipment	23,896	-	-	-
Vehicle Replacement	343,646	417,774	419,774	181,774
Conservation Equipment Reserve	477,448	683,501	553,977	552,777
Conservation CIP Reserve	<u>1,661,632</u>	<u>2,371,199</u>	<u>1,463,101</u>	<u>191,351</u>
Total Capital Improvements	7,938,049	9,115,097	7,774,704	4,682,914
Total Budgeted Funds	38,947,691	41,751,070	36,357,975	30,040,016
<b>Non-Budgeted Funds</b>				
<b>(Net Assets)</b>				
Golf Course Enterprise	<u>2,654,418</u>	<u>2,671,335</u>	<u>2,542,089</u>	<u>2,333,076</u>
Grand Total All County Funds	<u>\$ 41,602,109</u>	<u>\$ 44,422,405</u>	<u>\$ 38,900,064</u>	<u>\$ 32,373,092</u>
General Fund Expenditures	32,208,740	32,537,212	34,671,528	36,151,989
General Supplemental Expenditures	<u>20,161,844</u>	<u>21,606,938</u>	<u>23,861,605</u>	<u>24,877,079</u>
	<u>52,370,584</u>	<u>54,144,150</u>	<u>58,533,133</u>	<u>61,029,068</u>
Unassigned Fund Balance	<u>10,474,822</u>	<u>10,821,990</u>	<u>10,014,586</u>	<u>10,014,586</u>
	<b>20.0%</b>	<b>20.0%</b>	<b>17.1%</b>	<b>16.4%</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 2017-18	PROJECTED 2018-19	BUDGET 2019-20	ACTUAL 2017-18	PROJECTED 2018-19	BUDGET 2019-20
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 41,215,977	\$ 43,138,460	\$ 45,858,094	\$ 3,189,608	\$ 3,970,464	\$ 5,137,766
Less: Uncollected Delinquent Taxes-Levy Yr	10,464	13,522	10,464	810	1,093	810
Less: Credits To Taxpayers	1,948,579	1,903,545	1,948,580	150,807	153,914	150,807
Net Current Property Taxes	39,256,934	41,221,393	43,899,050	3,037,991	3,815,457	4,986,149
Delinquent Property Tax Revenue	10,464	13,522	10,464	810	1,093	810
Penalties, Interest & Costs On Taxes	636,551	648,237	648,791	-	-	-
Other County Taxes	5,914,217	6,238,573	6,135,715	119,612	144,630	174,845
Intergovernmental	6,196,447	5,864,808	5,613,926	254,531	277,437	231,462
Licenses & Permits	672,468	743,145	802,645	-	-	-
Charges For Services	6,220,483	6,032,622	6,047,472	-	173,300	180,800
Use of Money & Property	578,631	686,099	756,099	21,406	22,000	24,000
Miscellaneous	900,935	781,660	783,735	211,082	191,260	193,260
Subtotal Revenues	60,387,130	62,230,059	64,697,897	3,645,432	4,625,177	5,791,326
Other Financing Sources:						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	6,839,895	8,173,524	7,881,667	-	-	-
Proceeds of Fixed Asset Sales	16,795	10,000	10,000	-	-	-
Total Revenues & Other Sources	67,243,820	70,413,583	72,589,564	3,645,432	4,625,177	5,791,326
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	30,356,380	33,017,577	34,289,553	-	-	-
Physical Health & Social Services	5,971,999	6,273,930	6,398,499	-	-	-
Mental Health & Disability Services	225,757	-	-	3,962,527	4,458,999	5,396,295
County Environment & Education	4,296,296	4,631,215	4,834,486	-	-	-
Roads & Transportation	-	-	-	-	-	-
Government Services to Residents	2,471,843	2,697,994	2,665,913	-	-	-
Administration (interprogram)	10,821,868	11,912,417	12,840,616	-	-	-
Debt Service	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Subtotal Expenditures	54,144,143	58,533,133	61,029,067	3,962,527	4,458,999	5,396,295
Other Financing Uses:						
Operating Transfers Out	13,129,401	14,466,908	11,780,497	-	-	-
Total Expenditures & Other Uses	67,273,544	73,000,041	72,809,564	3,962,527	4,458,999	5,396,295
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(29,724)	(2,586,458)	(220,000)	(317,095)	166,178	395,031
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 14,064,211</b>	<b>\$ 14,034,487</b>	<b>\$ 11,448,029</b>	<b>\$ 977,859</b>	<b>\$ 660,764</b>	<b>\$ 826,942</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 14,034,487</b>	<b>\$ 11,448,029</b>	<b>\$ 11,228,029</b>	<b>\$ 660,764</b>	<b>\$ 826,942</b>	<b>\$ 1,221,973</b>



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

--- MAJOR GOVERNMENTAL FUNDS ---  
----- SECONDARY ROADS -----

	<u>ACTUAL</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>BUDGET</u> <u>2019-20</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>			
Taxes Levied on Property	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Yr	-	-	-
Less: Credits To Taxpayers	-	-	-
Net Current Property Taxes	-	-	-
Delinquent Property Tax Revenue	-	-	-
Penalties, Interest & Costs On Taxes	-	-	-
Other County Taxes	-	-	-
Intergovernmental	4,789,715	4,112,894	4,060,466
Licenses & Permits	47,838	30,000	30,000
Charges For Services	5,233	5,000	155,000
Use of Money & Property	79,592	80,000	45,000
Miscellaneous	<u>28,013</u>	<u>14,500</u>	<u>14,500</u>
Subtotal Revenues	4,950,391	4,242,394	4,304,966
Other Financing Sources:			
Bond Proceeds	-	-	-
Operating Transfers In	3,325,000	3,524,000	3,650,000
Proceeds of Fixed Asset Sales	-	-	<u>70,000</u>
Total Revenues & Other Sources	<u>8,275,391</u>	<u>7,766,394</u>	<u>8,024,966</u>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
Operating:			
Public Safety & Legal Services	-	-	-
Physical Health & Social Services	-	-	-
Mental Health & Disability Services	-	-	-
County Environment & Education	-	-	-
Roads & Transportation	5,527,111	7,756,200	7,378,600
Government Services to Residents	-	-	-
Administration (interprogram)	-	-	-
Debt Service	-	-	-
Capital Projects	<u>1,074,093</u>	<u>1,960,000</u>	<u>4,320,000</u>
Subtotal Expenditures	6,601,204	9,716,200	11,698,600
Other Financing Uses:			
Operating Transfers Out	-	-	-
Total Expenditures & Other Uses	<u>6,601,204</u>	<u>9,716,200</u>	<u>11,698,600</u>
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	1,674,187	(1,949,806)	(3,673,634)
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 4,972,038</u>	<u>\$ 6,646,225</u>	<u>\$ 4,696,419</u>
<b>Ending Fund Balance - June 30,</b>	<u>\$ 6,646,225</u>	<u>\$ 4,696,419</u>	<u>\$ 1,022,785</u>

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

	----- MAJOR GOVERNMENTAL FUNDS -----					
	----- DEBT SERVICE FUND -----			----- CAPITAL PROJECTS FUND -----		
	ACTUAL 2017-18	PROJECTED 2018-19	BUDGET 2019-20	ACTUAL 2017-18	PROJECTED 2018-19	BUDGET 2019-20
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 1,874,928	\$ 1,884,165	\$ 1,853,272	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Yr	503	815	503	-	-	-
Less: Credits To Taxpayers	88,468	112,380	56,283	-	-	-
Net Current Property Taxes	1,785,957	1,770,970	1,796,486	-	-	-
Delinquent Property Tax Revenue	503	815	503	-	-	-
Other County Taxes	66,558	65,961	61,710	678,633	680,000	685,000
Intergovernmental	1,783,789	1,801,197	1,746,643	158,547	120,984	387,550
Use of Money & Property	39,894	55,000	55,000	102,565	151,000	144,000
Miscellaneous	-	-	-	38,103	26,000	41,000
Subtotal Revenues	3,676,701	3,693,943	3,660,342	977,848	977,984	1,257,550
Other Financing Sources:						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	-	-	-	5,544,654	6,488,006	4,396,780
Proceeds of Fixed Asset Sales	-	-	-	77,355	155,000	130,000
Total Revenues & Other Sources	3,676,701	3,693,943	3,660,342	6,599,857	7,620,990	5,784,330
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Administration	-	-	-	-	-	-
Debt Service	3,391,122	3,385,530	3,402,239	-	-	-
Capital Projects	-	-	-	4,807,660	7,415,761	7,457,170
Subtotal Expenditures	3,391,122	3,385,530	3,402,239	4,807,660	7,415,761	7,457,170
Other Financing Uses:						
Operating Transfers Out	-	-	-	615,148	1,545,622	1,418,950
Total Expenditures & Other Uses	3,391,122	3,385,530	3,402,239	5,422,808	8,961,383	8,876,120
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	285,579	308,413	258,103	1,177,049	(1,340,393)	(3,091,790)
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 10,770,553</u>	<u>\$ 11,056,132</u>	<u>\$ 11,364,545</u>	<u>\$ 7,938,048</u>	<u>\$ 9,115,097</u>	<u>\$ 7,774,704</u>
<b>Ending Fund Balance - June 30,</b>	<u>\$ 11,056,132</u>	<u>\$ 11,364,545</u>	<u>\$ 11,622,648</u>	<u>\$ 9,115,097</u>	<u>\$ 7,774,704</u>	<u>\$ 4,682,914</u>

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

	----- NONMAJOR FUNDS -----			----- ALL GOVERNMENTAL FUNDS -----		
	ACTUAL 2017-18	PROJECTED 2018-19	BUDGET 2019-20	ACTUAL 2017-18	PROJECTED 2018-19	BUDGET 2019-20
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,950,611	\$ 3,111,663	\$ 3,203,502	\$ 49,231,124	\$ 52,104,752	\$ 56,052,634
Less: Uncollected Delinquent Taxes-Levy Yr	842	212	842	12,619	15,642	12,619
Less: Credits To Taxpayers	133,795	129,821	133,795	2,321,649	2,299,660	2,289,465
Net Current Property Taxes	2,815,974	2,981,630	3,068,865	46,896,856	49,789,450	53,750,550
Delinquent Property Tax Revenue	842	212	842	12,619	15,642	12,619
Penalties, Interest & Costs On Taxes	-	-	-	636,551	648,237	648,791
Other County Taxes	77,828	72,632	79,223	6,856,848	7,201,796	7,136,493
Intergovernmental	150,618	145,772	146,976	13,333,647	12,323,092	12,187,023
Licenses & Permits	-	-	-	720,306	773,145	832,645
Charges For Services	29,727	30,000	30,000	6,255,443	6,240,922	6,413,272
Use of Money & Property	3,136	4,300	5,000	825,224	998,399	1,029,099
Miscellaneous	-	-	-	1,178,133	1,013,420	1,032,495
Subtotal Revenues	3,078,125	3,234,546	3,330,906	76,715,627	79,004,103	83,042,987
Other Financing Sources:						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	-	-	-	15,709,549	18,185,530	15,928,447
Proceeds of Fixed Asset Sales	-	-	-	94,150	165,000	210,000
Total Revenues & Other Sources	3,078,125	3,234,546	3,330,906	92,519,326	97,354,633	99,181,434
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	-	-	-	30,356,380	33,017,577	34,289,553
Physical Health & Social Services	-	-	-	5,971,999	6,273,930	6,398,499
Mental Health & Disability Services	-	-	-	4,188,284	4,458,999	5,396,295
County Environment & Education	574,741	587,575	587,575	4,871,037	5,218,790	5,422,061
Roads & Transportation	-	-	-	5,527,111	7,756,200	7,378,600
Government Services to Residents	-	-	-	2,471,843	2,697,994	2,665,913
Administration (interprogram)	-	-	-	10,821,868	11,912,417	12,840,616
Debt Service	-	-	-	3,391,122	3,385,530	3,402,239
Capital Projects	-	-	-	5,881,753	9,375,761	11,777,170
Subtotal Expenditures	574,741	587,575	587,575	73,481,397	84,097,198	89,570,946
Other Financing Uses:						
Operating Transfers Out	2,490,000	2,638,000	2,729,000	16,234,549	18,650,530	15,928,447
Total Expenditures & Other Uses	3,064,741	3,225,575	3,316,575	89,715,946	102,747,728	105,499,393
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	13,384	8,971	14,331	2,803,380	(5,393,095)	(6,317,959)
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 224,981</u>	<u>\$ 238,365</u>	<u>\$ 247,336</u>	<u>\$ 38,947,690</u>	<u>\$ 41,751,070</u>	<u>\$ 36,357,975</u>
<b>Ending Fund Balance - June 30,</b>	<u>\$ 238,365</u>	<u>\$ 247,336</u>	<u>\$ 261,667</u>	<u>\$ 41,751,070</u>	<u>\$ 36,357,975</u>	<u>\$ 30,040,016</u>

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

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>ADMINISTRATION</b>	\$ 758,251	\$ 768,484	\$ 777,446	\$ 814,400	6.0%
General Administration	758,251	768,484	777,446	814,400	6.0%
<b>ATTORNEY</b>	\$ 4,004,170	\$ 4,585,451	\$ 4,558,479	\$ 4,746,801	3.5%
County Attorney Administration	337,262	351,117	351,117	361,417	2.9%
Prosecution / Legal	2,812,010	3,127,278	3,171,595	3,298,294	5.5%
Risk Management	854,898	1,107,056	1,035,767	1,087,090	-1.8%
<b>AUDITOR</b>	\$ 1,599,821	\$ 1,782,012	\$ 1,756,572	\$ 1,691,278	-5.1%
Auditor Administration	231,325	238,772	239,272	249,336	4.4%
Elections	638,135	774,150	748,210	654,393	-15.5%
Business Finance	451,606	467,295	467,295	491,343	5.1%
Taxation	278,755	301,795	301,795	296,206	-1.9%
<b>CAPITAL IMPROVEMENTS</b>	\$ 4,807,660	\$ 8,204,928	\$ 7,415,761	\$ 7,457,170	-9.1%
General Capital Improvements	4,154,351	4,848,000	4,288,975	4,805,000	-0.9%
Conservation Capital Projects	653,309	3,356,928	3,126,786	2,652,170	-21.0%
<b>COMMUNITY SERVICES</b>	\$ 4,849,887	\$ 5,256,687	\$ 5,159,381	\$ 6,167,093	17.3%
Community Services Administration	161,756	181,396	181,036	186,641	2.9%
General Relief	502,667	517,837	517,837	529,289	2.2%
Veteran Services	149,852	160,635	160,635	157,574	-1.9%
Chemical Dep & Other Services	53,660	61,200	60,800	60,800	-0.7%
MH / D Services	3,981,952	4,335,619	4,239,073	5,232,789	20.7%
<b>CONSERVATION (net of golf course)</b>	\$ 3,583,123	\$ 3,854,808	\$ 3,869,758	\$ 3,994,793	3.6%
Conservation Administration	517,091	600,096	599,596	580,712	-3.2%
Parks & Recreation	2,742,823	2,856,448	2,867,998	3,032,689	6.2%
Wapsi River Environmental Center	323,209	398,264	402,164	381,392	-4.2%
<b>DEBT SERVICES</b>	\$ 3,391,125	\$ 3,385,530	\$ 3,385,530	\$ 3,402,239	0.5%
Solid Waste Bonds	563,481	563,432	563,432	562,931	-0.1%
SECC Equipment Bonds	884,950	874,080	874,080	865,390	-1.0%
River Renaissance Refunding Bonds	2,300	-	-	-	N/A
PSA Lease	1,940,394	1,948,018	1,948,018	1,973,918	1.3%
<b>FACILITY &amp; SUPPORT SERVICES</b>	\$ 3,355,706	\$ 3,734,945	\$ 3,727,065	\$ 3,941,360	5.5%
FSS Administration	141,057	146,399	145,799	153,984	5.2%
Maint of Buildings & Grounds	1,848,677	2,062,721	2,051,166	2,176,882	5.5%
Custodial Services	729,980	770,236	774,186	847,721	10.1%
Support Services	635,992	755,589	755,914	762,773	1.0%

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

	<u>Actual</u> <u>2017-18</u>	<u>Budget</u> <u>2018-19</u>	<u>Revised</u> <u>Estimate</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>HEALTH DEPARTMENT</b>	\$ 6,202,094	\$ 6,429,278	\$ 6,542,932	\$ 6,752,170	5.0%
Administration	755,704	805,821	808,356	850,922	5.6%
Public Health Safety	1,896,538	2,088,434	2,117,645	2,207,005	5.7%
Clinical Services	1,243,785	1,329,705	1,403,072	1,430,420	7.6%
Community Relations & Planning	1,500,685	1,344,278	1,348,269	1,362,925	1.4%
Environmental Health	805,382	861,040	865,590	900,898	4.6%
<b>HUMAN SERVICES</b>	\$ 83,442	\$ 83,452	\$ 83,552	\$ 83,452	0.0%
Administrative Support	83,442	83,452	83,552	83,452	0.0%
<b>INFORMATION TECHNOLOGY</b>	\$ 2,712,821	\$ 2,820,511	\$ 2,820,086	\$ 2,937,881	4.2%
Administration	160,062	163,984	163,559	173,369	5.7%
Information Processing	2,552,759	2,656,527	2,656,527	2,764,512	4.1%
<b>JUVENILE COURT SERVICES</b>	\$ 1,762,995	\$ 1,662,506	\$ 2,103,556	\$ 2,154,619	29.6%
Juvenile Detention Center	1,589,879	1,547,675	1,949,125	1,967,057	27.1%
Emergency Youth Shelter	75,529	50,000	75,000	75,000	50.0%
In-Home Care	43,148	21,300	27,050	51,467	141.6%
GPS Monitoring	53,895	43,531	52,381	61,095	40.3%
Youth Transition Decision Making	544	-	-	-	N/A
<b>NON-DEPARTMENTAL</b>	\$ 493,466	\$ 1,066,720	\$ 973,450	\$ 1,397,897	31.0%
Non-Departmental	305,903	822,670	769,450	1,189,897	44.6%
Court Support Costs	55,487	58,500	56,500	60,500	3.4%
Other Law Enforcement Costs	60,696	65,000	61,000	61,000	-6.2%
Centralized Fleet Maintenance	71,380	120,550	86,500	86,500	-28.2%
<b>HUMAN RESOURCES</b>	\$ 395,276	\$ 453,096	\$ 453,096	\$ 474,361	4.7%
Human Resource Management	395,276	453,096	453,096	474,361	4.7%
<b>PLANNING &amp; DEVELOPMENT</b>	\$ 413,931	\$ 451,211	\$ 448,611	\$ 534,021	18.4%
P & D Administration	157,989	174,500	173,150	186,917	7.1%
Code Enforcement	242,966	261,511	260,261	331,904	26.9%
Tax Deed Properties	12,976	15,200	15,200	15,200	0.0%
<b>RECORDER</b>	\$ 804,259	\$ 872,421	\$ 829,421	\$ 863,293	-1.0%
Recorder Administration	166,134	176,148	176,148	184,291	4.6%
Public Records	509,479	553,969	510,969	525,422	-5.2%
Vital Records	128,646	142,304	142,304	153,580	7.9%

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

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>SECONDARY ROADS</b>	\$ 6,601,203	\$ 8,908,000	\$ 9,716,200	\$ 11,698,600	31.3%
Administration	276,447	326,000	330,000	341,000	4.6%
Engineering	429,268	533,000	650,500	722,500	35.6%
Bridges & Culverts	163,549	230,000	230,000	255,000	10.9%
Roads	2,069,288	2,435,000	2,893,500	2,699,500	10.9%
Snow & Ice Control	296,883	491,000	491,000	491,000	0.0%
Traffic Controls	258,501	304,500	429,500	305,000	0.2%
Road Clearing	266,036	231,000	291,000	291,000	26.0%
New Equipment	557,030	750,000	875,000	750,000	0.0%
Equipment Operations	1,072,357	1,314,500	1,314,500	1,314,500	0.0%
Tools, Materials & Supplies	42,062	103,000	116,200	109,100	5.9%
Real Estate & Buildings	95,689	120,000	135,000	100,000	-16.7%
Roadway Construction	1,074,093	2,070,000	1,960,000	4,320,000	108.7%
<b>SHERIFF</b>	\$ 15,321,376	\$ 15,987,257	\$ 16,248,690	\$ 16,980,154	6.2%
Sheriff Administration	558,704	573,802	573,802	602,442	5.0%
Patrol	3,298,802	3,518,256	3,518,256	3,746,317	6.5%
Jail/Prisoner Transportation	8,793,732	9,087,084	9,334,584	9,656,339	6.3%
Civil Deputies	386,173	404,984	404,984	347,590	-14.2%
Investigations	933,931	1,001,706	1,001,706	1,163,922	16.2%
Bailiffs/Courthouse Security	965,501	981,253	995,186	1,016,901	3.6%
Civil-Clerical	384,533	420,172	420,172	446,643	6.3%
<b>SUPERVISORS</b>	\$ 316,965	\$ 366,308	\$ 405,428	\$ 373,151	1.9%
Supervisors, Board of	316,965	366,308	405,428	373,151	1.9%
<b>TREASURER</b>	\$ 2,180,313	\$ 2,257,880	\$ 2,265,180	\$ 2,354,918	4.3%
Treasurer Administration	211,093	212,402	212,402	222,438	4.7%
Tax Administration	506,060	538,877	541,527	560,532	4.0%
Motor Vehicle Registration-CH	573,732	583,444	587,094	598,671	2.6%
County General Store	417,822	455,269	455,269	471,556	3.6%
Accounting/Finance	471,606	467,888	468,888	501,721	7.2%

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

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>AUTHORIZED AGENCIES:</b>					
<b>BI-STATE REGIONAL COMMISSION</b>	\$ 94,755	\$ 93,355	\$ 94,775	\$ 94,755	1.5%
Regional Planning/Technical Assistance	77,355	75,955	77,375	77,355	1.8%
Legislative Contract	17,400	17,400	17,400	17,400	0.0%
<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>	\$ 275,250	\$ 275,250	\$ 277,250	\$ 213,750	-22.3%
Outreach to Older Persons	227,114	227,114	227,114	165,614	-27.1%
Day Care for Older Persons	48,136	48,136	50,136	48,136	0.0%
<b>COMMUNITY HEALTH CARE</b>	\$ 302,067	\$ 302,067	\$ 302,067	\$ 302,067	0.0%
Health Services-Comm Services	302,067	302,067	302,067	302,067	0.0%
<b>EMERGENCY MANAGEMENT AGENCY</b>	\$ 7,676,209	\$ 8,318,000	\$ 8,318,000	\$ 8,468,000	1.8%
Emergency Preparedness	76,209	218,000	218,000	218,000	0.0%
Emergency Communications (SECC)	7,600,000	8,100,000	8,100,000	8,250,000	1.9%
<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>	\$ 574,740	\$ 580,036	\$ 587,575	\$ 587,575	1.3%
Library Resources & Services	574,740	580,036	587,575	587,575	1.3%

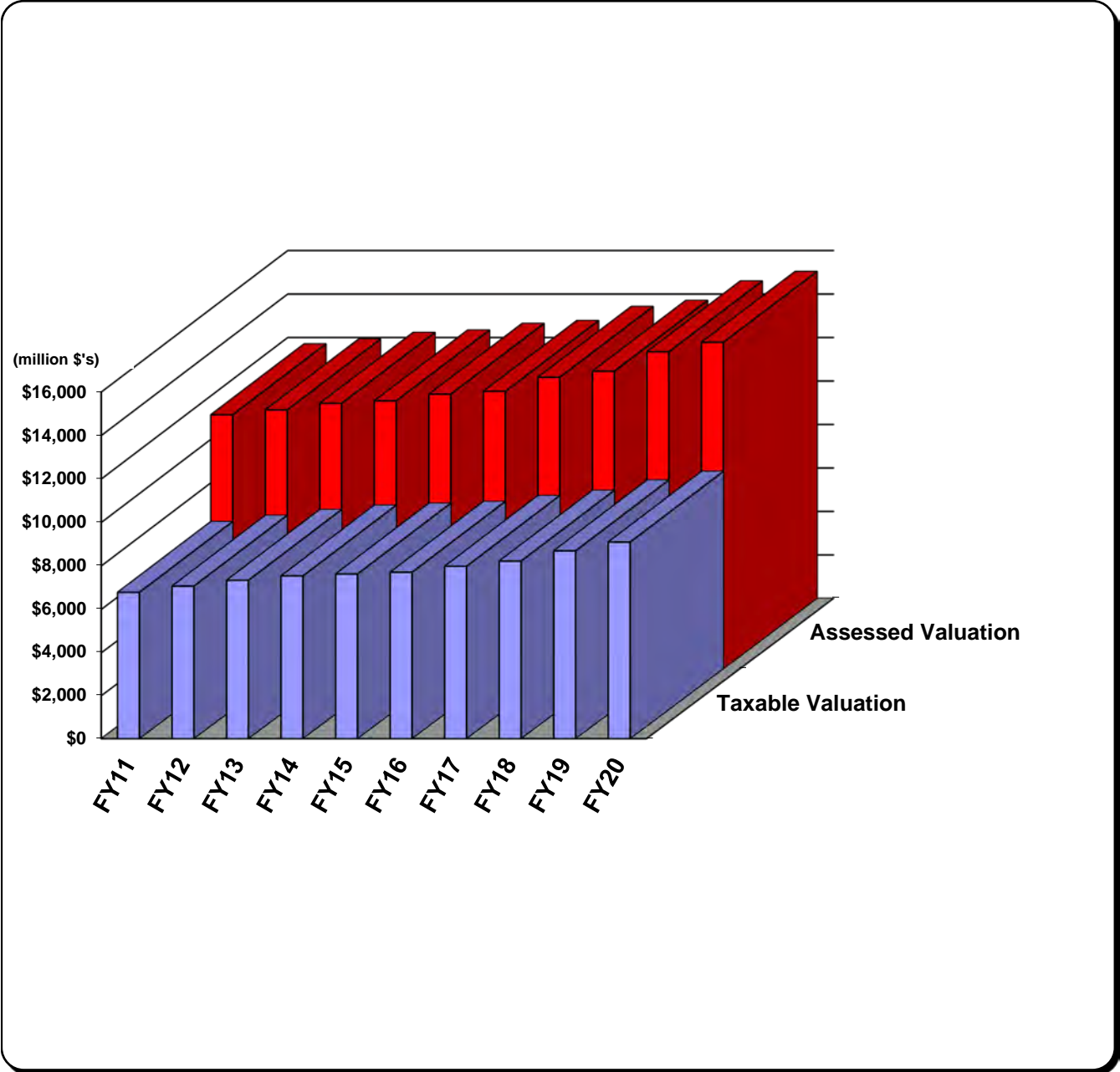
**APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT**  
(excluding transfers and non-budgeted funds)

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>MEDIC AMBULANCE</b>	\$ 8,844	\$ 200,000	\$ 93,035	\$ 200,000	0.0%
Medic Ambulance Service	8,844	200,000	93,035	200,000	0.0%
<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	\$ 72,654	\$ 73,500	-26.5%
Quad Cities First	70,000	70,000	42,654	43,500	-37.9%
GDRC	30,000	30,000	30,000	30,000	0.0%
<b>TOTAL ALL DEPTS/AGENCIES</b>	<u>\$ 73,481,397</u>	<u>\$ 83,611,841</u>	<u>\$ 84,097,198</u>	<u>\$ 89,570,946</u>	7.1%



# 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 60.5% of the County's fully assessed property values, which is 0.9% higher than the previous year

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

<u>Fiscal Year</u>	----- Real Property -----		----- Utilities -----	
	<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>
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
2017-18	7,852,430,879	13,094,122,976	374,014,313	612,028,444
2018-19	8,310,742,928	13,887,123,403	388,373,917	712,185,371
2019-20	8,716,555,374	14,284,438,067	385,887,791	752,734,311

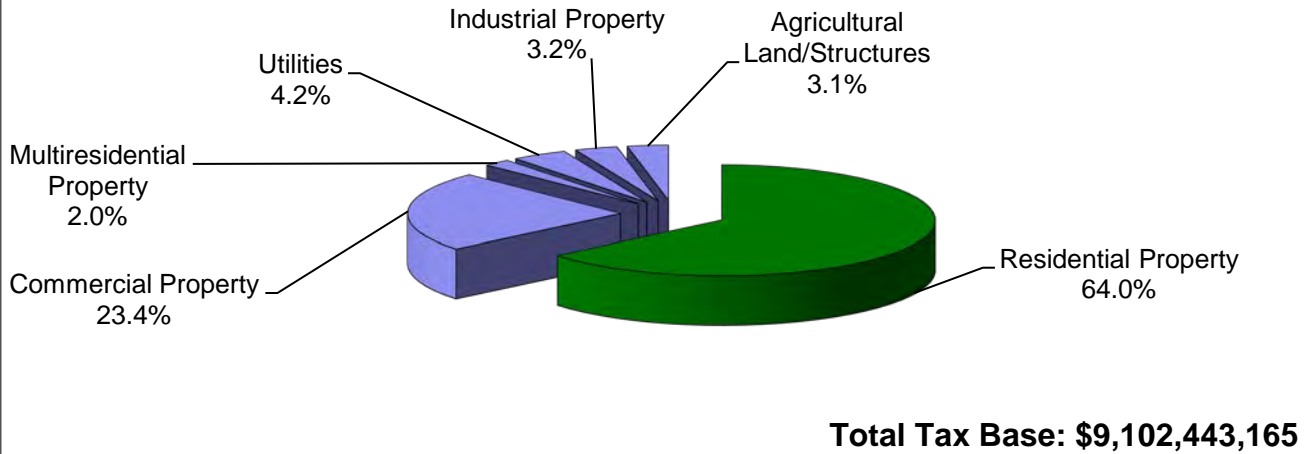
Note: Taxes are not assessed on Personal Property.

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

<b>Fiscal Year</b>	<b>----- Total -----</b>		<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>		
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
2017-18	8,226,445,192	13,706,151,420	60.02%	449,518,457
2018-19	8,699,116,845	14,599,308,774	59.59%	439,662,541
2019-20	9,102,443,165	15,037,172,378	60.53%	436,750,524

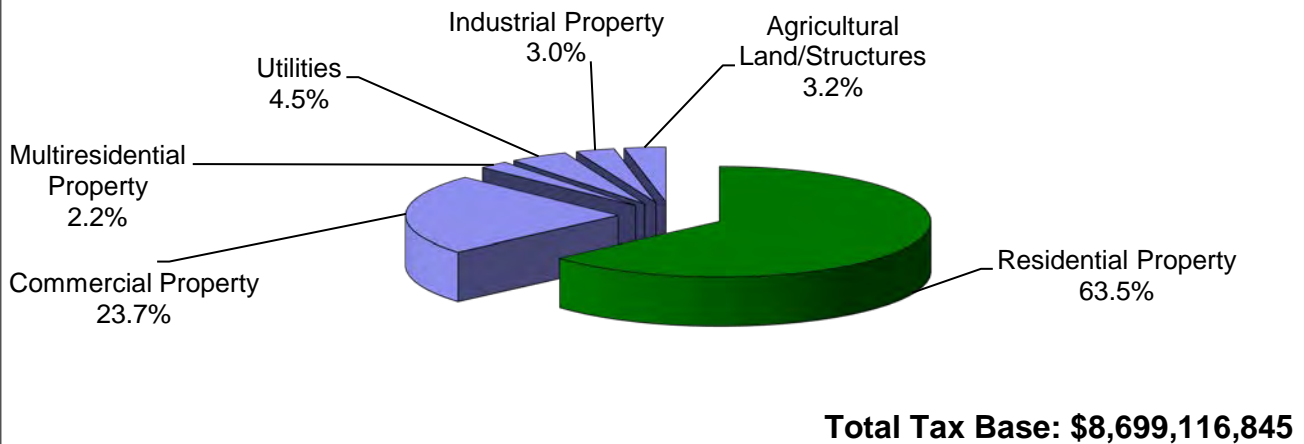
## TAXABLE VALUATION BY CLASS OF PROPERTY

### FY20 TAXABLE VALUATION



Residential property valuations represent over half of the County's tax base. Residential valuations would represent 69.9%, however, the State mandated rollback percentage shifts the tax burden to other classes. The growth in tax base between years was 4.6%

### FY19 TAXABLE VALUATION



## TAXABLE PROPERTY VALUATION COMPARISON

	January 1,2017 For FY19	% of Total	January 1,2018 For FY20	% of Total	Amount Change	% Change
<b>COUNTY-WIDE</b>						
Residential Property	5,526,310,756	63.5%	5,825,882,612	64.0%	299,571,856	5.4%
Commercial Property	2,058,107,250	23.7%	2,128,966,256	23.4%	70,859,006	3.4%
Multiresidential	195,279,442	2.2%	184,595,351	2.0%	(10,684,091)	-5.5%
Utilities	388,373,917	4.5%	385,887,791	4.2%	(2,486,126)	-0.6%
Industrial Property	256,655,230	3.0%	294,147,922	3.2%	37,492,692	14.6%
Agricultural Land/Structures	274,390,250	3.2%	282,963,233	3.1%	8,572,983	3.1%
All Classes	<u>8,699,116,845</u>	<u>100.0%</u>	<u>9,102,443,165</u>	<u>100.0%</u>	<u>403,326,320</u>	<u>4.6%</u>
<b>UNINCORPORATED AREAS</b>						
Residential Property	718,672,476	66.2%	744,779,364	66.1%	26,106,888	3.6%
Commercial Property	47,679,697	4.4%	49,417,259	4.4%	1,737,562	3.6%
Multiresidential	7,496,112	0.7%	7,494,550	0.1%	(1,562)	0.0%
Utilities	73,472,809	6.8%	77,067,741	6.8%	3,594,932	4.9%
Industrial Property	1,595,007	0.1%	1,644,507	0.1%	49,500	3.1%
Agricultural Land/Structures	237,428,470	21.9%	245,577,307	21.8%	8,148,837	3.4%
Total	<u>1,086,344,571</u>	<u>100.0%</u>	<u>1,125,980,728</u>	<u>100.0%</u>	<u>39,636,157</u>	<u>3.6%</u>
<b>Property in Cities</b>	7,612,772,274	87.5%	7,976,462,437	87.6%	363,690,163	4.8%
<b>Property in Rural Areas</b>	1,086,344,571	12.5%	1,125,980,728	12.4%	39,636,157	3.6%
Total	<u>8,699,116,845</u>	<u>100.0%</u>	<u>9,102,443,165</u>	<u>100.0%</u>	<u>403,326,320</u>	<u>4.6%</u>

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,2017 For FY19	January 1,2018 For FY20	Amount Change	% Change
Tax Increment Financing District Values	439,662,541	436,750,524	(2,912,017)	-0.7%
Military Exemptions	15,403,084	14,932,676	(470,408)	-3.1%
Utilities/Railroads Rollback Amount	323,811,454	366,846,520	43,035,066	13.3%
Ag Land/Structures Rollback Amount	229,558,941	221,136,407	(8,422,534)	-3.7%
Commercial Rollback Amount	257,339,646	261,756,913	4,417,267	1.7%
Industrial	29,761,542	39,083,582	9,322,040	31.3%
Multiresidential	55,612,535	64,346,911	8,734,376	15.7%
Residential Rollback Amount	4,549,042,186	4,529,875,680	(19,166,506)	-0.4%
Total Rollback Loss	<u>5,445,126,304</u>	<u>5,483,046,013</u>	<u>37,919,709</u>	<u>0.7%</u>
Total Excluded Values	<u>5,900,191,929</u>	<u>5,934,729,213</u>	<u>34,537,284</u>	<u>0.6%</u>
<b>Percent of Tax Base Excluded</b>	<u>40.4%</u>	<u>39.5%</u>		
<b>100% Valuation</b>	<u>14,599,308,774</u>	<u>15,037,172,378</u>	<u>437,863,604</u>	<u>3.0%</u>

## PROPERTY TAX LEVY COMPARISON ALL FUNDS

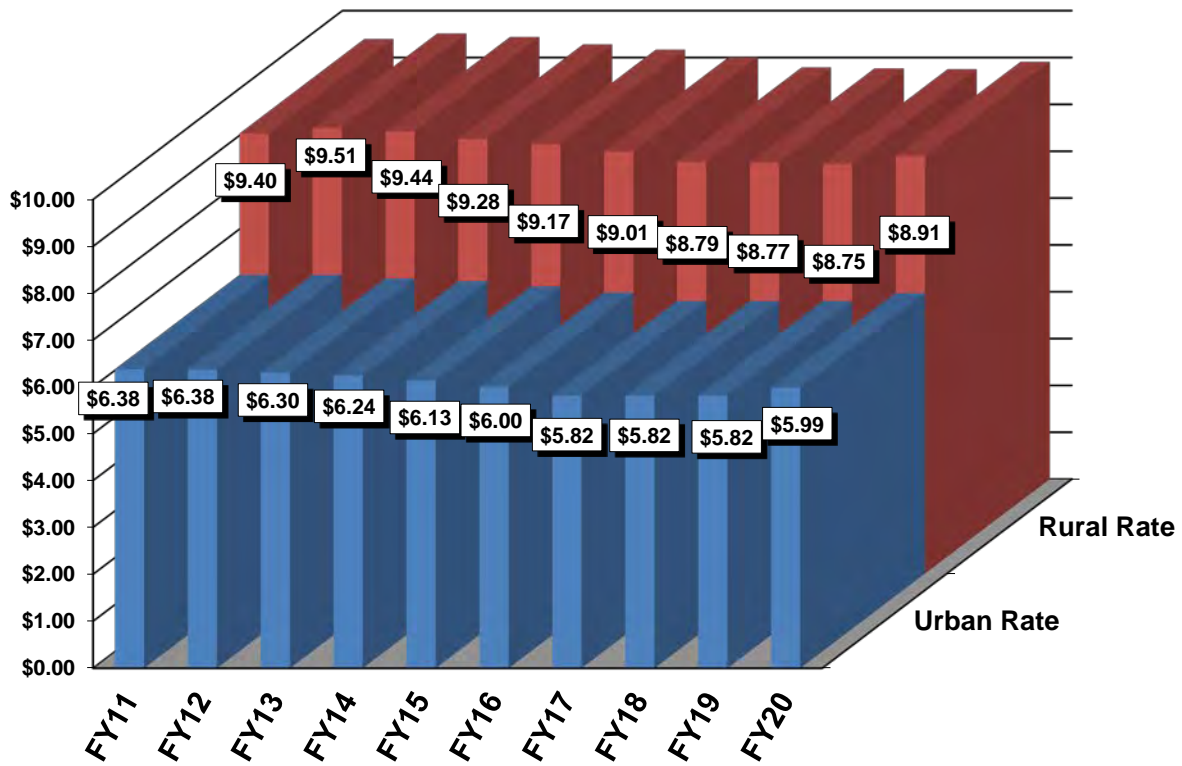
	----- 2018-19 Budget -----		----- 2019-20 Budget -----		Levy Amount % Incr -Decr
	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	
<b>General Fund</b>	\$ 44,677,033	\$ 5.13581	\$ 47,393,809	\$ 5.20671	6.1%
<b>Special Revenue Fund</b>					
MH-DD	\$ 4,112,052	\$ 0.47270	\$ 5,309,827	\$ 0.58334	29.1%
<b>Debt Service Fund</b>	<u>\$ 1,948,018</u>	<u>\$ 0.21316</u>	<u>\$ 1,945,618</u>	<u>\$ 0.20396</u>	-0.1%
<b>Total County-Wide Levy</b>	\$ 50,737,103	\$ 5.82167 <sup>(1)</sup>	\$ 54,649,254	\$ 5.99401	7.7%
<b>Special Revenue Fund (rural only)</b>					
Rural Services Basic	<u>\$ 3,179,921</u>	<u>\$ 2.92718</u> <sup>(2)</sup>	<u>\$ 3,278,460</u>	<u>\$ 2.91165</u>	3.1%
<b>Total Gross Levy</b>	\$ 53,917,024	\$ 8.74885	\$ 57,927,714	\$ 8.90566	7.4%
Less State Replacement Credits Against Levied Taxes	<u>\$ 2,299,660</u>		<u>\$ 2,321,650</u>		1.0%
<b>Total Net Levy</b>	<u>\$ 51,617,364</u>	<u>\$ 8.74885</u> <sup>(3)</sup>	<u>\$ 55,606,064</u>	<u>\$ 8.90566</u>	7.7%

<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



In FY12, Rural rate increased due to a state formula for local effort related to the distribution of Road Use Tax. The urban rate increased due to the funding of the Scott Emergency Communication Center. The FY20 rate is recommended to increase to fund requested organizational changes and mental health services.

## TAX LEVIES AND LEVY RATES TEN YEAR HISTORICAL COMPARISON

<u>Fiscal Year</u>	<u>Gross Tax Levy</u> <sup>(1)</sup>	<u>Percent Change In Levy</u> <sup>(1)</sup>	<u>Urban Levy Rate</u> <sup>(2)</sup>	<u>Rural Levy Rate</u> <sup>(3)</sup>
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
2017-18	\$ 51,015,046	2.9%	\$ 5.82167	\$ 8.76857
2018-19	\$ 53,917,024	5.7%	\$ 5.82167	\$ 8.74885
2019-20	\$ 57,927,714	7.4%	\$ 5.99401	\$ 8.90566

<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>ACTUAL</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>BUDGET</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>	<u>PROJECTED</u> <u>2021-22</u>	<u>PROJECTED</u> <u>2022-23</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$39,845,157	\$41,824,915	\$44,499,514	\$ 46,368,494	\$48,315,970	\$ 50,345,241
Other County Taxes/TIF Revenue	5,973,009	6,296,810	6,194,506	6,219,284	6,244,161	6,269,138
Intergovernmental	6,196,447	5,864,808	5,613,926	5,286,926	4,959,926	4,632,926
Licenses & Permits	672,468	743,145	802,645	813,882	825,276	836,830
Charges For Services	6,220,483	6,032,622	6,047,472	6,126,089	6,205,728	6,286,403
Use of Money & Property	578,631	686,099	756,099	778,782	778,782	778,782
Fees, Forfeitures and Miscellaneous Revenue	900,935	781,660	783,735	772,763	761,944	751,277
Subtotal Revenues	<u>60,387,130</u>	<u>62,230,059</u>	<u>64,697,897</u>	<u>66,366,219</u>	<u>68,091,788</u>	<u>69,900,597</u>
Other Financing Sources:						
Operating Transfers In and assets sold	<u>6,856,690</u>	<u>8,183,524</u>	<u>7,891,667</u>	<u>8,199,719</u>	<u>8,552,307</u>	<u>8,920,056</u>
Total Revenues & Other Sources	<u>67,243,820</u>	<u>70,413,583</u>	<u>72,589,564</u>	<u>74,565,938</u>	<u>76,644,095</u>	<u>78,820,652</u>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	25,222,134	26,198,659	27,883,305	28,432,606	28,992,728	29,563,885
Benefits	9,446,684	10,524,620	11,401,241	12,051,112	12,738,025	13,464,093
Capital Outlay	110,557	146,925	152,625	152,625	152,625	152,625
Purchases Services & Expenses	17,617,529	19,797,896	19,713,651	19,525,565	19,557,073	19,588,614
Supplies & Materials	<u>1,747,239</u>	<u>1,865,033</u>	<u>1,878,245</u>	<u>1,885,758</u>	<u>1,893,301</u>	<u>1,900,874</u>
Subtotal Expenditures	54,144,143	58,533,133	61,029,067	62,047,666	63,333,753	64,670,091
Other Financing Uses:						
Other Financing Uses	<u>13,129,401</u>	<u>14,466,908</u>	<u>11,780,497</u>	<u>12,847,400</u>	<u>12,837,113</u>	<u>13,209,970</u>
Total Expenditures & Other Uses	67,273,544	73,000,041	72,809,564	74,895,066	76,170,866	77,880,062
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ (29,724)</u>	<u>\$ (2,586,458)</u>	<u>\$ (220,000)</u>	<u>\$ (329,128)</u>	<u>\$ 473,229</u>	<u>\$ 940,591</u>

Revenue / Use	Trend
Taxes Levied on Property	4.2% 10 year average growth, stable tax rate, increasing taxable property values
Other County Taxes/TIF Revenue	0.4% Trend rate 2015 - 2020
Intergovernmental	0% Trend based on net flat state intergovernmental and declining federal intergov. revenue, less commercial and industrial rollback backfill dollars through sunset.
Licenses & Permits	1% Trend rate 2015 - 2020
Charges For Services	1.3% Trend rate 2015 - 2020
Use of Money & Property	3% Expectation of growth, then flat growth
Fees, Forfeitures and Miscellaneous Revenue	-1.4% Trend rate 2015 - 2020
Salaries	3.0% Net cost of living and step wage increases per year, less turnover.
Benefits	5.7% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline / strategic planning.
Purchases Services & Expenses	0% Allowable growth budget guideline / strategic planning, plus departmental selected adjustments of 2% trend.
Supplies & Materials	0% Allowable growth budget guideline / strategic planning, 0.4% trend adjusted by departments offset by purchase services and expenses.
Conclusion	Future revenue growth will provide for current operating expenditures as long as taxes levied on property continues to grow based on the 10 year average growth rate. Flexibility in programing is available.

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

	<u>ACTUAL</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>BUDGET</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>	<u>PROJECTED</u> <u>2021-22</u>	<u>PROJECTED</u> <u>2022-23</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 3,038,802	\$ 3,816,550	\$ 4,986,959	\$ 4,986,959	\$ 4,986,959	\$ 4,986,959
Other County Taxes/TIF Revenue	119,612	144,630	174,845	176,419	176,419	176,419
Intergovernmental	254,531	277,437	231,462	231,462	231,462	231,462
Licenses & Permits	-	-	-	-	-	-
Charges For Services	-	173,300	180,800	180,800	180,800	180,800
Use of Money & Property	21,406	22,000	24,000	24,720	25,462	26,225
Fees, Forfeitures and Miscellaneous Revenue	211,081	191,260	193,260	193,260	193,260	193,260
Subtotal Revenues	3,645,432	4,625,177	5,791,326	5,793,620	5,794,361	5,795,125
Other Financing Sources:						
Operating Transfers In and assets sold	-	-	-	-	-	-
Total Revenues & Other Sources	3,645,432	4,625,177	5,791,326	5,793,620	5,794,361	5,795,125
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	306,428	470,406	491,160	508,351	510,130	527,984
Benefits	107,806	206,987	200,797	212,242	224,340	237,128
Capital Outlay	1,780	580	508	508	508	508
Purchases Services & Expenses	3,540,163	3,778,096	4,700,900	4,984,719	4,970,842	4,940,200
Supplies & Materials	6,352	2,930	2,930	2,930	2,930	2,930
Subtotal Expenditures	3,962,529	4,458,999	5,396,295	5,708,750	5,708,750	5,708,750
Other Financing Uses:						
Other Financing Uses	-	-	-	-	-	-
Total Expenditures & Other Uses	3,962,529	4,458,999	5,396,295	5,708,750	5,708,750	5,708,750
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	\$ (317,097)	\$ 166,178	\$ 395,031	\$ 84,870	\$ 85,611	\$ 86,375

	Trend
Taxes Levied on Property	County tax cap of \$30.78 per capita, population of 172,474 limits taxes on property and intergovernmental subsidy.
Other County Taxes/TIF Revenue	
Intergovernmental	N/A
Licenses & Permits	
Charges For Services	Includes protective payee service at flat volume or rate growth
Use of Money & Property	
Fees, Forfeitures and Miscellaneous Revenue	0% Trend rate 2014 - 2019
Salaries	3.5% Net cost of living and step wage increases per year.
Benefits	5.7% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline.
Purchases Services & Expenses	0% Allowable growth budget guideline, required contribution to regional agent for services.
Supplies & Materials	0% Allowable growth budget guideline
Conclusion	The Mental Health Fund is in a structural deficit. Funding will come from 1) prior year fund balance; 2) fiscal partners within the region; 3) change in services provided or 4) a change in state code to allow for more local funding

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

	<u>ACTUAL 2017- 18</u>	<u>PROJECTED 2018-19</u>	<u>BUDGET 2019-20</u>	<u>PROJECTED 2020-21</u>	<u>PROJECTED 2021-22</u>	<u>PROJECTED 2022-23</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other County Taxes/TIF Revenue	-	-	-	-	-	-
Intergovernmental	4,789,715	4,112,894	4,060,466	4,101,071	4,142,081	4,183,502
Licenses & Permits	47,837	30,000	30,000	30,000	30,300	30,603
Charges For Services	5,233	5,000	155,000	5,000	5,050	5,101
Use of Money & Property	79,592	80,000	45,000	45,000	45,000	45,000
Fees, Forfeitures and Miscellaneous Revenue	<u>28,013</u>	<u>14,500</u>	<u>14,500</u>	<u>14,500</u>	<u>14,500</u>	<u>14,500</u>
Subtotal Revenues	4,950,390	4,242,394	4,304,966	4,195,571	4,236,931	4,278,706
Other Financing Sources:						
Operating Transfers In and assets sold	<u>3,325,000</u>	<u>3,524,000</u>	<u>3,720,000</u>	<u>3,803,300</u>	<u>3,963,039</u>	<u>4,129,486</u>
Total Revenues & Other Sources	8,275,390	7,766,394	8,024,966	7,998,871	8,199,970	8,408,192
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Secondary Roads	<u>6,601,203</u>	<u>9,716,200</u>	<u>11,698,600</u>	<u>10,019,847</u>	<u>8,539,847</u>	<u>8,429,847</u>
Subtotal Expenditures	6,601,203	9,716,200	11,698,600	10,019,847	8,539,847	8,429,847
Other Financing Uses:						
Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	6,601,203	9,716,200	11,698,600	10,019,847	8,539,847	8,429,847
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 1,674,187</u>	<u>\$ (1,949,806)</u>	<u>\$ (3,673,634)</u>	<u>\$ (2,020,977)</u>	<u>\$ (339,877)</u>	<u>\$ (21,655)</u>

	Trend
Intergovernmental	Estimated 1% trend growth
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	3.25% Salary growth; 5.7 % benefit growth; 1% contractor growth; capital project projections
Conclusion	Funding provides for current operating and long term capital investment. Drawdowns are tied to funding for capital projects and prior year savings.

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

	<u>ACTUAL</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>BUDGET</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>	<u>PROJECTED</u> <u>2021-22</u>	<u>PROJECTED 2022-</u> <u>23</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 1,786,460	\$ 1,771,785	\$ 1,796,989	\$ 1,822,918	\$ 1,796,618	\$ 1,800,418
Other County Taxes/TIF Revenue	66,558	65,961	61,710	62,944	64,203	65,487
Intergovernmental	1,783,789	1,801,197	1,746,643	1,626,092	1,615,092	1,603,593
Use of Money & Property	<u>39,894</u>	<u>55,000</u>	<u>55,000</u>	<u>56,650</u>	<u>58,350</u>	<u>60,100</u>
Subtotal Revenues	3,676,701	3,693,943	3,660,342	3,568,604	3,534,263	3,529,598
Other Financing Sources:						
Proceeds of bonds sold	-	-	-	-	-	-
Operating Transfers In and assets sold	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues & Other Sources	3,676,701	3,693,943	3,660,342	3,568,604	3,534,263	3,529,598
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Debt Service and fees	<u>3,388,827</u>	<u>3,385,530</u>	<u>3,402,239</u>	<u>3,400,969</u>	<u>3,361,069</u>	<u>3,370,055</u>
Subtotal Expenditures	3,388,827	3,385,530	3,402,239	3,400,969	3,361,069	3,370,055
Other Financing Uses:						
Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	3,388,827	3,385,530	3,402,239	3,400,969	3,361,069	3,370,055
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 287,874</u>	<u>\$ 308,413</u>	<u>\$ 258,103</u>	<u>\$ 167,635</u>	<u>\$ 173,194</u>	<u>\$ 159,543</u>

	Trend
Taxes Levied on Property	Net property tax requirement for outstanding debt service
Other County Taxes/TIF Revenue	2.2% Trend, based on stable tax rate extended across increasing taxable property values
Intergovernmental	Net property tax requirement for outstanding debt service, plus intergovernmental contribution for loan receivable interest
Licenses & Permits	N/A
Charges For Services	N/A
Use of Money & Property	N/A
Debt Service	Obtained from approved debt service schedules and fee estimates
Conclusion	Fund balance is growing due to 911 fees collected in excess of debt service offset Waste Commission debt service paid by loan receivable. The County will consider refinancing the 911 debt when the bonds become callable.

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

	<u>ACTUAL</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>BUDGET</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>	<u>PROJECTED</u> <u>2021-22</u>	<u>PROJECTED</u> <u>2022-23</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other County Taxes/TIF Revenue	678,633	680,000	685,000	685,000	685,000	685,000
Intergovernmental	158,547	120,984	387,550	387,550	100,000	-
Licenses & Permits	-	-	-	-	-	-
Charges For Services	-	-	-	-	-	-
Use of Money & Property	102,565	151,000	144,000	137,000	120,800	120,800
Fees, Forfeitures and Miscellaneous Revenue	38,103	26,000	41,000	41,000	24,000	24,000
Subtotal Revenues	<u>977,848</u>	<u>977,984</u>	<u>1,257,550</u>	<u>1,250,550</u>	<u>929,800</u>	<u>829,800</u>
Other Financing Sources:						
Operating Transfers In and assets sold	<u>5,622,009</u>	<u>6,643,006</u>	<u>4,526,780</u>	<u>3,675,000</u>	<u>3,295,000</u>	<u>3,295,000</u>
Total Revenues & Other Sources	<u>6,599,857</u>	<u>7,620,990</u>	<u>5,784,330</u>	<u>4,925,550</u>	<u>4,224,800</u>	<u>4,124,800</u>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Capital Outlay	4,807,660	7,397,143	7,457,170	5,723,419	3,669,249	2,634,249
Purchases Services & Expenses	-	18,618	-	-	-	-
Debt Service	-	-	-	-	-	-
Subtotal Expenditures	<u>4,807,660</u>	<u>7,415,761</u>	<u>7,457,170</u>	<u>5,723,419</u>	<u>3,669,249</u>	<u>2,634,249</u>
Other Financing Uses:						
Other Financing Uses	<u>615,148</u>	<u>1,545,622</u>	<u>1,418,950</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	<u>5,422,808</u>	<u>8,961,383</u>	<u>8,876,120</u>	<u>5,723,419</u>	<u>3,669,249</u>	<u>2,634,249</u>
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 1,177,049</u>	<u>\$ (1,340,393)</u>	<u>\$ (3,091,790)</u>	<u>\$ (797,869)</u>	<u>\$ 555,551</u>	<u>\$ 1,490,551</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
Conclusion	The long term capital fund balance remains relatively stable.

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

	<u>ACTUAL</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>BUDGET</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>	<u>PROJECTED</u> <u>2021-22</u>	<u>PROJECTED</u> <u>2022-23</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,816,816	\$ 2,981,842	\$ 3,069,707	\$ 3,198,635	\$ 3,332,977	\$ 3,472,962
Other County Taxes/TIF Revenue	77,828	72,632	79,223	81,600	84,048	86,569
Intergovernmental	150,618	145,772	146,976	148,446	149,930	151,430
Licenses & Permits	-	-	-	-	-	-
Charges For Services	29,727	30,000	30,000	30,000	30,300	30,603
Use of Money & Property	3,136	4,300	5,000	5,000	5,000	5,000
Fees, Forfeitures and Miscellaneous Revenue	-	-	-	-	-	-
Subtotal Revenues	<u>3,078,125</u>	<u>3,234,546</u>	<u>3,330,906</u>	<u>3,463,680</u>	<u>3,602,255</u>	<u>3,746,564</u>
Other Financing Sources:						
Operating Transfers In and assets sold	-	-	-	-	-	-
Total Revenues & Other Sources	<u>3,078,125</u>	<u>3,234,546</u>	<u>3,330,906</u>	<u>3,463,680</u>	<u>3,602,255</u>	<u>3,746,564</u>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Library	<u>574,741</u>	<u>587,575</u>	<u>587,575</u>	<u>595,213</u>	<u>602,951</u>	<u>610,790</u>
Subtotal Expenditures	<u>574,741</u>	<u>587,575</u>	<u>587,575</u>	<u>595,213</u>	<u>602,951</u>	<u>610,790</u>
Other Financing Uses:						
Other Financing Uses	<u>2,490,000</u>	<u>2,638,000</u>	<u>2,729,000</u>	<u>2,822,778</u>	<u>2,941,335</u>	<u>3,064,871</u>
Total Expenditures & Other Uses	<u>3,064,741</u>	<u>3,225,575</u>	<u>3,316,575</u>	<u>3,417,991</u>	<u>3,544,286</u>	<u>3,675,660</u>
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 13,384</u>	<u>\$ 8,971</u>	<u>\$ 14,331</u>	<u>\$ 45,689</u>	<u>\$ 57,969</u>	<u>\$ 70,904</u>

	Trend
Taxes Levied on Property	4.3% 10 year average growth, stable tax rate, increasing taxable property values
Other County Taxes/TIF Revenue	3.0% Trend Rate 2015 - 2020
Intergovernmental	Estimated 1% trend growth
Charges For Services	0% Net growth of rate vs volume.
Fees, Forfeitures and Miscellaneous Revenue	0% Growth
Library	1.3% Growth estimate
Conclusion	The non-major funds remain relatively stable. The pass through property taxes may have to be adjusted based on operational growth of the library.

# **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
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	<b>10,212,287</b>
2016-17	<b>10,474,822</b>
2017-18	<b>10,821,990</b>
2018-19 (Projected)	<b>10,014,586</b>
2019-20 (Projected)	<b>10,014,586</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, 2020 balance is projected to be 16.4%, 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 6.3% of total revenues to the General Fund in FY20. The County is projecting flat activity within local option sales taxes as natural growth is occurring, yet offset by an increase in internet sales. All estimated local option tax revenues are used to reduce the General Fund property tax requirement for the ensuing fiscal year.

The FY 2020 budget reflects the compensation and benefits of the county after implementing the salary and benefit study. The study was first by the county in over 30 years and reflects an effort to bring wages and benefits in line with a market analysis. The study, sponsored by the Board of Supervisors, through a consultant recommended moving away from the Hay Guide Chart-Profile method to a market based job review and classification system. The study found 38% of positions were more than 5% behind market, 56% at market, and 6% more than 5% ahead of market. All employees' positions will be reclassified as of July 1, 2019. Employee compensation is then placed on the new scales based on most equivalent wage, without moving down in the scale. The scale is then adjusted based on market adjustments through cost of living adjustments. Unions would continue to negotiate the costs of living adjustments each year. The County has chosen to implement the study in one fiscal year through the nearest step method. The estimated costs of placing individuals onto the new scales is \$240,000 or 1% of FY 2019 salary budget. Under the new scale system, the county is moving away from a merit base annual salary adjustment to a step system. All employees are now eligible for a step each year of 2.5% per year, as well as a cost of living adjustment of the compensation scale. The Sheriff unions for Deputies and Corrections Officers reflect a 4% step per year as well as a cost of living annual adjustment. After the initial year of placement, the County expects annual salary adjustments to become more linear in their compensation adjustments. The combined cost of the compensation study and step recommendations is \$513,806 or 2.11% of FY 19 budgeted salaries.

The Public Safety and Legal Services service area is increasing by 6.0%. This increase is due to the Sheriff department requesting 10 additional positions including 4.0 FTE deputies, 5.0 FTE jail corrections officers, and 1.0 FTE sex registry officer. Additionally, the Attorney's office requested 1.0 FTE for an investigator. The deputies, correction officers and investigator was budgeted for additions to the table of organization, however funding has not been allocated to the respective departments until a staffing study could be completed to determine additional details of the requested positions. These positions represent about \$510,000 or 1.5% of the increase from the FY 2019 budget. The adult correction division represents 35% of the Public Safety and Legal Services of the County. Other salary and benefits within this service area are expected to increase by 5.6% after salary and benefit changes. Two union contracts within Public Safety are open as of the budget adoption date.

Additionally, the property tax funding of Emergency Management Agency and Scott Emergency Communications Center (SECC) requested an increased flow through contribution of about \$150,000, a 1.9% increase from the prior year, 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 department service for the equipment and building.

The County also funds the **Scott County Emergency Management Agency (EMA)** through the supplemental tax levy of the County. The EMA increased its budgeted expenditures this year to include new staffing and additional programming.

Physical Health and Social Services is increasing by 3.4% primarily due to the salary and benefit compensation study. The County continues to see a decline in specific grant funding for Physical Health and Social Services, offset increased by wage and benefit increases. Additionally the **county budgeted \$100,000 for lead abatement efforts.** This is being funded through prior year budgetary savings. County Environment and Education is increasing 4.1% due to increases in Conservation Department due to wage estimates through the study and wage and benefit inflation.



Government Services to Residents is decreasing by 3.3% 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 2020 is a local election year which decreases the volume of elections but increases amount of reimbursable costs received by the County. The Administration (interprogram) service area expenditures nets to a 6.7% increase primarily for the salary study, and annual changes in the strategic planning initiatives funded from fund balance.



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, employee benefit costs, emergency

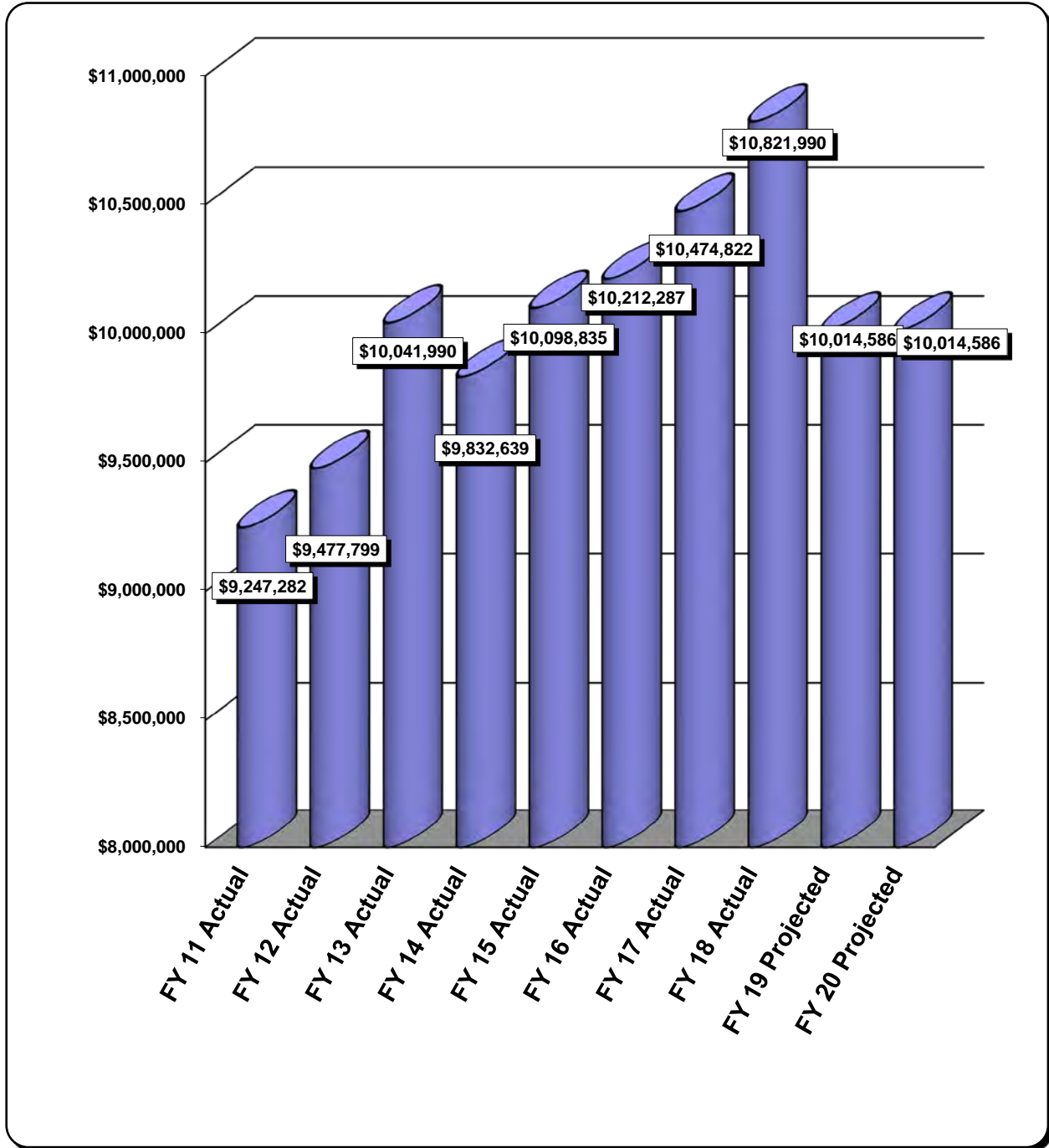
management services, and risk management service (see Financial Management Policies in the Supplemental Information section of this budget document for a complete listing). Current law requires counties to levy the General Basic Fund maximum levy prior to utilizing the General Supplemental Fund levy. The FY20 General Basic levy rate is at the \$3.50 limit with the General Supplemental Fund at a \$1.70671 levy rate amount.

SCOTT COUNTY FUND STATEMENT ALL FUNDS		
Estimated Balance	Revenues	Expenditures
202,765	\$ 64,200,948	\$ 64,200,948
1,066,176	5,016,875	4,908,600
2,598,713	3,934,644	3,888,300
5,983,948	2,877,030	7,988,150
23,770	810,000	810,000
381,287	329,200	
467,834		

## GENERAL FUND TOTAL FUND STATEMENT

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 14,064,211	\$ 12,856,392	\$ 14,034,487	\$ 11,448,029	-11.0%
Revenues and transfers in	<u>67,243,820</u>	<u>70,125,096</u>	<u>70,413,583</u>	<u>72,589,564</u>	3.5%
Funds available	81,308,031	82,981,488	84,448,070	84,037,593	1.3%
Expenditures and transfers out	<u>67,273,544</u>	<u>70,494,796</u>	<u>73,000,041</u>	<u>72,809,564</u>	3.3%
Ending Balance, June 30	<u>\$ 14,034,487</u>	<u>\$ 12,486,692</u>	<u>\$ 11,448,029</u>	<u>\$ 11,228,029</u>	-10.1%
Less: Estimated nonspendable, restrictions, or assignments					
Amount nonspendable for prepaid items			187,308	187,308	
Amount restricted for other statutory programs			771,661	771,661	
Amount assigned for strategic planning initiatives			220,000	-	
Amount assigned for IBNR claims liabilities			<u>254,474</u>	<u>254,474</u>	
Unassigned Fund Balance			<u>\$ 10,014,586</u>	<u>\$ 10,014,586</u>	

## GENERAL FUND UNASSIGNED ENDING FUND BALANCE TEN YEAR COMPARISON

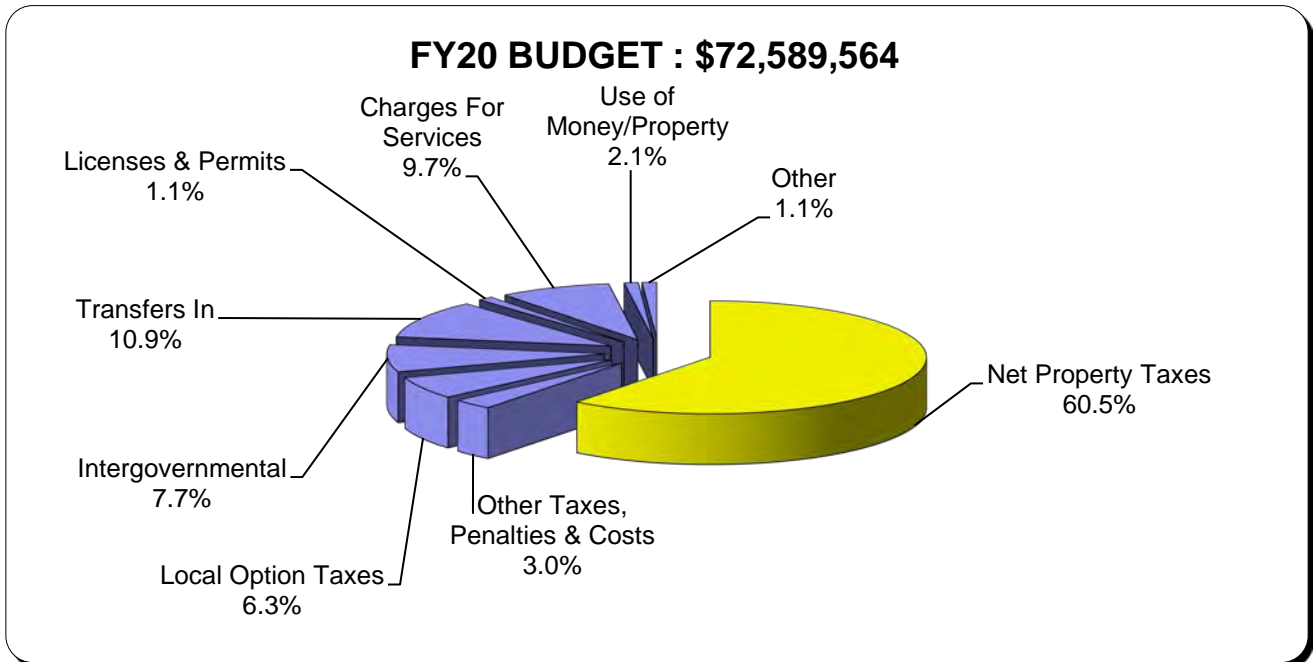


The recommended FY20 General Fund unassigned ending fund balance is expected to be at \$10,014,586 which represents 16.4% of general fund expenditures. The Board's Financial Management Policy requires a 15% minimum General Fund balance. The County implemented GASB Statement No. 54 in Fiscal Year 2011. Fund Balance was previously measured as unreserved, undesignated.

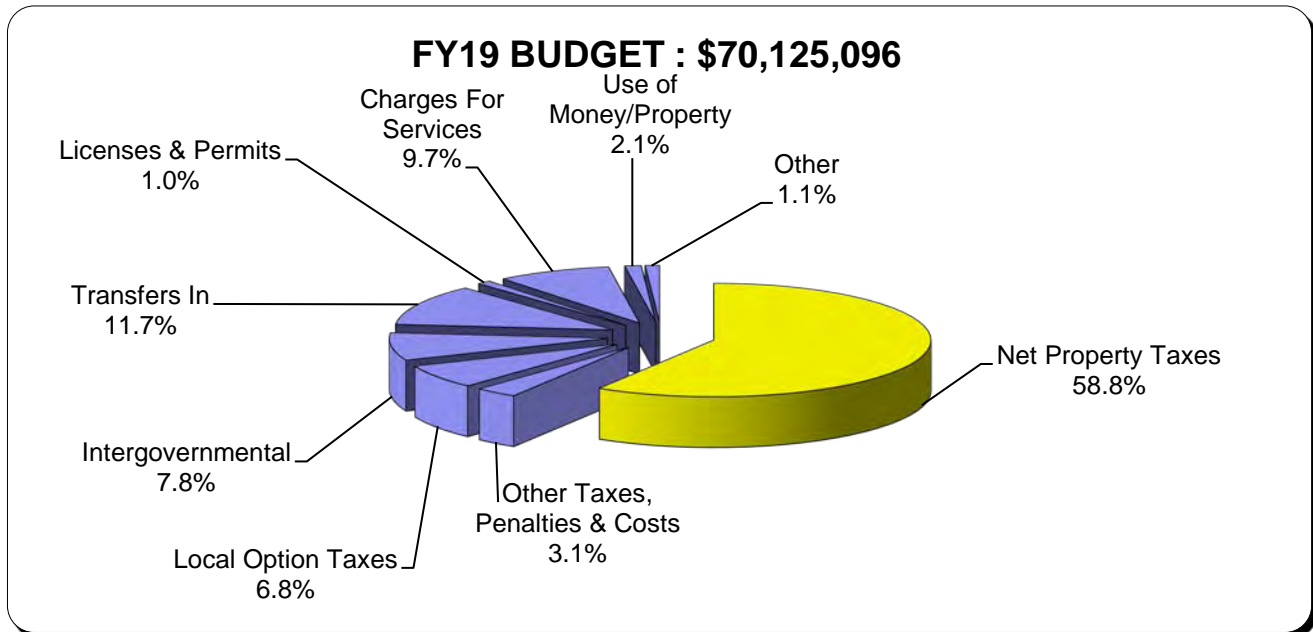
## GENERAL FUND TOTAL REVENUE SOURCES

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 41,215,977	\$ 43,138,460	\$ 43,138,460	\$ 45,858,094	6.3%
Less: Uncollected Delinquent Taxes-Lev	10,464	13,522	13,522	10,464	-22.6%
Less: Credits To Taxpayers	<u>1,948,579</u>	<u>1,903,545</u>	<u>1,903,545</u>	<u>1,948,580</u>	2.4%
Net Current Property Taxes	39,256,934	41,221,393	41,221,393	43,899,050	6.5%
Add: Delinquent Property Tax Revenue	10,464	13,522	13,522	10,464	-22.6%
 Total Net Property Taxes	 39,267,398	 41,234,915	 41,234,915	 43,909,514	 6.5%
 Penalties, Interest & Costs On Taxes	 577,759	 590,000	 590,000	 590,000	 0.0%
Other County Taxes	<u>58,792</u>	<u>58,237</u>	<u>58,237</u>	<u>58,791</u>	1.0%
Total Other Taxes, Penalties & Costs	636,551	648,237	648,237	648,791	0.1%
 Local Option Taxes	 4,404,685	 4,750,000	 4,700,000	 4,600,000	 -3.2%
Utility Tax Replacement Excise Tax	1,509,532	1,538,573	1,538,573	1,535,715	-0.2%
 Intergovernmental :					
State Grants & Reimbursements	1,790,282	1,813,525	1,792,580	1,787,525	-1.4%
State Credits Against Levied Taxes	1,948,579	1,903,545	1,903,545	1,948,580	2.4%
State/ Federal Pass Thru	529,849	321,820	408,351	404,370	25.7%
Other State Credits	1,340,219	998,571	1,344,082	998,253	0.0%
Federal Grants & Entitlements	21,187	27,500	20,500	20,500	-25.5%
Contr & Reimb From Other Govts	558,547	423,245	387,750	446,698	5.5%
Payments in Lieu of Taxes	<u>7,784</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>	0.0%
Subtotal Intergovernmental	6,196,447	5,496,206	5,864,808	5,613,926	2.1%
 Licenses & Permits	 672,468	 724,030	 743,145	 802,645	 10.9%
Charges For Services	6,220,483	5,967,062	6,032,622	6,047,472	1.3%
Use of Money & Property	578,631	850,454	686,099	756,099	-11.1%
 Other:					
Fines, Forfeitures & Defaults	874,474	708,445	758,360	759,235	7.2%
Miscellaneous	<u>26,461</u>	<u>23,650</u>	<u>23,300</u>	<u>24,500</u>	3.6%
Total Other	900,935	732,095	781,660	783,735	7.1%
 Total Revenues before Other Financing Sources	 <u>60,387,130</u>	 <u>61,941,572</u>	 <u>62,230,059</u>	 <u>64,697,897</u>	 4.4%
 Proceeds of Fixed Asset Sales	 16,795	 10,000	 10,000	 10,000	 0.0%
 Transfers in from:					
General Basic	6,819,895	8,153,524	8,153,524	7,861,667	-3.6%
Recorders Management	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	0.0%
Total transfers in	6,839,895	8,173,524	8,173,524	7,881,667	-3.6%
 <b>GRAND TOTAL REVENUES</b>	 <u><b>\$ 67,243,820</b></u>	 <u><b>\$ 70,125,096</b></u>	 <u><b>\$ 70,413,583</b></u>	 <u><b>\$ 72,589,564</b></u>	 3.5%

## GENERAL FUND REVENUES BY TYPE



The percentage of revenues received from net property taxes has increased from 58.8% to 60.5% from FY19 to FY20. This decrease is because the County increased the general fund levy for the first time since FY 2011 to pay for salaries, benefits and public safety costs. Additionally local option sales taxes and intergovernmental revenues in dollars have flattened or declines in relation to the overall budgeted dollar change.

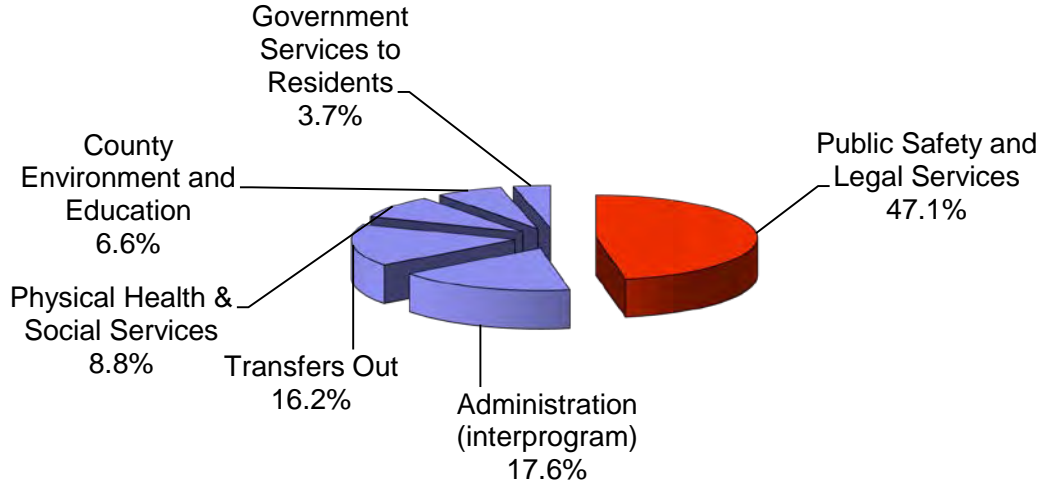


## GENERAL FUND EXPENDITURES BY SERVICE AREA

SERVICE AREA	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	\$ 30,356,380	\$ 32,352,530	\$ 33,017,577	\$ 34,289,553	6.0%
Physical Health & Social Services	5,971,999	6,187,788	6,273,930	6,398,499	3.4%
Mental Health and Disability Services	225,757	-	-	-	N/A
County Environment & Education	4,296,296	4,645,191	4,631,215	4,834,486	4.1%
Government Services to Residents	2,471,843	2,758,284	2,697,994	2,665,913	-3.3%
Administration (interprogram)	<u>10,821,868</u>	<u>12,033,649</u>	<u>11,912,417</u>	<u>12,840,616</u>	6.7%
<b>SUBTOTAL BEFORE TRANSFERS</b>	<u>54,144,143</u>	<u>57,977,442</u>	<u>58,533,133</u>	<u>61,029,067</u>	5.3%
<b>Transfers out to:</b>					
General Supplemental	6,819,895	8,153,524	8,153,524	7,861,667	-3.6%
Secondary Roads	855,000	906,000	906,000	941,000	3.9%
Capital Improvements	4,347,153	3,132,830	4,317,384	2,752,830	-12.1%
Conservation CIP Reserve	257,353	-	300,000	-	N/A
Vehicle Replacement	325,000	325,000	325,000	225,000	-30.8%
Internal Service - Health	<u>525,000</u>	<u>-</u>	<u>465,000</u>	<u>-</u>	N/A
<b>Total transfers</b>	<u>13,129,401</u>	<u>12,517,354</u>	<u>14,466,908</u>	<u>11,780,497</u>	-5.9%
<b>GRAND TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<u>\$ 67,273,544</u>	<u>\$ 70,494,796</u>	<u>\$ 73,000,041</u>	<u>\$ 72,809,564</u>	3.3%

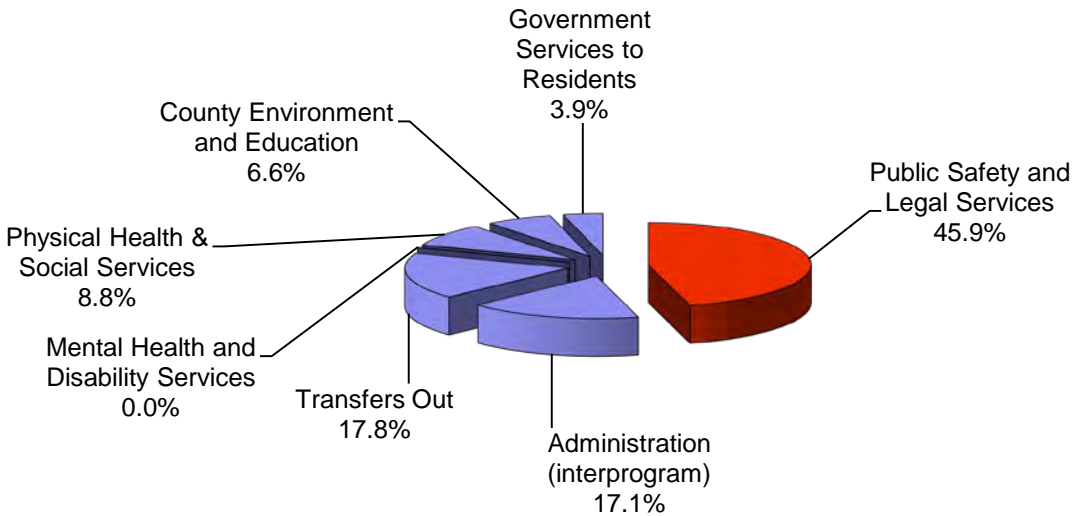
# GENERAL FUND EXPENDITURES BY SERVICE AREA

**FY20 BUDGET: \$72,809,564**



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 and transfers to fund benefits.

**FY19 BUDGET: \$70,494,796**





# 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 and growth in the system 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.



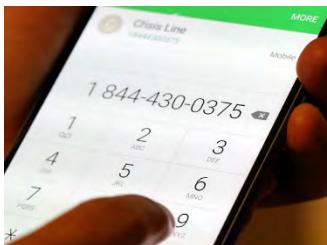
Mental health/disability services funded include: 1. Treatment Services- outpatient, assessment, medication management, and inpatient; 2. Basic Crisis Response- crisis evaluation, mobile response, crisis stabilization residential and community based; 3. Community Support- respite, home health aide, community living, and home/vehicle modification; 4. Supported Employment- job development, prevocational, and supported employment-enclave; 5. Recovery- peer and family support; 6. Service Coordination; 7. Commitment Services; 8. Subacute Services; 9. Other Support Services- crisis care coordination, transportation, representative payee, guardian/conservatorship, medications, community support, day treatment, residential care facilities and sheltered workshops.

Over the years, State MH/DS funding became an issue. Some years the State Legislature would allocate additional funds and other years not. In FY12, with the passage of SF2315 (MH Redesign), DHS assumed the financial responsibility of all Medicaid services, including the non-federal share/cost. Also 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, but the funds were not allocated.

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. 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 FY12, 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 continued to play a significant role in the regional system as well. Regions paid less for certain services and were expected to invest funds in crisis services. Investing money into those types of services would 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. In FY17, the region was able to generate \$8.7 million with per capita amounts that varied within the 5 counties from \$19.30 to \$47.28. The region continued to work on developing crisis services.

After completing the county/regional FY18 budget, the Legislature passed SF504 (May 2017) which removed the 1996 levy cap, allowing the counties to adjust the MH levy based on budget needs up to the “new” regional per capita amount. The Eastern Iowa MHDS Region’s “new” cap was \$30.78. Scott County was able to raise additional \$1.9 million in local funding for fiscal year 2017 and thereafter, however, each of the four partner counties in the region were required to reduce levies by the same \$1.9 million. Scott County chose not to recertify the FY18 taxes for increased funding due to the timing of the legislation and the amount of fund balance the region had. Scott County was capped at a levy request of \$3,308,032 (\$19.30 per capita). The FY18 expenditures were projected to be \$4,534,917 for county provided services, excluding regional crisis services. The shortfall was funded through a request of funds from the regional fund balance, but this did reduce Scott County’s capacity to fund regional crisis services. New regional crisis services funded by the region included: crisis hotline, tele-health for evaluations in all 7 hospitals in the region, mobile crisis, 24 hour access to crisis response, and care coordination, both in the community and in the emergency rooms at the local hospitals.

SF504 also required regions to utilize fund balance for funding decisions with the intention of reaching a 20% fund balance level by FY20. If a county were to exceed 20% fund balance as of June 30, 2020, the FY22 revenue capacity will be reduced by an equal dollar amount. While the bill creates equitable levying powers within the region, it does not create additional revenue capacity and would likely require funding/service cuts in the future. The Legislators quickly learned of the unintended consequences of SF504: bouncing levies, one year levying zero and the next year raising it to the maximum.

In planning the fiscal year 2019 funding for mental health services, the County was able to raise property tax dollars while maintaining a consistent urban tax rate. Scott County increased the mental health levy to \$23.84 per capita. An additional \$804,020 was levied to support county and region services. However, the other 4 member counties in the region levied \$0 in order to reduce the regional fund balance. After the budget adoption, the 2018 Legislature passed another bill (HF2456) which created several new crisis services and moved additional crisis services to the “Core” category, but without additional funding mechanisms. In less than 2 years, the State Legislature required regions to spend money quickly, raise/lower levies dramatically and provide funding for very expensive 24/7 mental health services. This resulted in serious concerns regarding sustainability of the new services. The regions needed long term stable funding in order to plan and develop the new services required.

The FY20 budget for mental health funding includes an increase in tax levy to \$5,309,827, the maximum per capita allowed under current law (\$30.78). Additionally three of the four partner counties levied the maximum levy amount for their respective county. The region has developed a budget to maximize services, however region expenditures are budgeted to exceed region revenues. The region will utilize fund balance for FY20 expenditures. The CEO of the

region spoke at the Legislative Interim Committee meeting on 12/14/18 about the region's financial issues: the cap of \$30.78 is too low; it creates a deficit budget each year; using "one time" funding (fund balance) is not a good business practice; planning for new services is impossible without long term, stable funding; the region can't take on another system (children's mental health system) without stable funding.

There is hope that the 2020 legislative session will address the levy cap issue that impacts several regions. The 2019 legislature will also move forward with the transition of the children's system to be managed by the adult MHDS regions. It is unknown how services will continue without the support of the mental health region. It is also unknown what services will be cut throughout all five counties within the region as the region moves through the process of deficit spending. The future of the region into FY21 is unknown as the fund balance will have been exhausted and new services and the children's system will be the region's responsibility.

## MENTAL HEALTH & DISABILITY SERVICES FUND FUND STATEMENT

<u>Fund</u>	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 977,859	\$ 230,255	\$ 660,764	\$ 826,942	259.1%
Revenues	<u>3,645,432</u>	<u>4,387,920</u>	<u>4,625,177</u>	<u>5,791,326</u>	32.0%
Funds available	4,623,291	4,618,175	5,285,941	6,618,268	43.3%
Expenditures	<u>3,962,527</u>	<u>4,555,905</u>	<u>4,458,999</u>	<u>5,396,295</u>	18.4%
Excess (deficiency) of revenues over expenditures	<u>(317,095)</u>	<u>(167,985)</u>	<u>166,178</u>	<u>395,031</u>	-335.2%
Ending Balance, June 30	<u>\$ 660,764</u>	<u>\$ 62,270</u>	<u>\$ 826,942</u>	<u>\$ 1,221,973</u>	1862.4%

## MENTAL HEALTH & DISABILITY SERVICES FUND REVENUE SOURCES

<u>Fund</u>	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 3,189,608	\$ 3,970,464	\$ 3,970,464	\$ 5,137,766	29.4%
Less: Uncollected Delinquent Taxes- Levy Year	810	1,093	1,093	810	-25.9%
Less: Credits To Taxpayers	<u>150,807</u>	<u>153,914</u>	<u>153,914</u>	<u>150,807</u>	-2.0%
Net Current Property Taxes	3,037,991	3,815,457	3,815,457	4,986,149	30.7%
Add: Delinquent Property Tax Revenue	<u>810</u>	<u>1,093</u>	<u>1,093</u>	<u>810</u>	-25.9%
Total Net Property Taxes	3,038,801	3,816,550	3,816,550	4,986,959	30.7%
Other County Taxes	<u>2,784</u>	<u>3,042</u>	<u>3,042</u>	<u>2,784</u>	-8.5%
Total Other Taxes, Penalties & Costs	2,784	3,042	3,042	2,784	-8.5%
Utility Tax Replacement Excise Tax	116,828	141,588	141,588	172,061	21.5%
Intergovernmental :					
State Grants & Reimbursements	-	-	-	-	N/A
State Credits Against Levied Taxes	150,807	153,914	153,914	150,807	-2.0%
Contributions From Other					
Intergovernmental Units	-	-	-	-	N/A
Other State Credits	<u>103,724</u>	<u>80,736</u>	<u>123,523</u>	<u>80,655</u>	-0.1%
Subtotal Intergovernmental	254,531	234,650	277,437	231,462	-1.4%
Charges For Services	-	137,200	173,300	180,800	31.8%
Use of Money and Property	21,406	3,630	22,000	24,000	561.2%
Other:					
Miscellaneous	<u>211,082</u>	<u>51,260</u>	<u>191,260</u>	<u>193,260</u>	277.0%
Total Other	<u>211,082</u>	<u>51,260</u>	<u>191,260</u>	<u>193,260</u>	277.0%
<b>GRAND TOTAL REVENUES</b>	<u>\$ 3,645,432</u>	<u>\$ 4,387,920</u>	<u>\$ 4,625,177</u>	<u>\$ 5,791,326</u>	32.0%

**MENTAL HEALTH & DISABILITY SERVICES FUND**  
**EXPENDITURE DETAIL**

MH / D SERVICE AREA	<u>Actual</u> <u>2017-18</u>	<u>Budget</u> <u>2018-19</u>	<u>Revised</u> <u>Estimate</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>% Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Mental Health</b>					
General Administration	\$ -	\$ -	\$ -	\$ -	N/A
Coordination Services	189,188	223,867	207,067	142,338	-36.4%
Personal & Environ Support	224,913	477,929	479,631	495,349	3.6%
Treatment Services	721,553	674,600	614,827	602,827	-10.6%
Vocational & Day Services	5,454	40,800	38,000	40,000	-2.0%
Licensed/Certified Living Arrangements	1,155,328	1,480,262	1,571,200	1,403,200	-5.2%
Instit/Hospital/Commitment Services	<u>586,802</u>	<u>474,656</u>	<u>541,819</u>	<u>549,318</u>	15.7%
<b>Total Mental Health</b>	<b>2,883,238</b>	<b>3,372,114</b>	<b>3,452,544</b>	<b>3,233,032</b>	<b>-4.1%</b>
<b>Intellectual Disability</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	5,388	18,700	17,602	19,010	1.7%
Treatment Services	5,614	280	280	280	0.0%
Vocational & Day Services	617,706	490,500	486,000	381,500	-22.2%
Licensed/Certified Living Arrangements	119,392	205,100	85,100	85,100	-58.5%
Instit/Hospital/Commitment Services	<u>3,965</u>	<u>4,054</u>	<u>4,554</u>	<u>4,785</u>	18.0%
<b>Total Intellectual Disability</b>	<b>752,065</b>	<b>718,634</b>	<b>593,536</b>	<b>490,675</b>	<b>-31.7%</b>
<b>Developmental Disabilities</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	2,135	7,500	7,500	7,500	0.0%
Vocational & Day Services	2,599	74,050	29,000	29,000	-60.8%
Licensed/Certified Living Arrangements	83,988	95,300	95,300	95,300	0.0%
Instit/Hospital/Commitment Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Developmental Disabilities</b>	<b>88,722</b>	<b>176,850</b>	<b>131,800</b>	<b>131,800</b>	<b>-25.5%</b>
<b>Brain Injury</b>					
Personal & Environ Support	673	7,000	3,000	3,000	-57.1%
Vocational & Day Services	<u>-</u>	<u>6,800</u>	<u>8,900</u>	<u>8,900</u>	30.9%
<b>Total Developmental Disabilities</b>	<b>673</b>	<b>13,800</b>	<b>11,900</b>	<b>11,900</b>	<b>-13.8%</b>
<b>General Administration</b>					
General Administration	237,829	274,507	269,219	276,608	0.8%
Transfer to Fiscal Agent	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,252,280</u>	N/A
<b>Total General Administration</b>	<b>237,829</b>	<b>274,507</b>	<b>269,219</b>	<b>1,528,888</b>	<b>457.0%</b>
<b>Grand total MH / D expenditures</b>	<b><u>\$ 3,962,527</u></b>	<b><u>\$ 4,555,905</u></b>	<b><u>\$ 4,458,999</u></b>	<b><u>\$ 5,396,295</u></b>	<b>18.4%</b>

## 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).

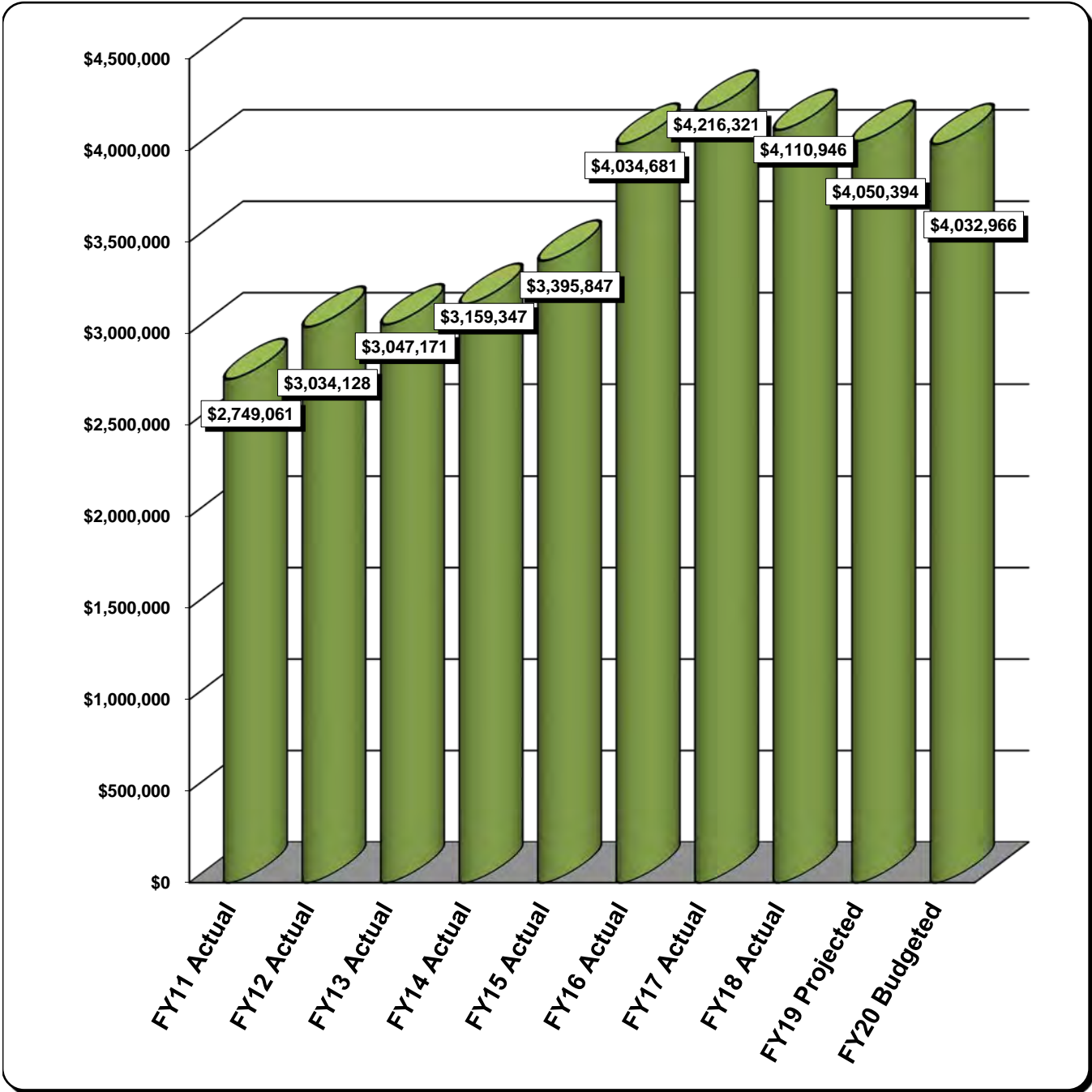
Current Iowa Code allocates Road Use Tax Funding based formula guidelines. The formula provides steady funding for all construction and maintenance projects and help keep the rural services property tax levy stable. RUT had a dip in FY 09 and FY 11, however we expect an increase and leveling off in the 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
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	<b>4,034,681</b>
2016-17	<b>4,216,321</b>
2017-18	<b>4,110,946</b>
2018-19 Projected	<b>4,050,394</b>
2019-20 Budgeted	<b>4,032,966</b>

Finally for fiscal year 2019 the urban levy rate used to compute the transfer amount from the General Basic Fund is \$0.10338 or 61% of the maximum \$0.16875 levy rate. The rural levy rate is used to compute the transfer amount from the Rural Basic Fund is \$2.40590 or 80% 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 formula 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 FY 11, however we project stable road use tax through FY 20. The tax is expected to stabilize or reduce due to flattening of miles and reduction of gasoline costs.



# SECONDARY ROADS FUND

## FUND STATEMENT

	<u>Actual</u> <u>2017-18</u>	<u>Budget</u> <u>2018-19</u>	<u>Revised</u> <u>Estimate</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Intergovernmental	\$ 4,789,715	\$ 4,343,943	\$ 4,112,894	\$ 4,060,466	-6.5%
Licenses & Permits	47,838	10,000	30,000	30,000	200.0%
Charges For Services	5,233	1,000	5,000	155,000	15400.0%
Use of Property and Money	79,592	6,000	80,000	45,000	650.0%
Miscellaneous	28,013	16,500	14,500	14,500	-12.1%
Subtotal Revenues	4,950,391	4,377,443	4,242,394	4,304,966	-1.7%
Other Financing Sources:					
Operating Transfers In	3,325,000	3,524,000	3,524,000	3,650,000	3.6%
Proceeds of Fixed Assets Sales	-	70,000	-	70,000	0.0%
Total Revenues & Other Sources	8,275,391	7,971,443	7,766,394	8,024,966	0.7%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Roads & Transportation					
Administration	\$ 276,447	\$ 326,000	\$ 330,000	\$ 341,000	4.6%
Engineering	429,268	533,000	650,500	722,500	35.6%
Bridges & Culverts	163,549	230,000	230,000	255,000	10.9%
Roads	2,069,788	2,435,000	2,893,500	2,699,500	10.9%
Snow & Ice Control	296,883	491,000	491,000	491,000	0.0%
Traffic Controls	258,501	304,500	429,500	305,000	0.2%
Road Clearing	266,036	231,000	291,000	291,000	26.0%
New Equipment	557,030	750,000	875,000	750,000	0.0%
Equipment Operation	1,072,358	1,314,500	1,314,500	1,314,500	0.0%
Tools, Materials, Supplies	42,062	103,000	116,200	109,100	5.9%
Real Estate & Buildings	95,689	120,000	135,000	100,000	-16.7%
Capital Projects	1,074,093	2,070,000	1,960,000	4,320,000	108.7%
Subtotal Expenditures	6,601,704	8,908,000	9,716,200	11,698,600	31.3%
Other Financing Uses:	-	-	-	-	N/A
Total Expenditures & Other Uses	6,601,704	8,908,000	9,716,200	11,698,600	31.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	1,673,687	(936,557)	(1,949,806)	(3,673,634)	292.2%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 4,972,038</u>	<u>\$ 3,774,733</u>	<u>\$ 6,645,725</u>	<u>\$ 4,695,919</u>	24.4%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 6,645,725</u>	<u>\$ 2,838,176</u>	<u>\$ 4,695,919</u>	<u>\$ 1,022,285</u>	-64.0%

## 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, 2019, two current general obligation bonds are outstanding amounts to \$13,380,000 and one capital lease of \$11,040,000. The first outstanding issue is the Emergency Equipment bonds issued in FY 10 for the new Scott Emergency Communication Center. The second issuance is the 2015A General Obligation County Solid Waste Disposal Bonds. The proceeds of the debt were loaned 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 capital lease is for the County Jail via the Public Safety Authority. 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 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. The County committed after the budget adoption to issue debt for the Scott Emergency Communication Center and related radio tower infrastructure in the summer of 2019.

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.

Fiscal Year	Tax Base	Debt Services Fund Levy *	Debt Services Fund Levy
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>
2017-18	<b>8,765,963,649</b>	<b>1,941,318</b>	<b>0.22376</b>
2018-19	<b>9,138,779,386</b>	<b>1,948,018</b>	<b>0.21316</b>
2019-20	<b>9,539,193,699</b>	<b>1,945,618</b>	<b>0.20396</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.

**The following is a summary of the general obligation bonds outstanding as of July 1, 2019 for the Emergency Equipment Bond (Build America Bonds) issue:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2019-20	\$ 530,000	\$ 332,890	\$ 862,890	4.90%
2020-21	550,000	306,920	856,920	5.00%
2021-22	565,000	279,420	844,420	5.10%
2022-23	585,000	250,605	835,605	5.20%
2023-24	605,000	220,185	825,185	5.30%
2023-24 & After	<u>3,355,000</u>	<u>584,520</u>	<u>3,939,520</u>	5.40%-5.80%
	\$ 6,190,000	\$ 1,974,540	\$ 8,164,540	

**The following is a summary of the general obligation bonds outstanding as of July 1, 2019 for the General Obligation Solid Waste Disposal issue:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2019-20	\$ 360,000	\$ 201,931	\$ 561,931	3.00%
2020-21	370,000	191,131	561,131	3.00%
2021-22	380,000	180,131	560,031	3.00%
2022-23	395,000	168,632	563,632	4.00%
2023-24	410,000	152,931	562,831	4.00%
2024-25 & After	<u>5,275,000</u>	<u>915,857</u>	<u>6,190,857</u>	2.00%-3.00%
	\$ 7,190,000	\$ 1,810,413	\$ 9,000,413	

**The following is a summary of the Capital Lease outstanding as of July 1, 2019 for the Lease with the Public Safety Authority:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2019-20	\$ 1,765,000	\$ 202,318	\$ 1,942,318	2.00%
2020-21	1,800,000	167,918	1,967,918	2.00%
2021-22	1,810,000	131,618	1,941,618	2.00%
2022-23	1,850,000	95,418	1,945,418	1.60%
2023-24	1,890,000	65,818	1,955,818	1.70%
2024-25	<u>1,925,000</u>	<u>33,688</u>	<u>1,958,688</u>	1.75%
	\$ 11,040,000	\$ 697,075	\$ 11,737,076	

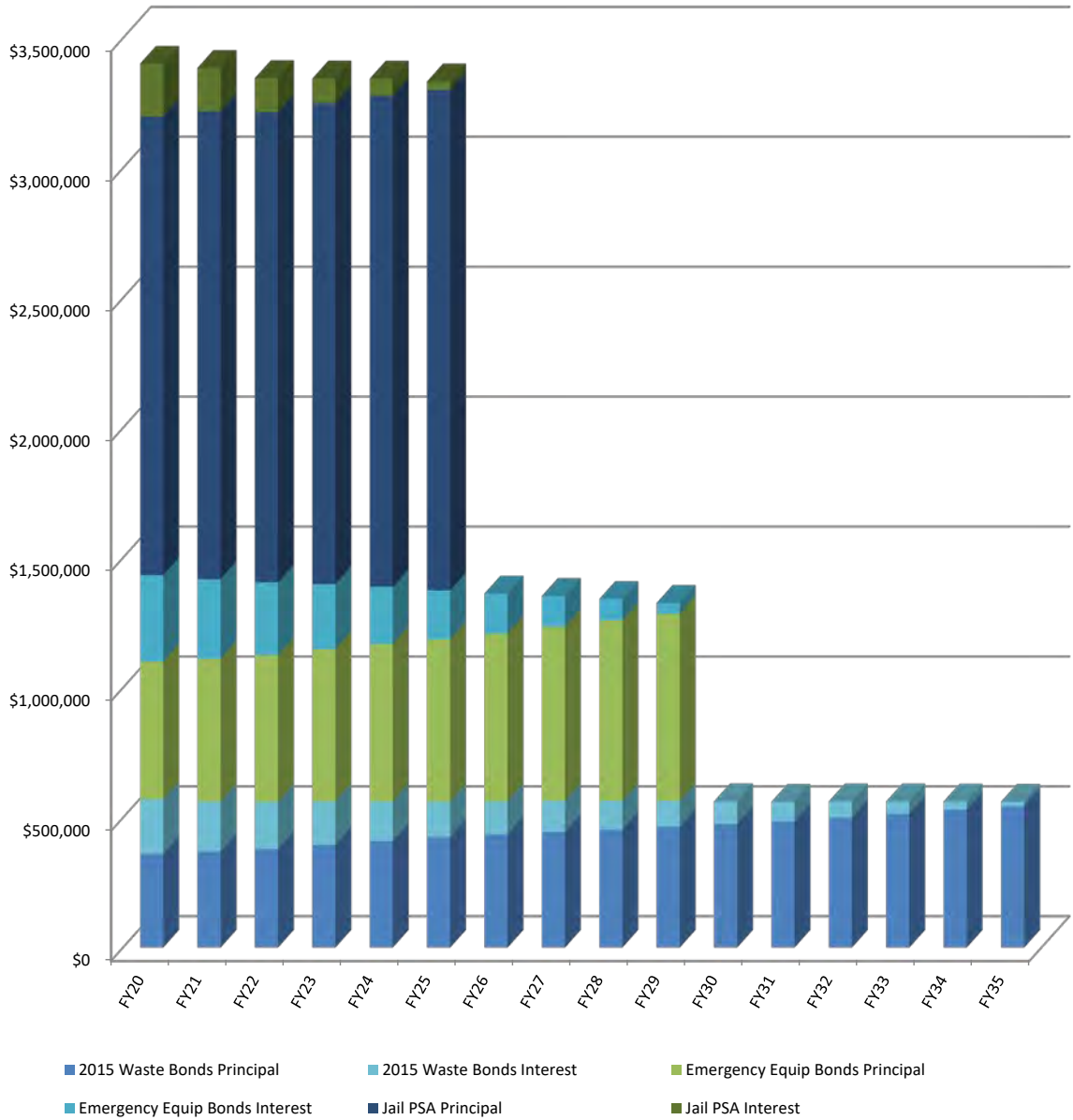
Scott County has a very small amount of outstanding debt when compared to the legal allowable debt limit. The computation of the County's legal debt margin as of July 1, 2019 is as follows:

Assessed Value (100%) January 2018	<u>\$ 15,037,172,378</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$ 751,858,619
Capital Leases	11,040,000
Bonds Outstanding Debt Margin	<u>13,380,000</u>
Debt Applicable to Margin	24,420,000
Legal Debt Margin	<u>\$ 727,438,619</u>
Percent of Debt Limit Used	<u>3.24%</u>

## DEBT SERVICE FUND FUND STATEMENT

	<u>Actual</u> <u>2017-18</u>	<u>Budget</u> <u>2018-19</u>	<u>Revised</u> <u>Estimate</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Taxes Levied on Property	\$ 1,844,858	\$ 1,884,165	\$ 1,884,165	\$ 1,853,272	-1.6%
Less: Uncollected Delinquent Taxes-Levy Year	503	815	815	503	-38.3%
Less: Credits To Taxpayers	58,398	112,380	112,380	56,283	-49.9%
Net Current Property Taxes	1,785,957	1,770,970	1,770,970	1,796,486	1.4%
Delinquent Property Tax Revenue	503	815	815	503	-38.3%
Other County Taxes	66,558	65,961	65,961	61,710	-6.4%
Intergovernmental	1,783,789	1,801,599	1,801,197	1,746,643	-3.1%
Use of Property and Money	39,894	8,000	55,000	55,000	587.5%
Subtotal Revenues	<u>3,676,701</u>	<u>3,647,345</u>	<u>3,693,943</u>	<u>3,660,342</u>	0.4%
Other Financing Sources:					
Bond Proceeds	-	-	-	-	N/A
Total Revenues & Other Sources	<u>3,676,701</u>	<u>3,647,345</u>	<u>3,693,943</u>	<u>3,660,342</u>	0.4%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Administration	\$ -	\$ -	\$ -	\$ -	N/A
Debt Service					
Principal Payments	2,510,000	2,570,000	2,570,000	2,655,000	3.3%
Interest and Fee Payments	881,122	815,530	815,530	747,239	-8.4%
Subtotal Expenditures	3,391,122	3,385,530	3,385,530	3,402,239	0.5%
Other Financing Uses:					
Total Expenditures & Other Uses	3,391,122	3,385,530	3,385,530	3,402,239	0.5%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>285,579</u>	<u>261,815</u>	<u>308,413</u>	<u>258,103</u>	-1.4%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 10,770,553</u>	<u>\$ 11,036,260</u>	<u>\$ 11,056,132</u>	<u>\$ 11,364,545</u>	3.0%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 11,056,132</u>	<u>\$ 11,298,075</u>	<u>\$ 11,364,545</u>	<u>\$ 11,622,648</u>	2.9%

## REMAINING OUTSTANDING DEBT THROUGH MATURITY



The remaining debt outstanding shown in the above graph is for the Public Safety Lease which matures in FY 25, the Emergency Equipment which will not be fully amortized until FY29 and 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 sub-funds Vehicle Replacement Reserve Fund, the Electronic Equipment Reserve Fund, Conservation Equipment Replacement Reserve Fund, and the Conservation CIP Reserve Fund has proven very beneficial in meeting this objective. Due to the number of technology projects, the electronic equipment sub-fund has been discontinued in 2019

and the funding is transferred directly into the Capital Fund.

The County has a true 5 year capital program, with projects scheduled through FY24. A majority of these projects are planned as a result of our FY10 Information Technology Strategic Plan and FY13 Master Space Utilization Plan. FY19 moved into a care and keep of the County's assets and investment into the Conservation Department parks and recreation facilities. FY20 represents the increased investment in Information technology projects, secondary roads and care and keep of buildings and grounds...

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 West Lake Restoration, Scott County Park campground design and construction, and West Lake Park lodge.

### Capital Budget 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 Capital 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 in the spring of 2010, and includes numerous projects that will require the purchase of new software and hardware. A new plan is budgeted for fiscal year 2020.

### **Capital Definition and Plan**

The Capital Plan is a plan to expend one time monies or dedicated resources towards long-lasting physical improvements over a multi-year period. As projects are completed new projects are added into the plan generally three to five years in the future and are planned for future capital improvement. Examples of capital expenditures include buildings, technology including computers and infrastructure, vehicles or equipment. The Secondary Roads fund pays for secondary roads improvements. One-time agency funding and special consultant studies that may lead to a long term asset are also included within the capital fund.

Capitalized assets are assets that exceed \$10,000 and have a useful life greater than one year.

### **Ways to Pay for Capital Improvements**

The County utilizes two major funds for capital improvements, the Capital Projects Fund and Secondary Roads Fund. The Capital Projects Fund is used to account and report for resources restricted committed or assigned for the acquisition of property and equipment or construction of major capital projects not being financed by proprietary funds. Additionally, by the Code of Iowa, the Secondary Roads Fund is used to pay for secondary road improvements and maintenance through the use of restricted revenues.



LeClaire Bridge 27H



Scott County Park Loft Cabin



Inchias Campground



Sheridan 4E



The County uses the following ways to pay for capital improvements for fiscal year 2020:

<u>Fund</u>	<u>Description</u>	<u>2020 Budgeted Dollars</u>	<u>Impacts</u>
Capital	Gaming Taxes on gross revenues	\$685,000	Dedicated revenue resource to fund capital projects; dependent on gross volume of tax receipts.
Capital	Intergovernmental – Reimbursement Grants	\$387,550	Grant for specific projects, amounts fund 75-100% of estimated projects; renewal is dependent on projects.
Capital	Use of Money & Property	\$144,000	Estimated revenue based on interest earnings; interest earnings are based on cash available for investment and market rates.
Capital	Miscellaneous	\$41,000	Miscellaneous donations and reimbursements
Capital	Operating Transfer in – General Basic	\$2,977,830	Transfers from General fund to support capital development. Money is transferred as available in a “pay as you go” funding model. Available resources from the general fund are budgeted for transfer. Any decline in general property tax revenue or levy may decrease contribution.  -\$782,830 General conservation improvements  -\$1,970,000 General capital improvements – technology and buildings  -\$225,000 General vehicle acquisition
Capital	Operating Transfer in – General Basic Budget Savings	\$0	Transfer is made in current budget year based upon General Fund surplus fund balance as of previous fiscal year end close.
Capital	Operating Transfer in – Conservation Equipment	\$103,200	Use of sub-fund equity; available based on sub-fund account balance.
Capital	Operating Transfer in – Conservation CIP Reserve	\$1,315,750	Use of sub-fund equity; available based on sub-fund account balance.
Capital	Sale of Capital Assets	\$130,000	Reinvestment of capital dollars through the timely disposition of assets that have reached the intended useful life. Dependent on market value of assets disposed.
Secondary Roads	General operating revenues – Road Use Tax; County property tax transfer	\$4,320,000	Equal to intended capital plan; Planned projects are dependent on operating revenue and equity of Secondary Roads Fund.

Additionally, the County could issue long term debt on the acquisition of capital assets.

The County is currently using only 3.24% 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. 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 FY16, the County issued \$8.215 million in Solid Waste Disposal Bonds to finance single stream recycling center and equipment. The jail renovation / expansion assets of the County. The Emergency Equipment Bonds created assets for the Scott Emergency Communication Center, a blended component unit of the County.

### **Upcoming Capital Projects**

The capital improvement budget totals \$12,527,170 for FY20, with 35% or \$4,295,000 for general projects, 40% or \$5,070,000 for Secondary Roads projects and equipment, 4% or \$510,000 for vehicle acquisition and 21% or \$2,652,170 for Conservation parks and recreation projects. The Capital Plan is moving into stages of long term capital maintenance for buildings and technology.

After completing the ERP implementation in FY15, the County began the review and implementation of an electronic content management solution. The first phase of the ECM project included content collection for accounts payable, juvenile detention center and high volume scanning for the treasurer's office. The transition of high volume scanning completed a backlog of documents to scan that will be completed in FY19 and FY20. ECM phase two is focusing on human resources records, while phase three is in the project scoping phase for further integration into the ERP system and jail management records. Additionally, the County has selected a partner vendor to digitize historical records from the County Recorder's office. The project is budgeted at \$310,000 over FY19 and FY20. The County looks forward to these challenging projects. FY20 will dedicate \$2,715,000 of \$4,295,000 toward technology and equipment acquisition. Non-routine technology and equipment includes election secure transport cages, video storage, GIS aerial photography, jail full body security screening, technology assessment plan, network core / distribution, website upgrades, backup / restore system; board room recording, and software.

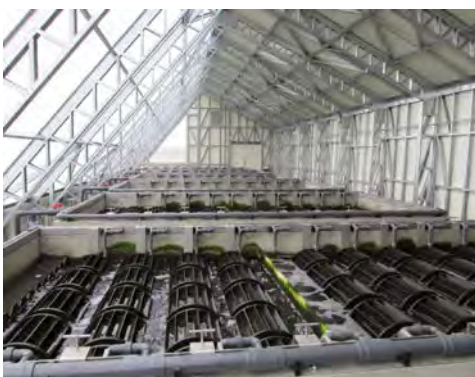
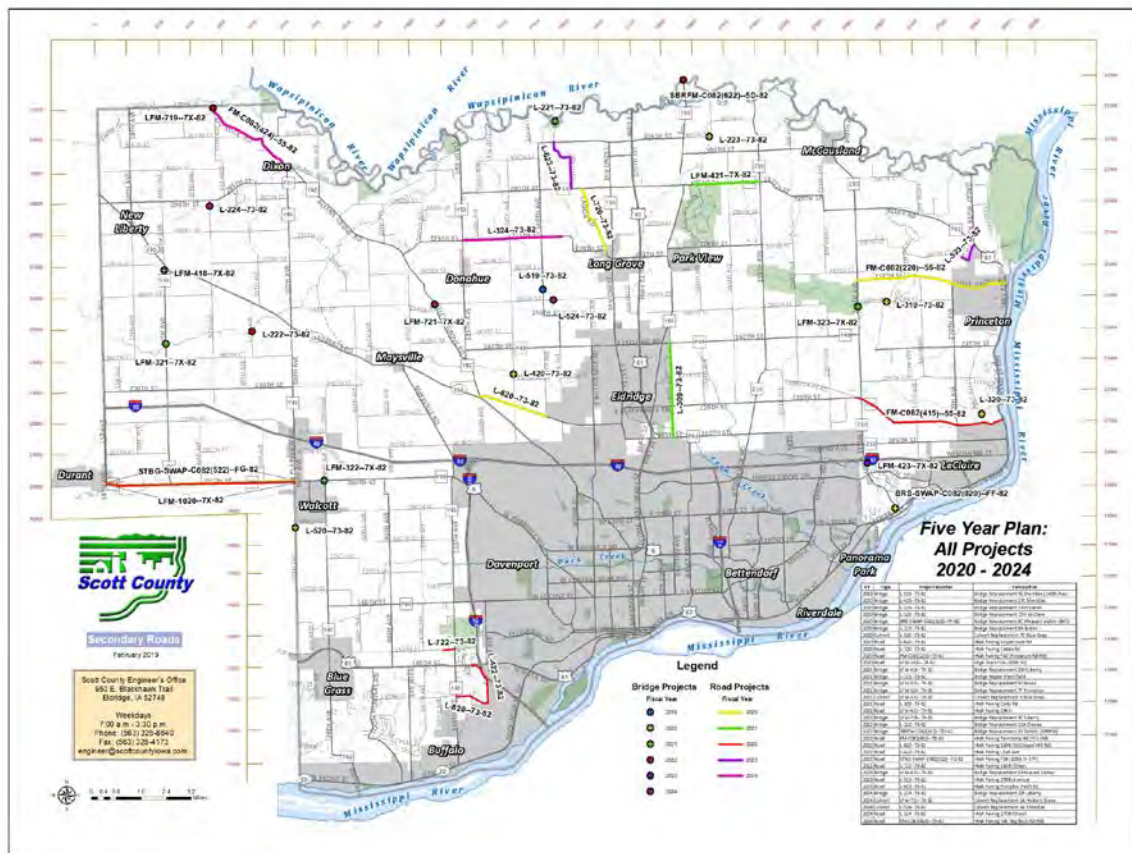


Backlog of documents to scan to  
Electronic Content  
Management software

The County is working on the following significant buildings and grounds projects within the FY20 capital budget: Courthouse elevator controls and cooling units, Juvenile Detention Center security doors and system, and Administration Center HVAC controls and treasurer station remodeling.

The general capital improvements budget of \$4,295,000 is supported by fund balances from the general fund general savings and current property tax transfers. 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 revenues. Unfortunately, gaming revenues have seen a decline of approximately 40% since the mid 2000's because of the economy. Gaming taxes have increased slightly due to the redevelopment of two boat casinos into land based casinos; however, increase has only been estimated as an additional \$25,000 per year based on the recent trends.

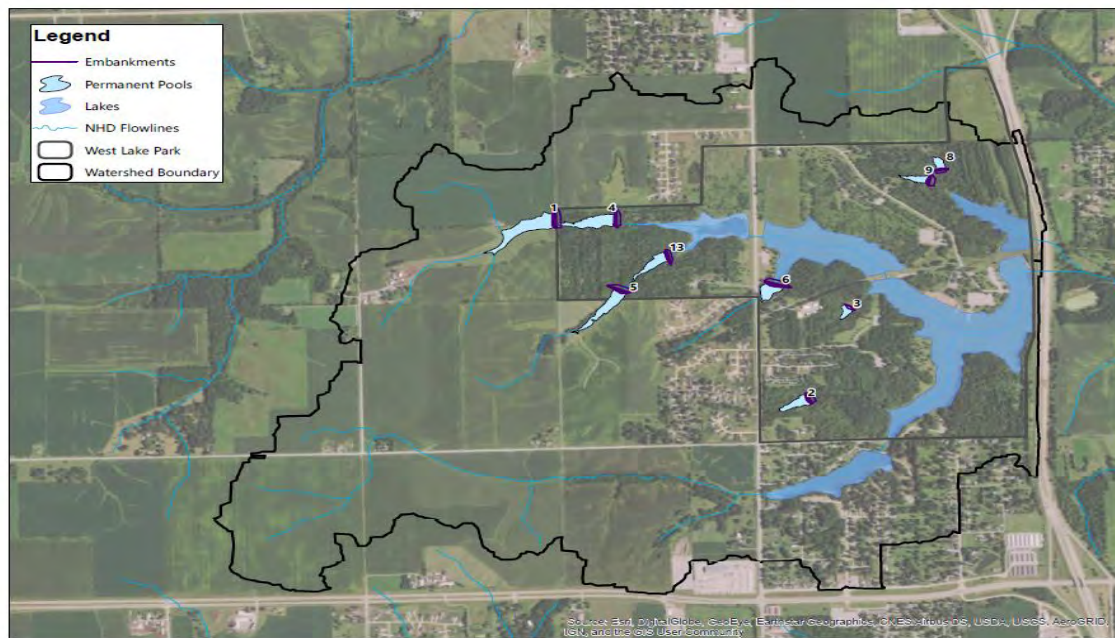
The local Secondary Roads capital program totals \$4,320,000 for construction projects, which is significantly larger than previous years. The County Engineer is developing projects based upon the increased revenue structure from \$0.10 gasoline tax that was enacted in March 2015. Now that more consistent revenue funding and volume has been identified, the County has planned major projects for FY20 including the Princeton bridge replacement, Sheridan bridge replacement, Butler bridge replacement, Pleasant Valley bridge replacement, HMA paving for Slopertown, Cadda, and F45 Princeton roads. The five year capital plan includes county projects and projects that will be let by the state and contributed to the county. Following is a map of the five year secondary roads capital plan.



Potential Waste Water Treatment Plant Design

The Conservation Department capital plan for FY20 totals \$2,652,170. The Conservation Department will be heading up the largest project in the County over the next couple of years, the West Lake restoration. This restoration plan, with the help of the Iowa Department of Natural Resources, will be part of the Iowa Lake Restoration and Watershed improvements which includes lake dredging and armoring to improve water quality and fisheries. This project will be funded 75% with state dollars and 25% for county contribution, with the state paying all expenditures first and the county reimbursing the state as work progresses. The state changed the funding model from the county financing the project to incurring the expenditures first. The project will occur over multiple years / phases.

Phase 1 (FY19) will include the repair and construction of 9 watershed improvement ponds and Phase 2 (FY 20) will include lake dredging, shoreline deepening, bank stabilization and fish habitat improvement. The County contribution will be funded 12.5% from general capital resources and 12.5% from conservation dedicated resources. Conservation capital projects include wastewater treatment upgrades, lodge design and construction, and West Lake restoration (\$1,422,500), and campground design, and aquatic pool renovation at Scott County Park (\$780,000). The waste water treatment plant is budgeted for \$900,000 over two years to be expended out of conservation capital reserves. The funding was accumulated over a number of years. The Wapsi Center improvements include general Resource Enhancement and Protection improvements of \$38,670. Conservation also has designated a portion, \$341,000, for small equipment and vehicles.



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.



## Operating Impacts

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>Revenues</b>	<b>Salary / Benefits</b>	<b>Operational Contracts</b>	<b>Maintenance</b>	<b>Utilities / Supplies</b>	<b>Net Operating Costs</b>
A5 – Administration Center	Renovate Elevator Cars	-		(\$2,500)	-	-	\$2,500
C – Technology and Equipment	Enterprise Notification	-		\$6,200	-	-	(\$6,200)
C – Technology and equipment	Network Core Switching Replacement	-		\$8,400 Increase per year	-	-	(\$8,400)
C – Technology and equipment	Enterprise Back-up and Restore System	-		\$1,600 Increase per year	-	-	(\$1,600)
C – Technology and Equipment	Softcode – Civil Service software	-		\$17,500 per year	-	-	(\$17,500)
C – Technology and Equipment	Sheriff – Full Body Scanner	-	-	\$13,000	-	-	(\$13,000)
F – Conservation	RecTrac software	-		\$8,820	-	-	(\$8,820)
F – Conservation	SCP - Incahias Campground	\$160,000	\$20,000	-	\$1,000	\$30,000	\$109,000
F – Conservation	WLP – Wastewater Treatment Plant	-	\$10,000	-	\$17,000	\$3,000	(\$30,000)
F – Conservation	WLP – Lodge	\$25,000	\$20,000	-	\$500	\$5,000	(\$500)
	<b>Totals</b>	<b>\$185,000</b>	<b>(\$50,000)</b>	<b>(\$53,020)</b>	<b>(\$18,500)</b>	<b>(\$38,000)</b>	<b>\$25,480</b>

Retrocommissioning / Energy Projects / Windows Replacement will save on utilities but are unknown estimates at this time due to the variability of utilities and individual settings.

Two of the conservation projects are expected to be revenue generators for the parks department; Scott County Park Incahias Campground and the West Lake Park Lodge. These facilities will generate facility / unit rentals that exceed the costs of maintenance or general staffing. The technology projects will add to operational costs through new maintenance agreement contracts. The facility building projects will have minimal impact due to segmented maintenance on individual projects. Additionally, the County has budgeted for additional staffing of patrol officers. The additional officers will require vehicles and auxiliary equipment investment in the amount of \$269,550 investment in FY 2020.

Many of the projects will have minimal impacts to operations as most projects are not adding square footage, software / hardware swaps or are not significant changes. 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 (FY20) capital projects will have a negative impact on operating expenses due to additional staffing for the Sheriff Office, if approved after the staffing study. 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 year's revised projects. Some projects originally planned for FY19 were moved to FY20 and beyond due to timing and budget constraints or longer planning procedures required.

## CAPITAL PROJECTS FUND SUMMARY FUND STATEMENT

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ 678,633	\$ 670,000	\$ 680,000	\$ 685,000	2.2%
Intergovernmental	158,547	912,800	120,984	387,550	-57.5%
Use of Money & Property	102,565	25,800	151,000	144,000	458.1%
Miscellaneous	38,103	41,000	26,000	41,000	0.0%
Subtotal Revenues	977,848	1,649,600	977,984	1,257,550	-23.8%
Other Financing Sources:					
Operating Transfers In					
General Basic	5,114,384	3,457,830	4,942,384	2,977,830	-13.9%
Capital Improvement (General)	406,374	-	-	-	N/A
Conservation Equipment	-	98,200	276,524	103,200	5.1%
Conservation CIP Reserve	-	851,500	1,269,098	1,315,750	54.5%
Electronic Equipment	23,896	-	-	-	0.0%
Total Transfers In	5,544,654	4,407,530	6,488,006	4,396,780	-0.2%
Proceeds of Fixed Asset Sales	77,355	101,000	155,000	130,000	28.7%
Total Revenues & Other Sources	6,599,857	6,158,130	7,620,990	5,784,330	-6.1%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	\$ 4,807,660	\$ 8,204,928	\$ 7,415,761	\$ 7,457,170	-9.1%
Subtotal Expenditures	4,807,660	8,204,928	7,415,761	7,457,170	-9.1%
Other Financing Uses:					
Operating Transfers Out					
Conservation CIP Fund	591,252	-	-	-	N/A
Capital Improvements	23,896	949,700	1,545,622	1,418,950	49.4%
Total Transfers Out	615,148	949,700	1,545,622	1,418,950	49.4%
Total Expenditures & Other Uses	5,422,808	9,154,628	8,961,383	8,876,120	-3.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	1,177,049	(2,996,498)	(1,340,393)	(3,091,790)	3.2%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 7,938,048</b>	<b>\$ 6,886,360</b>	<b>\$ 9,115,097</b>	<b>\$ 7,774,704</b>	<b>12.9%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 9,115,097</b>	<b>\$ 3,889,862</b>	<b>\$ 7,774,704</b>	<b>\$ 4,682,914</b>	<b>20.4%</b>

## CAPITAL PROJECTS (General) FUND FUND STATEMENT

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ 678,633	\$ 670,000	\$ 680,000	\$ 685,000	2.2%
Intergovernmental	158,547	912,800	120,984	387,550	-57.5%
Use of Money & Property	75,646	15,000	97,000	105,000	600.0%
Miscellaneous	11,103	17,000	-	17,000	0.0%
Subtotal Revenues	923,929	1,614,800	897,984	1,194,550	-26.0%
Other Financing Sources:					
Operating Transfers In					
General Basic	4,347,153	3,132,830	4,317,384	2,752,830	-12.1%
Conservation Equipment	-	98,200	276,524	103,200	5.1%
Conservation CIP Reserve	-	851,500	1,269,098	1,315,750	54.5%
Electronic Equipment	23,896	-	-	-	N/A
Total Transfers In	4,371,049	4,082,530	5,863,006	4,171,780	2.2%
Proceeds of fixed asset sales	-	-	-	-	N/A
Total Revenues & Other Sources	5,294,978	5,697,330	6,760,990	5,366,330	-5.8%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	\$ 4,492,529	\$ 7,854,928	\$ 7,065,761	\$ 6,947,170	-11.6%
Subtotal Expenditures	4,492,529	7,854,928	7,065,761	6,947,170	-11.6%
Other Financing Uses:					
CIP - Conservation CIP Reserve	591,252	-	-	-	N/A
Total Expenditures & Other Uses	5,083,781	7,854,928	7,065,761	6,947,170	-11.6%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	211,197	(2,157,598)	(304,771)	(1,580,840)	-26.7%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 5,431,426</b>	<b>\$ 4,723,508</b>	<b>\$ 5,642,623</b>	<b>\$ 5,337,852</b>	<b>13.0%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 5,642,623</b>	<b>\$ 2,565,910</b>	<b>\$ 5,337,852</b>	<b>\$ 3,757,012</b>	<b>46.4%</b>

**ELECTRONIC EQUIPMENT FUND  
FUND STATEMENT**

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Money & Property	\$ -	\$ -	\$ -	\$ -	N/A
Subtotal Revenues	-	-	-	-	N/A
Other Financing Sources:					
Operating Transfers In					
General Basic	-	-	-	-	N/A
Total Transfers In	-	-	-	-	N/A
 Total Revenue & Other Sources	 -	 -	 -	 -	 N/A
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:					
Operating Transfers Out					
Capital Improvements	23,896	-	-	-	N/A
Total Transfers Out	23,896	-	-	-	N/A
 Total Expenditures & Other Uses	 23,896	 -	 -	 -	 N/A
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 (23,896)	 -	 -	 -	 N/A
 <b>Beginning Fund Balance - July 1,</b>	 <u>\$ 23,896</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>	 N/A
<b>Ending Fund Balance - June 30,</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	N/A



## VEHICLE REPLACEMENT FUND FUND STATEMENT

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ -	\$ -	\$ -	\$ -	N/A
Use of Money & Property	<u>2,629</u>	<u>200</u>	<u>7,000</u>	<u>7,000</u>	3400.0%
Subtotal Revenues	2,629	200	7,000	7,000	3400.0%
Other Financing Sources:					
Transfer - From General Basic	325,000	325,000	325,000	225,000	-30.8%
Proceeds of Fixed Asset Sales	<u>61,630</u>	<u>10,000</u>	<u>20,000</u>	<u>40,000</u>	300.0%
 Total Revenues & Other Sources	 389,259	 335,200	 352,000	 272,000	 -18.9%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating - Vehicles:	\$ 315,131	\$ 350,000	\$ 350,000	\$ 510,000	45.7%
Other Financing Uses:					
Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 74,128	 (14,800)	 2,000	 (238,000)	 1508.1%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 343,646</u>	<u>\$ 361,846</u>	<u>\$ 417,774</u>	<u>\$ 419,774</u>	16.0%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 417,774</u>	<u>\$ 347,046</u>	<u>\$ 419,774</u>	<u>\$ 181,774</u>	-47.6%

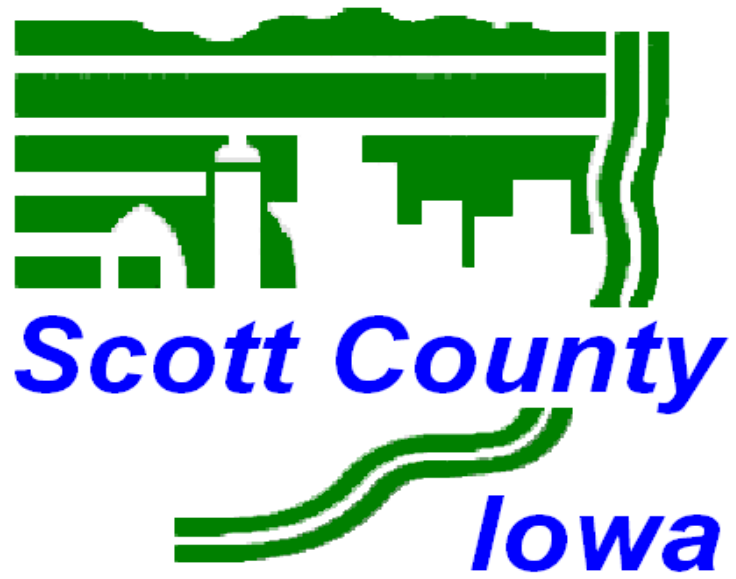
# CONSERVATION EQUIPMENT RESERVE FUND

## FUND STATEMENT

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Property and Money	\$ 5,450	\$ 1,600	\$ 12,000	\$ 12,000	650.0%
Miscellaneous	-	-	-	-	N/A
Subtotal Revenues	5,450	1,600	12,000	12,000	650.0%
Other Financing Sources:					
Operating Transfers In					
General Basic	184,878	-	-	-	N/A
Proceeds of Fixed Asset Sales	15,725	91,000	135,000	90,000	-1.1%
Total Revenues & Other Sources	206,053	92,600	147,000	102,000	10.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out					
General Basic	\$ -	\$ -	\$ -	\$ -	N/A
General CIP	-	98,200	276,524	103,200	5.1%
Total Transfers Out	-	98,200	276,524	103,200	N/A
Total Expenditures & Other Uses	-	98,200	276,524	103,200	5.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	206,053	(5,600)	(129,524)	(1,200)	-78.6%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 477,448</u>	<u>\$ 515,048</u>	<u>\$ 683,501</u>	<u>\$ 553,977</u>	7.6%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 683,501</u>	<u>\$ 509,448</u>	<u>\$ 553,977</u>	<u>\$ 552,777</u>	8.5%

## CONSERVATION CIP RESERVE FUND FUND STATEMENT

	<u>Actual 2017-18</u>	<u>Budget 2018-19</u>	<u>Revised Estimate 2018-19</u>	<u>Budget 2019-20</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Property and Money	\$ 18,840	\$ 9,000	\$ 35,000	\$ 20,000	122.2%
Miscellaneous	<u>27,000</u>	<u>24,000</u>	<u>26,000</u>	<u>24,000</u>	0.0%
Subtotal Revenues	45,840	33,000	61,000	44,000	33.3%
Other Financing Sources:					
Operating Transfers In					
General - Basic	257,353	-	300,000	-	N/A
General CIP	<u>406,374</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Total Transfers In	663,727	-	300,000	-	N/A
 Total Revenues & Other Sources	 709,567	 33,000	 361,000	 44,000	 33.3%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses - Transfer to					
General CIP	<u>-</u>	<u>851,500</u>	<u>1,269,098</u>	<u>1,315,750</u>	54.5%
Total Expenditures & Other Uses	-	851,500	1,269,098	1,315,750	54.5%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	709,567	(818,500)	(908,098)	(1,271,750)	55.4%
 <b>Beginning Fund Balance - July 1,</b>	 <u>\$ 1,661,632</u>	 <u>\$ 1,285,958</u>	 <u>\$ 2,371,199</u>	 <u>\$ 1,463,101</u>	 13.8%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 2,371,199</u>	<u>\$ 467,458</u>	<u>\$ 1,463,101</u>	<u>\$ 191,351</u>	-59.1%



**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
APPROPRIATION SUMMARY										
Building & Grounds	1,827,990	2,194,500	375,877	2,056,185	1,470,000	1,958,000	1,033,000	505,000	418,000	46,292,500
Space Plan Utilization Project	797,158	-	13,019	-	-	-	-	-	-	32,000,000
Technology & Equipment Acquisition	1,104,071	1,988,500	722,486	1,772,790	2,715,000	1,849,949	863,449	518,449	618,449	5,340,000
Other Projects	110,000	315,000	-	110,000	110,000	110,000	50,000	50,000	50,000	-
<b>SUBTOTAL GENERAL CIP</b>	<b>3,839,219</b>	<b>4,498,000</b>	<b>1,111,382</b>	<b>3,938,975</b>	<b>4,295,000</b>	<b>3,917,949</b>	<b>1,946,449</b>	<b>1,073,449</b>	<b>1,086,449</b>	<b>83,632,500</b>
Conservation CIP Projects	653,308	3,356,928	609,214	3,126,786	2,652,170	1,476,470	1,372,800	1,210,800	1,165,800	7,600,000
<b>Subtotal Projects Paid from General CIP Fund</b>	<b>4,492,527</b>	<b>7,854,928</b>	<b>1,720,596</b>	<b>7,065,761</b>	<b>6,947,170</b>	<b>5,394,419</b>	<b>3,319,249</b>	<b>2,284,249</b>	<b>2,252,249</b>	<b>91,232,500</b>
Vehicle Acquisition Sub Fund	315,131	350,000	-	350,000	510,000	329,000	350,000	350,000	350,000	-
Secondary Roads Fund Equipment	557,030	750,000	875,000	750,000	750,000	750,000	750,000	750,000	750,000	-
Secondary Roads Fund Construction Projects	662,085	2,620,000	1,147,563	1,958,971	4,320,000	2,498,750	2,125,000	1,800,000	2,015,000	-
<b>Total All Capital Projects</b>	<b>6,026,773</b>	<b>11,574,928</b>	<b>3,743,159</b>	<b>10,124,732</b>	<b>12,527,170</b>	<b>8,972,169</b>	<b>6,544,249</b>	<b>5,184,249</b>	<b>5,367,249</b>	<b>91,232,500</b>
REVENUE SUMMARY										
Gaming Taxes-Davenport	331,974	290,000	168,701	330,000	335,000	335,000	335,000	335,000	335,000	-
Gaming Taxes-Bettendorf	346,659	380,000	166,951	350,000	350,000	350,000	350,000	350,000	350,000	-
Interest Income	99,936	25,600	-	144,000	137,000	120,800	120,800	120,800	120,800	-
State Grants & Reimbursements	158,547	869,000	-	120,984	343,750	100,000	-	-	-	-
Contributions From Local Governments	-	43,800	-	-	43,800	-	-	-	-	-
Sale of Assets	15,725	91,000	-	135,000	90,000	-	-	-	-	-
DNR Reimbursement - Lost Grove Lake	24,000	24,000	-	24,000	24,000	24,000	24,000	24,000	24,000	-
Other	-	-	-	-	-	-	-	-	-	-
Miscellaneous (donations, refunds)	14,102	17,000	-	2,000	17,000	-	-	-	-	-
Transfers										
From General Basic Fund - Cons	782,830	782,830	-	782,830	782,830	1,000,000	1,000,000	1,000,000	1,000,000	-
From General Basic Fund - Budget										
Savings / Special	1,904,323	380,000	-	1,564,554	-	380,000	-	-	-	-
From General Basic Fund - Tax Levy	1,660,000	1,970,000	-	1,970,000	1,970,000	1,970,000	1,970,000	1,970,000	1,970,000	-
From General Basic Fund - Dept Capital	257,353	-	-	-	-	-	-	-	-	-
From Electronic Equipment Fund	23,896	-	-	-	-	-	-	-	-	-
From Conservation Reserves	-	949,700	-	1,545,622	1,418,950	337,800	372,800	210,800	165,800	-
<b>Total Revenues</b>	<b>5,619,345</b>	<b>5,822,930</b>	<b>335,652</b>	<b>6,968,990</b>	<b>5,512,330</b>	<b>4,617,600</b>	<b>4,172,600</b>	<b>4,010,600</b>	<b>3,965,600</b>	<b>-</b>
<i>CIP Fund revenues over (under) expend</i>	<i>1,126,817</i>	<i>(2,031,998)</i>	<i>(1,384,944)</i>	<i>(96,771)</i>	<i>(1,434,840)</i>	<i>(776,819)</i>	<i>853,351</i>	<i>1,726,351</i>	<i>1,713,351</i>	

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
APPROPRIATION SUMMARY										
Vehicle Replacement Sub Fund										
REVENUE SUMMARY										
Interest Income	2,629	200	-	7,000	7,000	7,000	7,000	7,000	7,000	-
Sale of Assets	61,630	10,000	-	20,000	40,000	25,000	25,000	25,000	25,000	-
Transfers										
From General Basic Fund - Tax Levy	325,000	325,000	-	325,000	225,000	325,000	325,000	325,000	325,000	-
<b>Total Revenues</b>	<b>389,259</b>	<b>335,200</b>	<b>-</b>	<b>352,000</b>	<b>272,000</b>	<b>357,000</b>	<b>357,000</b>	<b>357,000</b>	<b>357,000</b>	<b>-</b>
Expenditures	315,131	350,000	-	350,000	510,000	329,000	350,000	350,000	350,000	-
<i>Vehicle Replacement revenues over expenditures</i>	74,128	(14,800)	-	2,000	(238,000)	28,000	7,000	7,000	7,000	-
<b>CIP FUND BALANCE RECAP</b>										
Beginning Fund Balance	<b>5,431,426</b>	<b>4,723,508</b>	<b>5,642,623</b>	<b>5,642,623</b>	<b>5,337,852</b>	<b>3,757,012</b>	<b>2,959,393</b>	<b>3,791,944</b>	<b>5,497,495</b>	-
Net Transfers of Revenues to Subfunds	<b>(915,620)</b>	<b>(125,600)</b>	-	<b>(208,000)</b>	<b>(146,000)</b>	<b>(20,800)</b>	<b>(20,800)</b>	<b>(20,800)</b>	<b>(20,800)</b>	-
Increase (decrease)	<b>1,126,817</b>	<b>(2,031,998)</b>	<b>(1,384,944)</b>	<b>(96,771)</b>	<b>(1,434,840)</b>	<b>(776,819)</b>	<b>853,351</b>	<b>1,726,351</b>	<b>1,713,351</b>	-
<b>Ending Net CIP Fund Balance</b>	<b>5,642,623</b>	<b>2,565,910</b>	<b>4,257,680</b>	<b>5,337,852</b>	<b>3,757,012</b>	<b>2,959,393</b>	<b>3,791,944</b>	<b>5,497,495</b>	<b>7,190,046</b>	-
Vehicle Replacement Fund Balance	417,774	347,046	417,774	419,774	181,774	209,774	216,774	223,774	230,774	-
Conservation CIP Fund Balance	2,371,199	467,458	2,371,199	1,463,101	191,351	705,551	699,751	820,951	987,151	-
Conservation Equipment Fund Balance	683,501	509,448	683,501	553,977	552,777	430,777	441,777	499,777	557,777	-
<b>Ending Gross CIP Fund Balance</b>	<b>9,115,097</b>	<b>3,889,862</b>	<b>7,730,154</b>	<b>7,774,704</b>	<b>4,682,914</b>	<b>4,305,495</b>	<b>5,150,246</b>	<b>7,041,997</b>	<b>8,965,748</b>	-

APPROPRIATION DETAIL INFORMATION

**A. Bldg and Grounds**

<b>A.1 Courthouse</b>										
CH General Remodeling / Replacement	28,579	40,000	5,476	40,000	40,000	40,000	40,000	42,500	42,500	-
CH CCTV Replacement	18,120	-	-	-	-	-	-	-	-	200,000
CH Retrocommissioning / Energy Projects	-	25,000	-	-	-	-	-	-	-	-
CH HVAC Recommissioning/Controls	-	200,000	-	175,000	75,000	-	-	-	-	-
CH Roof	303,119	-	(29,268)	35,185	-	-	-	-	-	-
CH Switch over from boiler to forced air	-	-	-	-	-	-	-	-	-	750,000
CH Bi-Directional Amplifier	-	-	-	-	-	20,000	-	-	-	-
CH Sex Offender Registry Office	-	20,000	1,569	23,000	-	-	-	-	-	-
CH Elevator Controls and Cooling Unit	-	537,500	-	700,000	257,000	-	-	-	-	-
CH 2nd Half 3rd Floor Cooling	-	300,000	-	-	-	-	-	-	-	-
CH 3rd Floor Abatement and Carpet	-	175,000	-	50,000	-	-	-	-	-	-
CH UPS Replacement	-	-	-	-	-	-	-	-	38,000	-
CH Public Safety Dispatch Backup HVAC	-	-	-	-	-	-	-	-	-	70,000
CH Stairwell Retreads	-	-	-	-	-	50,000	-	-	-	-
<b>TOTAL COURTHOUSE</b>	<b>349,818</b>	<b>1,297,500</b>	<b>(22,223)</b>	<b>1,023,185</b>	<b>372,000</b>	<b>110,000</b>	<b>40,000</b>	<b>42,500</b>	<b>80,500</b>	<b>1,020,000</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
APPROPRIATION SUMMARY										
<b>A.2 Jail</b>										
JL General Remodeling/Replacement	87,804	40,000	9,209	40,000	40,000	45,000	45,000	45,000	45,000	-
JL Carpet	32,371	35,000	-	35,000	38,000	38,000	38,000	38,000	-	-
JL Security System Replacement	-	20,000	-	60,000	20,000	20,000	25,000	25,000	25,000	2,500,000
JL UPS Replacement	-	-	-	-	-	-	-	110,000	-	-
JL HVAC TRANE Equip Comp Renewal	190,000	-	-	-	-	-	-	-	-	-
JL Retrocommissioning / Energy Incentives	-	-	-	-	-	-	45,000	-	-	-
JL Bi-Directional Amplifier	-	-	-	-	-	40,000	-	-	-	-
JL HVAC Replacement	-	-	-	-	30,000	430,000	-	-	-	-
JL Support Elevators	-	-	-	-	-	-	-	-	-	312,500
JL Sec. System Repl.-Intercom	-	-	-	150,000	-	-	-	-	-	-
JL Jail Expansion / Renovation	-	-	-	-	-	-	-	-	-	15,000,000
JL Compander Computer Replacement	-	-	-	-	-	-	-	-	90,000	-
JL Special Management Renovation / Desigr	-	-	-	-	-	-	-	-	-	1,400,000
<b>TOTAL JAIL</b>	<b>310,175</b>	<b>95,000</b>	<b>9,209</b>	<b>285,000</b>	<b>128,000</b>	<b>573,000</b>	<b>153,000</b>	<b>218,000</b>	<b>160,000</b>	<b>19,212,500</b>
<b>A.3 Tremont Bldg</b>										
TR General Remodeling/Replacement	3,590	7,500	8,451	10,000	15,000	15,000	15,000	15,000	15,000	-
TR ADA Improvements	-	-	-	50,000	-	-	-	-	-	-
TR Convert Old Patrol Space	400,604	-	14,522	16,000	25,000	650,000	-	-	-	-
TR Exterior Improvements	-	-	-	-	-	20,000	250,000	-	-	-
TR Overhead Doors / Heaters / Lighting	-	-	-	-	-	-	-	-	-	100,000
TR Roof Replacement	-	-	-	-	-	-	-	-	-	925,000
<b>TOTAL TREMONT BUILDING</b>	<b>404,194</b>	<b>7,500</b>	<b>22,973</b>	<b>76,000</b>	<b>40,000</b>	<b>685,000</b>	<b>265,000</b>	<b>15,000</b>	<b>15,000</b>	<b>1,025,000</b>
<b>A.4 Juvenile Detention Center</b>										
JDC General Remodeling/Replacement	15,176	20,000	1,079	20,000	20,000	20,000	20,000	20,000	20,000	-
JDC Capital Improvements	-	190,000	-	-	-	-	-	-	-	-
JDC Commander Equipment	-	-	-	-	-	-	25,000	-	-	-
JDC Security Systems Replacement	-	20,000	-	20,000	25,000	25,000	25,000	25,000	25,000	500,000
JDC Resident Door Replacment	-	-	-	-	250,000	-	-	-	-	-
JDC Roof Replacement	-	-	-	-	-	-	-	-	-	175,000
JDC Intercom System Upgrade	-	-	-	-	-	-	-	50,000	-	-
JDC North Exit Door	-	50,000	-	-	50,000	-	-	-	-	-
JDC Fire Panel System Replacement	-	-	-	-	-	-	15,000	-	-	-
JDC Facility Unprogrammed needs space	-	-	-	-	-	-	-	-	-	250,000
JDC Facility Expansion	-	-	-	-	-	-	-	-	-	15,500,000
JDC Boiler Replacement	-	-	-	-	-	-	-	17,000	-	-
JDC Secure Space / Classroom / Kitchen	-	-	-	-	-	-	-	-	-	1,925,000
<b>TOTAL Juvenile Detention Center</b>	<b>15,176</b>	<b>280,000</b>	<b>1,079</b>	<b>40,000</b>	<b>345,000</b>	<b>45,000</b>	<b>85,000</b>	<b>112,000</b>	<b>45,000</b>	<b>18,350,000</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
APPROPRIATION SUMMARY										
<b>A.5 Admin Center</b>										
AC Remodeling/Redecorating	39,564	40,000	9,953	40,000	40,000	40,000	40,000	42,500	42,500	-
AC Renovate Elev Cars	32,279	-	324,519	322,500	-	-	-	-	-	-
AC ADA Improvements	-	-	-	-	-	-	-	-	-	85,000
AC HVAC Controls	-	200,000	-	200,000	150,000	-	-	-	-	-
AC HVAC System	-	-	-	-	-	-	-	-	-	1,000,000
AC Bi-Directional Amplifier	-	-	-	-	-	20,000	-	-	-	-
AC Carpet Replacement	77,561	85,000	-	-	85,000	100,000	100,000	-	-	-
AC Window Replacement	-	-	-	-	-	225,000	225,000	-	-	-
AC Retrocommissioning and Energy Proj	-	25,000	-	-	-	-	-	-	-	-
AC Election CCTV upgrade	-	16,500	16,472	16,500	-	-	-	-	-	-
AC Immunization Clinic	-	23,000	-	16,000	-	-	-	-	-	-
AC Treasurer Station Remodel	-	-	-	-	125,000	-	-	-	-	-
AC Tuckpoint EFIS Repair	-	-	-	-	-	-	-	-	-	200,000
<b>TOTAL ADMINISTRATIVE CENTER</b>	<b>149,405</b>	<b>389,500</b>	<b>350,944</b>	<b>595,000</b>	<b>400,000</b>	<b>385,000</b>	<b>365,000</b>	<b>42,500</b>	<b>42,500</b>	<b>1,285,000</b>
<b>A.6 Downtown Storage Bldg</b>										
DSB General Remodeling/Replacement	-	10,000	-	-	15,000	15,000	15,000	15,000	15,000	-
<b>TOTAL DOWNTOWN STORAGE BUILDING</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>
<b>A.7 Sheriff Patrol</b>										
SP General Remodeling/ Replacement	-	-	-	-	15,000	15,000	15,000	15,000	15,000	-
SP Shooting Range	-	-	-	-	-	-	-	-	-	1,000,000
SP Training Room	103,543	-	-	-	-	-	-	-	-	1,000,000
<b>TOTAL SHERIFF PATROL BUILDING</b>	<b>103,543</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>2,000,000</b>
<b>A.8 Other Bldg/Grounds</b>										
OB Miscellaneous Landscaping	9,574	10,000	8,961	10,000	15,000	15,000	15,000	15,000	15,000	-
OB Regulatory Compliance Cost	60	15,000	150	15,000	15,000	15,000	15,000	15,000	15,000	-
OB Parking Lot Repair/Maintenance	10,000	10,000	2,765	10,000	15,000	15,000	15,000	15,000	15,000	-
OB Parking	-	-	-	-	-	-	-	-	-	3,400,000
EE FSS - Energy Incentive Program	-	-	-	-	110,000	85,000	50,000	-	-	-
OB PedSafe ADA Walkway/CH Lt/Sign	457,032	-	829	-	-	-	-	-	-	-
OB Courthouse Lighting & Asphalt Resurfacing	-	-	-	-	-	-	-	-	-	-
OB 5th & Western Storm water	-	80,000	-	-	-	-	-	-	-	-
OB Campus Signage Replacement	19,014	-	1,189	2,000	-	-	-	-	-	-
<b>TOTAL OTHER B &amp; G</b>	<b>495,680</b>	<b>115,000</b>	<b>13,894</b>	<b>37,000</b>	<b>155,000</b>	<b>130,000</b>	<b>95,000</b>	<b>45,000</b>	<b>45,000</b>	<b>3,400,000</b>
<b>TOTAL BUILDING &amp; GROUNDS</b>	<b>1,827,990</b>	<b>2,194,500</b>	<b>375,877</b>	<b>2,056,185</b>	<b>1,470,000</b>	<b>1,958,000</b>	<b>1,033,000</b>	<b>505,000</b>	<b>418,000</b>	<b>46,292,500</b>



**SCOTT COUNTY**  
**FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
<b>APPROPRIATION SUMMARY</b>										
<b>B. Space Utilization Master Plan</b>										
Courthouse PH 3 / 4	57,764	-	90	-	-	-	-	-	-	-
CH ADA Improvements	-	-	-	-	-	-	-	-	-	-
CH 2nd Floor Clerk of Court	448,143	-	-	-	-	-	-	-	-	-
Secondary Roads Facility	-	-	-	-	-	-	-	-	-	-
Sheriff Patrol Hdqtrs	-	-	-	-	-	-	-	-	-	-
Planning and Development / JDC East	291,250	-	12,929	-	-	-	-	-	-	-
Courthouse Long Range	-	-	-	-	-	-	-	-	-	32,000,000
<b>TOTAL SPACE UTILIZATION MASTER P</b>	<b>797,158</b>	<b>-</b>	<b>13,019</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,000,000</b>
<b>C.1 Technology &amp; Equipment Annual</b>										
EE IT-Remote Sites WANS	8,793	20,000	5,108	20,000	20,000	20,000	20,000	20,000	20,000	-
EE IT-Edge Devices - Network Access Layer	15,741	20,000	-	20,000	20,000	240,000	240,000	20,000	20,000	200,000
EE IT-Premise Wiring	9,991	15,000	5,094	15,000	15,000	15,000	15,000	15,000	15,000	-
EE IT-Web Site Development	6,789	25,000	-	25,000	25,000	25,000	25,000	25,000	25,000	-
EE FSS-CCTV Camera Equipment	5,116	10,000	5,624	10,000	15,000	15,000	17,500	17,500	17,500	-
EE FSS-MFP Replacements	-	45,000	15,437	100,000	52,500	52,500	52,500	52,500	52,500	-
EE IT-PC's/Printers - Component Support	77,209	75,000	28,879	75,000	75,000	75,000	75,000	75,000	75,000	-
EE IT-Windows Software	20,135	35,000	-	-	-	-	-	-	-	-
EE IT-Replace Monitors	22,144	10,000	6,129	20,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Software Licenses(windows software)	7,481	10,000	23,510	45,000	45,000	45,000	45,000	45,000	45,000	-
EE IT-Tape Backup Equipment	9,368	15,000	14,661	15,000	15,000	15,000	15,000	15,000	15,000	-
EE Sher-Light Bars & Arrow Sticks	1,307	-	-	-	-	-	-	-	-	-
EE Sher-Vehicle Auxiliary Equipment	59,263	83,000	22,355	83,000	223,000	113,449	113,449	113,449	113,449	-
EE IT-Phone System Upgrade/Repl	71,548	10,000	29,697	30,000	10,000	10,000	10,000	10,000	10,000	500,000
EE IT-GIS Equipment	18,250	25,000	-	25,000	25,000	25,000	25,000	25,000	25,000	-
EE Rec-ECM Recorder's office	-	30,000	-	130,000	180,000	-	100,000	-	100,000	-
EE IT-Electronic Content Mgt.	84,487	75,000	55,337	75,000	75,000	75,000	75,000	75,000	75,000	-
<b>TOTAL TECHNOLOGY &amp; EQUIP ANNUAL</b>	<b>417,622</b>	<b>503,000</b>	<b>211,831</b>	<b>688,000</b>	<b>805,500</b>	<b>735,949</b>	<b>838,449</b>	<b>518,449</b>	<b>618,449</b>	<b>700,000</b>
<b>C.2 Technology &amp; Equipment Acquisition Non Routine</b>										
EE Auditor-Election Equip	-	-	-	-	-	-	-	-	-	150,000
EE Auditor-Poll Book Replacement	-	-	84,780	84,780	18,500	-	-	-	-	-
EE Auditor-Secure Transport and Storage of Election Equipment	-	-	-	-	150,000	-	-	-	-	-
EE IT-Laptops / Tablets	1,660	250,000	85,865	250,000	-	-	-	-	-	250,000
EE SECC-PS25 Radios	-	-	-	-	-	1,000,000	-	-	-	1,000,000
EE Sher-Mobile Data Computers (MDC)	-	300,000	324,285	324,285	-	-	-	-	-	-
EE IT-Servers	6,720	-	-	-	-	-	-	-	-	400,000
EE IT-Storage - Video	124,863	-	-	-	-	-	-	-	-	-
EE IT-Storage - Enterprise	-	-	-	-	250,000	-	-	-	-	750,000
EE IT-GIS (Aerial Photos)	-	120,000	-	40,000	80,000	-	-	-	-	150,000
EE Sher-Full Body Security Screening	-	-	-	-	166,000	-	-	-	-	-
EE Sher-Body Camera Project	-	-	-	-	-	-	-	-	-	50,000
EE Sher-Guns/Masks/Helmet Shields Riot	-	17,000	-	17,000	-	-	-	-	-	-
EE Sher-Rifles	-	86,000	-	86,000	-	-	-	-	-	-
EE Jail-Camera Repl't (from CIP) / Cabling	91,660	-	-	-	-	-	-	-	-	-
EE Jail-Medical Supply Refrigerator	-	-	-	-	-	7,000	-	-	-	-
EE Hth-Immunization Refrig. / Freezer	25,442	-	-	-	-	7,000	-	-	-	-
EE IT-Desktop Replacements	436,104	-	-	-	-	-	-	-	-	400,000
EE IT-Enterprise Desktop/App Virtualization	-	95,000	-	-	-	-	-	-	-	-

**SCOTT COUNTY**  
**FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
<b>APPROPRIATION SUMMARY</b>										
EE IT-Network Review Study / Security	-	-	-	-	-	-	-	-	-	200,000
EE IT-Technology Assessment	-	-	-	-	100,000	-	-	-	-	-
EE IT-ERP Customization / Software	-	-	15,725	17,725	-	-	-	-	-	-
EE IT-Enterprise Notification Solution (Crisis Communications)	-	40,000	-	40,000	25,000	25,000	25,000	-	-	-
EE IT-Network Core / Distribution	-	-	-	-	500,000	-	-	-	-	1,000,000
EE IT-Website Upgrade to Drupal 8	-	-	-	-	100,000	-	-	-	-	-
EE Sher-Mobile Router	-	150,000	-	-	-	-	-	-	-	-
EE Auditor-Novatime	-	2,500	-	-	-	-	-	-	-	-
EE IT-Back-up and Restore System Upgrade	-	375,000	-	175,000	200,000	-	-	-	-	-
EE Adm-Board Room Recording	-	50,000	-	50,000	200,000	-	-	-	-	-
EE PD-Community Development Software	-	-	-	-	-	-	-	-	-	250,000
EE Sher-PDA for Jail	-	-	-	-	-	-	-	-	-	40,000
EE IT-ESRI Parcel Fabric Conversion	-	-	-	-	25,000	75,000	-	-	-	-
EE Sher-Softcode Civil Service Civil Process !	-	-	-	-	95,000	-	-	-	-	-
EE Secondary Roads Equipment	-	-	-	-	-	-	-	-	-	-
<b>TOTAL TECHNOLOGY &amp; EQUIP NON-ROUTINE</b>	<b>686,449</b>	<b>1,485,500</b>	<b>510,655</b>	<b>1,084,790</b>	<b>1,909,500</b>	<b>1,114,000</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>4,640,000</b>
<b>TOTAL TECHNOLOGY</b>	<b>1,104,071</b>	<b>1,988,500</b>	<b>722,486</b>	<b>1,772,790</b>	<b>2,715,000</b>	<b>1,849,949</b>	<b>863,449</b>	<b>518,449</b>	<b>618,449</b>	<b>5,340,000</b>
<b>D. Other Projects</b>										
OP Capital Contribution General	-	-	-	-	-	-	-	-	-	-
OP Capital Contingency	-	205,000	-	-	-	-	-	-	-	-
OP NW Dav Industrial Park Rail Spur	60,000	60,000	-	60,000	60,000	60,000	-	-	-	-
OP Scott County Library	50,000	-	-	-	-	-	-	-	-	-
OP Bike Trail/CAT Funding	-	50,000	-	50,000	50,000	50,000	50,000	50,000	50,000	-
<b>Total Other Projects</b>	<b>110,000</b>	<b>315,000</b>	<b>-</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>
<b>Grand Total</b>	<b>3,839,219</b>	<b>4,498,000</b>	<b>1,111,382</b>	<b>3,938,975</b>	<b>4,295,000</b>	<b>3,917,949</b>	<b>1,946,449</b>	<b>1,073,449</b>	<b>1,086,449</b>	<b>83,632,500</b>

**SCOTT COUNTY**  
**FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
<b>F. Conservation Projects</b>										
<b>Scott County Park</b>										
SCP-Cabin Construction	35,689	-	195,055	250,000	-	-	-	-	-	-
SCP-Campground Design & Construction	85,488	600,000	10,305	600,000	700,000	100,000	-	-	-	-
SCP-Entry Station	-	-	-	-	-	-	-	-	-	300,000
SCP-Lodge	-	-	-	-	-	-	-	-	500,000	-
SCP-Pool and Aquatic Ctr Renov	55,541	35,000	-	35,000	35,000	35,000	35,000	40,000	40,000	-
SCP-Car Wash Bay	-	-	-	-	-	-	-	-	-	-
SCP-Trails, Roads & Parking Lot Resurfacing	-	-	-	-	-	80,000	-	200,000	-	1,200,000
SCP-Storage Barn	-	-	-	-	-	-	125,000	-	-	-
SCP-Pioneer Village Renov	-	125,000	-	125,000	45,000	-	250,000	-	-	-
SCP-Cody Lake Shelter Replacement	-	-	-	-	-	-	-	125,000	-	-
SCP-Cody Lake Renovation	-	-	-	-	-	-	-	100,000	-	-
SCP-Outhouse Replacement	-	-	-	-	-	-	-	-	-	-
SCP-Playground	-	80,000	-	80,000	-	85,000	-	58,000	-	-
SCP-Watershed Protection	-	-	-	-	-	-	-	-	70,000	-
SCP-Cody Homestead Improvements	-	-	32,266	32,266	-	-	-	-	-	-
<b>Scott County Park Sub-total</b>	<b>176,718</b>	<b>840,000</b>	<b>237,626</b>	<b>1,122,266</b>	<b>780,000</b>	<b>300,000</b>	<b>410,000</b>	<b>523,000</b>	<b>610,000</b>	<b>1,500,000</b>
	176,718			-						
<b>Westlake Park</b>										
WLP-Lodge Design & Construction	-	450,000	-	450,000	135,000	400,000	-	-	-	-
WLP-Shelters	-	-	-	-	-	-	-	-	150,000	-
WLP-Park Road Repair	-	80,000	-	80,000	-	-	-	-	-	-
WLP-Wastewater Tx Upgrades	24,974	450,000	11,977	300,000	600,000	-	-	-	-	-
WLP-Playgrounds	45,927	-	-	-	-	85,000	-	100,000	-	-
WLP-Lake Restoration	197,991	1,140,000	132,783	515,677	687,500	200,000	-	-	-	-
WLP-Beach Improvements	-	-	-	-	-	100,000	-	-	-	1,000,000
WLP-Trails, Roads & Parking Lot Resurfacing	-	-	-	-	-	-	350,000	-	-	900,000
WLP-Campground Site Paving	-	-	-	-	-	-	200,000	-	-	1,000,000
WLP-Maintenance Area Bldg's	-	-	-	-	-	-	125,000	-	-	-
WLP-Hdqtrs	12,014	-	27,231	27,231	-	-	-	-	-	-
WLP-Cabins	37,201	-	-	-	-	-	-	-	-	-
<b>Westlake Park Sub-total</b>	<b>318,107</b>	<b>2,120,000</b>	<b>171,991</b>	<b>1,372,908</b>	<b>1,422,500</b>	<b>785,000</b>	<b>675,000</b>	<b>100,000</b>	<b>150,000</b>	<b>2,900,000</b>
<b>Wapsi Center</b>										
REAP	24,125	46,928	2,950	38,670	38,670	38,670	-	-	-	-
Wapsi Ed Center Development	-	-	-	-	-	-	-	-	-	2,000,000
Wapsi Road	41,237	-	-	60,000	-	-	-	-	-	-
<b>Wapsi Center Sub-total</b>	<b>65,362</b>	<b>46,928</b>	<b>2,950</b>	<b>98,670</b>	<b>38,670</b>	<b>38,670</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>

**SCOTT COUNTY**  
**FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
<b>Buffalo Shores</b>										
BSP-Trails, Roads & Parking Lot Resurfacing	-	-	-	-	-	-	-	350,000	-	500,000
Buffalo Shores Res - HVAC & Roof	-	-	-	-	50,000	-	-	-	-	-
Buffalo Shores Dock Replacement	-	-	-	-	-	-	-	-	50,000	-
<b>Buffalo Shores Sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>350,000</b>	<b>50,000</b>	<b>500,000</b>
<b>Other Locations</b>										
P25 Radios	-	-	-	-	-	65,000	-	-	-	-
Renewable Energy Projects	-	-	-	-	-	-	-	-	-	700,000
EAB & Reforestation	-	-	-	-	-	50,000	50,000	-	-	-
Mid-American Shade Tree Program	10,522	14,000	-	-	-	-	-	-	-	-
Administration - Capital Planning	-	-	-	-	-	-	-	-	-	-
Vehicles and Small Equipment	56,880	336,000	178,324	514,324	341,000	237,800	237,800	237,800	237,800	-
Tech & Equip - Other Equip	11,241	-	-	-	-	-	-	-	-	-
Buena Vista	14,478	-	-	-	-	-	-	-	-	-
Software	-	-	-	-	20,000	-	-	-	-	-
Park Maintenance - Park Major	-	-	10,705	11,000	-	-	-	-	60,000	-
Park Building Maintenance	-	-	7,618	7,618	-	-	-	-	-	-
Archery Range	-	-	-	-	-	-	-	-	58,000	-
Undesignated Projects	-	-	-	-	-	-	-	-	-	-
<b>Other Locations Sub-total</b>	<b>93,121</b>	<b>350,000</b>	<b>196,647</b>	<b>532,942</b>	<b>361,000</b>	<b>352,800</b>	<b>287,800</b>	<b>237,800</b>	<b>355,800</b>	<b>700,000</b>
<b>F. Conservation Projects Total</b>	<b>653,308</b>	<b>3,356,928</b>	<b>609,214</b>	<b>3,126,786</b>	<b>2,652,170</b>	<b>1,476,470</b>	<b>1,372,800</b>	<b>1,210,800</b>	<b>1,165,800</b>	<b>7,600,000</b>
County Levy Contribution	566,548	782,830	598,646	782,830	782,830	1,000,000	1,000,000	1,000,000	1,000,000	-
West Lake Restoration Contribution (12.5%)	-	142,500	-	120,984	343,750	100,000	-	-	-	-
County CIP Fund Balance Contribution	-	474,970	-	374,970	67,970	-	-	-	-	-
County CIP Contribution	566,548	1,400,300	598,646	1,278,784	1,194,550	1,100,000	1,000,000	1,000,000	1,000,000	-
Conservation CIP Fund Balance Contribution	-	851,500	-	1,269,098	1,315,750	255,800	325,800	198,800	153,800	-
Conservation Equipment Fund Balance	-	98,200	-	276,524	103,200	82,000	47,000	12,000	12,000	-
Capital Fund Outside Funding (Grants / Sale of Assets)	52,113	946,000	-	263,710	-	-	-	-	-	-
General Fund Restriction (REAP / Donations / Grants)	34,647	60,928	2,950	38,670	38,670	38,670	-	-	-	-
Conservation Equity Contributions	86,760	1,956,628	2,950	1,848,002	1,457,620	376,470	372,800	210,800	165,800	-
<b>Total Funding</b>	<b>653,308</b>	<b>3,356,928</b>	<b>601,596</b>	<b>3,126,786</b>	<b>2,652,170</b>	<b>1,476,470</b>	<b>1,372,800</b>	<b>1,210,800</b>	<b>1,165,800</b>	<b>-</b>

**SCOTT COUNTY**  
**FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

<b>Roads Project #</b>	<b>Description</b>	<b>Special Funding</b>	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
<b>G. Secondary Roads Projects</b>												
L-219	BROS Bridge Repl't (reim 80%) 33B Allens Grove	80% Grant	494,436	-	(14,833)	(471)	-	-	-	-	-	-
L-118	Various Large Culvert Replacements-331		36,634	-	-	-	-	-	-	-	-	-
L-413	HMA Paving 52nd Ave (Wapsi Center)-366		129,069	-	272,287	272,287	-	-	-	-	-	-
L-518	HMA Paving 102nd Ave-366		256,362	-	20,358	20,358	-	-	-	-	-	-
L-519	Bridge Replacement 4E Sheridan (140th Ave)-320		-	200,000	-	200,000	-	-	-	-	-	-
L-515	HMA Paving F31 (Girl Scout Rd-FM)-366		5,750	3,000,000	2,490,970	2,744,250	-	-	-	-	-	-
L-618	HMA Paving 55th Ave & 57th Ave-366		141,133	-	6,326	6,326	-	-	-	-	-	-
L-320	Bridge Replacement 27H LeClaire-320		-	350,000	-	280,000	70,000	-	-	-	-	-
L-119	Various Large Culvert Replacements		-	90,000	-	90,000	-	-	-	-	-	-
L-319	Bridge Replacement 7 Princeton		-	375,000	-	85,000	340,000	-	-	-	-	-
L-420	Bridge Replacement 17C Sheridan		-	330,000	-	80,000	320,000	-	-	-	-	-
L-819	HMA Paving 270th St ( Indian Hills)		-	400,000	491,905	525,000	-	-	-	-	-	-
L-920	HMA Paving 190th Ave (Smoke Rd)		-	300,000	356,687	400,000	-	-	-	-	-	-
L-309	HMA Paving Cody Rd		-	250,000	-	-	-	-	-	-	-	-
L-418	Bridge Replacement 33H Liberty	75% Grant	-	325,000	-	-	-	350,000	-	-	-	-
L-1020	Edge Drain F58 (200th St)		-	-	-	-	200,000	-	-	-	-	-
L-223	Bridge Replacement 8A Butler		-	-	-	-	400,000	-	-	-	-	-
L-120	Various Large Culvert Replacements		-	-	-	-	90,000	-	-	-	-	-
L-520	Culvert Replacement 7C Blue Grass		-	-	-	-	300,000	-	-	-	-	-
L-620	HMA Paving Slopertown Rd		-	-	-	-	1,100,000	-	-	-	-	-
L-720	HMA Paving Cadda Rd		-	-	-	-	1,100,000	-	-	-	-	-
L-521	Transfer to FM (Princeton Rd-FM)		-	-	-	-	400,000	-	-	-	-	-
L-220	HMA Paving F45 (Princeton Rd-FM)	Contributed Cap	-	-	-	-	1,600,000	-	-	-	-	-
L-820	Bridge Replacement 8C Pleasant Valley (BRS)	Contributed Cap	-	-	-	-	400,000	-	-	-	-	-
L-121	Various Large Culvert Replacements		-	-	-	-	-	90,000	-	-	-	-
L-309	HMA Paving Cody Rd		-	-	-	-	-	1,200,000	-	-	-	-
L-221	Bridge Repair 9 Winfield		-	-	-	-	-	40,000	-	-	-	-
L-421	HMA Paving 290 St		-	-	-	-	-	800,000	-	-	-	-
L-323	Bridge Replacement 7F Princeton	75% Grant	-	-	-	-	-	350,000	-	-	-	-
L-321	Bridge Replacement 9 Cleona (BRS)	75% Grant	-	-	-	-	-	475,000	-	-	-	-
L-322	Culvert Replacement 6 Blue Grass	75% Grant	-	-	-	-	-	300,000	-	-	-	-
L-422	HMA Paving Utah Ave		-	-	-	-	-	-	560,000	-	-	-
L-820	HMA Paving 130th St (Chapel Hill Rd)		-	-	-	-	-	-	440,000	-	-	-
L-622	Bridge Replacement 31 DeWitt (SBRFM)	Contributed Cap	-	-	-	-	-	-	1,000,000	-	-	-
L-222	Bridge Replacement 11A Cleona		-	-	-	-	-	-	600,000	-	-	-

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN FY20 BUDGET**

<b>Roads Project #</b>	<b>Description</b>	<b>Special Funding</b>	<b>FY18 ACTUAL</b>	<b>FY19 BUDGET</b>	<b>FY19 YTD</b>	<b>FY19 ESTIMATE</b>	<b>FY20 PLAN</b>	<b>FY21 PLAN</b>	<b>FY22 PLAN</b>	<b>FY23 PLAN</b>	<b>FY24 PLAN</b>	<b>UNPROG NEEDS</b>
L-415	HMA Paving Territorial Rd (F51-FM)	Contributed Cap	-	-	-	-	-	-	2,800,000	-	-	-
L-522	HMA Paving F58 (200th St-STP)	Contributed Cap	-	-	-	-	-	-	2,000,000	-	-	-
L-719	Bridge Replacement 3C Liberty		-	-	-	-	-	-	300,000	-	-	-
L-122	Various Large Culvert Replacements		-	-	-	-	-	-	90,000	-	-	-
L-722	HMA Paving 145th Street		-	-	-	-	-	-	135,000	-	-	-
L-423	Bridge Replacement 6 Pleasant Valley		-	-	-	-	-	-	-	550,000	-	-
L-123	Various Large Culvert Replacements		-	-	-	-	-	-	-	90,000	-	-
L-523	HMA Paving 278th Avenue		-	-	-	-	-	-	-	400,000	-	-
L-623	HMA Paving Pumpkin Patch Rd		-	-	-	-	-	-	-	760,000	-	-
L-224	Bridge Replacement 22F Liberty		-	-	-	-	-	-	-	-	300,000	-
L-721	Culvert Replacement 2A Hickory Grove		-	-	-	-	-	-	-	-	325,000	-
L-324	HMA Paving 275th Street		-	-	-	-	-	-	-	-	1,300,000	-
L-424	HMA Paving Y4E (Big Rock Rd-FM)	Contributed Cap	-	-	-	-	-	-	-	-	1,300,000	-
L-124	Various Large Culvert Replacements		-	-	-	-	-	-	-	-	90,000	-
<b>G. Secondary Roads Construction Total</b>			<u>1,063,384</u>	<u>5,620,000</u>	<u>3,623,700</u>	<u>4,702,750</u>	<u>6,320,000</u>	<u>3,605,000</u>	<u>7,925,000</u>	<u>1,800,000</u>	<u>3,315,000</u>	-
<b>New Equipment</b>			<u>557,030</u>	<u>750,000</u>	<u>875,000</u>	<u>750,000</u>	<u>750,000</u>	<u>750,000</u>	<u>750,000</u>	<u>750,000</u>	<u>750,000</u>	-
<b>Secondary Roads Total</b>			<u>1,620,414</u>	<u>6,370,000</u>	<u>4,498,700</u>	<u>5,452,750</u>	<u>7,070,000</u>	<u>4,355,000</u>	<u>8,675,000</u>	<u>2,550,000</u>	<u>4,065,000</u>	-
<b>Funding</b>												
75% Grant		75% Grant	-	-	-	-	-	1,106,250	-	-	-	-
80% Grant		80% Grant	395,549	-	(14,833)	(471)	-	-	-	-	-	-
Contributed Capital		Contributed Cap	5,750	3,000,000	2,490,970	2,744,250	2,000,000	-	5,800,000	-	1,300,000	-
New Equipment			557,030	750,000	875,000	750,000	750,000	750,000	750,000	750,000	750,000	-
Secondary Roads General Construction			<u>662,085</u>	<u>2,620,000</u>	<u>1,147,563</u>	<u>1,958,971</u>	<u>4,320,000</u>	<u>2,498,750</u>	<u>2,125,000</u>	<u>1,800,000</u>	<u>2,015,000</u>	-
			<u>1,620,414</u>	<u>6,370,000</u>	<u>4,498,700</u>	<u>5,452,750</u>	<u>7,070,000</u>	<u>4,355,000</u>	<u>8,675,000</u>	<u>2,550,000</u>	<u>4,065,000</u>	-

# **NONMAJOR GOVERNMENTAL FUNDS**

# SUMMARY FUND STATEMENT

## NONMAJOR GOVERNMENTAL FUNDS

<u>Fund</u>	<b>Estimated Balance <u>07/01/19</u></b>	<b>Revenues and <u>transfers</u></b>	<b>Expenditures and <u>transfers</u></b>	<b>Estimated Balance <u>06/30/20</u></b>
<b>NONMAJOR GOVERNMENTAL FUNDS:</b>				
Rural Services Fund	\$ 137,974	\$ 3,298,706	\$ 3,296,575	\$ 140,105
Recorder's Record Management Fund	<u>109,362</u>	<u>32,200</u>	<u>20,000</u>	<u>121,562</u>
<b>Total Other Funds*</b>	<b><u>\$ 247,336</u></b>	<b><u>\$ 3,330,906</u></b>	<b><u>\$ 3,316,575</u></b>	<b><u>\$ 261,667</u></b>

\*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
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
2017-18	1,025,764,483	3,022,829	2.94690
2018-19	1,086,344,571	3,179,921	2.92718
2019-20	1,125,980,428	3,278,460	2.91165

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
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
2017-18	2,470,000	2.39063	574,740	0.55627
2018-19	2,618,000	2.39627	580,036	0.53091
2019-20	2,709,000	2.39268	587,575	0.51897

\* 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>2017-18</u>	<u>Budget</u> <u>2018-19</u>	<u>Revised</u> <u>Estimate</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</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	\$ 2,950,611	\$ 3,111,663	\$ 3,111,663	\$ 3,203,502	3.0%
Less: Uncollected Delinq Taxes-Levy Yr	842	212	212	842	297.2%
Less: Credits To Taxpayers	<u>133,795</u>	<u>129,821</u>	<u>129,821</u>	<u>133,795</u>	3.1%
Net Current Property Taxes	2,815,974	2,981,630	2,981,630	3,068,865	2.9%
Delinquent Property Tax Revenue	842	212	212	842	297.2%
Other County Taxes	77,828	72,632	72,632	79,223	9.1%
Intergovernmental	150,618	143,068	145,772	146,976	2.7%
Use of Property and Money	<u>1,879</u>	<u>494</u>	<u>2,500</u>	<u>2,800</u>	466.8%
Subtotal Revenues	3,047,141	3,198,036	3,202,746	3,298,706	3.1%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	3,047,141	3,198,036	3,202,746	3,298,706	3.1%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	<u>574,741</u>	<u>580,036</u>	<u>587,575</u>	<u>587,575</u>	1.3%
Subtotal Expenditures	574,741	580,036	587,575	587,575	1.3%
Other Financing Uses:					
Operating Transfers Out	<u>2,470,000</u>	<u>2,618,000</u>	<u>2,618,000</u>	<u>2,709,000</u>	3.5%
Total Expenditures & Other Uses	3,044,741	3,198,036	3,205,575	3,296,575	3.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>2,400</u>	<u>-</u>	<u>(2,829)</u>	<u>2,131</u>	N/A
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 138,403</u>	<u>\$ 138,403</u>	<u>\$ 140,803</u>	<u>\$ 137,974</u>	-0.3%
<b>Ending Fund Balance - June 30,</b>	<u><u>\$ 140,803</u></u>	<u><u>\$ 138,403</u></u>	<u><u>\$ 137,974</u></u>	<u><u>\$ 140,105</u></u>	1.2%

## **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 2017-18</b>	<b>Budget 2018-19</b>	<b>Revised Estimate 2018-19</b>	<b>Budget 2019-20</b>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Charges For Services	\$ 29,727	\$ 30,000	\$ 30,000	\$ 30,000	0.0%
Use of Money & Property	<u>1,257</u>	<u>150</u>	<u>1,800</u>	<u>2,200</u>	1366.7%
Subtotal Revenues	30,984	30,150	31,800	32,200	6.8%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	30,984	30,150	31,800	32,200	6.8%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	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	<u>10,984</u>	<u>10,150</u>	<u>11,800</u>	<u>12,200</u>	20.2%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 86,578</u>	<u>\$ 96,728</u>	<u>\$ 97,562</u>	<u>\$ 109,362</u>	13.1%
<b>Ending Fund Balance - June 30,</b>	<u><u>\$ 97,562</u></u>	<u><u>\$ 106,878</u></u>	<u><u>\$ 109,362</u></u>	<u><u>\$ 121,562</u></u>	13.7%

# **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 was to expire April 30, 2030, required 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/glynnsreek/> 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.

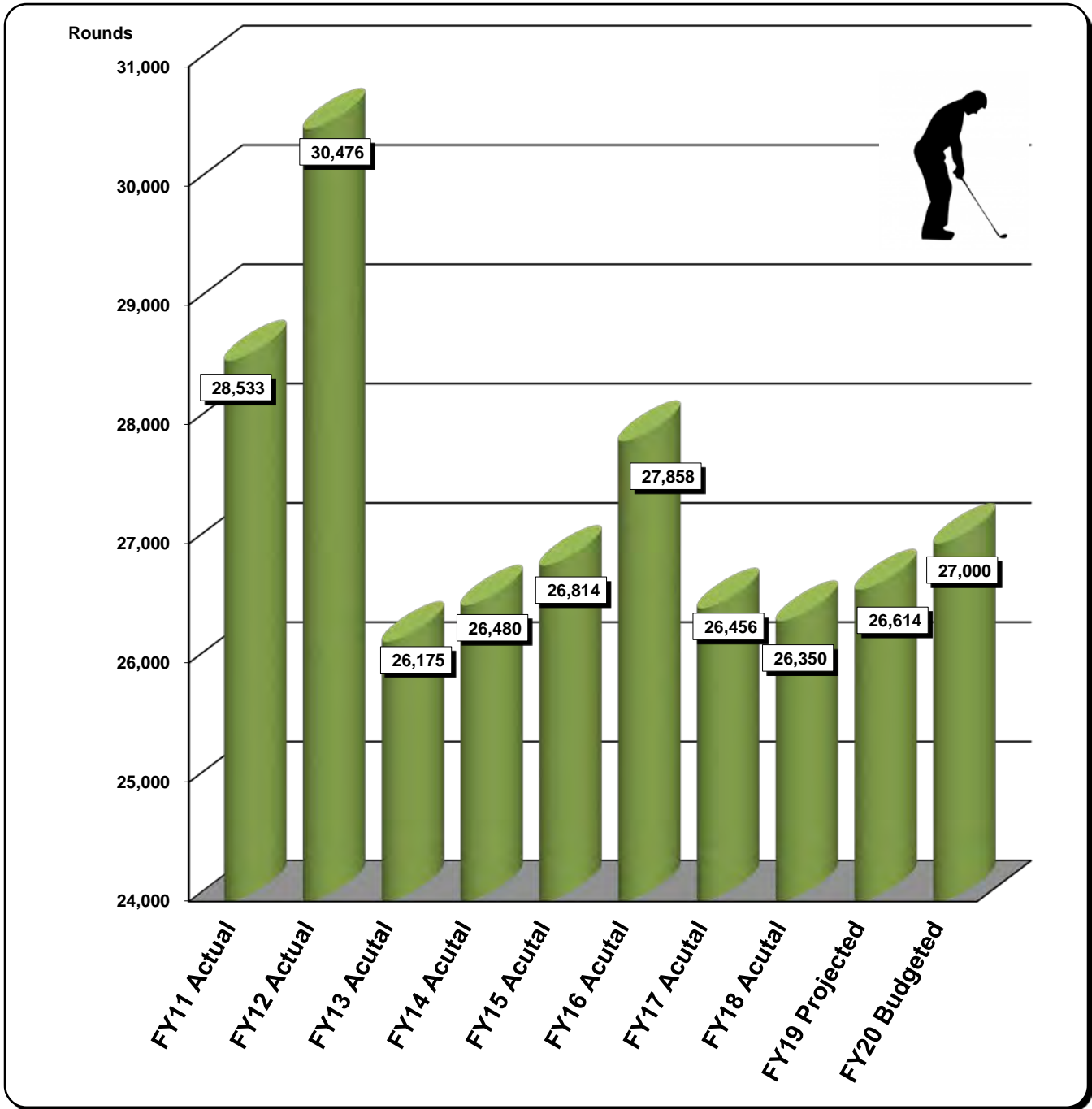
This County run operation is accounted for in the Golf Course Enterprise Fund.

## GOLF COURSE ENTERPRISE FUND FUND STATEMENT

	<u>Actual</u> <u>2017-18</u>	<u>Budget</u> <u>2018-19</u>	<u>Revised</u> <u>Estimate</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Charges For Services	\$ 972,400	\$ 1,106,200	\$ 1,070,200	\$ 1,070,200	-3.3%
Use of Money & Property	8,203	2,000	9,500	10,000	400.0%
Miscellaneous	1,921	1,000	1,000	1,000	0.0%
Subtotal Revenues	<u>982,524</u>	<u>1,109,200</u>	<u>1,080,700</u>	<u>1,081,200</u>	-2.5%
Other Financing Sources:					
Transfer - General Fund	-	-	-	-	
Total Revenues & Other Sources	<u>982,524</u>	<u>1,109,200</u>	<u>1,080,700</u>	<u>1,081,200</u>	-2.5%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	\$ 955,066	\$ 1,230,099	\$ 1,209,946	\$ 1,290,213	4.9%
Subtotal Expenditures	<u>955,066</u>	<u>1,230,099</u>	<u>1,209,946</u>	<u>1,290,213</u>	4.9%
Other Financing Uses:					
Loss on asset disposed	5,211	-	-	-	N/A
Interest expense	2,099	-	-	-	N/A
Total Expenditures & Other Uses	<u>962,376</u>	<u>1,230,099</u>	<u>1,209,946</u>	<u>1,290,213</u>	4.9%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>20,148</u>	<u>(120,899)</u>	<u>(129,246)</u>	<u>(209,013)</u>	72.9%
<b>Beginning Fund Equity - July 1,</b>	<u>\$ 2,651,187</u>	<u>\$ 2,461,571</u>	<u>\$ 2,671,335</u>	<u>\$ 2,542,089</u>	3.3%
<b>Ending Fund Equity - June 30,</b>	<u>\$ 2,671,335</u>	<u>\$ 2,340,672</u>	<u>\$ 2,542,089</u>	<u>\$ 2,333,076</u>	-0.3%

# GLYNNS CREEK GOLF COURSE ROUNDS

## TEN YEAR COMPARISON



This graph shows that golf rounds have struggled for consistency. 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 20 budgeted projection is based upon conservative estimates of consistent usage.



**DEPARTMENTAL /  
AUTHORIZED AGENCY DETAIL**



SCOTT COUNTY  
 FY20 BUDGETING FOR OUTCOMES DETAIL  
 INDEX BY DEPARTMENT/AUTHORIZED AGENCY

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# A Guide to Scott County Budgeting for Outcomes

**Activity/Service:** The service or activity is department providing

**Board Goals:** The goal that is being met

**Fund:** The fund that supports this program

**County Department:** The department in which the program operates

**Budget Dollars:** The budget specific to this activity/service

<b>ACTIVITY/SERVICE:</b> Correctional Health	<b>DEPARTMENT:</b> Health/Public Safety/2006			
<b>BUSINESS TYPE:</b> Core	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b> Financially Responsible	<b>FUND:</b> 01 General			
	<b>BUDGET:</b> \$1,577,132			
<b>OUTPUTS</b>				
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of inmates in the jail greater than 14 days.	1,326	1,259	1,338	1,300
Number of inmates in the jail greater than 14 days with a current health appraisal.	1,320	1,244	1,325	1,287
Number of inmate health contacts.	35,839	29,966	33,575	32,900
Number of inmate health contacts provided in the jail.	35,538	29,686	31,896	32,751
Number of medical requests received.	7,784	8,126	7,723	7,955
Number of medical requests responded to within 48 hours.	7,778	8,113	7,723	7,955

**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.

**Program Description:**  
A short overview and explanation of the services provided

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<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).	100%	99%	99%	99%
Medical care is provided in a cost-effective, secure environment.	Maintain inmate health contacts within the jail facility.	99%	99%	99%	99%
Assure timely response to inmate medical requests.	Medical requests are reviewed and responded to within 48 hours.	100%	100%	100%	100%

**Performance Measurement:**  
A two year history. Current projections and budgeted projections are presented.

# A Guide to Scott County Budget Analysis

**Program:**  
Program within the Department

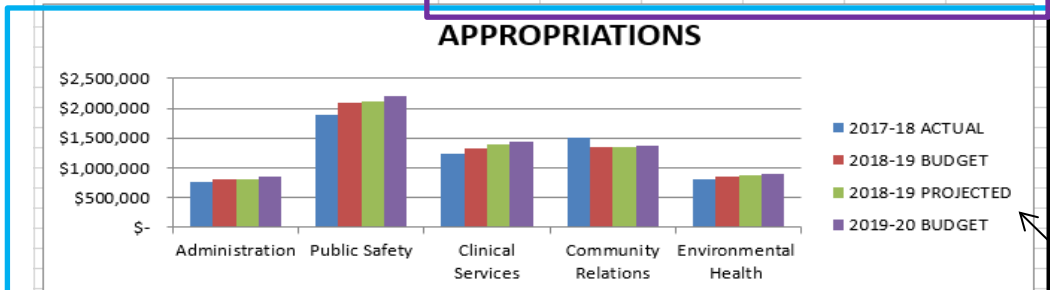
**Comparative Information:**  
Two year actual, current budget, projected budget, departmental request, and adopted value

**Full Time Equivalent:**  
By actual position

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Administration (20.1)00	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	\$ 16,000	\$ 58	\$ -	\$ -	\$ -	\$ -
Charges for Services	2		25	25	25	25
Miscellaneous	53	35	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 16,055</b>	<b>\$ 93</b>	<b>\$ 275</b>	<b>\$ 275</b>	<b>\$ 275</b>	<b>\$ 275</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 495,771	\$ 506,797	\$ 519,961	\$ 520,461	\$ 546,967	\$ 546,967
Benefits	206,976	223,340	242,500	242,500	260,797	260,797
Purchase Services & Expenses	40,568	19,623	32,460	34,495	32,428	32,428
Supplies & Materials	9,480	5,945	10,900	10,900	10,730	10,730
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 752,795</b>	<b>\$ 755,705</b>	<b>\$ 805,821</b>	<b>\$ 808,356</b>	<b>\$ 850,922</b>	<b>\$ 850,922</b>

**Program or Authorized Agency REVENUES**

**Program or Authorized Agency EXPENDITURES**



**ANALYSIS**

No changes to authorized positions for FY20.

Revenue is flat as compared to FY19.

Expenditure changes in FY20 are in the salary and benefits line items; minimal changes in non-salary line items.

**Analysis:** Analysis of the information listed, changes and notes listed

**Summary Chart of all Department Appropriations**

## Administration

Mahesh Sharma, 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>	Foundation	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$380,978
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>Actual</b>	<b>PROJECTED</b>
Number of agenda items		296	262	290
Number of agenda items postponed		1	0	0
Number of agenda items placed on agenda after distribution		3%	0	0

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	97%	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.	0.3%	0.00%	0.00%	0.00%

<b>ACTIVITY/SERVICE:</b>	Financial Management	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$301,323
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Grants Managed	60	58	60	60
Number of Budget Amendments	2	2	2	2
Number of Purchase Orders Issued	700	334	700	700

**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.

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain minimum fund balance requirements for the County's general fund - according to the Financial Management Policy, and within legal budget	Maintain a 15% general fund balance, and each state service area to be 100% expended or below	19.9% / 100%	23% / 100%	20% / 100%	20% / 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	0	0	0	0
Submit Budget / CAFR / PAFR to GFOA obtains Award Certificate	Recognition of Achievements in Reporting	3	3	3	3
Develop Training program for ERP / Financial users to increase comfort and report utilization / accounting	2 Training events outside of annual budget training	2	Program Developed FY19 Training	2	2
Develop budget and issue financing for SECC Radio System, support management of contract for timely completion	SECC radio project has financing to move forward for asset implementation to meet P25 radio infrastructure compliance	N/A	N/A	Contract Negotiations, potential debt issuance	Capital financing available, capital construction continues.
Support Eastern Iowa Mental Health Region as fiscal agent of funding. Advise governing board on FY 20 budget, identify potential issues to communicate to state legislators	Financial support to 28E joint agreement to be financially responsible government providing mental health services.	Continued support of Region, Recommended Budget to meet state legislation	Continued support of Region, Recommended Budget to meet state legislation	Contract Continued support of Region, Recommended Budget to meet state legislation	Continued support of Region, Recommended Budget to meet state legislation
Evaluate purchase card vendor program, enable scanning of invoices to ERP system, RFP for purchase card vendor to enable rebate program.	Enable performing government through ease of purchase through procurement card and invoice look up in ERP system.	N/A	Working with ERP vendor to enable purchase card documentation.	Working with ERP vendor to enable purchase card documentation.	Issue RFP for purchase card program.

<b>ACTIVITY/SERVICE:</b>	Legislative Coordinator	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$55,938
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of committee of the whole meetings		49	45	50
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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$76,161
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Strategic Plan goals		21	20	105
Number of Strategic Plan goals on-schedule		11	16	80
Number of Strategic Plan goals completed		7	10	97

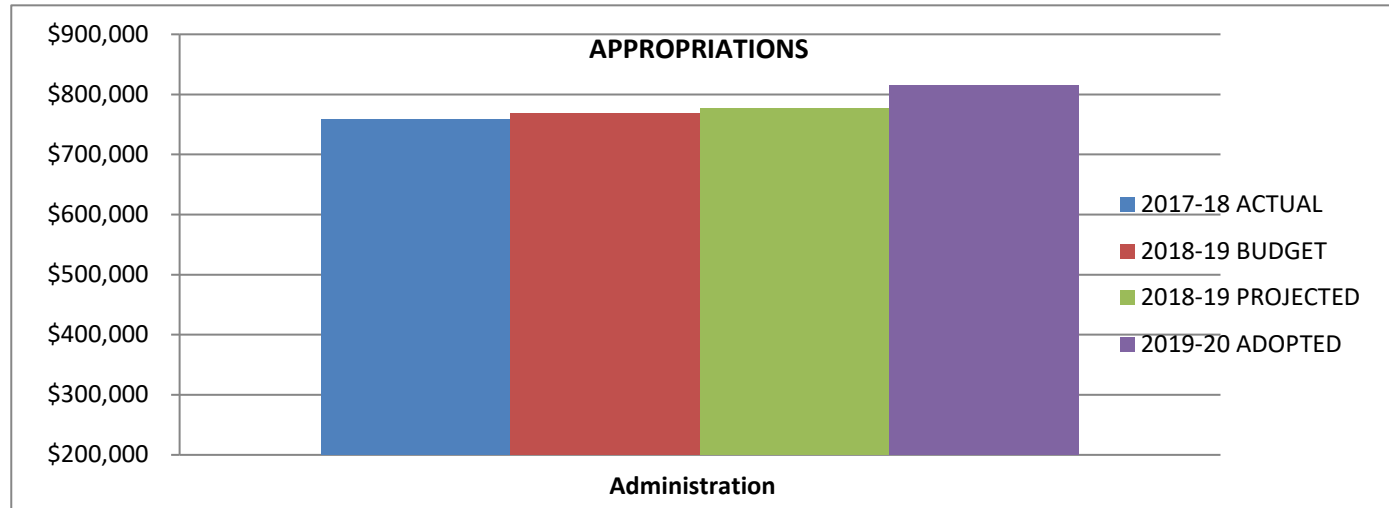
**PROGRAM DESCRIPTION:**

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>2015-16</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Strategic Plan goals are on-schedule and reported quarterly	Percentage of Strategic Plan goals on-schedule	92%	60%	76%	75%
Strategic Plan goals are completed*	Percentage of Strategic Plan goals completed	33%	35%	92%	20%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
County Administrator	1.00	1.00	1.00	1.00	1.00	1.00
41-N Asst. Co. Administrator/HR Director	0.50	0.50	0.50	0.50	0.50	0.50
37-N Budget and Administrative Services Director	1.00	1.00	1.00	1.00	1.00	1.00
30-N Fleet Manager	0.40	0.40	-	-	-	-
27-N ERP and Budget Analyst	1.00	1.00	1.00	1.00	1.00	1.00
25-N Purchasing Specialist	1.00	1.00	1.00	1.00	1.00	1.00
25-N Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>5.90</b>	<b>5.90</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 542,051	\$ 567,617	\$ 564,538	\$ 572,250	\$ 597,248	\$ 597,248
Benefits	175,047	175,339	186,021	186,521	198,977	198,977
Purchase Services & Expenses	11,682	13,781	16,125	16,875	16,375	16,375
Supplies & Materials	1,776	1,514	1,800	1,800	1,800	1,800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 730,556</b>	<b>\$ 758,251</b>	<b>\$ 768,484</b>	<b>\$ 777,446</b>	<b>\$ 814,400</b>	<b>\$ 814,400</b>



**ANALYSIS**

For FY20, non-salary costs for this program are recommended to remain unchanged from previous year.

## 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	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,692,268
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
New Indictable Misdemeanor Cases		3,013	3139	3,000
New Felony Cases		991	1119	1,000
New Non-Indictable Cases		2,142	1964	1,900
Conducting Law Enforcement Training (hrs)		24	22.25	40
				25

**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.

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<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	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$491,469
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Juvenile Cases - Delinquencies, CINA, Terms, Rejected		540	889	600	800
Uncontested Juvenile Hearings		1,452	1870	1,350	1,700
Evidentiary Juvenile Hearings		402	505	350	500

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$215,277
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Non Litigation Services Intake		171	76	150
Litigation Services Intake		338	333	350
Non Litigation Services Cases Closed		171	12	150
Litigation Services Cases Closed		299	314	300
# of Mental Health Hearings		288	296	250

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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>	Community Add On	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$147,132	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
total cases entered to be collected on		n/a	n/a	n/a	1,000
total cases flagged as default		n/a	n/a	n/a	100
\$ amount collected for county		392,878	394,063.00	400,000	400,000
\$ amount collected for state		949,201	951,510.00	750,000	800,000
\$ amount collected for DOT		2,132	5,753.00	6,000	6,000

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 approximately 10% each quarter as compared to the previous fiscal years grand total.	34%	25%	10%	10%

<b>ACTIVITY/SERVICE:</b>	Victim/Witness Support Service	<b>DEPARTMENT:</b>	Attorney	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$71,759
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# victim packets sent		1,962	1864	1,800
# victim packets returned		730	659	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$113,060
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of walk-in complaints received		28	162	50

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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>	Community Add On	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$37,687
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of entries into jail		6,998	7,523	7,000	7,500

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%

## 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	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$532,674
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2019-20</b>
				<b>PROJECTED</b>
\$40,000 of Claims GL		\$3,400	\$21,771	\$40,000
\$50,000 of Claims PL		\$23,855	\$11,749	\$30,000
\$85,000 of Claims AL		\$63,750	\$84,757	\$60,000
\$20,000 of Claims PR		\$15,825	\$25,022	\$40,000

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Schedule of Insurance	<b>DEPARTMENT:</b>	Risk Mgmt	12.1202
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$391,352
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of County maintained policies - 15		15	15	15

**PROGRAM DESCRIPTION:**

Schedule of Insurance

Maintaining a list of items individually covered by a policy, e.g., a list of workers compensation, general liability, auto liability, professional liability, property and excess umbrella liability.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Market and Educate underwriters to ensure accurate premiums	Audit Insurance Job Classification codes	15%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Workers Compensation	<b>DEPARTMENT:</b>	Risk Mgmt	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$163,064
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Claims Opened (new)		51	29	40
Claims Reported		64	37	50
\$250,000 of Workers Compensation Claims		\$216,971.00	\$133,838	\$225,000

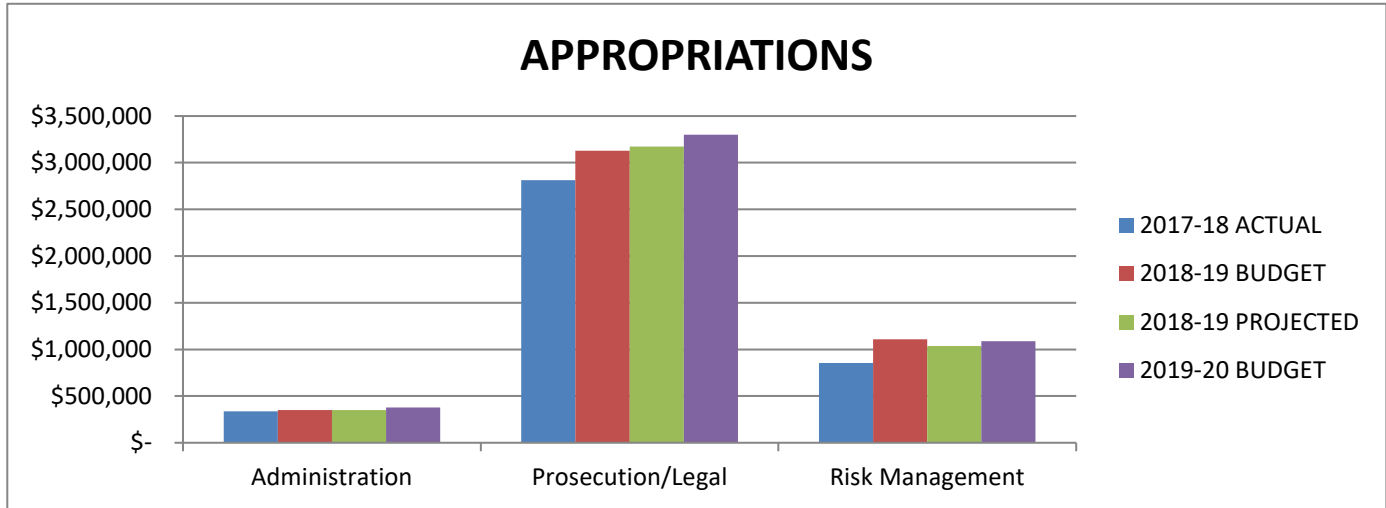
**PROGRAM DESCRIPTION:**

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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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
30-N Office Administrator	1.00	1.00	1.00	1.00	1.00	1.00
26-N Paralegal/Executive Secretary	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	\$ 242,653	\$ 248,063	\$ 253,440	\$ 253,440	\$ 274,089	\$ 259,222
Benefits	74,385	79,706	85,177	85,177	91,314	89,695
Purchase Services & Expenses	3,890	6,526	7,500	7,500	7,500	7,500
Supplies & Materials	2,553	2,967	5,000	5,000	5,000	5,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 323,481</b>	<b>\$ 337,262</b>	<b>\$ 351,117</b>	<b>\$ 351,117</b>	<b>\$ 377,903</b>	<b>\$ 361,417</b>



**ANALYSIS**

For FY20, non-salary costs for this program are recommended to remain unchanged from previous year.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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
36-N Senior Assistant Attorney	4.00	4.00	7.00	7.00	7.00	7.00
32-N Assistant Attorney	9.00	10.00	7.00	7.00	7.00	7.00
28-N Investigator	-	-	-	-	1.00	-
27-N Case Expeditor	1.00	1.00	1.00	1.00	1.00	1.00
27-N Paralegal Audio/Visual Production Specialist	1.00	1.00	1.00	1.00	1.00	1.00
26-N Paralegal	1.00	1.00	1.00	1.00	1.00	1.00
26-N Paralegal/Executive Secretary	0.50	0.50	0.50	0.50	0.50	0.50
20-AFSCME Senior Victim and Witness Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
22-AFSCME Intake Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
21-AFSCME Fine Collections Specialist	2.00	2.00	2.00	2.00	2.00	2.00
21-AFSCME Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
21-AFSCME Legal Secretary	1.00	1.00	1.00	1.00	1.00	1.00
21-AFSCME Legal Secretary	1.00	1.00	1.00	1.00	1.00	1.00
20-AFSCME- Victim and Witness Specialist	1.00	1.00	1.00	1.00	1.00	1.00
18-AFSCME Senior Office Assistant	1.00	1.00	2.00	2.00	2.00	2.00
Office Assistant	1.00	1.00	-	-	-	-
18-AFSCME Office Assistant	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>30.10</b>	<b>30.10</b>	<b>30.10</b>	<b>31.10</b>	<b>30.10</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
Fines & Forfeitures	418,311	406,307	425,000	425,000	425,000	425,000
Miscellaneous						
<b>TOTAL REVENUES</b>	<b>\$ 419,511</b>	<b>\$ 407,507</b>	<b>\$ 426,200</b>	<b>\$ 426,200</b>	<b>\$ 426,200</b>	<b>\$ 426,200</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 1,928,022	\$ 2,008,370	\$ 2,122,651	\$ 2,121,651	\$ 2,279,544	\$ 2,279,544
Benefits	663,104	718,468	821,994	821,994	883,800	883,800
Purchase Services & Expenses	47,153	63,326	145,633	194,950	101,950	101,950
Supplies & Materials	25,218	21,846	37,000	33,000	33,000	33,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,663,497</b>	<b>\$ 2,812,010</b>	<b>\$ 3,127,278</b>	<b>\$ 3,171,595</b>	<b>\$ 3,298,294</b>	<b>\$ 3,298,294</b>

**ANALYSIS**

For FY20, non-salary costs for this program are recommended to remain unchanged from previous fiscal year.

For the Delinquent Fine Collection program, FY20 is estimated to meet projections including threshold dollar amount with an increase in revenue.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
32-N 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>						
Charges for Services	\$ -	\$ -	\$ 25	\$ 25	\$ -	\$ -
Miscellaneous	192,181	64,896	10,000	10,000	10,000	10,000
<b>TOTAL REVENUE</b>	<b>\$ 192,181</b>	<b>\$ 64,896</b>	<b>\$ 10,025</b>	<b>\$ 10,025</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 87,528	\$ 89,150	\$ 91,144	\$ 91,144	\$ 97,512	\$ 97,512
Benefits	21,317	22,792	24,184	24,184	25,578	25,578
Purchase Services & Expenses	808,308	742,554	989,728	919,439	962,000	962,000
Supplies & Materials	54	402	2,000	1,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 917,207</b>	<b>\$ 854,898</b>	<b>\$ 1,107,056</b>	<b>\$ 1,035,767</b>	<b>\$ 1,087,090</b>	<b>\$ 1,087,090</b>

**ANALYSIS**

For FY20, non-salary costs for this program are recommended to remain unchanged from previous year. There is a slight increase in claims and premiums because they are budgeted on a five year average.

# 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	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	249,336
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Maintain administration costs at or below 15% of budget		11.3%	14.4%	15.0%	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 an opportunity to vote.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure all statutory and other responsibilities are met.	Conduct at least 12 meetings with managers to review progress and assess need for new internal policies or procedures.	12	12	12	12
Assign staff to effectively and efficiently deliver services to Scott County.	Conduct at least 4 meetings with staff to review progress on goals and assess staff needs to meet our legal responsibilities.	4	4	4	4



<b>ACTIVITY/SERVICE:</b>	Taxation	<b>DEPARTMENT:</b>	Auditor		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	306,751
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Property Transfers Processed		7,374	7,234	7,500	7,500
Local Government Budgets Certified		49	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 real estate transfers without errors within 48 hours of receipt of correct transfer documents	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Payroll	<b>DEPARTMENT:</b> Auditor- Business & Finance		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		All Employees
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> 273,678
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Employees		790	759	700
Time Cards Processed		17,709	23,344	17,500

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	<b>RESIDENTS SERVED:</b> All Departments			
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b> 01 General	<b>BUDGET:</b> 206,364		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Invoices Processed		24,902	24,644	25,000	25,000

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	<b>RESIDENTS SERVED:</b>			All Departments
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b>	11,301
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Account Centers		9,695	9,300	9,700	9,700

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	<b>RESIDENTS SERVED:</b>		130,000
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> 458,075
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Conduct 3 county-wide elections		1	3	1

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	Ensure 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%
Ensure precinct election officials are prepared to administer election laws for any given election.	Conduct election official training before major elections.	1	3	1	3

<b>ACTIVITY/SERVICE:</b>	Registrar of Voters	<b>DEPARTMENT:</b> Auditor -Elections		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> 196,318
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain approximately 125,000 voter registration files		123,849	125,578	125,000

**PROGRAM DESCRIPTION:**

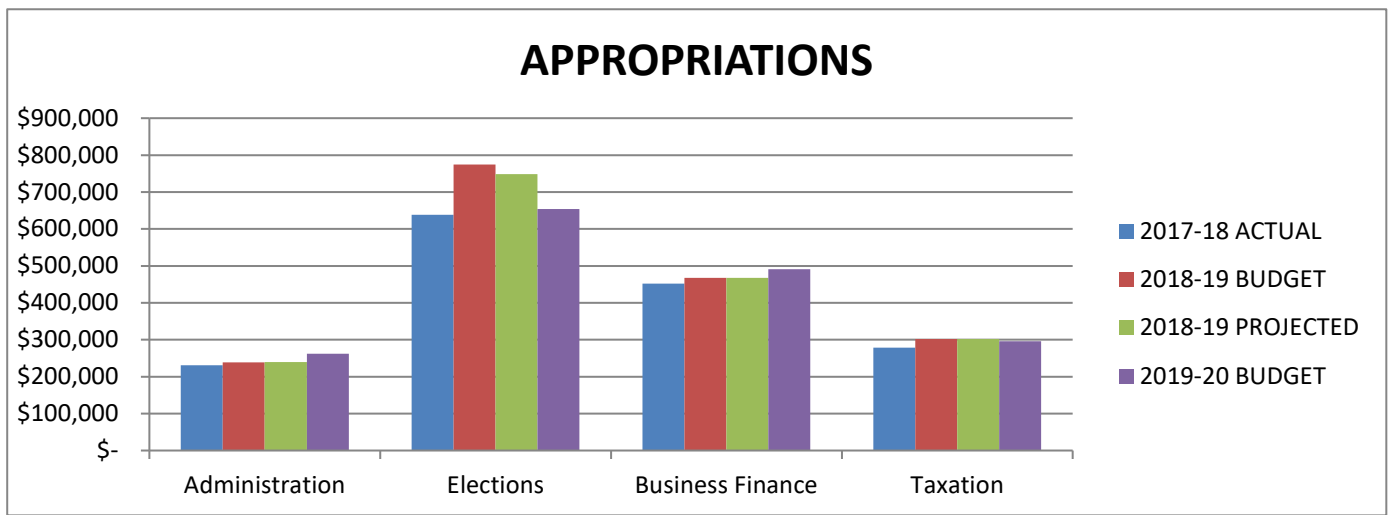
This program works with the statewide I-VOTERS system; maintains current records of residents desiring to vote; verifies new applicants are legally eligible to vote; purges records of residents no longer legally eligible to vote; prepares lists of qualified voters for each election to insure only those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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%
Update voter registration file to ensure accurate and up-to-date information regarding voters.	Process all information on voter status received from all agencies to maintain current registration file.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Conduct quarterly review of state and federal voter registration laws and procedures to ensure compliance.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2016-17	2018-19	2018-19	2019-20	2019-20
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
33-N Operations Manager-Auditor	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>REVENUE SUMMARY:</b>						
Fines, Forfeitures & Miscellaneous	\$ 28	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 28</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 177,104	\$ 181,627	\$ 185,262	\$ 185,762	\$ 204,103	\$ 193,507
Benefits	51,844	45,440	48,710	48,710	52,840	51,029
Purchase Services & Expenses	2,227	3,079	4,300	4,300	4,300	4,300
Supplies & Materials	1,457	1,179	500	500	500	500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 232,632</b>	<b>\$ 231,325</b>	<b>\$ 238,772</b>	<b>\$ 239,272</b>	<b>\$ 261,743</b>	<b>\$ 249,336</b>



**ANALYSIS**

FY20 non-salary costs are recommended to remain unchanged from previous years.

No revenues are associated with this program. There are no budget issues, capital or personnel requests in this program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
26-AFSCME Elections Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
19-AFSCME Senior Elections Clerk	2.00	2.00	2.00	2.00	2.00	2.00
16-AFSCME Elections Clerk	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	\$ 20,978	\$ 174,029	\$ -	\$ 17,500	\$ 100,000	\$ 100,000
Charges for Services	-		300	300	300	300
Fines, Forfeitures & Miscellaneous	100	345	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 21,078</b>	<b>\$ 174,374</b>	<b>\$ 300</b>	<b>\$ 17,800</b>	<b>\$ 100,300</b>	<b>\$ 100,300</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 343,504	\$ 302,315	\$ 381,382	\$ 381,382	\$ 315,336	\$ 315,336
Benefits	83,018	82,170	112,143	112,143	83,307	83,307
Purchase Services & Expenses	194,881	223,107	229,625	203,685	224,750	224,750
Supplies & Materials	47,636	30,543	51,000	51,000	31,000	31,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 669,039</b>	<b>\$ 638,135</b>	<b>\$ 774,150</b>	<b>\$ 748,210</b>	<b>\$ 654,393</b>	<b>\$ 654,393</b>

**ANALYSIS**

Revenues for this program are projected to increase as the local election in FY20 will be reimbursable to the County. However, revenue projections are lower than FY18 due to combination of school and city elections.

Salary costs will decrease in FY20 due to decreased employment of temporary workers employed for the general election in FY19.

Supply costs had a temporary increase in FY19 due to all voter registration and absentee ballot request forms needing to be replaced. FY20 supply costs will be back in line with those of FY18.

CIP includes \$140,000 for purchase of transport cages to secure election equipment and \$18,000 to update the electronic poll book system that began in a previous fiscal year.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
36-N Accounting & Tax Manager	0.70	0.70	0.70	0.70	0.70	0.70
23-N Payroll Specialist	2.00	2.00	2.00	2.00	2.00	2.00
21-AFSCME Accounts Payable Specialist	1.50	1.50	1.50	1.50	1.50	1.50
19-N Official Records Clerk	0.90	0.90	0.90	0.90	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.20</b>	<b>5.20</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	\$ 318,835	\$ 323,812	\$ 310,381	\$ 310,381	\$ 327,214	\$ 327,214
Benefits	108,348	121,601	144,839	144,839	152,054	152,054
Purchase Services & Expenses	1,218	440	3,475	3,475	3,475	3,475
Supplies & Materials	6,216	5,753	8,600	8,600	8,600	8,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 434,617</b>	<b>\$ 451,606</b>	<b>\$ 467,295</b>	<b>\$ 467,295</b>	<b>\$ 491,343</b>	<b>\$ 491,343</b>

**ANALYSIS**

FY20 non-salary costs are recommended to remain unchanged from the previous year.

There are no revenues associated with this program.

There are no budget issues and no capital, personnel, or vehicle changes to this program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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
36-N Accounting & Tax Manager	0.30	0.30	0.30	0.30	0.30	0.30
24-N GIS/Elections Systems Technician	1.00	1.00	1.00	1.00	1.00	1.00
19-AFSCME 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	\$ 4,810	\$ 5,693	\$ 5,000	\$ 5,475	\$ 5,475	\$ 5,475
Charges for Services	38,939	37,793	38,775	38,675	38,675	38,675
<b>TOTAL REVENUES</b>	<b>\$ 43,749</b>	<b>\$ 43,486</b>	<b>\$ 43,775</b>	<b>\$ 44,150</b>	<b>\$ 44,150</b>	<b>\$ 44,150</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 195,876	\$ 201,138	\$ 213,696	\$ 213,696	\$ 216,101	\$ 216,101
Benefits	58,524	71,557	82,214	82,214	74,220	74,220
Purchase Services & Expenses	5,352	4,246	4,885	4,885	4,885	4,885
Supplies & Materials	556	1,814	1,000	1,000	1,000	1,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 260,308</b>	<b>\$ 278,755</b>	<b>\$ 301,795</b>	<b>\$ 301,795</b>	<b>\$ 296,206</b>	<b>\$ 296,206</b>

#### **ANALYSIS**

FY20 non-salary costs are recommended to remain unchanged from the previous year.

Revenues for this program are projected to remain the same as previous year.

There are no budget issues, and no capital, personnel, or vehicle changes to this program.

## 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, Protective Payee services, Veteran services, General Assistance and Substance Related services, for individuals and their families.**

<b>ACTIVITY/SERVICE:</b>	Community Services Administration	<b>DEPARTMENT:</b>	CSD 17.1000	
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVE</b>	172,126	
<b>BOARD GOAL:</b>	Foundation	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b> \$186,641
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of appeals requested from Scott County Consumers		0	1	1
Number of Exceptions Granted		0	2	1

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	1 Case Reviewed	0 Cases Reviewed	1 Case Reviewed	1 Case Reviewed

<b>ACTIVITY/SERVICE:</b>	General Assistance Program	<b>DEPARTMENT:</b>	CSD 17.1701	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVE</b>	172,126	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$529,289
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of applications requesting financial assistance		806	792	900
# of applications approved		292	409	400
# of approved clients pending Social Security approval		6	12	12
# of individuals approved for rental assistance (unduplicated)		186	178	200
# of burials/cremations approved		101	124	85
# of families and single individuals served		Families 278 Singles 487	Families 222 Singles 440	Families 300 Singles 500
# of cases denied to being over income guidelines		112	70	80
# of cases denied/incomplete app and/or process		367	329	300

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 400 individuals (applicants) as defined by Iowa Code Chapter 252.25 during the year.	To grant assistance averaging no more than \$825.00 per applicant approved.	\$815.48	\$705.13	\$800.00	\$810.00
To provide financial assistance to individuals as defined by Iowa Code Chapter 252.25.	To provide at least 700 referrals on a yearly basis to individuals who don't qualify for county assistance.	821	813	700	700
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 (1701).	\$381,380 or 87% of budget	\$439,164 or 101% of budget	\$517,837	\$529,289

<b>ACTIVITY/SERVICE:</b>	Veteran Services	<b>DEPARTMENT:</b>	CSD 17.1702		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVE</b>	172,126		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$157,574
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of requests for veteran services (federal/state)		1212	1143	1300	1205
# of applications for county assistance		77	71	100	75
# of applications for county assistance approved		60	55	70	65
# of outreach activities		49	54	50	40
# of burials/cremations approved		13	16	18	15
Ages of Veterans seeking assistance:					
Age 18-25		28	20	30	30
Age 26-35		135	99	155	125
Age 36-45		146	142	150	150
Age 46-55		194	194	200	200
Age 56-65		188	193	300	200
Age 66 +		521	495	465	500
Gender of Veterans: Male : Female		1056:156	1018:125	1140:160	1055:150

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 175 Veterans/families each quarter (700 annually).	1560	1051	700	700
To provide public awareness/outreach activities in the community.	Will increase the number of veteran requests for services (federal/state) by 50 annually. (New, first time veterans applying for benefits)	606	574	660	625
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 \$700 per applicant.	\$572.36	\$726.34	\$700.00	\$700.00

<b>ACTIVITY/SERVICE:</b>	Substance Related Disorder Services	<b>DEPARTMENT:</b>	CSD 17.1703	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVE</b>	172,126	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$60,800
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of involuntary substance abuse commitments filed		149	176	160
# of SA adult commitments		118	142	122
# of SA children commitments		13	26	15
# of substance abuse commitment filings denied		18	8	12
# of hearings on people with no insurance		19	23	25

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 \$300.00	\$280.44	\$272.13	\$500.00	\$300.00
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.	\$36,738 or 46% of the budget	\$45,718 or 75% of the budget	\$61,200	\$60,800

<b>ACTIVITY/SERVICE:</b>	MH/DD Services	<b>DEPARTMENT:</b>	CSD 17.1704		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVE</b>	172,126		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b>	\$5,232,789
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of involuntary mental health commitments filed		342	336	330	340
# of adult MH commitments		255	269	240	260
# of juvenile MH commitments		56	41	65	50
# of mental health commitment filings denied		31	26	25	30
# of hearings on people with no insurance		25	19	25	25
# of protective payee cases		408	420	435	435
# of Crisis situations requiring funding/care coordination		67	136	100	150
# of funding requests/apps processed- ID/DD and MI		982	1401	1100	1200

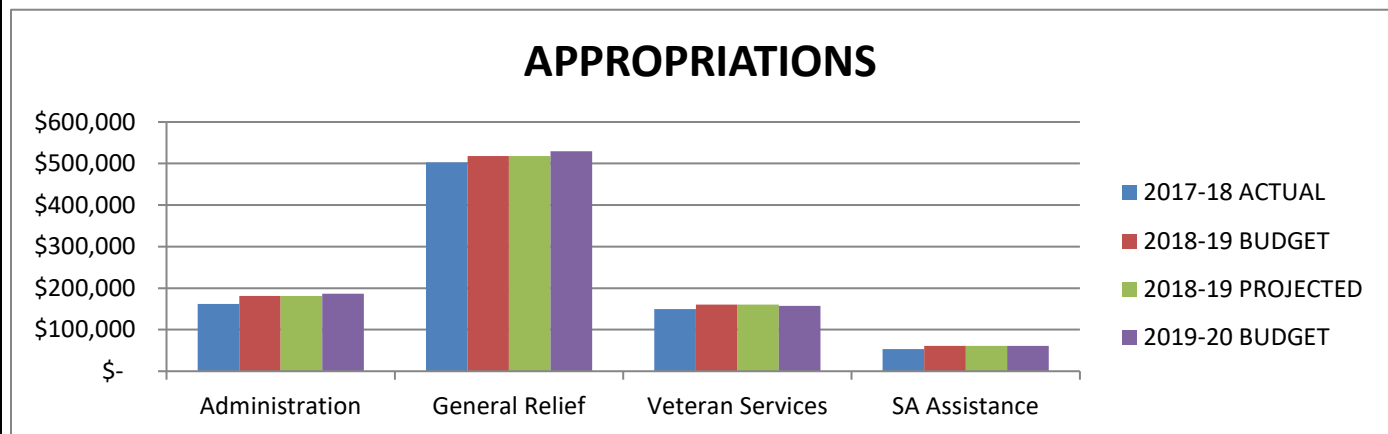
**PROGRAM DESCRIPTION:**

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.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 \$1,400.00.	\$1,469.48	\$1,628.86	\$1,400.00	\$1,400.00
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.	\$457,009	\$504,949	\$400,000	\$451,000
To expand the Protective Payee program, ensuring clients have stable housing and budgets.	There will be at least 435 payee cases and fee amounts of \$45,200 each quarter to cover the costs of staff and supplies.	408 cases/ \$162,662 in total fees for the year (\$40,666 per quarter)	420 cases/ \$169,155 in total fees for the year (\$42,289 in fees per quarter)	435 cases/ \$45,200 in fees per quarter	435 cases/ \$45,200 in fees per quarter

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Community Services Admin (17.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
Mental Health Region CEO	0.60	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>0.60</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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 113,711	\$ 117,499	\$ 125,748	\$ 125,748	\$ 128,706	\$ 128,706
Benefits	34,973	37,500	41,238	40,878	43,525	43,525
Purchase Services & Expenses	9,684	6,757	14,410	14,410	14,410	14,410
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 158,368</b>	<b>\$ 161,756</b>	<b>\$ 181,396</b>	<b>\$ 181,036</b>	<b>\$ 186,641</b>	<b>\$ 186,641</b>



#### ANALYSIS

The overall FY20 Community Services budget shows a significant increase compared to FY19. The salary and benefits have increased slightly. The MHDS budget, as part of the Eastern Iowa MHDS Region, requires a transfer from each member counties in order to fund crisis services and various administrative services. Scott County's budgeted transfer share for FY20 is \$1,252,280.

The social needs of the county continue to grow as outside agencies have changed their philosophy and/or no longer provide funding for individuals. The Salvation Army closed it's family shelter in FY18/19. The King's Harvest Overflow shelter almost closed it's doors, but several agencies came together to provide funding. As state and federal budgets become tighter, the impacts are felt by the local agencies in terms of what they receive. The county budget/ funds are always used as a last resort in terms of helping individuals. Scott County Community Services and local law enforcement agencies have partnered with Community Action of Eastern Iowa to help provide food to individuals in emergency situations through the emergency food pantry.

Scott County remains a part of the Eastern Iowa MHDS Region and the Community Services Director continues to serve as the Regional CEO. When HF 2456 was passed during the 2018 Legislative Session, several "Core Plus" services were moved to "Core" and also mandated Access Centers, ACT Teams and Intensive Residential Service Homes. Rules were written and adopted for the new services, but it is unclear as to what the MCOs will pay. The Region continues to address fund balance requirements from SF 504 (2017). The Region is using fund balance for the FY19 budget as four counties levied zero. The Region has expressed concern about spending the fund balance down quickly and yet being mandated to pay for additional services due to legislation passed in 2018. The Robert Young Center (RYC) continues to manage the crisis services contract. The Region will be discussing "year four" services. The Children's MH system will be a topic legislatively, as the Governor/Legislators are pushing to have the Regions manage it. The regional Governing Board completed a Strategic Plan and will be looking at possible expansion of guardianship/conservatorship program, implementing functional assessments, developing a mission statement, as well as, develop a policy/procedure manual. An Action Plan will be developed and reviewed quarterly.

Issues:

1. New Mandated Services (HF2456)- costs to the region



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
29-N Case Aide Supervisor/Coordinator of Disability Services	1.00	1.00	1.00	1.00	1.00	1.00
21-AFSCME Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
18-AFSCME Senior Office Assistant	0.35	0.35	0.35	0.35	0.35	0.35
18-AFSCME Senior Office Assistant	0.85	0.85	0.85	0.85	0.85	0.85
<b>TOTAL POSITIONS</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 20,097	\$ 13,218	\$ 20,000	\$ 17,100	\$ 17,100	\$ 17,100
Miscellaneous	8,237	6,017	5,000	5,000	5,000	5,000
<b>TOTAL REVENUES</b>	<b>\$ 28,334</b>	<b>\$ 19,235</b>	<b>\$ 25,000</b>	<b>\$ 22,100</b>	<b>\$ 22,100</b>	<b>\$ 22,100</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 139,941	\$ 143,478	\$ 146,814	\$ 146,814	\$ 153,531	\$ 153,531
Benefits	65,351	71,097	78,353	78,353	83,088	83,088
Purchase Services & Expenses	240,533	287,773	291,920	291,920	291,920	291,920
Supplies & Materials	805	319	750	750	750	750
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 446,630</b>	<b>\$ 502,667</b>	<b>\$ 517,837</b>	<b>\$ 517,837</b>	<b>\$ 529,289</b>	<b>\$ 529,289</b>
<b>ANALYSIS</b>						
<p>The FY20 General Assistance (GA) program's non-salary costs remain flat when compared to FY19. The salary and benefits are increasing slightly. The revenues vary each year as it is based on the number of individuals who are approved for Social Security benefits. It's important to note that when the county provides financial assistance for an individual (rental assistance), the county receives that money back through the interim reimbursement program. Unfortunately, it can take up to 2 years for an individual to be approved for Social Security.</p> <p>The GA program also provides financial assistance for utilities, burials/cremations, medications/medical needs, and bus transportation. There are financial guidelines for this program and some individuals do not qualify. Our program has other requirements as well to ensure the funds provided are really helping the individual. The use of county funds is always the last resort. Staff provide a significant number of referrals to other organizations and agencies. During FY19, the office saw a large increase in the number of individuals coming to Scott County, Iowa from other states. Iowa's State budget and the county's budget are in relatively good shape when compared to other states and counties. People travel to where the services are. The Community Services Department is not able to help everyone.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Out of state individuals seeking help</li> </ol>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
24-N Veteran's Affairs Director	1.00	1.00	1.00	1.00	1.00	1.00
18-AFSCME Senior Office Assistant	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	\$ 9,575	\$ 9,575	\$ 10,000	\$ 10,000	\$ 10,000
Miscellaneous	-	800	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 10,000</b>	<b>\$ 10,375</b>	<b>\$ 9,575</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 66,828	\$ 69,436	\$ 71,197	\$ 71,197	\$ 67,410	\$ 67,410
Benefits	28,896	31,358	34,463	34,463	35,684	35,684
Purchase Services & Expenses	41,099	45,529	54,175	54,175	53,680	53,680
Supplies & Materials	3,093	3,529	800	800	800	800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 139,916</b>	<b>\$ 149,852</b>	<b>\$ 160,635</b>	<b>\$ 160,635</b>	<b>\$ 157,574</b>	<b>\$ 157,574</b>

#### **ANALYSIS**

The FY20 Veteran's Affairs budget is slightly lower than the FY19 but that is due to lower staff salary. A new VA Director started in August 2018 as the previous long term VA Director retired. The new VA Director is learning his new job duties quickly and reviewing processes within the office. A fresh set of eyes may bring some new ideas to the department- scheduling walk-ins, brochures, newsletters, and public presentations.

The FY20 revenue is projected to remain flat. The State VA grant money is expected to be allocated again in FY20. The grant money does have limitations on how it is used which leads to some frustrations.

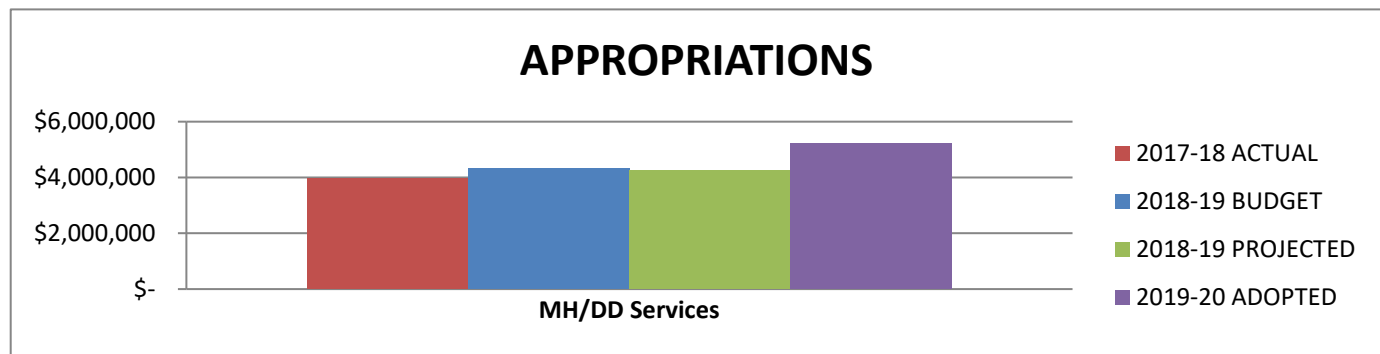
#### Issues:

1. Uses of VA Grant Money- need legislative changes

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: SA Assistance (1703)</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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Fees	163	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 163</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Purchase Services & Expenses	42,368	53,660	61,200	60,800	60,800	60,800
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 42,368</b>	<b>\$ 53,660</b>	<b>\$ 61,200</b>	<b>\$ 60,800</b>	<b>\$ 60,800</b>	<b>\$ 60,800</b>
<b>ANALYSIS</b>						
<p>The FY20 budgeted amount is slightly lower than the FY19 budgeted amount. The number of substance use commitments have been lower than expected and people have insurance that paid for hospitalization. The county is still responsible for attorney costs and sheriff fees related to the commitment. The overall number of substance use commitments has been running lower than the previous year. The commitment numbers do vary from year to year.</p> <p>The Eastern Iowa MHDS Region has been working to develop co-occurring services as well as hire co-occurring care coordinators to assist individuals in accessing services.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: MH - DD Services (1704)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
37-N Community Services Director	0.40	-	-	-	-	-
29-N Coordinator of Disability Services	1.00	1.00	1.00	1.00	1.00	1.00
24-N Mental Health Advocate	1.00	1.00	1.00	1.00	1.00	1.00
23-N Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
21-AFSCME Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
18-AFSCME Senior Office Assistant	0.65	0.65	0.65	0.65	0.65	0.65
16-AFSCME Office Assistant		1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>5.05</b>	<b>5.65</b>	<b>5.65</b>	<b>5.65</b>	<b>5.65</b>	<b>5.65</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 866,580	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	148,816	142,014	185,200	173,300	180,800	180,800
Miscellaneous	42,783	71,766	51,260	51,260	51,260	51,260
<b>TOTAL REVENUES</b>	<b>\$ 1,058,179</b>	<b>\$ 213,780</b>	<b>\$ 236,460</b>	<b>\$ 224,560</b>	<b>\$ 232,060</b>	<b>\$ 232,060</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 299,571	\$ 331,753	\$ 358,433	\$ 357,683	\$ 375,775	\$ 375,775
Benefits	117,778	132,599	170,684	170,684	162,076	162,076
Capital Outlay	19,122	1,780	508	580	508	508
Purchase Services & Expenses	3,411,813	3,503,209	3,802,347	3,707,196	4,691,500	4,691,500
Supplies & Materials	8,090	12,611	3,647	2,930	2,930	2,930
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 3,856,374</b>	<b>\$ 3,981,952</b>	<b>\$ 4,335,619</b>	<b>\$ 4,239,073</b>	<b>\$ 5,232,789</b>	<b>\$ 5,232,789</b>



#### ANALYSIS

The FY20 budget is approximately \$930,000 more than the FY19 budgeted and projected. The mental health budget is part of the Eastern Iowa MHDS regional budget. The FY20 budget is significantly higher than the FY19 because the Region will require transfers from each member county within the Region to fund crisis services. Scott County's transfer amount is \$1,252,280. The FY20 budget is a best estimate as individuals' needs change. They may need a higher level of care or additional services for a period of time. The county provides funding for individuals with no insurance or those who are under-insured. The county pays for commitment costs- hospital, doctor, attorney and sheriff fees. The region hopes to see a reduction in the number of commitments with the implementation of the ACQ Care Coordinator and the use of the pre-screening service. Individuals and families will have someone who can help connect them to services in the community rather than go to the hospital under a commitment.

The Region will be responsible for new "core" services due to HF 2456 passed in 2018. The other legislation from 2017 (SF 504) continues to impact the Region's fund balance. The Legislative Interim Committee, who met in October and December 2018, were made aware of the unintended consequences of SF 504- bouncing levies and rapid spending of fund balances across the state. The Children's Mental Health system will be an issue in FY20 as legislators and Governor want to make it a "Regional" responsibility, but without funding. The FY20 budget does not contain any additional funds for the children's system. Additional staff will be needed if that system is moved to the region as it will require coordinators and/or navigators.

The Regional Governing Board participated in Strategic Planning and will be utilizing an action plan moving forward. The Region will see crisis services expand in FY19 and FY20- mobile crisis and residential crisis beds. The Region will subcontract for subacute beds and for services within an access center.

#### Issues:

1. Legislation- HF 2456 and SF 504- unintended consequences

# 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>	Foundation	<b>RESIDENTS SERVED:</b>	166,650	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$580,712
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total appropriations managed -Fund 101, 102 (net of golf course)		\$3,368,255	\$3,583,124	\$3,869,758
Total FTEs managed		27	27	27.25
Administration costs as percent of department total.		14%	14%	12%
REAP Funds Received		\$62,876	\$47,928	\$38,670
Total Acres Managed		2,496	2,509	2,509

**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.

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase the number of people reached through social media, email newsletters, and press releases. Reminding residents that Scott County is a great place to live.	Increase number of customers receiving electronic notifications to for events, specials, and Conservation information	3,848	6,917	7,500	8,000
Financially responsible 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	91%	94%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Capital Improvement Projects	<b>DEPT/PROG:</b>	Conservation 1800	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	166,650	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	25 Capital Improv	<b>BUDGET:</b> \$1,962,170
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total project appropriations managed - Fund 125	\$1,413,853	\$585,187	\$3,045,670	\$1,601,170
Total Current FY Capital Projects	10	9	8	6
Total Projects Completed in Current FY	4	4	3	2
Total vehicle & other equipment costs	\$265,889	\$68,122	\$514,324	\$361,000

**PROGRAM DESCRIPTION:**

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.

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To be removed from the State's Impaired Waters List and improve the fishery at the West Lake Park Complex.	Partnering with the IADNR and FYRA Engineering to restore the lakes.	Completed the watershed management plan and created the technical advisory committee.	Partnered with the IDNR and selected FYRA Engineering for preliminary design and cost estimates.	Complete final design and permitting for Phase 1 of Watershed Construction and Phase 2 In-Lake work.	Complete Phase 1 of Watershed Construction and begin Phase 2 of Watershed and In-Lake dredging and restoration.
To offer the highest quality camping experiences to our customers.	To replace the aging Incahias Campground at Scott County Park by the end of FY20.		Selected Shive-Hattery Engineering for preliminary design and cost estimating.	Selected BWC as contractor and began construction.	Complete campground and new restroom / shower house construction and open for public use in the spring of 2020.
Meet NPDES permit limits in association with wastewater treatment operations at West Lake Park.	Plan, contract and build a state of the art Wastewater Treatment Plant using algae to meet permit limits by November 1, 2019.	Selected Shive-Hattery Engineering and submitted facility plans for IDNR approval.	Received Facility Plan approval and construction permit for algae wheel system.	Selected Tricon Construction as contractor and began construction.	Finish construction and meet NPDES permit limits.
To provide a year round facility for large group or family gatherings and educational programming.	Design and construct a new lodge at West Lake Park by the end of FY21.	Identified the need for a year round facility.	Included item in the five year capital plan.	Select engineering firm and begin preliminary design.	Begin preliminary construction.
Financially responsible Equipment Replacement	To replace equipment according to department equipment schedule and within budget	100%	88%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Recreational Services	<b>DEPT/PROG:</b> 1801,1805,1806,1807,1808,1809			
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$754,630		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total Camping Revenue		\$781,561	\$819,586	\$845,000	\$870,000
Total Facility Rental Revenue		\$71,630	\$106,528	\$112,000	\$122,000
Total Concession Revenue		\$151,040	\$152,576	\$162,300	\$162,300
Total Entrance Fees (beach/pool, Cody, Pioneer Village)		\$175,710	\$189,554	\$196,600	\$196,600

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	Meet or exceed previous season's occupancy rate. (April 1 - November 1)	41%	39%	40%	41%
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	34%	35%	36%	36%
To provide unique outdoor aquatic recreational opportunities that contribute to economic growth	To increase attendance at the Scott County Park Pool and West Lake Park Beach and Boat Rental	31,474	37,622	38,000	38,000
To continue to provide and evaluate high quality programs	Achieve a minimum of a 95% satisfaction rating on evaluations from participants attending various department programs and services (ie. Education programs, swim lessons, day camps)	100.0%	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>	Foundation	<b>RESIDENTS SERVED:</b> All Residents		
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,698,023
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total vehicle and equipment repair costs (not including salaries)		\$61,828	\$74,735	\$75,471
Total building repair costs (not including salaries)		\$14,076	\$27,734	\$32,750
Total maintenance FTEs		7	7	7.25

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To encourage the use of environmentally safe (green) maintenance products utilized throughout the dept.	To increase the utilization of green products to represent a minimum 80% of all maintenance products.	88%	100%	88%	88%
Financially responsible Equipment Maintenance	Percentage of Vehicle Equipment Maintenance budget expended.	88%	106.0%	100%	100%
Financially responsible Building Maintenance	Percentage of Building Maintenance budget expended.	84%	163.0%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Public Safety-Customer Service	<b>DEPT/PROG:</b> Conservation 1801,1809			
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$286,472		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of special events or festivals requiring ranger assistance		27	34	27	27
Number of reports written.		21	25	30	30
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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.)	24	16	16	16
Total Calls for service for all rangers	To monitor total calls for enforcement, assistance, or public service as tracked through the County's public safety software.	N/A	N/A	650	650

<b>ACTIVITY/SERVICE:</b>	Environment Education/Public Programs	<b>DEPT/PROG:</b>	Conservation 1805	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$381,392
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of programs offered.	229	229	234	245
Number of school contact hours	11,873	10,116	11,000	12,000
Number of people served.	18,333	18,429	20,000	20,000
Operating revenues generated (net total intergovt revenue)	11,680	12,338	14,500	14,500
Classes/Programs/Trips Cancelled due to weather	6	9	8	6

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<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.	Percentage of Iowa school programs that 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.	5	6	4	4
Program additions and enhancements through the use of Americorps Grant	Number of programs completed with Americorps staff	NA	NA	14	25
Implementation of recommendations of Wapsi Center Assessment Study	Recommendations completed to enhancement both on-site and off-site programming.	NA	NA	Decision made to end dormitory rentals and repurpose the building.	Begin preliminary design and construction of dormitory renovations.

<b>ACTIVITY/SERVICE:</b>	Historic Preservation & Interpretation	<b>DEPT/PROG:</b>	Conservation 1806,1808	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$293,564
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total revenue generated		\$99,895	\$87,926	\$93,947
Total number of weddings per year at Olde St Ann's Church		49	52	60
Pioneer Village Day Camp Attendance		422	386	400

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	20,571	20,490	15,000	20,000
To collect sufficient revenues to help offset program costs to ensure financial responsibility	To increase annual revenues from last year's actual	\$99,464 (+8.7%)	\$87,926	\$93,947	\$93,947
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	44	35	35	36

<b>ACTIVITY/SERVICE:</b>	Golf Operations	<b>DEPT/PROG:</b>	Conservation 1803,1804	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	71 Golf	<b>BUDGET:</b> \$1,290,213
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total number of golfers/rounds of play		26,456	26,350	26,000
Total course revenues		\$1,050,000	\$1,035,642	\$1,107,200
Total appropriations administered		\$1,038,943	\$1,024,473	\$1,209,946
Number of Outings/Participants		42/2690	34/2216	42/3012
Number of days negatively impacted by weather		33	47	40

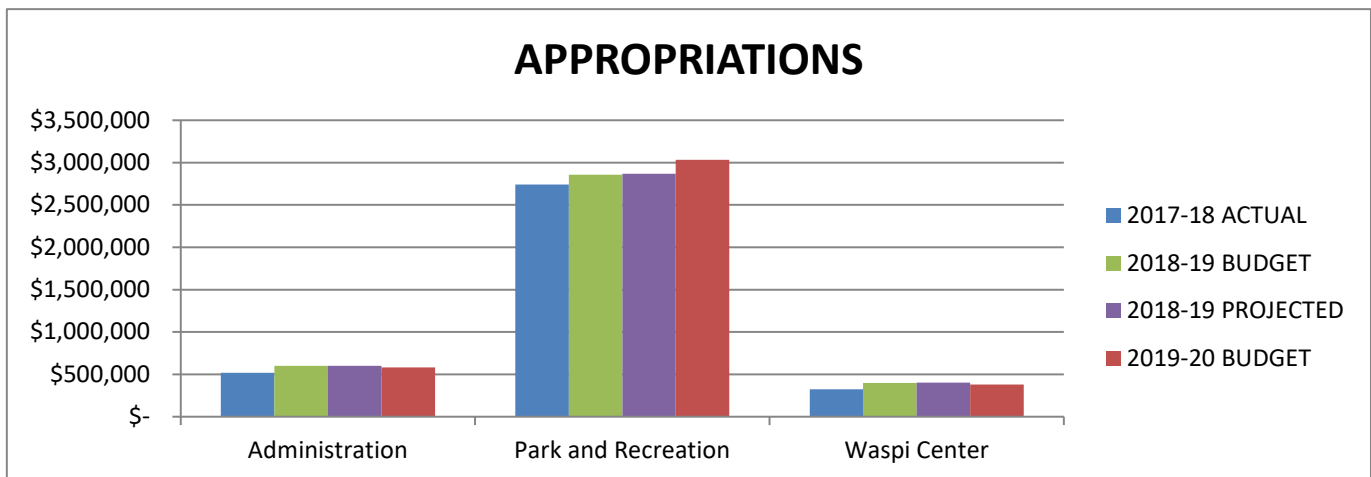
**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To increase revenues to support program costs to ensure financial responsibility	Golf course revenues to support 100% of the yearly operation costs	(\$39,664)	\$54,286	\$25,000	\$50,000
To provide an efficient and cost effective maintenance program for the course ensuring financial responsibility	To maintain course maintenance costs at \$22.70 per round	\$18.42	\$20.62	\$22.70	\$22.70
Maintain industry standard profit margins on concessions	Maintain profit levels on concessions at 60%	58%	63%	63%	63%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Conservation Administration (1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
38-N Conservation Director	1.00	1.00	1.00	1.00	1.00	1.00
34-N Deputy Conservation Director	1.00	1.00	1.00	1.00	1.00	1.00
26-N Roadside Vegetation Specialist	-	-	0.25	0.25	0.25	0.25
23-N Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
18-N A Senior Office Assistant	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>4.25</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 62,876	\$ 47,928	\$ 46,928	\$ 38,670	\$ 38,670	\$ 38,670
Charges for Services	(76,515)	81,487	-	-	-	-
Misc	460	574	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ (13,179)</b>	<b>\$ 129,989</b>	<b>\$ 46,928</b>	<b>\$ 38,670</b>	<b>\$ 38,670</b>	<b>\$ 38,670</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 291,111	\$ 310,985	\$ 353,906	\$ 353,406	\$ 348,803	\$ 348,803
Benefits	104,663	115,539	149,324	149,324	135,043	135,043
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	72,013	77,836	86,612	86,612	86,612	86,612
Supplies & Materials	9,008	12,732	10,254	10,254	10,254	10,254
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 476,794</b>	<b>\$ 517,091</b>	<b>\$ 600,096</b>	<b>\$ 599,596</b>	<b>\$ 580,712</b>	<b>\$ 580,712</b>



#### ANALYSIS

No changes to authorized positions for FY20

FY20 Intergovernmental Revenue is used to record Resource Enhancement and Protection (REAP). This distribution continues to get smaller and the program may be discontinued in 2021 entirely.

Non-salary FY20 expenditures are expected to remain the same for this program.

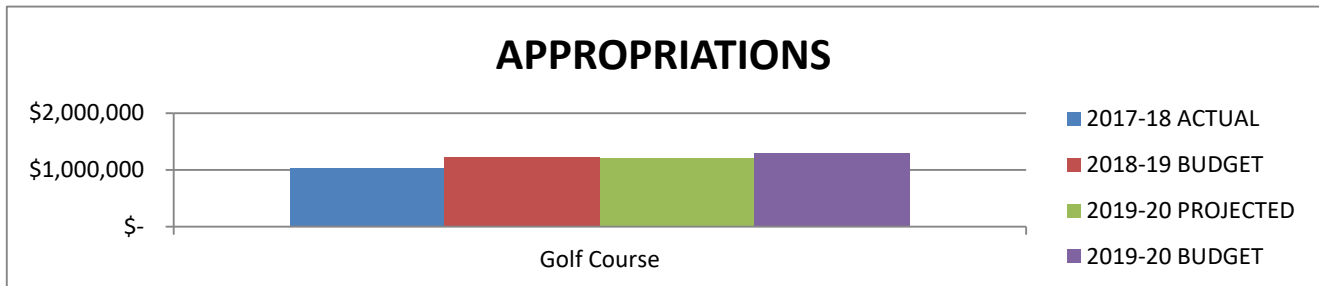
<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Conservation Administration (1801&amp;06-09)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
31-N Park Manager	2.00	2.00	2.00	2.00	2.00	2.00
24-N Park Ranger	5.00	5.00	5.00	5.00	5.00	5.00
22-N Parks Maintenance Crew Leader	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Specialist/Crew Leader	-	-	1.00	1.00	1.00	1.00
20-N Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
21-N Equipment Mechanic-Conservation	2.00	2.00	1.00	1.00	1.00	1.00
21-N Park Maintenance Technician	4.00	4.00	4.00	4.00	4.00	4.00
15-N 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 Beach/Pool Manager (SCP)	0.29	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Beach/Pool Manager (SCP)	0.21	0.21	0.21	0.21	0.21	0.21
Z Seasonal Pool/Beach Lifeguard (WLP, SCP)	6.28	6.28	6.28	6.28	6.28	6.28
Z Seasonal Concession Workeres (SCP)	1.16	1.16	1.16	1.16	1.16	1.16
Z Seasonal Concession Workers (WLP)	1.80	1.80	1.80	1.80	1.80	1.80
Z Seasonal Pool/Beach Manager (WLP)	0.29	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Pool/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 Counselors (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>
	26779	26779				
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	1,229,168	1,274,854	1,339,372	1,323,972	1,348,972	1,348,972
Uses of Money & Property	85,659	126,592	138,454	126,099	136,099	136,099
Miscellaneous	10,151	12,243	10,475	10,475	10,475	10,475
Conservation Equipment Fund	77,700	15,725	91,000	135,000	90,000	90,000
<b>TOTAL REVENUES</b>	<b>\$ 1,402,678</b>	<b>\$ 1,429,414</b>	<b>\$ 1,579,301</b>	<b>\$ 1,595,546</b>	<b>\$ 1,585,546</b>	<b>\$ 1,585,546</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 1,421,992	\$ 1,486,633	\$ 1,512,425	\$ 1,511,925	\$ 1,630,630	\$ 1,630,630
Benefits	423,720	459,963	536,727	535,977	581,963	581,963
Capital Improvement	-	-	-	-	-	-
Purchase Services & Expenses	338,923	409,616	384,641	413,441	413,441	413,441
Supplies & Materials	387,932	386,611	422,655	406,655	406,655	406,655
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,572,567</b>	<b>\$ 2,742,823</b>	<b>\$ 2,856,448</b>	<b>\$ 2,867,998</b>	<b>\$ 3,032,689</b>	<b>\$ 3,032,689</b>
<b>ANALYSIS</b>						
<p>FY20 revenue Charges for Services will continue to grow as we complete "revenue generating" capital projects. Example: new campground, new cabins, lodge, etc. In addition, credit card revenues, day camp supply revenue and pool concession revenues are projected to increase.</p> <p>FY20 non-salary expenditures (purchase services &amp; expenses) are anticipated to increase by \$12,800. This increase is due to the Board's goal to have a Performing Organization, and the Department strategic plan to increase attendance at the pool and at Pioneer Village. The added expenses will be offset by increased revenue from the expanded events which is noted above.</p>						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Conservation Administration (1803&1804)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
30-N Golf Pro/Manager	1.00	1.00	1.00	1.00	1.00	1.00
22-N Golf Maintenance Crew Leader	1.00	1.00	1.00	1.00	1.00	1.00
21-N Equipment Mechanic - Golf	1.00	1.00	1.00	1.00	1.00	1.00
19-N Park 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 Groundskeepers	4.77	4.77	4.77	4.77	4.77	4.77
<b>TOTAL POSITIONS</b>	<b>16.98</b>	<b>16.98</b>	<b>16.98</b>	<b>16.98</b>	<b>16.98</b>	<b>16.98</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 975,058	\$ 1,039,711	\$ 1,106,200	\$ 1,070,200	\$ 1,070,200	\$ 1,070,200
Total Miscellaneous	1,075	1,921	1,000	1,000	1,000	1,000
Conservation Equipment Fund	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 976,133</b>	<b>\$ 1,041,632</b>	<b>\$ 1,107,200</b>	<b>\$ 1,071,200</b>	<b>\$ 1,071,200</b>	<b>\$ 1,071,200</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 511,314	\$ 507,752	\$ 543,456	\$ 546,456	\$ 566,960	\$ 566,960
Benefits	116,071	138,508	157,789	170,239	179,489	179,489
Capital Outlay	76,272	73,836	201,859	166,256	216,769	216,769
Purchase Services & Expenses	114,022	95,323	106,890	108,890	108,890	108,890
Supplies & Materials	217,182	206,955	220,105	218,105	218,105	218,105
Debt Service	4,083	2,099	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,038,944</b>	<b>\$ 1,024,473</b>	<b>\$ 1,230,099</b>	<b>\$ 1,209,946</b>	<b>\$ 1,290,213</b>	<b>\$ 1,290,213</b>
<b>Net Income</b>	<b>(\$62,811)</b>	<b>\$17,159</b>	<b>(\$122,899)</b>	<b>(\$138,746)</b>	<b>(\$219,013)</b>	<b>(\$219,013)</b>

\*Deficits will be covered by Conservation capital project reserve



**ANALYSIS**

Capital outlay has increased \$14,910 to account for planned equipment replacements necessary to replace aging equipment.

Non-salary FY20 expenditures and revenues are expected to remain the same for this program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
28-N Naturalist Program Manager	1.00	1.00	1.00	1.00	1.00	1.00
24-N Naturalist	2.00	2.00	2.00	2.00	2.00	2.00
Z Seasonal Maintenance/Resident Caretaker	0.66	0.66	0.66	0.66	0.66	0.66
Z Seasonal Assistant Naturalist	0.79	0.79	0.79	0.79	0.79	0.79
<b>TOTAL POSITIONS</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>

<b>Intergovernmental</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	2,870	2,540	4,000	4,000	4,000	4,000
Uses of Money & Property	8,140	9,030	12,000	10,000	10,000	10,000
Miscellaneous	670	768	500	500	500	500
Conservation Equipment Fund	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 11,680</b>	<b>\$ 12,338</b>	<b>\$ 16,500</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 203,892	\$ 202,035	\$ 258,599	\$ 258,599	\$ 235,089	\$ 235,089
Benefits	72,376	66,957	80,115	80,615	83,353	83,353
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	26,779	39,751	40,650	45,050	45,050	45,050
Supplies & Materials	15,846	14,466	18,900	17,900	17,900	17,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 318,893</b>	<b>\$ 323,209</b>	<b>\$ 398,264</b>	<b>\$ 402,164</b>	<b>\$ 381,392</b>	<b>\$ 381,392</b>

#### **ANALYSIS**

FY20 revenues are projected to decrease by \$2,000 based on actuals and the repurposing of the dormitory.

Non-salary FY20 expenditures are expected to increase by \$3,400 due to cover the cost share of the AmerCorp Grant awarded to the Wapsi Center.



# 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>	Core	<b>RESIDENTS SERVED:</b> All County Bldg Occupants			
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 153,984
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total percentage of CIP projects on time and with in budget.		87%	90%	85%	85%
Maintain total departmental cost per square foot at or below \$6.50 (maintenance and custodial combined)		\$3.83	\$4.57	\$5.85	\$6.10
Number of CIP Change Order Requests that exceed budgeted contingency		n/a	n/a	n/a	5

**PROGRAM DESCRIPTION:**

Responsible for the development and coordination of a comprehensive program for maintenance of all county facilities, including maintenance and custodial services as well as support services (mail/print shop/document imaging, conference room maintenance and scheduling and pool car scheduling) in support of all other County Departments. Develop, prepare and manage departmental as well as Capital Improvement budget and manage projects associated with all facilities and grounds. Handle all aspects of cardholder training, card issuance and cardholder compliance for the County Purchasing Card Program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attend Department Head Meetings/ Administrative Planning/ Agenda Meetings	By achieving at least 80 % attendance at scheduled meetings it allows for better overall knowledge of the County day to day departmental business and needs, as well as being better prepared for COW meetings.	N/A	80%	80%	80%
Number of cautionary letters issued to Credit Card holders	Limited number of cautionary letters demonstrates adherence to the County's Purchasing Card Policy	N/A	N/A	N/A	<6
Complete Acquisition / Lease agreement for SECC radio tower locations	Allows SECC radio replacement project to proceed	N/A	N/A	N/A	4

<b>ACTIVITY/SERVICE:</b>	Maintenance of Buildings	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	Occup. Co. bldgs & agencies		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 2,180,382
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of total man hours spent in safety training		24	122	145	145
# of PM inspections performed quarterly- per location		109	156	125	140
Total maintenance cost per square foot		\$1.65	\$2.47	\$2.50	\$2.75

**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>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</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%	93%	95%	93%
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.	23%	32%	25%	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.	97%	97%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Custodial Services	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED: Occupants all county bldgs</b>			
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 844,221
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of square feet of hard surface floors maintained		568,367	447,010	550,000	550,000
Number of square feet of soft surface floors maintained		273,906	191,771	225,000	225,000
Number of Client Service Worker hours supervised		4,364	3656	3,100	3,000
Total Custodial Cost per Square Foot		\$3.00	\$2.10	\$3.25	\$3.35

**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>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</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.	5	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.	123,607	119,500	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.	42%	40%	40%	40%

<b>ACTIVITY/SERVICE:</b>	Support Services	<b>DEPARTMENT:</b>		FSS	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> Dept/offices/external customers			
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 762,773
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</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		2,023	2,912	2,200	2,912
Total number of pieces of mail processed through the mail room		NA	NA	382,911	310,000
Total number of copies produced in the Print Shop		NA	N/A	769,897	750,000

**PROGRAM DESCRIPTION:**

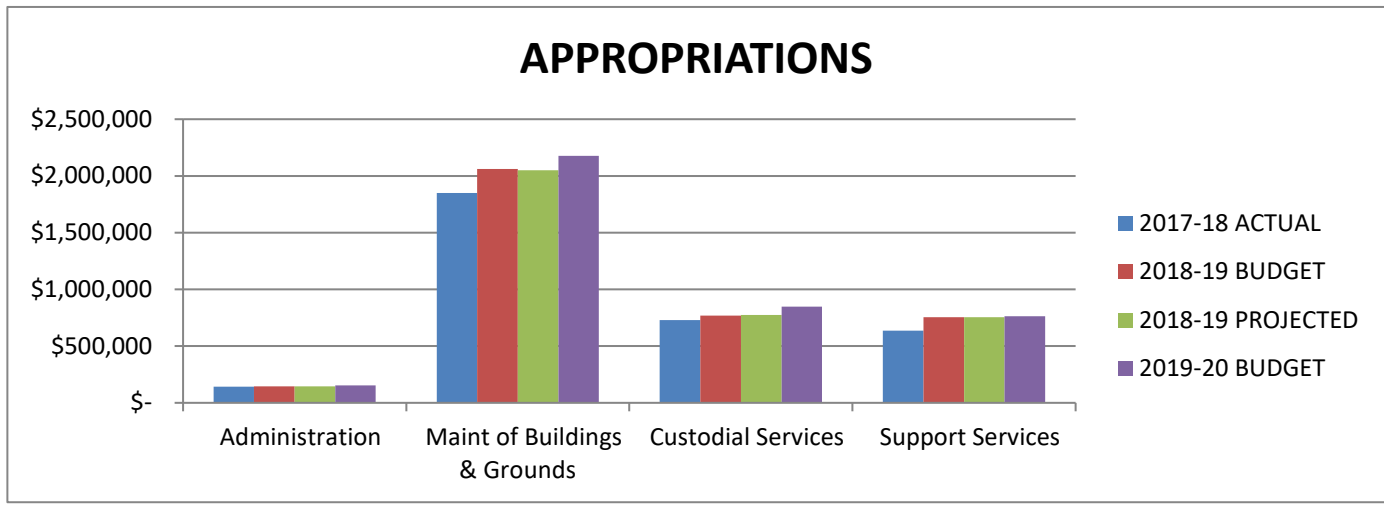
To provide support services to all customer departments/offices including: purchasing, imaging, print shop, mail, reception, pool car scheduling, conference scheduling and office clerical support. This program supports the organizations "green" initiatives by managing the purchase and use of eco-friendly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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Support Services staff will participate in safety training classes (offered in house) on an annual basis.	Participation will result in a work force that is better trained in safer work environment.	N/A	N/A	N/A	24 hours
Mail room will send out information regarding mail preparation of outgoing mail.	Four times per year the Print Shop will prepare and send out information which will reduce the amount of mail pieces damaged and returned to the sending department.	N/A	N/A	N/A	4

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Facility&Support Services Admin (1000)		ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>							
37-N Facility and Support 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>

REVENUE SUMMARY:								
Charges for Services	\$	-	\$	-	\$	25	\$	25
Miscellaneous		559		471		100		100
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>559</b>	<b>\$</b>	<b>471</b>	<b>\$</b>	<b>125</b>	<b>\$</b>	<b>125</b>

APPROPRIATION SUMMARY:								
Salaries	\$	91,392	\$	96,803	\$	103,692	\$	103,192
Benefits		31,473		34,216		38,362		38,362
Purchase Services & Expenses		2,788		3,727		3,820		3,745
Supplies & Materials		84		6,312		525		500
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>125,737</b>	<b>\$</b>	<b>141,058</b>	<b>\$</b>	<b>146,399</b>	<b>\$</b>	<b>145,799</b>



**ANALYSIS**

Other than salary adjustments, costs in this service area have remained flat. One significant project that this program was asked to be involved with this FY will be project management in the SECC Radio Project with respect to radio tower locations.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Maint Bldg&amp;Grd(1501-06,1508,1510-15)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
27-N Facilities Maintenance Manager	-	-	1.00	1.00	1.00	1.00
Facilities Maintenance Manager	1.00	1.00	-	-	-	-
23-AFSCME Electronic System Technician	2.00	2.00	2.00	2.00	2.00	2.00
19-AFSCME Senior Facilities Maintenance Worker	4.00	4.00	4.00	4.00	4.00	4.00
19-AFSCME Facilities Maintenance Worker	1.00	1.00	1.75	1.75	2.00	2.00
16-AFSCME Grounds Maintenance Worker	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>8.75</b>	<b>9.75</b>	<b>10.00</b>	<b>10.00</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 107,082	\$ 127,035	\$ 95,950	\$ 98,350	\$ 98,350	\$ 98,350
Miscellaneous	27,396	413,445	17,870	62,770	65,960	65,960
Sales General Fixed Assets	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 134,478</b>	<b>\$ 540,480</b>	<b>\$ 113,820</b>	<b>\$ 161,120</b>	<b>\$ 164,310</b>	<b>\$ 164,310</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 426,176	\$ 434,758	\$ 480,829	\$ 480,329	\$ 519,647	\$ 519,647
Benefits	192,539	185,265	202,617	203,117	222,190	222,190
Capital Outlay	29,142	-	9,000	4,500	5,500	5,500
Purchase Services & Expenses	1,065,479	1,148,448	1,317,775	1,313,220	1,378,545	1,378,545
Supplies & Materials	86,051	81,414	52,500	50,000	51,000	51,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,799,387</b>	<b>\$ 1,849,885</b>	<b>\$ 2,062,721</b>	<b>\$ 2,051,166</b>	<b>\$ 2,176,882</b>	<b>\$ 2,176,882</b>

**ANALYSIS**

Increase in salary costs is attributed to Salary Study placement.

Maintenance contract costs continue to climb by a few percent each renewal period, which is to be expected as equipment ages. Equipment coming off of warranty periods at Sheriff Patrol is a large part of the increase in that area this fiscal year.

Staff training budget was increased due to loss of knowledge with long term staff members, and the increased complexity of building systems and equipment. As items become more technical, rather than hands on, ongoing education will be required to keep skill sets as needed to save dollars over utilizing outside vendors for routine repair issues.

Utility costs are anticipated to increase between 6-8 percent, based on preliminary numbers from utility company contacts. Energy Project implementation in this and future years is anticipated to provide cost savings in utility costs in future fiscal years to help offset price increases. The Department has requested a .25 staff increase, which is necessary to support additional work requests generated by aging building systems and increased work load for agencies not previously supported by Maintenance Staff. (General Store Maintenance, Library, Secondary Roads, Conservation)

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Custodial Services (1507&amp;1516)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
21-N Custodial Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
16-AFSCME Custodian	11.50	13.12	12.95	14.12	13.12	13.12
<b>TOTAL POSITIONS</b>	<b>12.50</b>	<b>14.12</b>	<b>13.95</b>	<b>15.12</b>	<b>14.12</b>	<b>14.12</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 59,471	\$ 60,816	\$ 60,550	\$ 60,550	\$ 61,898	\$ 61,898
Miscellaneous	1,248	750	100	525	250	250
<b>TOTAL REVENUES</b>	<b>\$ 60,719</b>	<b>\$ 61,566</b>	<b>\$ 60,650</b>	<b>\$ 61,075</b>	<b>\$ 62,148</b>	<b>\$ 62,148</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 470,445	\$ 484,027	\$ 502,831	\$ 503,331	\$ 557,070	\$ 557,070
Benefits	184,105	198,990	214,705	215,205	235,401	235,401
Capital Outlay	2,185	6,625	10,800	10,800	8,500	8,500
Purchase Services & Expenses	4,038	1,660	400	350	750	750
Supplies & Materials	33,519	37,472	41,500	44,500	46,000	46,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 694,292</b>	<b>\$ 728,774</b>	<b>\$ 770,236</b>	<b>\$ 774,186</b>	<b>\$ 847,721</b>	<b>\$ 847,721</b>

#### **ANALYSIS**

Salary increase is associated by Salary Study placement well as longevity of a few key positions.

A significant change in this program was the addition of custodial coverage for 3 Waste Commission locations. Costs associated with staff and supplies are billed back on a quarterly basis.

Paper costs continue to increase which impacts custodial supplies, primarily toilet paper and paper towels.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
Purchasing Specialist	1.00	1.00	-	-	-	-
18-AFSCME Senior Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00
16-AFSCME Office Assistant	2.00	2.00	2.00	2.00	2.00	2.00
16-AFSCME Office Assistant	2.00	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 8,075	\$ 5,968	\$ 11,000	\$ 6,000	\$ 6,000	\$ 6,000
Charges for Services	85,327	59,442	40,000	35,000	35,000	35,000
Miscellaneous	368	795	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 93,770</b>	<b>\$ 66,205</b>	<b>\$ 51,250</b>	<b>\$ 41,250</b>	<b>\$ 41,250</b>	<b>\$ 41,250</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 156,687	\$ 185,360	\$ 192,355	\$ 192,305	\$ 207,559	\$ 207,559
Benefits	66,988	81,493	90,109	90,609	95,214	95,214
Capital Outlay	-	-	-	-	12,000	12,000
Purchase Services & Expenses	396,228	356,578	409,100	409,000	379,000	379,000
Supplies & Materials	10,202	12,561	64,025	64,000	69,000	69,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 630,105</b>	<b>\$ 635,992</b>	<b>\$ 755,589</b>	<b>\$ 755,914</b>	<b>\$ 762,773</b>	<b>\$ 762,773</b>

**ANALYSIS**

Salary increase is attributed to the Salary Study placement and longevity of staff.

Support Services staff continues to work on back log of records created during the time where equipment was end of life, prior to the ECM solution being implemented and work sets developed. They are currently at a backlog of 80 bankers boxes. We have requests from departments for new record sets and hope to get some progress on those during these rating periods. Tracking "green" suggestions from Print Shop requests was eliminated as a BFO as most suggestions that could have been implemented were in previous years.

The Capital outlay expense is the anticipated expense of a new piece of equipment, which is used by high volume mail departments to fold and insert into bulk mailings. These departments noted a significant cost savings associated with time saved over folding and stuffing by hand several years ago when the original piece of equipment was purchased. That piece of equipment has seen higher service calls and more down time during the last fiscal year and will reach end of life.

USPS continues to increase postage rates as well, which will have more noticeable impact in high volume mailing associated with election costs. Paper costs continue to climb due to tariffs and mill shut downs.



# 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/Admin/1000		
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,528,527
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
Annual Report		1	1	1	1
Minutes of the BOH Meeting		11	10	10	10
BOH Contact and Officer Informational Report		1	1	1	1
Number of grant contracts awarded.		22	13	12	13
Number of subcontracts issued.		9	8	7	6
Number of subcontracts issued by funder guidelines.		9	8	7	6
Number of subcontractors.		3	4	3	4
Number of subcontractors due for an annual review.		3	3	3	3
Number of subcontractors that received an annual review.		3	3	3	3
Number of benefit eligible staff		N/A	N/A	42	42
Number of benefit eligible staff participating in QI projects (unduplicated)		N/A	N/A	17	21
Total number of consumers reached with education.		12,459	14560	12,017	13,510
Number of consumers receiving face-to-face educational information about physical, behavioral, environmental, social, economic or other issues affecting health.		4,612	1936	5,578	3,274
Number of consumers receiving face-to-face education reporting the information they received will help them or someone else to make healthy choices.		4,371	1865	5,299	3,110

**PROGRAM DESCRIPTION:**

Iowa Code Ch. 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 educate the community through a variety of methods including media, marketing venues, formal educational presentations, health fairs, training, etc. As the department pursued PHAB accreditation, quality improvement and workforce development efforts took a more prominent role throughout the department. The department is working to achieve a culture of quality.

PERFORMANCE MEASUREMENT		2016-17 ACTUAL	2017-18 ACTUAL	2018-19 PROJECTED	2019-20 PROJECTED
<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.	100%	100%	100%	100%
Establish a culture of quality within the Scott County Health Department.	Percent of benefit eligible staff participating in QI Projects (unduplicated).	N/A	N/A	40%	50%
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.	98%	96%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Animal Bite Rabies Risk Assessment and Recommendations for Post Exposure Prophylaxis	<b>DEPARTMENT:</b>	Health/Clinical/2015		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$69,591
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of exposures that required a rabies risk assessment.		213	207	206	210
Number of exposures that received a rabies risk assessment.		213	207	202	210
Number of exposures determined to be at risk for rabies that received a recommendation for rabies post-exposure prophylaxis.		213	207	202	210
Number of health care providers notified of their patient's exposure and rabies recommendation.		57	52	48	55
Number of health care providers sent a rabies treatment instruction sheet at the time of notification regarding their patient's exposure.		57	52	48	55

**PROGRAM DESCRIPTION:**

Animal bites are required by law to be reported. The department works with Scott County Animal Control to follow-up on bites to determine whether the individual(s) is at risk for contract rabies. Once the risk has been determined, a medical recommendation for post-exposure prophylaxis treatment for individuals involved in animal bites or exposures can be made in consultation with the department's medical director.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	98%	100%
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/Clinical/2016		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$120,084
	<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.		17	14	18	16
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl who receive a venous confirmatory test.		17	14	18	16
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl.		10	14	10	12
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.		10	14	10	12
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.		4	7	4	6
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.		4	7	4	6
Number of environmental investigations completed for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.		9	6	9	8
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.		9	6	9	8
Number of environmental investigations completed for children who have two confirmed blood lead levels of 15-19 ug/dl.		7	11	6	9
Number of environmental investigations completed, within IDPH timelines, for children who have two confirmed blood lead levels of 15-19 ug/dl.		7	11	6	9
Number of open lead properties.		19	24	16	21
Number of open lead properties that receive a reinspection.		42	53	35	42
Number of open lead properties that receive a reinspection every six months.		42	53	35	42
Number of lead presentations given.		5	6	5	5

**PROGRAM DESCRIPTION:**

The department provides childhood blood lead testing and case management of all lead poisoned children in Scott County. It also works with community partners to conduct screening to identify children with elevated levels not previously identified by physicians. Staff conducts environmental health inspections and reinspections of properties where children with elevated blood lead levels live and links property owners to community resources to support lead remediation. Staff participates in community-wide coalition efforts to decrease lead poisoning in Scott County through education and remediation of properties at risk SCC CH27, IAC 641, Chapter 67,69,70.

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		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%	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 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%	120%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Communicable Disease	<b>DEPARTMENT:</b>	Health/Clinical/2017		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$85,812
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of communicable diseases reported through school surveillance.		1593	1480	1723	1540
Number of reportable communicable diseases requiring investigation.		258	293	297	275
Number of reportable communicable diseases investigated according to IDPH timelines.		258	293	297	275
Number of reportable communicable diseases required to be entered into IDSS.		258	293	297	275
Number of reportable communicable diseases required to be entered into IDSS that were entered within 3 business days.		258	320	294	275

**PROGRAM DESCRIPTION:**

Program to investigate and prevent the spread of communicable diseases and ensure proper treatment of disease. There are approximately 50 communicable diseases or disease types that are required to be reported to public health. When notified, the department completes appropriate case interviews and investigations in order to gather information and issues recommendations to help stop the spread of the disease. Also includes the investigation of food borne outbreaks. Ch 139 IAC

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	99%	100%

<b>ACTIVITY/SERVICE:</b>	Community Transformation	<b>DEPARTMENT:</b>		Health/Community Relations, Information, and Planning/2038	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$85,151
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of worksites where a wellness assessment is completed.		6	7	5	5
Number of worksites that made a policy or environmental improvement identified in a workplace wellness assessment.		8	6	5	5
Number of communities where a community wellness assessment is completed.		2	4	5	5
Number of communities where a policy or environmental improvement identified in a community wellness assessment is implemented.		1	4	5	5

**PROGRAM DESCRIPTION:**

Create environmental and systems changes at the community level that integrate public health, worksite and community initiatives to help prevent chronic disease through good nutrition and physical activity. Evidence based assessment tools are utilized to assess workplaces and/or communities in order to develop recommendations for change.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
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.	133%	100%	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.	50%	86%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Correctional Health	<b>DEPARTMENT:</b>	Health/Public Safety/2006	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,577,132
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of inmates in the jail greater than 14 days.	1,326	1,259	1,338	1,300
Number of inmates in the jail greater than 14 days with a current health appraisal.	1,320	1,244	1,325	1,287
Number of inmate health contacts.	35,839	29,966	33,575	32,900
Number of inmate health contacts provided in the jail.	35,538	29,686	31,896	32,751
Number of medical requests received.	7,784	8,126	7,723	7,955
Number of medical requests responded to within 48 hours.	7,778	8,113	7,723	7,955

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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).	100%	99%	99%	99%
Medical care is provided in a cost-effective, secure environment.	Maintain inmate health contacts within the jail facility.	99%	99%	99%	99%
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/Community Relations, Information, and Planning/2032		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$190,358
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of families who were informed.		5,071	5155	5,416	5,110
Number of families who received an inform completion.		2,067	1935	2,245	2,146
Number of children in agency home.		2,102	837	900	900
Number of children with a medical home as defined by the Iowa Department of Public Health.		1,214	696	720	720

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 completion process.	41%	38%	41%	42%
Ensure EPSDT Program participants have a routine source of medical care.	Children in the EPSDT Program will have a medical home.	58%	80%	80%	80%



<b>ACTIVITY/SERVICE:</b>	Emergency Medical Services	<b>DEPARTMENT:</b>	Health/Public Safety/2007		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$99,548
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.		0	7	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:**

The department issues ambulance licenses to operate in Scott County and defines boundaries for providing service according to County Code of Ordinances Chapter 28. Department participates in the quality assurance of ambulance efforts across Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	0%	100%	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/Clinical/2019	
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$48,285
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of employees eligible to receive annual hearing tests.	159	162	159	162
Number of employees who receive their annual hearing test or sign a waiver.	159	162	159	162
Number of employees eligible for Hepatitis B vaccine.	26	29	20	30
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.	26	29	19	30
Number of eligible new employees who received blood borne pathogen training.	22	25	20	25
Number of eligible new employees who received blood borne pathogen training within 3 weeks of their start date.	22	25	19	25
Number of employees eligible to receive annual blood borne pathogen training.	250	257	250	257
Number of eligible employees who receive annual blood borne pathogen training.	250	257	250	257
Number of employees eligible for tuberculosis screening who receive a pre-employment physical.	21	25	18	25
Number of employees eligible for tuberculosis screening who receive a pre-employment physical that includes a tuberculosis screening.	21	25	18	25
Number of employees eligible for tuberculosis screening who receive a booster screening within four weeks of their pre-employment screening.	21	25	17	25
Number of employees eligible to receive annual tuberculosis training.	249	257	250	257
Number of eligible employees who receive annual tuberculosis training.	249	257	250	257

**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)

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</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%	95%	100%
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%	95%	100%
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.	100%	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.	100%	100%	94%	100%
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/Environmental/2040	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$415,336
	<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of inspections required.	1494	1100	1535	1000
Number of inspections completed.	1421	1176	1535	1000
Number of inspections with critical violations noted.	493	709	575	500
Number of critical violation reinspections completed.	459	665	575	500
Number of critical violation reinspections completed within 10 days of the initial inspection.	458	641	518	500
Number of inspections with non-critical violations noted.	322	464	375	400
Number of non-critical violation reinspections completed.	289	432	375	400
Number of non-critical violation reinspections completed within 90 days of the initial inspection.	289	429	338	400
Number of complaints received.	83	103	80	90
Number of complaints investigated according to Nuisance Procedure timelines.	83	103	80	90
Number of complaints investigated that are justified.	31	45	30	36
Number of temporary vendors who submit an application to operate.	305	601	330	500
Number of temporary vendors licensed to operate prior to the event.	305	601	327	500

The Board of Health has a 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 according to Iowa and FDA food code. 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.

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Meet SCHED's contract obligations with the Iowa Department of Inspections and Appeals.	Food Establishment inspections will be completed annually.	93%	107%	100%	100%
Ensure compliance with the food code.	Critical violation reinspections will be completed within 10 days of the date of inspection.	93%	90%	90%	90%
Ensure compliance with the food code.	Non-critical violation reinspections will be completed within 90 days of the date of inspection.	90%	93%	90%	90%
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.	100%	100%	99%	100%

<b>ACTIVITY/SERVICE:</b>	<i>hawk-i</i>	<b>DEPARTMENT:</b> Health/Community Relations, Information, and Planning/2035		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b> All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$28,806	
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>
		<b>2019-20 PROJECTED</b>		
Number of schools targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		62	62	62
Number of schools where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		128	184	62
Number of medical provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		60	60	60
Number of medical providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		108	99	60
Number of dental provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		84	54	80
Number of dental providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		132	114	80
Number of faith-based organizations targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		60	10	60
Number of faith-based organizations where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		64	69	60

**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.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
<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.	206%	297%	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.	180%	165%	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.	157%	211%	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.	107%	690%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Healthy Child Care Iowa	<b>DEPARTMENT:</b>	Health/Clinical/2022		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$126,189	
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
Number of technical assistance requests received from centers.		245	265	280	255
Number of technical assistance requests received from child care homes.		59	68	59	65
Number of technical assistance requests from centers responded to.		245	265	280	255
Number of technical assistance requests from day care homes responded to.		59	68	59	65
Number of technical assistance requests from centers that are resolved.		245	265	277	255
Number of technical assistance requests from child care homes that are resolved.		59	68	57	65
Number of child care providers who attend training.		87	100	110	100
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.		85	96	105	95

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 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%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are resolved.	100%	100%	96%	100%
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%	96%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Hotel/Motel Program	<b>DEPARTMENT:</b>	Health/Environmental/2042	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$15,972
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of licensed hotels/motels.	40	38	40	42
Number of licensed hotels/motels requiring inspection.	22	17	18	20
Number of licensed hotels/motels inspected by June 30.	22	17	18	20
Number of inspected hotels/motels with violations.	3	12	3	8
Number of inspected hotels/motels with violations reinspected.	3	12	3	8
Number of inspected hotels/motels with violations reinspected within 30 days of the inspection.	3	12	3	8
Number of complaints received.	18	14	25	16
Number of complaints investigated according to Nuisance Procedure timelines.	18	14	25	16
Number of complaints investigated that are justified.	9	6	12	8

**PROGRAM DESCRIPTION:**

Board of Health has a 28E Agreement with the Iowa Department of Inspections and Appeals regarding licensing and inspecting hotels/motels to assure state code compliance. Department of Inspections and Appeals, IAC 481, Chapter 37 Hotel and Motel Inspections.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	100%	100%	100%	100%
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels with identified violations will be reinspected within 30 days.	100%	100%	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/Clinical/2024	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$246,500
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of two year olds seen at the SCHED clinic.	58	76	56	63
Number of two year olds seen at the SCHED clinic who are up-to-date with their vaccinations.	42	73	42	47
Number of doses of vaccine shipped to SCHED.	4,487	5,603	4,397	5,400
Number of doses of vaccine wasted.	9	4	7	11
Number of school immunization records audited.	29,957	29,555	29,947	29,756
Number of school immunization records up-to-date.	29,724	29,751	29,641	29,458
Number of preschool and child care center immunization records audited.	5,857	6,180	5,644	6,020
Number of preschool and child care center immunization records up-to-date.	5,765	6,086	5,531	5,900

**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>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</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.	72%	96%	75%	75%
Assure that vaccine is used efficiently.	Vaccine wastage as reported by the Iowa Department of Public Health will not exceed contract guidelines of 5%.	0.20%	0.07%	0.16%	0.20%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	School records will show up-to-date immunizations.	99.2%	99.3%	99.0%	99.0%
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.	98.4%	98.5%	98.0%	98.0%

<b>ACTIVITY/SERVICE:</b>	Injury Prevention	<b>DEPARTMENT:</b>	Health/Public Safety/2008		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$5,422
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of community-based injury prevention meetings and events.		14	13	12	12
Number of community-based injury prevention meetings and events with a SCHED staff member in attendance.		14	13	12	12

**PROGRAM DESCRIPTION:**

Partner with community agencies to identify, assess, and reduce the leading causes of unintentional injuries in Scott County. Share educational messaging on injury prevention in the community.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Engage in community-based injury prevention initiatives.	A SCHED 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/Community Relations, Information and Planning/2036			
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$210,833		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of practicing dentists in Scott County.		112	110	115	108
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients.		28	22	35	30
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients only with an I-Smile referral and/or accepting dental vouchers.		32	22	29	40
Number of children in agency home.		2,102	837	900	900
Number of children with a dental home as defined by the Iowa Department of Public Health.		497	371	495	450
Number of kindergarten students.		2,256	2,208	2,223	2,232
Number of kindergarten students with a completed Certificate of Dental Screening.		2,249	2,198	2,201	2,210
Number of ninth grade students.		2,284	2,270	2,268	2,277
Number of ninth grade students with a completed Certificate of Dental Screening.		1,753	1,839	2,041	2,049

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	25%	20%	30%	28%
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.	29%	20%	25%	37%
Ensure EPSDT Program participants have a routine source of dental care.	Children in the EPSDT Program will have a dental home.	24%	41%	55%	50%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering kindergarten will have a valid Certificate of Dental Screening.	99.7%	99.5%	99%	99%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering ninth grade will have a valid Certificate of Dental Screening.	76.8%	81%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Maternal Health	<b>DEPARTMENT:</b>	Health/Community Relations, Information and Planning/2033		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$58,869	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Maternal Health Direct Care Services Provided		NA	NA	NA	125
Number of Maternal Health clients in agency home.		NA	NA	NA	100
Number of Maternal Health clients with a medical home as defined by the Iowa Department of Public Health.		NA	NA	NA	80
Number of Maternal Health clients with a dental home as defined by the Iowa Department of Public Health.		NA	NA	NA	40

**PROGRAM DESCRIPTION:**

The Maternal Health (MH) Program is part of the federal Title V Program. It is delivered through a contract with the Iowa Department of Public Health. The MH Program promotes the health of pregnant women and infants by providing or assuring access to prenatal and postpartum health care for low-income women. Services include: linking to health insurance, completing risk assessments, providing medical and dental care coordination, providing education, linking to transportation, offering breastfeeding classes, addressing health disparities, providing post-partum follow-up, etc. Dental care is particularly important for pregnant women because hormone levels during pregnancy can increase the risk of oral health problems.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maternal Health clients will have positive health outcomes for mother and baby.	Women in the Maternal Program will have a medical home to receive early and regular prenatal care.	NA	NA	NA	80%
Maternal Health clients will have positive oral health outcomes for mother and baby.	Women in the Maternal Program will have a dental home to receive regular oral health care during pregnancy and beyond.	NA	NA	NA	40%

<b>ACTIVITY/SERVICE:</b>	Medical Examiner	<b>DEPARTMENT:</b>	Health/Public Safety/2001		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$368,643
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of deaths in Scott County.		1736	1787	1679	1762
Number of deaths in Scott County deemed a Medical Examiner case.		258	296	270	277
Number of Medical Examiner cases with a cause and manner of death determined.		258	296	270	277

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Mosquito Surveillance	<b>DEPARTMENT:</b>	Health/Environmental/2043		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$7,325	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of weeks in arboviral disease surveillance season.		17	18	18	18
Number of weeks in arboviral disease surveillance season where mosquitoes are collected every week day and sent to ISU.		17	18	18	18

**PROGRAM DESCRIPTION:**

Trap and submit mosquitoes to state labs for testing of arboviruses new and/or unusual to the area/region. Supports communicable disease program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Conduct environmental surveillance of mosquitoes in order to detect the presence of arboviruses to help target prevention and control messages.	Mosquitoes are collected from the traps every week during arboviral disease surveillance season and the mosquitoes are sent weekly to the lab for testing.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Non-Public Health Nursing	<b>DEPARTMENT:</b>	Health/Clinical/2026		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$85,703	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.		67	27	61	35
Number of students identified with a deficit through a school-based screening who receive a referral.		67	27	61	35
Number of requests for direct services received.		151	235	145	195
Number of direct services provided based upon request.		151	235	145	195

**PROGRAM DESCRIPTION:**

Primary responsibility for school health services provided within the non-public schools in Scott County. There are currently 9 non-public schools in Scott County with approximately 2,600 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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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/Environmental/2044	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$144,201
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of septic systems installed.	122	107	130	115
Number of septic systems installed which meet initial system recommendations.	122	107	129	115
Number of sand filter septic system requiring inspection.	1,330	1330	1,340	1,350
Number of sand filter septic system inspected annually.	952	1303	1,340	1,350
Number of septic samples collected from sand filter septic systems.	150	176	215	165
Number of complaints received.	4	9	11	7
Number of complaints investigated.	4	9	11	7
Number of complaints investigated within working 5 days.	4	9	11	7
Number of complaints investigated that are justified.	3	7	8	4

**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.



PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure the proper installation of septic systems to prevent groundwater contamination.	Approved installations will meet initial system recommendations.	100%	100%	99%	100%
Assure the safe functioning of septic systems to prevent groundwater contamination.	Sand filter septic systems will be inspected annually by June 30.	72%	98%	100%	100%
Assure the safe functioning of septic systems to prevent groundwater contamination.	Complaints will be investigated within 5 working days of the complaint.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Nuisance	<b>DEPARTMENT:</b>	Health/Environmental/2047		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$73,100
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of complaints received.		42	42	63	42
Number of complaints justified.		26	19	38	23
Number of justified complaints resolved.		25	19	36	22
Number of justified complaints requiring legal enforcement.		3	0	2	2
Number of justified complaints requiring legal enforcement that were resolved.		3	0	2	2

**PROGRAM DESCRIPTION:**

Investigate public health nuisance complaints from the general public and resolve them to code compliance. Scott County Code, Chapter 25 entitled Public Health Nuisance.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	100%	95%	95%
Ensure compliance with state, county and city codes and ordinances.	Justified complaints requiring legal enforcement will be resolved.	100%	N/A	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Preparedness	<b>DEPARTMENT:</b>	Health/Public Safety/2009	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$156,261
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of drills/exercises held.		8	5	6
Number of after action reports completed.		8	5	6
Number of employees.		38	41	41
Number of employees with position appropriate NIMS training.		38	41	41
Number of newly hired employees.		5	2	2
Number of newly hired employees who provide documentation of completion of position appropriate NIMS training.		5	2	2

**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. Train staff to function in roles within the National Incident Management System.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 five emergency response drills or exercises annually.	300%	100%	100%	100%
Assure efficient response to public health emergencies.	Existing employees have completed position appropriate NIMS training.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Newly hired employees 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/Environmental/2048	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$80,054
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of tons of recyclable material collected.		537.39	569.44	537.39
Number of tons of recyclable material collected during the same time period in previous fiscal year.		603.55	537.39	537.39

**PROGRAM DESCRIPTION:**

Provide recycling services at three drop off locations (Scott County Park, West Lake Park, and Republic Waste) for individuals living unincorporated Scott County. The goal is to divert recyclable material from the Scott County landfill.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	-12%	6%	0%	0%

<b>ACTIVITY/SERVICE:</b>	Septic Tank Pumper	<b>DEPARTMENT:</b>	Health/Environmental/2059		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,430	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of septic tank cleaners servicing Scott County.		9	9	9	9
Number of annual septic tank cleaner inspections of equipment, records and land application sites (if applicable) completed.		9	9	9	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>2016-17</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</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/Environmental/2049		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$2,705
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.		160	159	160	160
Number of individuals that collect and transport solid waste to the Scott County Landfill that are permitted.		160	159	160	160

**PROGRAM DESCRIPTION:**

Establish permits, requirements, and violation penalties to promote the proper transportation and disposal of solid waste. Assuring proper transportation is aimed at decreasing illegal dumping and littering throughout Scott County. Scott County Code Chapter 32 Waste haulers.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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/Clinical/2028	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$664,262
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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).		1,402	1341	1,397	1,372
Number of people who present for STD/HIV services.		1,162	1087	1,162	1,125
Number of people who receive STD/HIV services.		1,104	1037	1,104	1,069
Number of clients positive for STD/HIV.		1,124	1247	1,110	1,186
Number of clients positive for STD/HIV requiring an interview.		194	236	199	215
Number of clients positive for STD/HIV who are interviewed.		176	213	185	195
Number of partners (contacts) identified.		277	257	287	267
Reported cases of gonorrhea, chlamydia and syphilis treated.		1,111	1242	1,106	1,200
Reported cases of gonorrhea, chlamydia and syphilis treated according to treatment guidelines.		1,110	1228	1,084	1,188
Number of gonorrhea tests completed at SCHD.		615	592	582	605
Number of results of gonorrhea tests from SHL that match SCHD results.		609	591	570	599
Number lab proficiency tests interpreted.		15	15	15	15
Number of lab proficiency tests interpreted correctly.		12	14	14	15

**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. Provide Hepatitis C testing and referral. 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. Conduct education and testing in outreach settings to limit spread of disease. IAC 641 Chapters 139A and 141A

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
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.	95%	95%	93%	95%
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.	100%	99%	99%	99%
Ensure accurate lab testing and analysis.	Onsite gonorrhea results will match the State Hygienic Laboratory (SHL) results.	99%	100%	98%	99%
Ensure accurate lab testing and analysis.	Proficiency tests will be interpreted correctly.	80%	93%	93%	100%

<b>ACTIVITY/SERVICE:</b>	Swimming Pool/Spa Inspection Program	<b>DEPARTMENT:</b>	Health/Environmental/2050		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$60,304
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	
Number of seasonal pools and spas requiring inspection.	49	58	50	58	
Number of seasonal pools and spas inspected by June 15.	49	58	50	58	
Number of year-round pools and spas requiring inspection.	80	87	80	87	
Number of year-round pools and spas inspected by June 30.	80	87	80	87	
Number of swimming pools/spas with violations.	118	134	124	126	
Number of inspected swimming pools/spas with violations reinspected.	118	134	124	126	
Number of inspected swimming pools/spas with violations reinspected within 30 days of the inspection.	118	126	123	126	
Number of complaints received.	8	1	6	4	
Number of complaints investigated according to Nuisance Procedure timelines.	8	1	6	4	
Number of complaints investigated that are justified.	6	0	4	2	

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<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.	100%	100%	100%	100%
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%	94%	99%	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/Environmental/2052	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$7,480
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of tanning facilities requiring inspection.	39	34	39	34
Number of tanning facilities inspected by April 15.	39	34	39	34
Number of tanning facilities with violations.	13	17	13	17
Number of inspected tanning facilities with violations reinspected.	13	16	13	17
Number of inspected tanning facilities with violations reinspected within 30 days of the inspection.	13	16	13	17
Number of complaints received.	0	0	1	1
Number of complaints investigated according to Nuisance Procedure timelines.	0	0	1	1
Number of complaints investigated that are justified.	0	0	1	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. Conduct annual and complaint inspections. IDPH, IAC 641, Chapter 46 entitled Minimum Requirements for Tanning Facilities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	94%	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/Environmental/2054	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$7,448
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>
		<b>2019-20 PROJECTED</b>		
Number of tattoo facilities requiring inspection.		23	27	23
Number of tattoo facilities inspected by April 15.		23	26	23
Number of tattoo facilities with violations.		5	3	5
Number of inspected tattoo facilities with violations reinspected.		5	3	5
Number of inspected tattoo facilities with violations reinspected within 30 days of the inspection.		5	3	5
Number of complaints received.		1	0	1
Number of complaints investigated according to Nuisance Procedure timelines.		1	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>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 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.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tobacco Program	<b>DEPARTMENT:</b>	Health/Community Relations, Information and Planning/2037	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$111,302
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of cities in Scott County.		16	16	16
Number of cities that have implemented a tobacco-free parks policy.		1	2	3
Number of school districts in Scott County (Bettendorf, Davenport, Non-Public, North Scott, Pleasant Valley).		5	5	5
Number of school districts in Scott County with an ISTEP Chapter.		1	1	1
				2

**PROGRAM DESCRIPTION:**

Coordinate programming in the community to reduce the impact of tobacco through education, cessation, legislation and reducing exposure to secondhand smoke. Efforts to change policies to support tobacco-free living is a focus. Staff facilitates ISTEP Chapters (Iowa Students for Tobacco Education and Prevention) targeted to middle and high school age students.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
People visiting Scott County parks will no longer be exposed to secondhand smoke and other tobacco products.	Cities will implement park policy changes to support community health and wellness.	6%	13%	19%	25%
Youth will be exposed to tobacco-related education and prevention messages and will not become tobacco users.	All Scott County school districts will have an ISTEP Chapter.	20%	20%	20%	40%

<b>ACTIVITY/SERVICE:</b>	Transient Non-Community Public Water Supply	<b>DEPARTMENT:</b>	Health/Environmental/2056		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,617	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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. A transient non-community public water supply serves at least 25 individuals at least 60 days of the year or has 15 service connections. Water is provided by means of serving food, water, drink or ice, restrooms, water faucets, or lodging. The individuals being served by this public water well change or do not remain at the facility for a long period of time.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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/Environmental/2057		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,018
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of vending companies requiring inspection.		7	7	7	7
Number of vending companies inspected by June 30.		5	7	7	7

**PROGRAM DESCRIPTION:**

Issue licenses, inspect and assure compliance of vending machines that contain non-prepackaged food or potentially hazardous food according to a 28E Agreement between the Iowa Department of Inspections and Appeals and the Board of Health. Department of Inspection and Appeals, IAC 481 Chapter 30 Food and Consumer Safety.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	71%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Water Well Program	<b>DEPARTMENT:</b>	Health/Environmental/2058	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$64,902
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of wells permitted.	20	17	20	18
Number of wells permitted that meet SCC Chapter 24.	20	17	20	18
Number of wells plugged.	34	21	22	28
Number of wells plugged that meet SCC Chapter 24.	34	21	22	28
Number of wells rehabilitated.	4	6	6	5
Number of wells rehabilitated that meet SCC Chapter 24.	4	6	6	5
Number of wells tested.	80	99	90	90
Number of wells test unsafe for bacteria or nitrate.	23	27	24	25
Number of wells test unsafe for bacteria or nitrate that are educated by staff regarding how to correct the well.	23	27	24	25

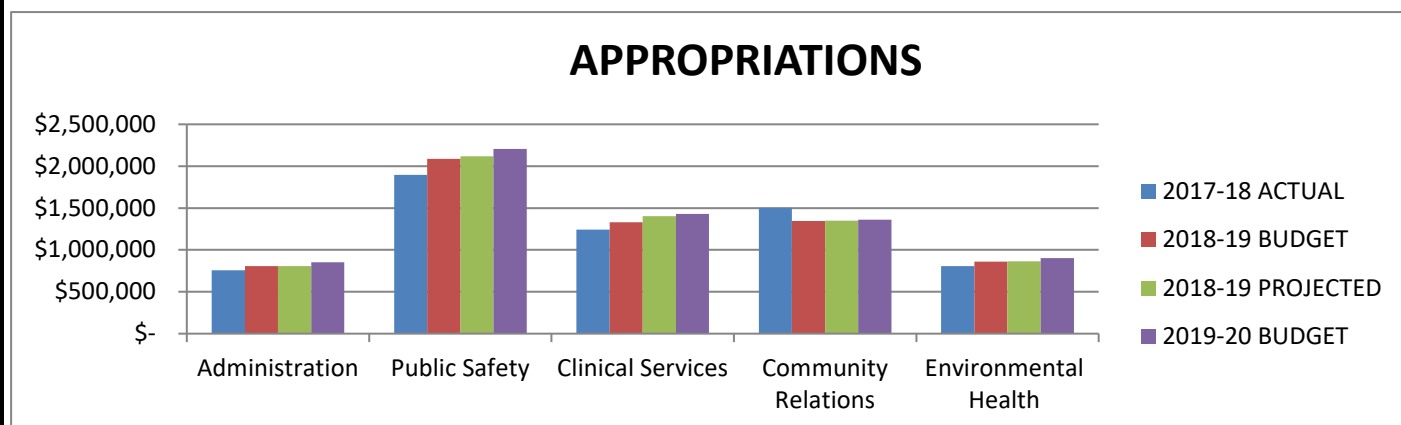
**PROGRAM DESCRIPTION:**

License and assure proper water well construction, closure, and rehabilitation. Monitor well water safety through water sampling. The goal is prevent ground water contamination and illness. Scott County Code, Chapter 24 entitled Private Water wells.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	Property owners with wells testing unsafe for bacteria or nitrates will be educated on how to correct the water well.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Administration (20.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
39-N Health Director	1.00	1.00	1.00	1.00	1.00	1.00
34-N Deputy Health Director	1.00	1.00	1.00	1.00	1.00	1.00
24-N Grant Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
18-N Senior Office Assistant	2.00	2.00	2.00	2.00	2.00	2.00
16-N Office 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	\$ 16,000	\$ 58	\$ -	\$ -	\$ -	\$ -
Charges for Services	2		25	25	25	25
Miscellaneous	53	35	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 16,055</b>	<b>\$ 93</b>	<b>\$ 275</b>	<b>\$ 275</b>	<b>\$ 275</b>	<b>\$ 275</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 495,771	\$ 506,796	\$ 519,961	\$ 520,461	\$ 546,967	\$ 546,967
Benefits	206,976	223,340	242,500	242,500	260,797	260,797
Purchase Services & Expenses	40,568	19,623	32,460	34,495	32,428	32,428
Supplies & Materials	9,480	5,945	10,900	10,900	10,730	10,730
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 752,795</b>	<b>\$ 755,704</b>	<b>\$ 805,821</b>	<b>\$ 808,356</b>	<b>\$ 850,922</b>	<b>\$ 850,922</b>



**ANALYSIS**

No changes to authorized positions for FY20.

Revenue is flat as compared to FY19.

Expenditure changes in FY20 are in the salary and benefits line items; minimal changes in non-salary line items.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
31-N Correctional Health Manager	1.00	1.00	1.00	1.00	1.00	1.00
29-N Public Health Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
27-N Public Health Nurse	4.00	4.00	4.00	4.00	4.35	4.35
27-N Community Health Consultant	1.00	1.00	1.00	1.00	1.00	1.00
21-N Medical Assistant	1.00	1.00	1.00	1.00	1.00	1.00
16-N Office Assistant	0.45	0.45	0.45	0.45	0.45	0.45
Z Correction Health/Public Health Nurse	1.35	1.35	1.35	1.35	1.35	1.35
<b>TOTAL POSITIONS</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>	<b>10.15</b>	<b>10.15</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 211,593	\$ 61,134	\$ 77,000	\$ 62,000	\$ 62,000	\$ 62,000
Miscellaneous	35,448	22,881	10,100	15,500	15,500	15,500
<b>TOTAL REVENUES</b>	<b>\$ 247,041</b>	<b>\$ 84,015</b>	<b>\$ 87,100</b>	<b>\$ 77,500</b>	<b>\$ 77,500</b>	<b>\$ 77,500</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 652,423	\$ 664,830	\$ 729,442	\$ 729,864	\$ 794,349	\$ 794,349
Benefits	216,930	228,644	257,202	257,327	278,642	278,642
Purchase Services & Expenses	1,172,450	987,769	1,075,189	1,110,854	1,114,414	1,114,414
Supplies & Materials	16,080	15,295	26,600	19,600	19,600	19,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,057,883</b>	<b>\$ 1,896,538</b>	<b>\$ 2,088,433</b>	<b>\$ 2,117,645</b>	<b>\$ 2,207,005</b>	<b>\$ 2,207,005</b>

**ANALYSIS**

No changes to authorized positions for FY20.

FY20 revenue is consistent with FY19 projected revenue. This is a 19% decrease from the FY19 budgeted amount, but consistent with FY18 actual. A regional funding model to support efforts regarding public health preparedness has resulted in less dollars coming directly to the department.

The department is requesting a 3.3% increase from FY19 budgeted to FY19 projected. In previous years, department dollars have been shifted to offset the costs of providing inmate health care. In discussions with administration, it was determined to allocate the dollars needed to support the program without impacting other department line items. The number of inmates overall and the number of inmates with serious and/or complicated medical needs continues to increase. In FY20, there is a slight increase in purchased services & expenses (\$550 from FY19 budgeted to projected and an additional \$260 from FY19 projected to FY20) to support training for individuals in the medical examiner program.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
31-N Clinical Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
28-N Clinical Services Specialist	1.00	1.00	1.00	1.00	1.00	1.00
27-N Child Care Nurse Consultant	1.00	1.00	1.00	1.00	1.00	1.00
27-N A Public Health Nurse	4.00	4.00	4.00	4.00	4.00	4.00
27-N Community Health Interventionist	1.00	1.00	1.00	1.00	1.00	1.00
27-N Disease Intervention Specialist	1.00	1.00	1.00	1.00	1.00	1.00
21-N Medical Assistant	1.00	1.00	1.00	1.00	1.00	1.00
20-N Medical Lab Technician	0.75	0.75	0.75	0.75	0.75	0.75
Z Correction Health/Public Health Nurse	0.72	0.72	0.72	0.72	0.72	0.72
<b>TOTAL POSITIONS</b>	<b>11.47</b>	<b>11.47</b>	<b>11.47</b>	<b>11.47</b>	<b>11.47</b>	<b>11.47</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 244,717	\$ 332,920	\$ 302,028	\$ 379,468	\$ 362,332	\$ 362,332
Charges for Services	10,195	10,070	10,680	15,000	15,200	15,200
Miscellaneous	162	454	300	350	350	350
<b>TOTAL REVENUES</b>	<b>\$ 255,074</b>	<b>\$ 343,444</b>	<b>\$ 313,008</b>	<b>\$ 394,818</b>	<b>\$ 377,882</b>	<b>\$ 377,882</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 693,258	\$ 760,459	\$ 808,728	\$ 813,163	\$ 834,022	\$ 834,022
Benefits	251,276	285,779	317,479	317,879	343,888	343,888
Purchase Services & Expenses	149,178	183,920	188,300	256,730	235,660	235,660
Supplies & Materials	13,426	13,627	15,200	15,300	16,850	16,850
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,107,138</b>	<b>\$ 1,243,785</b>	<b>\$ 1,329,707</b>	<b>\$ 1,403,072</b>	<b>\$ 1,430,420</b>	<b>\$ 1,430,420</b>

#### **ANALYSIS**

No changes to authorized positions for FY20.

FY19 revenue is projected to increase 26% as compared to FY19 budgeted. This increase is primarily related to grant dollars and the adjustment of expected amounts to actual contract amounts. The Iowa Department of Public Health changed its funding model for its Immunization Grant. Previously, there were separate contracts for Scott County Health Department and Community Health Care. Now, all the funding comes to Scott County Health Department and is subcontracted with Community Health Care to support childhood immunizations. This change accounts for \$45,957 of increased revenue and is associated with an increase in subrecipient expenditures. In addition, the department received additional dollars (\$24,195) to support HIV and hepatitis C outreach. A new partnership with St. Ambrose University's Nursing and Physicians' Assistant Programs was initiated. This resulted in \$4,500 of increased revenue and is associated with an increase in expenditures.

FY20 Revenue decreases by 4% compared to the FY19 projected. This decrease is based on only using the initial HIV contract amount; not the increase based upon amendments.

FY19 non-salary expenditures are projected to increase 36% as compared to FY19 budgeted. This increase is in order to support the additional dollars received related to grants. The non-salary expenditures for FY20 decrease by 7%. This decrease is based on grant funding.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Comm Relations &amp; Planning (2031-2038)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
29-N Community Health Manager	1.00	1.00	1.00	1.00	1.00	1.00
27-N Community Health Consultant	2.00	2.00	2.00	2.00	2.00	2.00
27-N Community Tobacco Consultant	1.00	1.00	1.00	1.00	1.00	1.00
27-N Community Transformation Consultant	1.00	1.00	1.00	1.00	1.00	1.00
24-N Community Dental Consultant-Maternal, Child	1.00	1.00	1.00	1.00	1.00	1.00
24-N Community Dental Consultant-Older Adult	1.00	1.00	1.00	1.00	1.00	1.00
26-N Child Health Consultant	2.00	2.00	2.00	2.00	2.00	2.00
Z Maternal,Child & Adolescent Health Nurse	-	0.40	0.40	0.40	0.40	0.40
<b>TOTAL POSITIONS</b>	<b>9.00</b>	<b>9.40</b>	<b>9.40</b>	<b>9.40</b>	<b>9.40</b>	<b>9.40</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 1,674,099	\$ 922,060	\$ 915,011	\$ 907,040	\$ 907,840	\$ 907,840
Miscellaneous	8	-	100	50	50	50
<b>TOTAL REVENUES</b>	<b>\$ 1,674,107</b>	<b>\$ 922,060</b>	<b>\$ 915,111</b>	<b>\$ 907,090</b>	<b>\$ 907,890</b>	<b>\$ 907,890</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 517,539	\$ 540,301	\$ 593,487	\$ 593,488	\$ 631,552	\$ 631,552
Benefits	186,838	214,469	241,086	242,786	253,268	253,268
Purchase Services & Expenses	1,244,274	745,075	507,205	509,495	475,705	475,705
Supplies & Materials	1,257	840	2,500	2,500	2,400	2,400
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,949,908</b>	<b>\$ 1,500,685</b>	<b>\$ 1,344,278</b>	<b>\$ 1,348,269</b>	<b>\$ 1,362,925</b>	<b>\$ 1,362,925</b>

**ANALYSIS**

No changes to authorized positions for FY20.

FY20 and FY19 projected revenues have changed (less than 1% decrease) based upon grant funding from the Iowa Department of Public Health.

FY19 non-salary expenses increased slightly to support grant or Medicaid activities. There is a 6.6% decrease from FY20 to FY19 budgeted. This is primarily attributed to dollars that are subcontracted through grants with the Iowa Department of Public Health. In addition, dollars have been shifted from purchased services and expenses and supplies and materials associated with the Maternal Health Program to staffing of the program.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
29-N Environmental Health Manager	1.00	1.00	1.00	1.00	1.00	1.00
27-N 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	\$ 28,450	\$ 35,358	\$ 32,772	\$ 38,570	\$ 36,370	\$ 36,370
Licenses and Permits	322,035	322,598	327,460	386,050	445,800	445,800
Charges for Services	65,582	73,988	77,785	70,575	74,225	74,225
Miscellaneous	387	4	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 416,454</b>	<b>\$ 431,948</b>	<b>\$ 438,267</b>	<b>\$ 495,445</b>	<b>\$ 556,645</b>	<b>\$ 556,645</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 513,359	\$ 519,216	\$ 545,885	\$ 546,435	\$ 571,098	\$ 571,098
Benefits	172,138	181,027	198,987	198,037	213,035	213,035
Purchase Services & Expenses	96,565	99,616	106,590	108,690	107,340	107,340
Supplies & Materials	5,330	5,523	9,578	12,428	9,425	9,425
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 787,392</b>	<b>\$ 805,382</b>	<b>\$ 861,040</b>	<b>\$ 865,590</b>	<b>\$ 900,898</b>	<b>\$ 900,898</b>

**ANALYSIS**

No changes to authorized positions for FY20.

FY19 revenue is projected to increase 13% compared to budgeted. This increase is primarily based upon changes in the fees to support programs 2040 Food Establishment, 2042 Hotel/Motel, and 2057 Vending that were approved by the Iowa Legislature in 2018. The fees took effect January 1, 2019. FY20 revenue is anticipated to increase an additional 12% as compared to FY19 budgeted to account for a full year of the new fees. These are additional dollars to the department and will decrease the county tax dollars that have been used to support salary in these programs. The fees will not cover all the expenses, but a local presence with these inspections has been a priority of the county.

FY19 projected non-salary expenditures and FY20 non-salary expenditures remain consistent with those budgeted for FY20. There is a slight increase in FY19 projected to support training. The training is covered by grant funding.

# 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	<b>RESIDENTS SERVED:</b>		All Employees	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$116,487
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of bargaining units		6	6	6	5
% of workforce unionized		54%	54%	54%	53%
# meeting related to Labor/Management		40	37	35	25
# training sessions with Labor/Management		N/A	N/A	3	2

**PROGRAM DESCRIPTION:**

Negotiates five union contracts, acts as the County's representative at impasse proceedings. The IBEW (Bailiff) unit did not recertify. Compliance with Iowa Code Chapter 20.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	22	25	15	12

<b>ACTIVITY/SERVICE:</b>	Recruitment/EEO Compliance	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$105,040
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
%				
% of employees over 55 (nearing retirement)		n/a	n/a	n/a
# of jobs posted		76	68	60
# of applications received		3,233	2754	3,000

**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.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	6.00%	6.80%	5.00%	5.00%
Measure the number of employees hired in underutilized areas.	Increase the number of employees hired in underutilized areas.	7	6	3	3

<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>	All Employees	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$39,846
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# rate changes processed		n/a	n/a	350
# of organizational change studies exclusive of salary study		n/a	n/a	6
# new hires		n/a	n/a	75

**PROGRAM DESCRIPTION:**

Monitors County compensation program, conducts organizational studies to ensure ability to remain competitive in the labor market. Work with consultant to review job descriptions and transitions from Hay system. 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. Work to digitize employee personnel files to permit future desktop access

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	40%	47%	33%	33%
% of jobs reviewed as part of salary study	Review progress and impact of salary study	N/A	N/A	100%	100%
% of personnel files scanned as part of project	Review progress and impact of project	N/A	37%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Benefit Administration	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Employees	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$75,898
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Cost of health benefit PEPM		\$1,155	\$1,258	\$1,300
% of eligible employees enrolled in deferred comp		n/a	n/a	62%
% of family health insurance to total		n/a	64%	64%

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# new or increased contributions to deferred compensation	Impact of deferred compensation marketing and design changes	N/A	10%	10	15
% of eligible employees participating in Y@work program	Impact of wellness marketing and labor changes	N/A	N/A	25%	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>	All Employees	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 19,923
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of Administrative Policies		73	72	72
# policies reviewed		9	12	13
				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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	9	12	13	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>	All Employees	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$117,167
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of employees in Leadership program		100	100	118
# of training opportunities provided by HR		20	12	20
# of all employee training opportunities provided		8	7	7
# of hours of Leadership Recertification Training provided		35.75	30	30

**PROGRAM DESCRIPTION:**

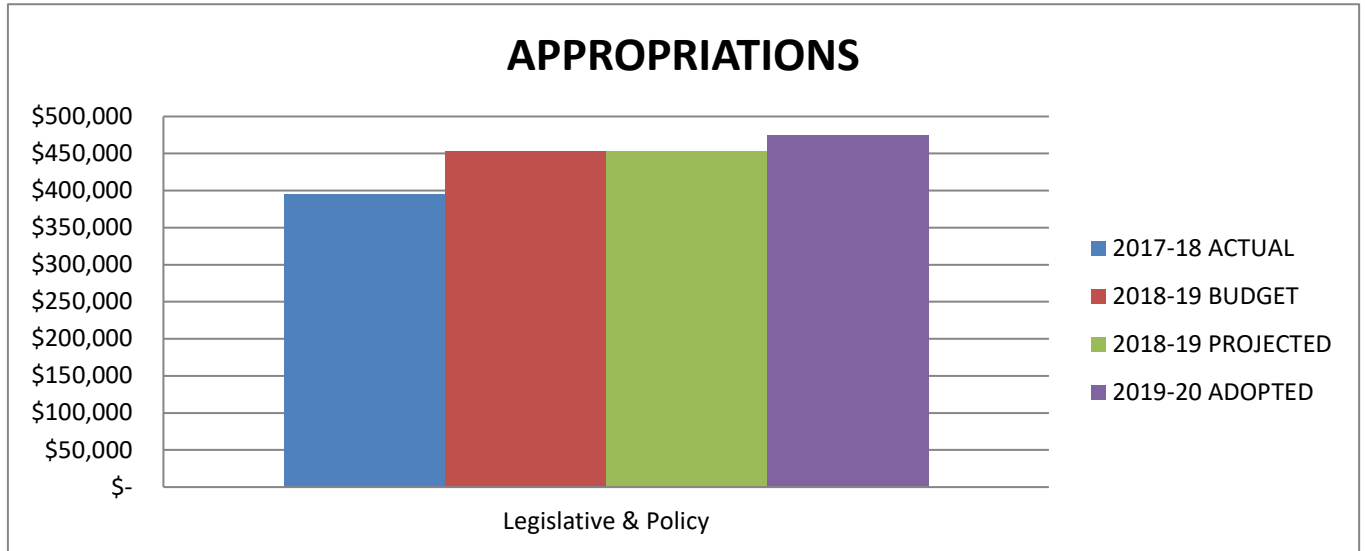
Evaluate needs, plans and directs employee development programs such as in-house training programs for supervisory and non-supervisory staff to promote employee motivation and development. Coordinates all Employee Recognition and the new Employee Orientation Program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	43%	33%	33%	33%
Effectiveness/utilization of County sponsored training	% of employees attending county offered training	N/A	N/A	30%	30%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
41-N Assistant County Administrator/HR Director	0.50	0.50	0.50	0.50	0.50	0.50
27-N Human Resources Generalist	2.00	2.00	2.00	2.00	2.00	2.00
23-N Benefits Specialist	-	-	1.00	1.00	1.00	1.00
Benefits Coordinator	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	\$ 4,840	\$ 253	\$ 500	\$ 500	\$ 500	\$ 500
<b>TOTAL REVENUES</b>	<b>\$ 4,840</b>	<b>\$ 253</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 231,753	\$ 238,395	\$ 248,329	\$ 248,329	\$ 262,625	\$ 262,625
Benefits	\$80,679	\$86,656	\$94,067	\$94,067	\$101,036	\$101,036
Purchase Services & Expenses	79,447	66,733	106,750	106,750	106,750	106,750
Supplies & Materials	2,852	3,492	3,950	3,950	3,950	3,950
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 394,731</b>	<b>\$ 395,276</b>	<b>\$ 453,096</b>	<b>\$ 453,096</b>	<b>\$ 474,361</b>	<b>\$ 474,361</b>



**ANALYSIS**

Revenues for this program are minimal and consist of Refunds & Reimbursements and the sale of past PRIDE items.

FY20 non-salary cost requests for this program remain unchanged from FY19.

There are no budget issues and no capital, personnel, or vehicle changes to this program.

## Department of Human Services

Director: Jerry Foxhoven

Phone: 515-281-5454

Website: www.dhs.state.ia.us



**MISSION STATEMENT: To help Iowans achieve healthy, safe, stable, and self-sufficient lives through the programs and services we provide.**

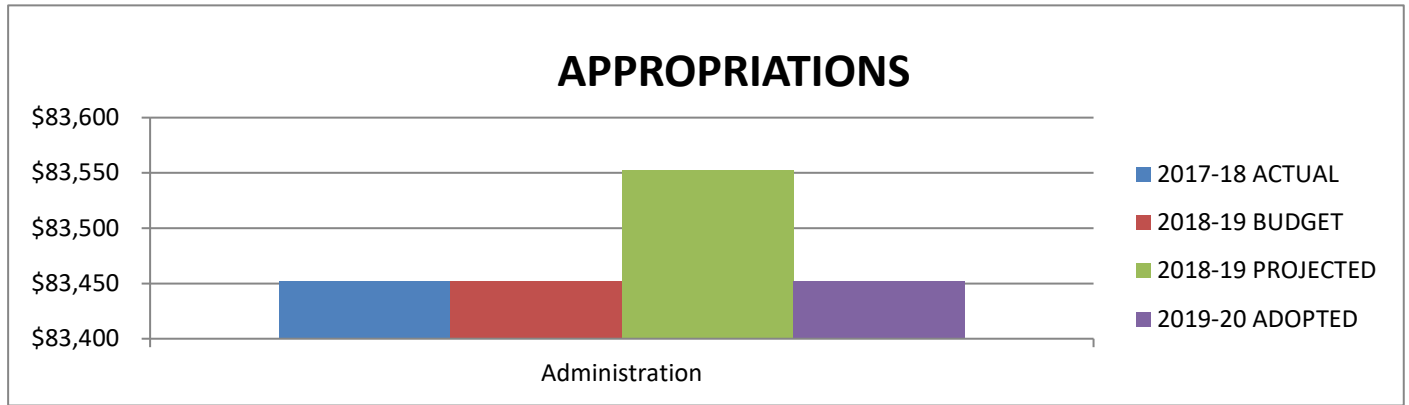
<b>ACTIVITY/SERVICE:</b>	Assistance Programs	<b>DEPARTMENT:</b>	21.1000		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	1,800		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$83,452
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
The number of cost saving measures implemented		2	2	2	2
Departmental Budget dollars expended (direct costs)		\$78,452	\$83,452	\$83,452	\$83,452
LAE dollars reimbursement (indirect cost)		\$252,388	\$255,315	\$240,185	\$245,000

**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. The focus of these services is to assist this population with achieving health, safety and self-sufficiency. All of these programs are federally mandated and are supported by federal and state funds. The county's contribution to this process is mandated in state legislation which stipulates the county is responsible for providing the day to day office operational funding. A percentage of this county funding is reimbursed quarterly through the Local Administrative Expense (LAE) Reporting (federal) which includes the direct and indirect costs incurred by the county for the support of DHS services. A large portion of the day to day operational expenditures are determined by federal and state rules as it relates to program administration.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</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 remained within budget	100%	100%	100.00%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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	25,822	28,333	28,333	28,333	28,333	28,333
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 25,822</b>	<b>\$ 28,333</b>	<b>\$ 28,333</b>	<b>\$ 28,333</b>	<b>\$ 28,333</b>	<b>\$ 28,333</b>
<b>APPROPRIATION SUMMARY:</b>						
Capital	\$ 5,443	\$ 3,000	\$ 3,000	\$ 8,000	\$ 3,000	\$ 3,000
Purchase Services & Expenses	46,670	62,400	62,400	53,560	62,400	62,400
Supplies & Materials	26,312	18,052	18,052	21,992	18,052	18,052
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 78,425</b>	<b>\$ 83,452</b>	<b>\$ 83,452</b>	<b>\$ 83,552</b>	<b>\$ 83,452</b>	<b>\$ 83,452</b>



#### ANALYSIS

The Department of Human Services (DHS) continues to serve an increasing number of people each year. DHS processes the food stamp applications, Medicaid applications and Family Investment Program. The county is responsible for providing office space, furniture, and supplies per Iowa Code. The county does receive a small amount of reimbursement. This issue of financial support has been raised to the state level every year as it is an unfunded mandate.

In 2017 DHS requested additional funding of \$5,000 for cell phones for staff out in the field (for safety reasons). The county agreed to the increase.

The county will provide the same level of funding in FY20, \$83,452.

#### Issues:

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>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$155,708
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Authorized personnel (FTE's)		15	16	16
Departmental budget		2,104,390	2,713,540	2,820,511
Electronic equipment capital budget		1,476,709	951,842	1,802,500
Reports with training goals	(Admin / DEV / GIS / INF)	5 / 2 / 2 / 5	5 / 2 / 2 / 5	5 / 3 / 2 / 5
Users supported	(County / Other)	541/356	561/410	575/400

**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		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Keep department technology skills current.	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>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$675,713
OUTPUTS		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of Custom Applications supported	(DEV / GIS)	31 / 35	31 / 27	31/ 34	31/ 34
# of COTS supported	(DEV / GIS / INF)	12 / 21 / 65	14/ 20 / 65	14/ 20 / 65	14/ 20 / 65
# of application change requests	(DEV / GIS / INF)	14 / 20 / 66	20/0/50	TBD	TBD
avg. time to complete application change requests	(DEV / GIS / INF)	12 / 0 / 6	1/0/5	TBD	TBD
# of document type groups supported in ECM	(DEV)	n/a	n/a	30	35
# of document types supported in ECM	(DEV)	n/a	n/a	200	225
# of documents supported in ECM	(DEV)	n/a	n/a	2.50 M	3.0 M
# of pages supported in ECM	(DEV)	n/a	n/a	3.25 M	4.25 M

**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.

PERFORMANCE MEASUREMENT		2016-17	2016-17	2018-19	2018-19
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide action on work orders submitted for applications per Service Level Agreement (SLA).	% of change requests assigned within SLA.	90%	90%	90%	90%
# application support requests completed within Service Level Agreement (SLA).	% of application support requests closed within SLA.	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Communication Services	<b>DEPT/PROG:</b>	I.T.	
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$258,534
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of quarterly phone bills		12	11	11
\$ of quarterly phone bills		10,234	18,017	20,000
# of cellular phone and data lines supported		258	265	275
# of quarterly cell phone bills		7	10	10
\$ of quarterly cell phone bills		5,926	24,497	25,000
# of VoIP phones supported		1050	1088	1100
# of voicemail boxes supported		575	600	625
% of VoIP system uptime		1	100	100
# of e-mail accounts supported	(County / Other)	625 / 0	862 / 0	900 / 0
GB's of e-mail data stored		868	1010GB	1100GB
% of e-mail system uptime		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		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete communication 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>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$258,534
	<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# internal ArcGIS Desktop users.		52	49	50	55
# SDE feature classes managed		65	65	65	65
# Non-SDE feature classes managed		1297	990	1000	1100
# ArcServer and ArcReader applications managed		24	25	25	25

**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.

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# enterprise SDE and non-SDE feature classes managed	# of additional enterprise GIS feature classes added per year.	1262	1055	1,065	1,165



<b>ACTIVITY/SERVICE:</b>	Infrastructure - Network Management	<b>DEPT/PROG:</b>	I.T. 14B	
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$323,167
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of network devices supported	102	118	120	125
# of network connections supported	3,210	3370	3,400	3,500
% of overall network up-time	99%	99%	99%	99%
% of Internet up-time	99%	99%	99%	99%
GB's of Internet traffic	53,000	65,000	70,000	75,000
# of filtered Internet users	692	708	725	725
# of restricted Internet users	112	108	110	110

**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.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<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>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$323,167
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
TB's of user data stored	2.159TB	3TB	4TB	5TB
TB's of departmental and county share data stored	1.108TB	52TB	53TB	53TB
TB's of county video data stored	452.14TB	251TB	300TB	400TB
% of server uptime	98%	99%	99%	99%
# of physical servers	21	22	22	22
# of virtual servers	230	224	225	230
<b>PROGRAM DESCRIPTION:</b>				

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019*-20</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%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Open Records	<b>DEPT/PROG:</b>	I.T. 14A, 14B		
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Requestors		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$23,503
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# Open Records requests	(DEV / GIS / INF)	4 / 30 / 7	3/13/9	TBD	TBD
# of Open Records requests fulfilled within SLA	(DEV / GIS / INF)	4 / 30 / 7	3/13/9	TBD	TBD
avg. time to complete Open Records requests (Days)	(DEV / GIS / INF)	1 / <1 / 2	1/1/2	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	~ <= 1 Days	<= 5 Days	<= 5 Days	<= 5 Days

<b>ACTIVITY/SERVICE:</b>	Security	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$205,652
OUTPUTS		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of DB's backed up	(DEV)	38	45	45	45
# enterprise data layers archived	(GIS)	n/a	1055	1100	1100
# of backup jobs	(INF)	5086	710	750	750
TB's of data backed up	(INF)	1.3TB	1.7 TB	2TB	2TB
# of restore jobs	(INF)	4	52	TBD	TBD

**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		2016-17	2017-18	2018-19	2019-20
		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%

<b>ACTIVITY/SERVICE:</b>	Technology Support	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$235,030
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of after hours calls	(DEV / GIS / INF)	8 / 0 / 135	4 / 0 / 125	TBD	TBD
avg. after hours response time (in minutes)	(DEV / GIS / INF)	10 / NA / 15	10/ NA /30	TBD	TBD
# of trouble ticket requests	(DEV / GIS / INF)	28 / 7 / 2500	35 / 3 / 0	TBD	TBD
avg. time to complete Trouble ticket request	(DEV / GIS / INF)	1.5 HRs / 4.2 HRs / 24 HRs	1 HRs / 12 HRs / 24 HRs	TBD	TBD

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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% / 96% / 90%	90 / 90 / 90%	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>	Foundation	<b>RESIDENTS SERVED:</b>		All Users	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$155,708	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
avg # daily visits		30,931	36,337	40,000	45,000
avg # daily unique visitors		15,426	18,235	20,000	25,000
avg # daily page views		94,711	108,587	115,000	125,000
eGov avg response time		0.41 days	0.65	< = 1 Days	< = 1 Days
eGov items		86	82	TBD	TBD
# dept/agencies supported		34	36	36	TBD

**PROGRAM DESCRIPTION:**

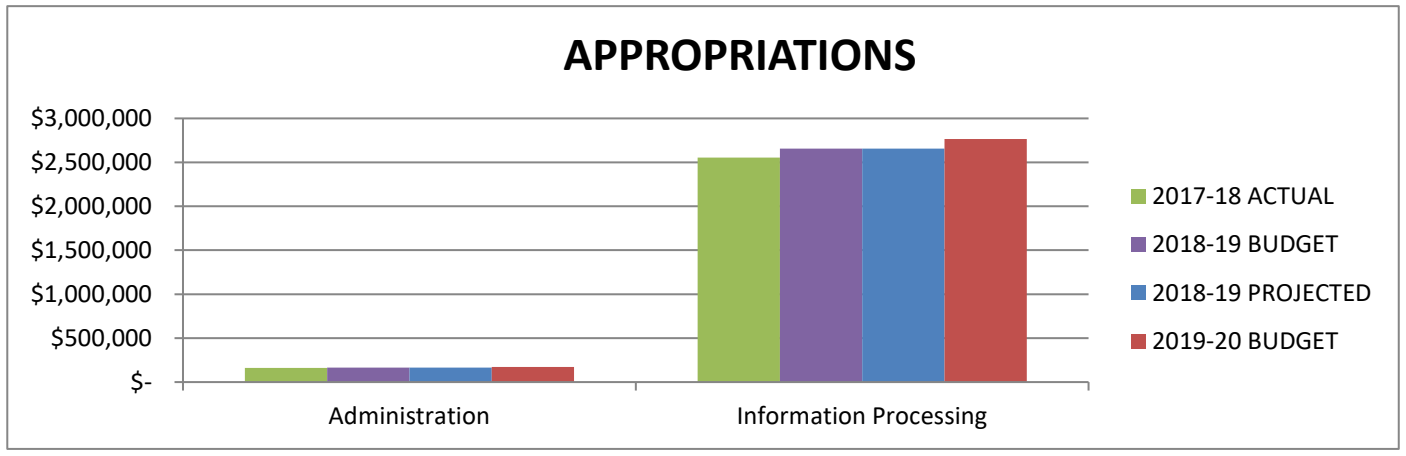
**Web Management:** Provide web hosting and development to facilitate access to public record data and county services.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	0.41 days	0.65	1 day	1 day
# dept/agencies supported	% of departments and agencies contacted on a quarterly basis.	65%	75%	75%	75%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: IT Administration (14.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
37-N Information Technology 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>						
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	2,660	81,767	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 2,660</b>	<b>\$ 81,767</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 113,711	\$ 115,593	\$ 118,410	\$ 118,410	\$ 124,547	\$ 124,547
Benefits	35,912	38,134	40,874	39,534	43,222	43,222
Purchase Services & Expenses	5,119	5,911	4,300	5,315	5,300	5,300
Supplies & Materials	1,833	424	400	300	300	300
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 156,575</b>	<b>\$ 160,062</b>	<b>\$ 163,984</b>	<b>\$ 163,559</b>	<b>\$ 173,369</b>	<b>\$ 173,369</b>



**ANALYSIS**

FY20 non-salary costs for this program are projected to increase \$1,000 due to increased travel costs.

There are no revenues budgeted under the Administration program.

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



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
34-N GIS Manager	1.00	1.00	1.00	1.00	1.00	1.00
32-N Network Infrastructure Manager	1.00	1.00	1.00	1.00	1.00	1.00
34-N Programmer/Analyst Manager	1.00	1.00	1.00	1.00	1.00	1.00
31-N Webmaster	1.00	1.00	1.00	1.00	1.00	1.00
31-N Senior Programmer/Analyst	-	1.00	1.00	1.00	1.00	1.00
28-N Programmer/Analyst	2.00	1.00	1.00	1.00	2.00	1.00
28-N Network Systems Administrator	5.00	5.00	5.00	5.00	5.00	5.00
27-N Technology Systems Specialist Public Safety	-	1.00	1.00	1.00	1.00	1.00
27-N GIS Analyst	1.00	1.00	1.00	1.00	1.00	1.00
21-N Desktop Support Technician	2.00	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>14.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>16.00</b>	<b>15.00</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 200,910	\$ 184,702	\$ 221,000	\$ 221,000	\$ 221,000	\$ 221,000
Charges for Services	29,674	23,096	20,000	20,000	20,000	20,000
Miscellaneous	11,288	7,650	5,000	6,000	6,000	6,000
<b>TOTAL REVENUES</b>	<b>\$ 241,872</b>	<b>\$ 215,448</b>	<b>\$ 246,000</b>	<b>\$ 247,000</b>	<b>\$ 247,000</b>	<b>\$ 247,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 967,134	\$ 1,043,382	\$ 1,098,860	\$ 1,098,860	\$ 1,164,332	\$ 1,164,332
Benefits	334,816	381,641	417,667	417,667	460,180	460,180
Capital Outlay	5,885	3,196	6,000	6,000	6,000	6,000
Purchase Services & Expenses	993,579	1,120,854	1,128,500	1,128,500	1,128,500	1,128,500
Supplies & Materials	3,546	3,686	5,500	5,500	5,500	5,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,304,960</b>	<b>\$ 2,552,759</b>	<b>\$ 2,656,527</b>	<b>\$ 2,656,527</b>	<b>\$ 2,764,512</b>	<b>\$ 2,764,512</b>

<b>ANALYSIS</b>
FY20 non-salary costs are recommended to remain at last year's level.
The budgeted capital outlay of \$6,000 is unchanged from previous years.
Budgeted revenues for the program remain unchanged from the previous year.
There were no personnel changes requested for this program.

# 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>	Detainment of Youth	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$824,323
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of persons admitted		220	351	300
Average daily detention population		11	18	13.5
# of days of adult-waiver juveniles		600	241	100
# of total days client care		3700	6451	4900
				8400

**PROGRAM DESCRIPTION:**

Detainment 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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 \$240 per day after revenues are collected.	240	\$150	200	200

<b>ACTIVITY/SERVICE:</b>	Safety and Security	<b>DEPARTMENT:</b> JDC 22.2201			
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$824,323		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2018-19</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		51	116	80	120
# of critical incidents requiring staff physical intervention		10	25	20	24

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	80%	78%	80%	80%

<b>ACTIVITY/SERVICE:</b>	Dietary Program	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> All Residents		
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$59,012
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Revenue generated from CNP reimbursement		24,383	33,993	30,000
Grocery cost		43,014	60,315	48,000

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	\$4.59	\$4.08	\$3.67	\$4.33

<b>ACTIVITY/SERVICE:</b>	Documentation	<b>DEPARTMENT:</b> JDC 22.2201			
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$334,400		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of intakes processed		230	351	300	300
# of discharges processed		229	343	300	300

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	11%	15%	9%	10%

<b>ACTIVITY/SERVICE: In home Detention Program</b>		<b>DEPARTMENT:</b> JDC 22B		
<b>Semi-core service</b>	Community Add On	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	<b>BUDGET:</b>	\$112,563
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# residents referred for IHD program		98	159	150
# of residents who complete IHD program successfully		78	122	130

**PROGRAM DESCRIPTION:**

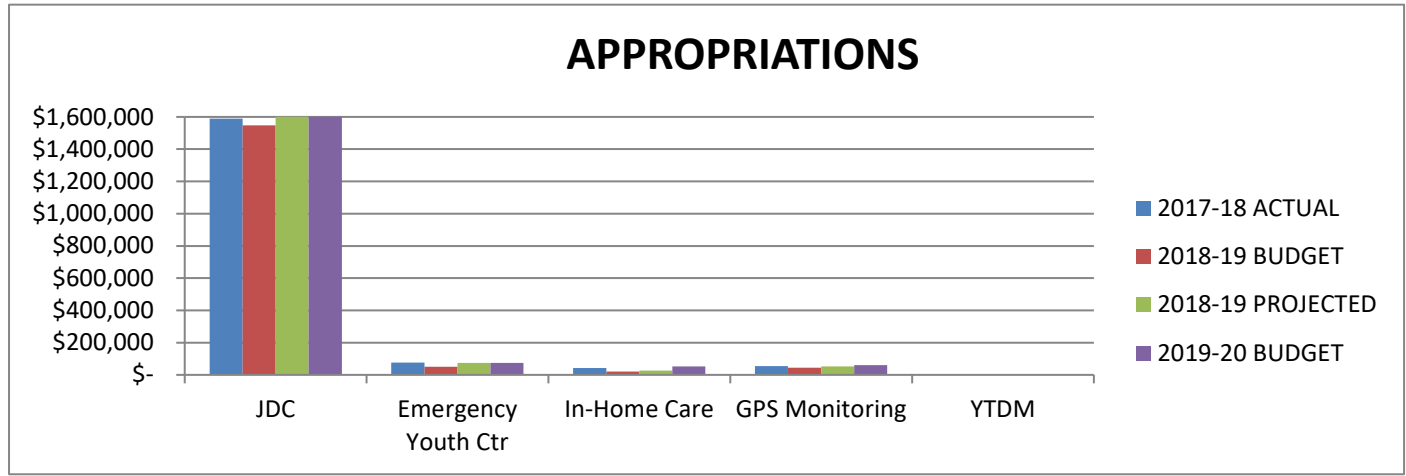
Certain juveniles are eligible to be supervised in the community through an "In-Home detention" program as an alternative to secure detention. JDC staff can supervise these juveniles in the community through random phone calls and home visits. Studies show that juveniles are less likely to commit crimes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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	80% or more of juveniles who are referred for In Home Detention complete the program successfully.	80%	77%	87%	87%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Juvenile Detention (1000, 2201)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
34-N Juvenile Detention Center Director	1.00	1.00	1.00	1.00	1.00	1.00
26-N Juvenile Detention Shift Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
22-N Detention Youth Counselor	11.90	12.90	12.90	12.90	12.90	12.90
<b>TOTAL POSITIONS</b>	<b>14.90</b>	<b>15.90</b>	<b>15.90</b>	<b>15.90</b>	<b>15.90</b>	<b>15.90</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 273,165	\$ 276,798	\$ 269,000	\$ 278,000	\$ 278,000	\$ 278,000
Charges for Services	59,140	19,730	70,000	1,000	1,000	1,000
Miscellaneous	1,361	3,784	100	500	500	500
<b>TOTAL REVENUES</b>	<b>\$ 333,666</b>	<b>\$ 300,312</b>	<b>\$ 339,100</b>	<b>\$ 279,500</b>	<b>\$ 279,500</b>	<b>\$ 279,500</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 923,773	\$ 990,989	\$ 989,966	\$ 996,716	\$ 995,519	\$ 995,519
Benefits	302,633	338,662	371,009	371,509	390,638	390,638
Capital Outlay	970	3,012	1,000	1,000	1,000	1,000
Purchase Services & Expenses	8,623	184,003	126,500	506,500	506,500	506,500
Supplies & Materials	54,696	73,213	59,200	73,400	73,400	73,400
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,290,695</b>	<b>\$ 1,589,879</b>	<b>\$ 1,547,675</b>	<b>\$ 1,949,125</b>	<b>\$ 1,967,057</b>	<b>\$ 1,967,057</b>



**ANALYSIS**

In FY18 and into FY19, the Juvenile Detention Center has experienced a dramatic increase in admissions as well as an increase in average length of stay. Most of the new admissions can be attributed to car theft. In FY17 the average daily population was 11.3 residents. In FY18, that number rose to 18.3 residents. Thus far in FY19, the average daily population is 22 residents, which is nearly double of FY17. As the Scott County Juvenile Detention Center only has 18 licensed beds, we must send some residents out to other facilities to be detained. The cost to detain a juvenile in an outside facility ranges from \$125-\$200 per day. The drastic increase in "Purchase Services" can be directly attributed to the fees for those juveniles placed in outside facilities. Also, the increase in supplies and materials is directly attributed to detainment costs for those detained within the facility (clothing, groceries, supplies, etc.).

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2015-16	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Emergency Youth Shelter (2202)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED

<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ (16,448)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ (16,448)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	11,320	75,529	50,000	75,000	75,000	75,000
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 11,320</b>	<b>\$ 75,529</b>	<b>\$ 50,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>

**ANALYSIS**

The shelter program had a significant increase in FY18. We have no control over how much usage the Shelter will have. I anticipate this trend to continue.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2015-16</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
22-N Community Based Youth Counselor	-	0.25	0.25	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>-</b>	<b>0.25</b>	<b>0.25</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	25,182	65,242	50,000	60,000	60,000	60,000
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 25,182</b>	<b>\$ 65,242</b>	<b>\$ 50,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 17,392	\$ 32,515	\$ 14,300	\$ 14,300	\$ 37,051	\$ 37,051
Benefits	4,885	8,869	5,000	9,000	10,666	10,666
Capital Outlay	-	398	-	-	-	-
Purchase Services & Expenses	212	1,251	1,200	2,750	2,750	2,750
Supplies & Materials	48	115	800	1,000	1,000	1,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 22,537</b>	<b>\$ 43,148</b>	<b>\$ 21,300</b>	<b>\$ 27,050</b>	<b>\$ 51,467</b>	<b>\$51,467</b>

**ANALYSIS**

In FY19 this program continues to grow. The Department has seen a drastic increase in referrals as well as length of service. This has caused revenues and expenses to increase.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2015-16</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
22-N Community Based Youth Counselor	-	0.25	0.25	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>-</b>	<b>0.25</b>	<b>0.25</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	33,308	69,203	56,000	67,000	67,000	67,000
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 33,308</b>	<b>\$ 69,203</b>	<b>\$ 56,000</b>	<b>\$ 67,000</b>	<b>\$ 67,000</b>	<b>\$ 67,000</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 25,427	\$ 32,938	\$ 30,000	\$ 30,000	\$ 37,051	\$ 37,050
Benefits	6,665	8,851	7,000	9,000	10,664	10,664
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	3,018	12,106	6,531	13,381	13,381	13,381
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 35,110</b>	<b>\$ 53,895</b>	<b>\$ 43,531</b>	<b>\$ 52,381</b>	<b>\$ 61,096</b>	<b>\$ 61,095</b>

**ANALYSIS**

In FY19 this program continues to grow. The Department has seen a drastic increase in referrals as well as length of service. This has caused revenues and expenses to increase.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2015-16</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Youth Transition Decision Making (2205)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
22-N Detention Youth Counselor	-	-	-	-	-	-
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	-	267	-	5,000	5,000	5,000
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 267</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ 431	\$ -	\$ -	\$ -	\$ -
Benefits	-	113	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	-	-	-	-	-	-
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ 544</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>ANALYSIS</b>						
This program has not had many referrals at all. Many attempts to increase referrals have been made to no avail.						

## Non-Departmental Fleet

Barbara A. Pardie, Fleet Manager



**MISSION STATEMENT: To provide safe and serviceable vehicles at the most economical way to internal county customers**

<b>ACTIVITY/SERVICE:</b>	Fleet Services	<b>DEPT/PROG:</b> NonDep/Fleet 2304		
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b> Internal Vehicle Maintenance		
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	86,500
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
			<b>2019-20</b>	<b>PROJECTED</b>
Vehicle Replacement-Excluding Conservation	NA	\$ 872,162	\$ 1,050,000	\$ 1,050,000
Vehicle downtime less than 24 hours	NA	99.460%	95%	95%
Average time for service Non-secondary Roads Vehicles	NA	38 Mins	45 Minutes	45 Minutes
Average time for Service Secondary Roads Equipment	NA	129.22 Min	360 Minutes	240 Minutes

**PROGRAM DESCRIPTION:**

To provide modern, functional and dependable vehicles in a ready state so that Scott County citizens needs are met with the least cost and without interruption.

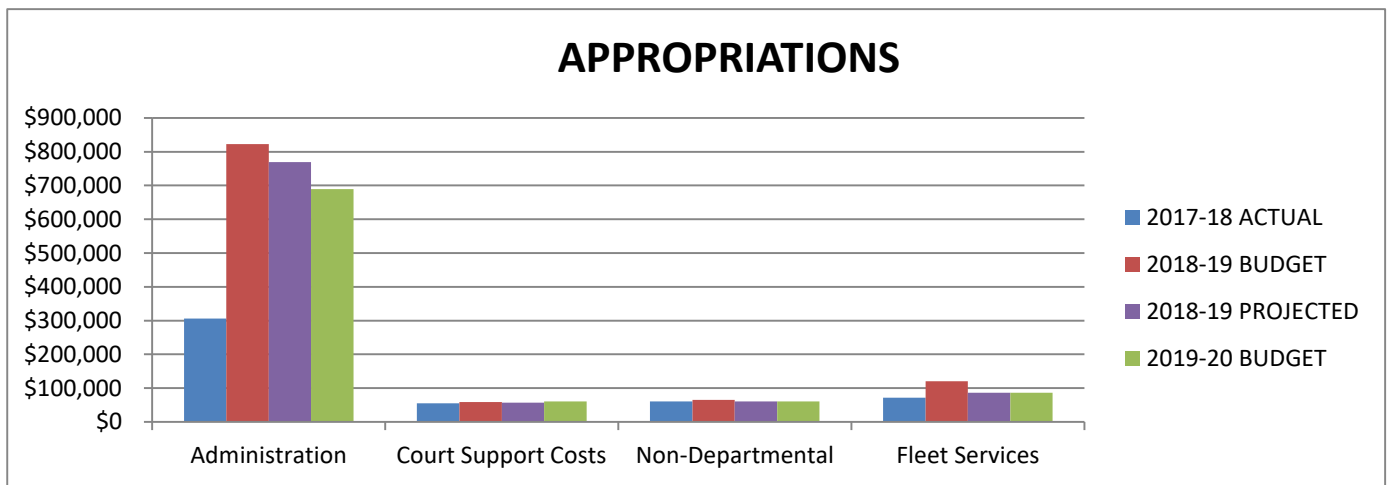
<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To maintain high levels of service to Scott County vehicles	Service within 10% of manufacture's recommended hours or miles	NA	100%	100%	100%
To provide time sensitive mobile repairs	Respond to all mobile calls within 1 hr.	NA	100%	100%	100%
To provide customers timely servicing or repairs	Begin repairs within 10 minutes of show time	NA	100%	100%	100%
To provide communications to customers that servicing or repairs are complete	Contact customer within 10 minutes of completion.	NA	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Non-Departmental (23)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED

AUTHORIZED POSITIONS:						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-

REVENUE SUMMARY:						
Intergovernmental	\$ 151,965	\$ 153,675	\$ 158,000	\$ 158,000	\$ 158,000	\$ 158,000
Use of Money and Property	-	-	-	-	-	-
Miscellaneous	1,827	3,984	2,000	2,000	2,000	2,000
<b>TOTAL REVENUES</b>	<b>\$ 153,792</b>	<b>\$ 157,659</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>

APPROPRIATION SUMMARY:						
Salaries	\$ (1,418)	\$ (140)	\$ -	\$ -	\$ -	\$ 292,795
Benefits	(2,113)	1,419	-	-	-	185,652
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	256,101	304,626	822,170	768,950	688,950	710,950
Supplies & Materials	5,770		500	500	500	500
<b>TOTAL APPROPRIATIONS</b>	<b>\$258,340</b>	<b>\$305,905</b>	<b>\$822,670</b>	<b>\$769,450</b>	<b>\$689,450</b>	<b>\$1,189,897</b>



**ANALYSIS**

Non-departmental costs cover the general shared administrative expenses of the county including pass through grants for public safety, professional fees for cost reporting, professional services and audit. The reduction in purchase services and expenses for the FY20 budget is due to less planned professional fees to meet the strategic plan elements of the county paid for from fund balance. The increase in salary and benefits is related to contingent positional costs related to authorized staffing studies to be completed in FY20.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Non-Departmental Court Support</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	79,116	81,121	85,000	85,000	82,000	82,000
Miscellaneous	743	516	3,000	3,000	3,000	3,000
<b>TOTAL REVENUES</b>	<b>\$ 79,859</b>	<b>\$ 81,637</b>	<b>\$ 88,000</b>	<b>\$ 88,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	55,598	55,487	58,500	56,500	60,500	60,500
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 55,598</b>	<b>\$ 55,487</b>	<b>\$ 58,500</b>	<b>\$ 56,500</b>	<b>\$ 60,500</b>	<b>\$ 60,500</b>
<b>ANALYSIS</b>						
Program is Judicial funding and mandated support costs.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Non-Departmental 2301&amp;2303</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	\$ 65,307	\$ 54,927	\$ 65,000	\$ 61,000	\$ 61,000	\$ 61,000
<b>TOTAL REVENUES</b>	<b>\$ 65,307</b>	<b>\$ 54,927</b>	<b>\$ 65,000</b>	<b>\$ 61,000</b>	<b>\$ 61,000</b>	<b>\$ 61,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	65,393	60,696	65,000	61,000	61,000	61,000
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 65,393</b>	<b>\$ 60,696</b>	<b>\$ 65,000</b>	<b>\$ 61,000</b>	<b>\$ 61,000</b>	<b>\$ 61,000</b>
<b>ANALYSIS</b>						
Program area is pass-through grant funding to another agency.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Non-Departmental Fleet		ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>							
30-N Fleet Manager		-	-	0.40	0.40	0.40	0.40
<b>TOTAL POSITIONS</b>		-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>							
Charges for Services	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>				\$ -	\$ -	\$ -	\$ -
<b>APPROPRIATION SUMMARY:</b>							
Salaries	\$	-	\$ -	\$ 31,379	\$ -	\$ -	\$ -
Benefits		(866)	-	5,671	-	-	-
Purchase Services & Expenses		53,938	69,469	83,500	84,500	84,500	84,500
Supplies & Materials		-	1,911	-	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	\$	<b>53,072</b>	\$ <b>71,380</b>	\$ <b>120,550</b>	\$ <b>86,500</b>	\$ <b>86,500</b>	\$ <b>86,500</b>
<b>ANALYSIS</b>							
FY20 non-salary costs remain unchanged from the previous year.							



# 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>	Quality of Life	<b>RESIDENTS SERVED:</b>	Entire County		
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$52,601	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Appropriations expended		\$ 369,442	\$ 413,930	\$ 442,495	\$ 526,021
Revenues received		\$ 226,731	\$ 239,213	\$ 269,970	\$ 242,270

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	89%	94%	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%
Maximize budgeted revenue	To retain 100% of the projected revenue	100%	89%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Building Inspection/code enforcement	<b>DEPARTMENT:</b>	P & D 25B		
<b>Tim Huey, Director</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	Unincor/28ECities		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$277,167	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total number of building permits issued		910	799	800	800
Total number of new house permits issued		53	78	75	75
Total number of inspections completed		3,139	3,223	4,500	4,500

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	910	799	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	53	78	75	75
Complete inspection requests within two days of request	All inspections are completed within two days of request	3139	3223	4,500	4,500

<b>ACTIVITY/SERVICE:</b>	Zoning and Subdivision Code Enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$59,129
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Review of Zoning applications		12	18	15
Review of Subdivision applications		5	6	12
Review Plats of Survey		44	57	50
Review Board of Adjustment applications		4	5	10

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<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	17	24	27	30
Review and present Zoning Board of Adjustment applications	All applications are reviewed in compliance with Scott County Zoning Ordinance	7	5	10	10
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	<b>RESIDENTS SERVED:</b>	Uninco/28ECities	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$16,630
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Floodplain permits issued		11	6	12

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</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	11	6	12	12

<b>ACTIVITY/SERVICE:</b>	E-911 Addressing Administration	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$16,630
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of new addresses issued		42	47	50

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	42	47	50	50

<b>ACTIVITY/SERVICE:</b>	Tax Deed Administration	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Core	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$50,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Tax Deed taken		24	23	25
Number of Tax Deeds disposed of		0	23	25

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	24	71	35	35
Hold Tax Deed Auction	Number of County tax deed properties disposed of	0	23	25	25

<b>ACTIVITY/SERVICE:</b>	Housing	<b>DEPARTMENT:</b> P & D 25A			
<b>Tim Huey, Director</b>	Quality of Life	<b>RESIDENTS SERVED:</b> Entire County			
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$20,000		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Amount of funding for housing in Scott County		\$ 1,549,660	\$ 1,253,000	\$ 1,500,000	\$ 1,500,000
Number of units assisted with Housing Council funding		737	525	400	400

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	\$ 1,549,660	\$ 1,253,000	\$ 1,500,000	\$ 1,500,000
Housing units developed or inhabited with Housing Council assistance	Number of housing units	737	525	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	\$ 5,365,360	\$ 5,012,000	\$ 4,500,000	\$ 4,500,000

<b>ACTIVITY/SERVICE:</b>	Riverfront Council	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$18,864
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Quad Citywide coordination of riverfront projects		15	6	6

**PROGRAM DESCRIPTION:**

Participation and staff support with Quad Cities Riverfront Council

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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



<b>ACTIVITY/SERVICE:</b>	Partners of Scott County Watershed	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$15,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Conduct educational forums on watershed issues		12	10	10
Provide technical assistance on watershed projects		113	47	50

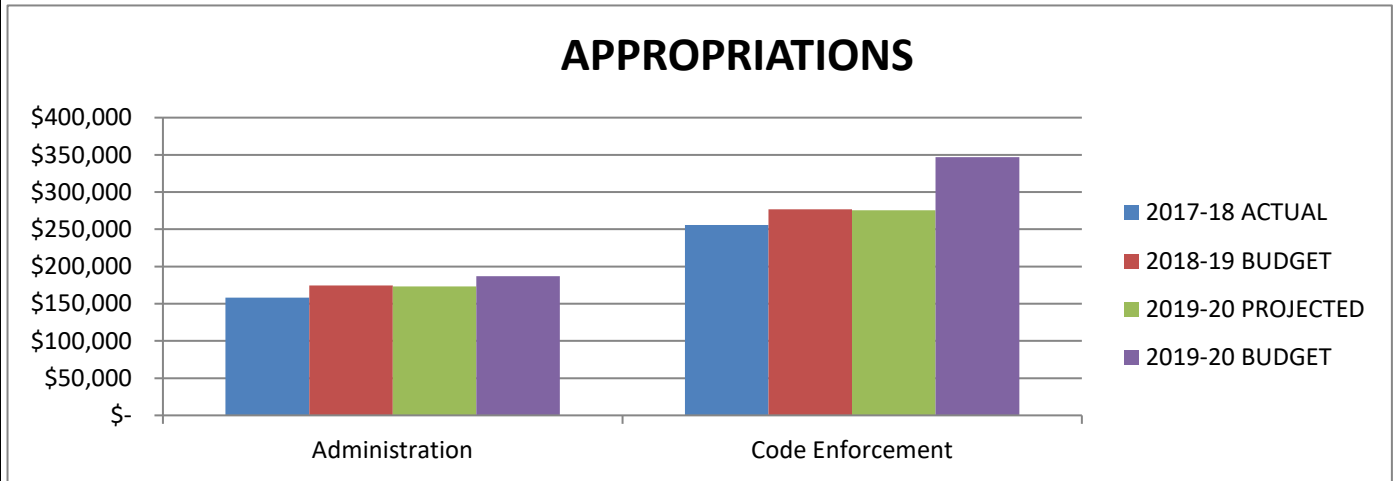
**PROGRAM DESCRIPTION:**

Participation and staff support with Partners of Scott County Watersheds

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	11 with 415 attendees	10 with 310 attendees	12 with 450 attendees	12 with 450 attendees
Provide technical assistance on watershed projects	Number of projects installed and amount of funding provided	113	47	50	50

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Planning & Development Admin (25.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
35-N Planning & Development Director	0.60	0.60	0.60	0.60	0.60	0.60
24-AFSCME Building Inspector	0.05	0.05	0.05	0.05	0.10	0.10
24-N Planning & Development Specialist	0.25	0.25	0.25	0.25	0.25	0.25
18-N Senior Office Assistant	0.25	0.25	0.37	0.37	0.37	0.37
Z Planning Intern	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>1.40</b>	<b>1.40</b>	<b>1.52</b>	<b>1.52</b>	<b>1.57</b>	<b>1.57</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	\$ 86,869	\$ 97,194	\$ 102,304	\$ 102,304	\$ 101,563	\$ 101,563
Benefits	32,280	37,963	42,246	42,246	48,754	48,754
Purchase Services & Expenses	24,589	20,720	27,950	26,600	34,600	34,600
Supplies & Materials	2,587	2,112	2,000	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 146,325</b>	<b>\$ 157,989</b>	<b>\$ 174,500</b>	<b>\$ 173,150</b>	<b>\$ 186,917</b>	<b>\$ 186,917</b>



**ANALYSIS**

Non-salary FY20 expenditures are down slightly \$1,350 due to a decrease in maintenance of vehicles expenses and revenues remain unchanged for this program

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2018-19</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>						
35-N Planning & Development Director	0.40	0.40	0.40	0.40	0.40	0.40
24-AFSCME Building Inspector	0.95	0.95	0.95	0.95	1.90	1.90
24-N Planning & Development Specialist	0.75	0.75	0.75	0.75	0.75	0.75
18-N Senior Office Assistant	0.25	0.25	0.38	0.38	0.38	0.38
Z Enforcement Officer	0.58	0.58	0.58	0.58	-	-
<b>TOTAL POSITIONS</b>	<b>2.93</b>	<b>2.93</b>	<b>3.06</b>	<b>3.06</b>	<b>3.43</b>	<b>3.43</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 7,440	\$ 1,730	\$ 5,000	\$ 2,500	\$ 2,500	\$ 2,500
Licenses and Permits	215,191	216,084	251,370	226,620	226,370	226,370
Charges for Services	4,100	4,532	3,600	3,600	3,600	3,600
Other Financing Sources	-	16,795	10,000	10,000	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$ 226,731</b>	<b>\$ 239,141</b>	<b>\$ 269,970</b>	<b>\$ 242,720</b>	<b>\$ 242,470</b>	<b>\$ 242,470</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 148,651	\$ 172,011	\$ 180,859	\$ 180,859	\$ 209,565	\$ 209,565
Benefits	56,775	65,769	70,282	70,282	113,219	113,219
Purchase Services & Expenses	13,510	14,978	24,370	23,120	23,120	23,120
Supplies & Materials	4,181	3,184	1,200	1,200	1,200	1,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 223,117</b>	<b>\$ 255,942</b>	<b>\$ 276,711</b>	<b>\$ 275,461</b>	<b>\$ 347,104</b>	<b>\$ 347,104</b>
<b>ANALYSIS</b>						
<p>Non-salary FY20 expenditures are down slightly \$1,250 due to a decrease in maintenance of vehicles expenses and revenues remain unchanged for this program. The Department has requested .42 FTE staff increase. The Enforcement Officer position has been upgraded to a 1.0 FTE Building Inspector to meet the additional workload demands.</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>	Administration	<b>DEPARTMENT:</b>	Recorder 26	<b>ADMIN</b>	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$184,291
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total Department Appropriations		\$777,482	\$777,482	\$872,421	\$886,326

**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. Report and submit correct fees collected to the appropriate state agencies by the 10th of the month.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	4	4	4	4
Cross train staff in all core services	Allow adequate staffing in all core service department to ensure timely processing and improved customer service	NA	NA	NA	100%

<b>ACTIVITY/SERVICE:</b>	Real Estate & DNR Records	<b>DEPARTMENT:</b> Recorder 2601		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$470,717
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of real estate documents recorded		27,630	34,681	30,500
Number of electronic recordings submitted		10,100	10,271	11,000
Number of transfer tax transactions processed		4,109	3,939	4,000
% of real estate docs electronically submitted		35%	35%	35%
Conservation license & recreation regist		5,276	4,548	12,000
				5,000

NOTE: Boat registration renewal occur every three years.

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	100%	100%	100%
Ensure all real estate documents electronically submitted for recording are placed on record with in 48 hrs and the correct fee is collected.	Information is available for public viewing within 24 hrs of indexing	100%	75%	75%	75%
Digitize real estate documents recorded between 1971-1988	Allow the public to access documents electronically from our website anytime.	N/A	N/A	25%	100%
Ensure timely processing of all requests for ATV, ORV, Snowmobile, and boat registrations and titles. Execute hunting/fishing licenses	If received before 4pm, process all DNR requests the same day	N/A	N/A	N/A	100%
Ensure accuracy in all DNR licensing and reporting.	Collect correct fees from customers. Provide accurate monthly fees and reports to Iowa Department of Revenue	N/A	N/A	N/A	100%

<b>ACTIVITY/SERVICE:</b>	Vital Records	<b>DEPARTMENT:</b> Recorder 2603		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$153,579
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of certified copies requested		12,086	12,919	13,000
Number of Marriage applications processed		1061	1040	1,100
Number of passports processed		1588	1,479	1,400
Number of passport photos processed		1514	1279	1,300

**PROGRAM DESCRIPTION:**

Maintain official records of birth, death and marriage certificates. Issue marriage licenses.

<b>PERFORMANCE MEASUREMENT</b>		<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>BUDGETED</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
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 Certificate. This eliminates the customer having to return in 3 days to pick up certificate.	100%	100%	100%	100%
Ensure timely processing of funeral home certified copy requests	If received prior to 4pm, process funeral home requests same day they are received.	N/A	100%	95%	100%
Ensure timely processing of certified copy requests for the public	If received prior to 4pm, process vital record requests same day they are received.	NA	NA	NA	100%

<b>ACTIVITY/SERVICE:</b>	Passports	<b>DEPARTMENT:</b>	Recorder	
<b>BUSINESS TYPE:</b>	Community Add On	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$54,705
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Passports Processed		1,588	1,479	1,400
Number of passport photos processed		1514	1279	1,300

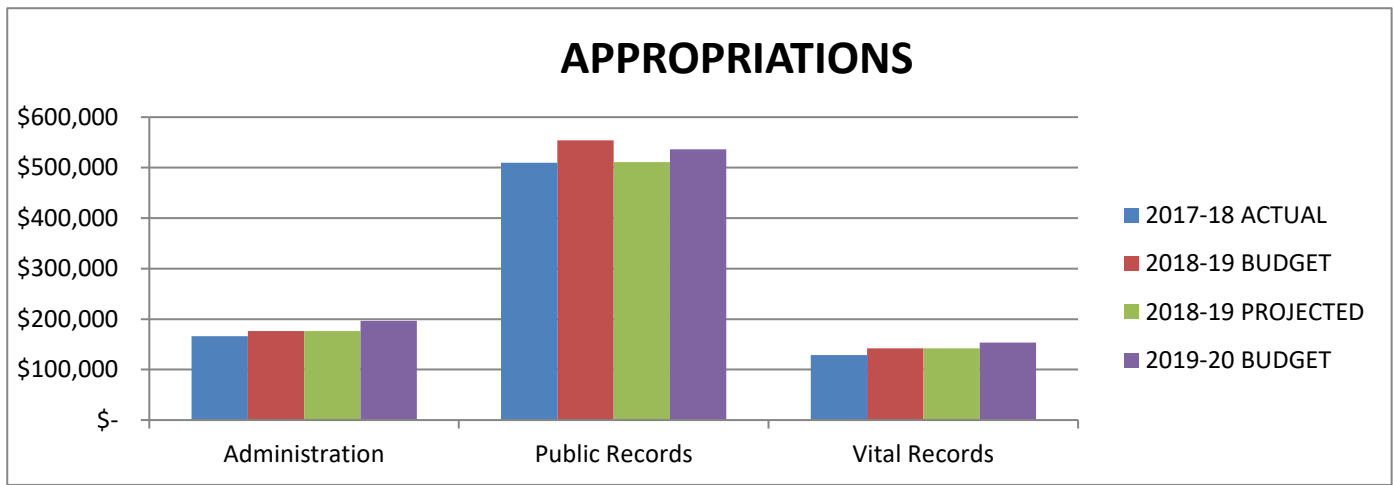
**PROGRAM DESCRIPTION:**

Execute passport applications and ensure they are in compliance with the guidelines provided by the U.S. Department of State. Provide passport photo services to new and renewing passport customers.

<b>PERFORMANCE MEASUREMENT</b>		<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>BUDGETED</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure all customers passport applications are properly executed the same day the customers submits the paperwork	If received before 2:00pm, the completed applications and transmittal sheet are ailed to the U.S. Department of State the same day	100%	100%	100%	100%
Ensure all passport applications are received at the passport processing facility	Track each passport trasmittal daily to ensure it was received by the appropriate facility. Troubleshoot any errors with local post office and passport facility.	N/A	N/A	N/A	90%
Offer passport photo services	Allow passport customers one stop by excuting passports and providing passport photo services to new and renewing passport customers.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
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
33-N Office Administrator	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	\$ -	\$ -	\$ 25	\$ 25	\$ 25	\$ 25
Use of Money & Property	-	2,943	-	-	-	-
Miscellaneous	35	100	150	150	150	150
<b>TOTAL REVENUES</b>	<b>\$ 35</b>	<b>\$ 3,043</b>	<b>\$ 175</b>	<b>\$ 175</b>	<b>\$ 175</b>	<b>\$ 175</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 107,762	\$ 115,986	\$ 121,201	\$ 121,201	\$ 136,471	\$ 125,875
Benefits	37,230	46,146	50,222	50,222	55,502	53,691
Purchase Services & Expenses	958	1,636	1,725	1,725	1,725	1,725
Supplies & Materials	1,173	2,366	3,000	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 147,123</b>	<b>\$ 166,134</b>	<b>\$ 176,148</b>	<b>\$ 176,148</b>	<b>\$ 196,698</b>	<b>\$ 184,291</b>



**ANALYSIS**

No changes to authorized positions for FY20.  
 No changes to FY20 revenues.  
 FY20 Non-Salary expenditures are expecting no change.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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
33-N Office Administrator	0.50	0.50	0.50	0.50	0.50	0.50
19-AFSCME Real Estate Specialist	1.00	1.00	1.00	1.00	1.00	1.00
19-AFSCME Licensing Specialist	1.00	1.00	1.00	1.00	1.00	1.00
17-AFSCME Multi-Service Clerk	3.50	3.50	3.50	3.50	3.34	3.34
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>6.84</b>	<b>6.84</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 1,066,617	\$ 1,009,069	\$ 1,045,000	\$ 1,057,000	\$ 1,045,000	\$ 1,045,000
Use of Money & Property	271	1,257	150	1,800	2,200	2,200
Miscellaneous	3,019	2,549	2,000	2,000	2,000	2,000
<b>TOTAL REVENUES</b>	<b>\$ 1,069,907</b>	<b>\$ 1,012,875</b>	<b>\$ 1,047,150</b>	<b>\$ 1,060,800</b>	<b>\$ 1,049,200</b>	<b>\$ 1,049,200</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 317,166	\$ 318,564	\$ 340,007	\$ 340,007	\$ 363,204	\$ 354,130
Benefits	131,812	142,286	162,187	162,187	163,670	162,117
Purchase Services & Expenses	44,206	45,832	45,425	2,425	2,725	2,725
Supplies & Materials	8,207	2,797	6,350	6,350	6,450	6,450
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 501,391</b>	<b>\$ 509,479</b>	<b>\$ 553,969</b>	<b>\$ 510,969</b>	<b>\$ 536,049</b>	<b>\$ 525,422</b>

#### **ANALYSIS**

Authorized positions for FY20 have been adjusted due to the clerks rotating between the 3 sub departments. In prior years they were department specific.

Charges for services is \$12,000 less in FY20 due to boat renewals being due every 3 years. FY19 is a boat renewal year.

Purchase Services & Expenses has decreased by \$42,700, the yearly maintenance fee for our software system is now being paid by the IT department.

Supplies & Materials increased by \$100 to accommodate the increase prices of the newspaper subscription.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
19-AFSCME Vital Records Specialist	1.00	1.00	1.00	1.00	1.00	1.00
16-AFSCME Office Assistant	1.00	1.00	1.00	1.00	1.66	1.66
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.66</b>	<b>2.66</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 104,685	\$ 107,098	\$ 90,000	\$ 98,000	\$ 101,000	\$ 101,000
<b>TOTAL REVENUES</b>	<b>\$ 104,685</b>	<b>\$ 107,098</b>	<b>\$ 90,000</b>	<b>\$ 98,000</b>	<b>\$ 101,000</b>	<b>\$ 101,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 82,843	\$ 79,492	\$ 84,874	\$ 84,874	\$ 90,749	\$ 90,749
Benefits	45,110	48,377	53,430	53,430	58,831	58,831
Purchase Services & Expenses	-		1,000	1,000	1,000	1,000
Supplies & Materials	1,015	777	3,000	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 128,968</b>	<b>\$ 128,646</b>	<b>\$ 142,304</b>	<b>\$ 142,304</b>	<b>\$ 153,580</b>	<b>\$ 153,580</b>

**ANALYSIS**

Authorized positions for FY20 have been adjusted due to the clerks rotating between the 3 sub departments. In prior years they were department specific.

Charges for services has increased by \$3,000 due to the increase in requests for certified birth and marriage certificates due to the new driver's license requirements for the real ID.

FY20 Expenditures are expecting no significant changes.

## 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	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$341,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Resident Contacts		325	375	375
Permits		1340	800	800

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$722,500
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Project Preparation		7	6	7
Project Inspection		6	4	5
Projects Let		7	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$4,320,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Bridge Replacement		2	1	3
Federal and State Dollars		\$0	\$260,000	\$3,000,000
Pavement Resurfacing		1	3	3
Culvert Replacement		12	1	4

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-2020</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	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$2,064,782
	<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	Blading - Miles	391	391	379
	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-2020</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	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$491,000
	<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2019-2020</b>		<b>PROJECTED</b>
Tons of salt used		960	1200	1700
Number of snowfalls less than 2"		4	9	15
Number of snowfalls between 2" and 6"		4	2	6
Number of snowfalls over 6"		2	2	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-2020</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 overnight 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>	Traffic Control	<b>DEPT/PROG:</b>	Secondary Roads	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$305,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2019-2020</b>	<b>PROJECTED</b>	
Number of Signs		7,101	7101	7,101
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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-2020</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	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$291,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Roadside Miles		1,148	1,148	1,148
Percent of Road Clearing Budget Expended		92.00%	95.00%	95.00%
Cost of HydroSeeder mix (bale)				\$19.00
Amount of mix used				100
				200

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-2020</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%
Plant Native Iowa Grasses and Flowers in the Right of way	Native Plants help to control weeds with less chemicals and create a more aesthetic roadway.	-	-	5%	8%
Remove brush from County Right of way on All Roads to remove snow traps and improve drainage	Keep brush from causing snow traps on 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	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$2,877,288
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Miles of Roadside		1,148	1,148	1,148
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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-2020</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%

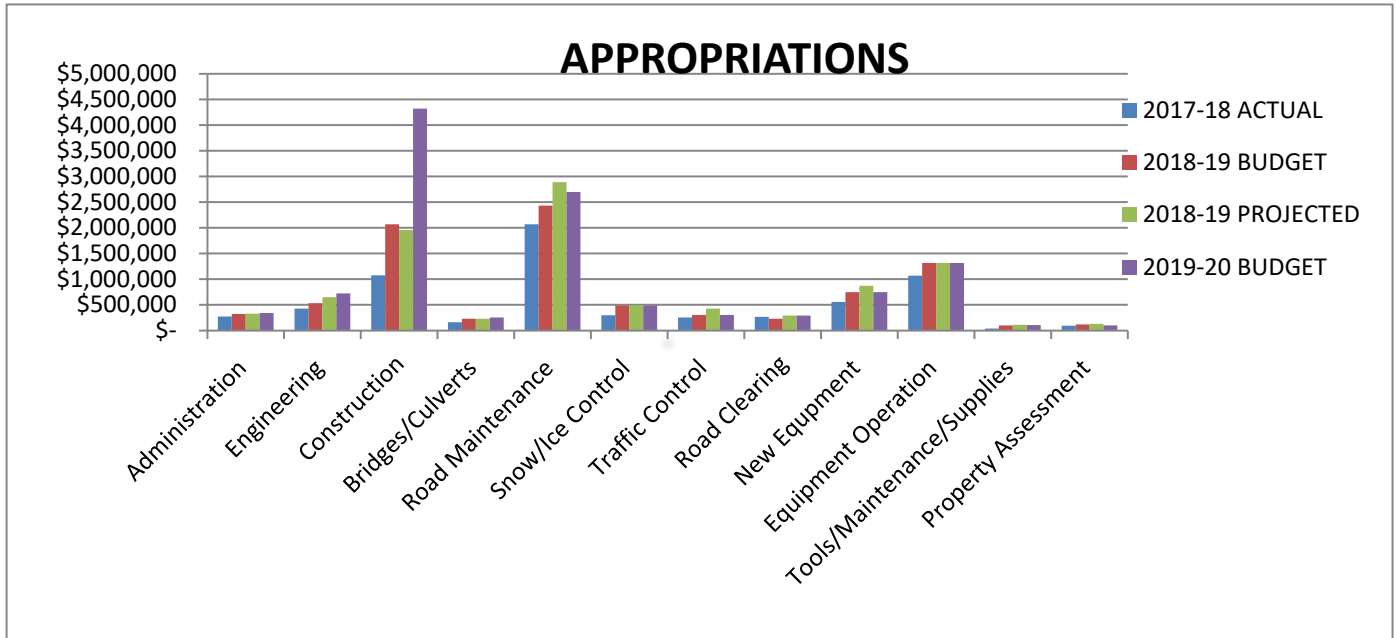
<b>ACTIVITY/SERVICE:</b>	Macadam	<b>DEPT/PROG:</b> Secondary Roads		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b> 13 Sec Rds	<b>BUDGET:</b>	\$286,030
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of potential Macadam projects		25	24	24
Cost of Macadam stone per ton		\$7.90	\$7.90	\$8.10
Number of potential Stabilized Base projects		11	10	11
Cost per mile of Stabilized Projects		\$17,633	\$40	\$40,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-2020</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	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Admin & Eng (2701)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
40-N County Engineer	1.00	1.00	1.00	1.00	1.00	1.00
35-N Assistant County Engineer	1.00	1.00	1.00	1.00	1.00	1.00
25-N Engineering Technician	2.00	2.00	2.00	2.00	2.00	2.00
23-N Sr Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
18-N Senior Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Z Seasonal Engineering Intern	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 4,331,962	\$ 4,789,715	\$ 4,343,943	\$ 4,112,894	\$ 4,060,466	\$ 4,060,466
Licenses and Permits	41,648	47,838	10,000	30,000	30,000	30,000
Charges for Services	4,696	5,233	1,000	5,000	155,000	155,000
Use of Money and Property	13,971	79,592	6,000	80,000	45,000	45,000
Miscellaneous	100,609	28,013	16,500	14,500	14,500	14,500
Other Financing Sources	-	-	70,000	-	70,000	70,000
<b>TOTAL REVENUES</b>	<b>\$ 4,492,886</b>	<b>\$ 4,950,391</b>	<b>\$ 4,447,443</b>	<b>\$ 4,242,394</b>	<b>\$ 4,374,966</b>	<b>\$ 4,374,966</b>
<b>APPROPRIATION SUMMARY:</b>						
Administration (7000)	\$ 289,384	\$ 276,447	\$ 326,000	\$ 330,000	\$ 341,000	\$ 341,000
Engineering (7010)	465,392	429,268	533,000	650,500	722,500	722,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 754,776</b>	<b>\$ 705,715</b>	<b>\$ 859,000</b>	<b>\$ 980,500</b>	<b>\$ 1,063,500</b>	<b>\$ 1,063,500</b>



#### ANALYSIS

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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)	\$ 1,037,163	\$ 1,074,093	\$ 2,070,000	\$ 1,960,000	\$ 4,320,000	\$ 4,320,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,037,163</b>	<b>\$ 1,074,093</b>	<b>\$ 2,070,000</b>	<b>\$ 1,960,000</b>	<b>\$ 4,320,000</b>	<b>\$ 4,320,000</b>

**ANALYSIS**

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
30-N Secondary Roads Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
24r-PPME Roadside Veg Spec	-	0.75	0.75	0.75	0.75	0.75
26r-PPME Secondary Roads Crew Leader	3.00	3.00	3.00	3.00	3.00	3.00
25r-PPME Senior Signs Technician	1.00	1.00	1.00	1.00	1.00	1.00
24r-PPME Heavy Equipment Operator	7.00	7.00	7.00	7.00	7.00	7.00
24r-PPME Roadside Veg. Tech	-	1.00	1.00	1.00	1.00	1.00
24r-PPME Sign Crew Technician	1.00	1.00	1.00	1.00	1.00	1.00
23r-PPME Sr Roads Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00
22r-PPME Roads Maintenance Worker	10.00	9.00	9.00	9.00	9.00	9.00
Z Seasonal Maintenance Worker	0.30	0.30	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>24.30</b>	<b>25.05</b>	<b>25.05</b>	<b>25.05</b>	<b>25.05</b>	<b>25.05</b>

<b>APPROPRIATION SUMMARY:</b>						
Bridges/Culverts (7100)	\$ 117,611	\$ 163,549	\$ 230,000	\$ 230,000	\$ 255,000	\$ 255,000
Road Maintenance (7110)	1,785,083	2,069,288	2,435,000	2,893,500	2,699,500	2,699,500
Snow/Ice Control (7120)	192,430	296,883	491,000	491,000	491,000	491,000
Traffic Control (7130)	280,907	258,501	304,500	429,500	305,000	305,000
Road Clearing (7140)	203,766	266,036	231,000	291,000	291,000	291,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,579,797</b>	<b>\$ 3,054,257</b>	<b>\$ 3,691,500</b>	<b>\$ 4,335,000</b>	<b>\$ 4,041,500</b>	<b>\$ 4,041,500</b>

**ANALYSIS**

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
30-N Fleet Manager	0.60	0.60	1.00	1.00	1.00	1.00
27-N Mechanic Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
24r-PPME Senior Mechanic	2.00	2.00	2.00	2.00	2.00	2.00
22r-PPME Mechanic	1.00	1.00	1.00	1.00	1.00	1.00
18r-PPME Parts and Inventory Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Z Eldridge Garage Caretaker	0.30	0.30	-	-	-	-
<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>APPROPRIATION SUMMARY:</b>						
New Equipment (7200)	\$ 654,706	\$ 557,030	\$ 750,000	\$ 875,000	\$ 750,000	\$ 750,000
Equipment Operation (7210)	936,751	1,072,357	1,314,500	1,314,500	1,314,500	1,314,500
Tools/Maintenance/Supplies (7220)	45,115	42,062	103,000	116,200	109,100	109,100
Property Assessment (7230)	113,862	95,689	120,000	135,000	100,000	100,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,750,434</b>	<b>\$ 1,767,138</b>	<b>\$ 2,287,500</b>	<b>\$ 2,440,700</b>	<b>\$ 2,273,600</b>	<b>\$ 2,273,600</b>
<b>ANALYSIS</b>						

# Sheriff's Office

Tim Lane, Sheriff's Office



**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		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$602,442
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Ratio of administrative staff to personnel of < or = 4.5%		3.00%	3.00%	3.00%	3.00%

**PROGRAM DESCRIPTION:**

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 10:00 a.m. on the Tuesday following payroll Monday.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Traffic Enforcement	<b>DEPARTMENT:</b>	Sheriff		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVE</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$3,746,317
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of traffic contacts		3,492	3,922	3,000	3,500

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 1,200 hours of traffic safety enforcement/seat belt enforcement.	1,259.75	836.25	1,200	1,200
Respond to calls for service in a timely manner	Respond to calls for service within 7.5 minutes	7.45	8.70	7.25	7.50

<b>ACTIVITY/SERVICE:</b>	Jail	<b>DEPARTMENT:</b>	Sheriff		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$9,656,339
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Inmate instances of programming attendance		26,028	24,953	28,000	26,000
The number of inmate and staff meals prepared		316,042	315,095	320,000	320,000
Jail occupancy		286	286	295	295
Number of inmate/prisoner transports		1748	2,289	1,850	1,850

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$347,590
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of attempts of service made.		17,888	17,742	18,000	18,000
Number of papers received.		11,500	11,319	11,500	11,500
Cost per civil paper received.		\$30.00	\$34.12	\$30.00	\$30.00

**PROGRAM DESCRIPTION:**

Serve civil paperwork in a timely manner.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	Number of days civil papers are served. All civil papers will be attempted at least one time within the first 7 days of receipt.	2.9	2.36	3	3
Increase percentage of papers serviced	Successfully serve at least 93% of all civil papers received	98.0%	99.0%	95.0%	95.0%

<b>ACTIVITY/SERVICE:</b>	Investigations	<b>DEPARTMENT:</b>	Sheriff		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,249,548
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Crime Clearance Rate		79%	76%	60%	60%

**PROGRAM DESCRIPTION:**

Investigates crime for prosecution.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 415 home compliance checks annually on sex offenders	684	242	500	415
To increase drug investigations by the Special Operations Unit	Investigate 140 new drug related investigations per quarter	205	200	175	140
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 100 per quarter	86	135	95	95
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>	Bailiff's	<b>DEPARTMENT:</b>	Sheriff		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,016,901
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of prisoners handled by bailiffs		9750	10,278	10,000	10,275
Number of warrants served by bailiffs		1,350	1,401	1,250	1,400

**PROGRAM DESCRIPTION:**

Ensures a safe environment for the Scott County Courthouse, courtrooms and Scott County campus.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$446,643
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Maintain administrative costs to serve paper of < \$30		\$34.57	\$33.90	\$33.00	\$33.00
Number of civil papers received for service		11,500	11,319	11,500	11,500

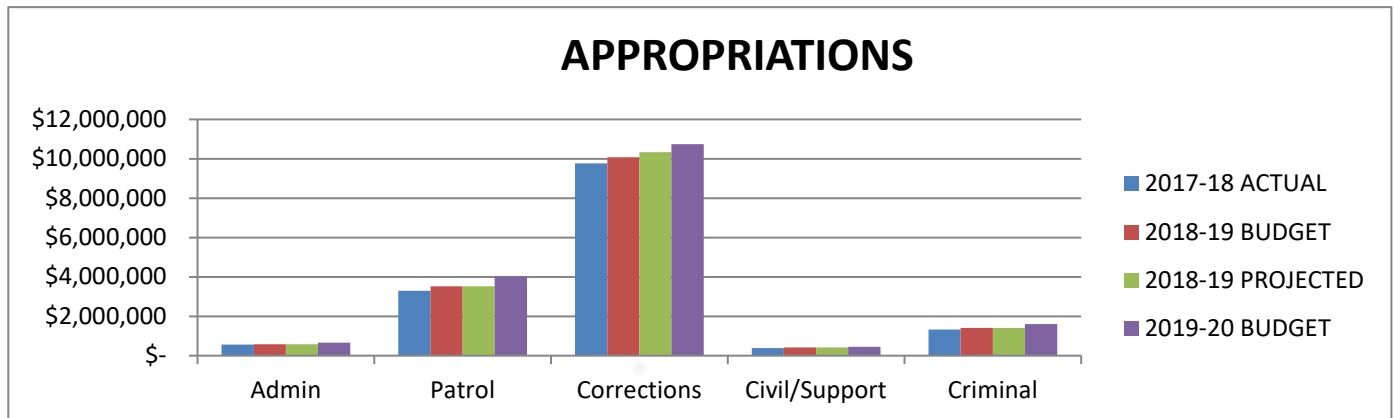
**PROGRAM DESCRIPTION:**

Ensures timely customer response to inquiries for weapons permits, civil paper service and record requests.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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, levies 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.	<30	<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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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 Sheriff	1.00	1.00	2.00	2.00	2.00	2.00
30-N Office Administrator	-	-	0.60	0.60	0.60	0.60
Office Administrator	0.60	0.60	-	-	-	-
8s-DSA Sheriff's Deputy	1.00	1.00	-	-	-	-
18-N Senior Office Assistant	-	-	1.00	1.00	1.00	1.00
Senior Clerk	1.00	1.00	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ 3,077	\$ 1,151	\$ 300	\$ 300	\$ 300	\$ 300
<b>TOTAL REVENUES</b>	<b>\$ 3,077</b>	<b>\$ 1,151</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 394,541	\$ 398,054	\$ 418,879	\$ 418,879	\$ 487,946	\$ 436,886
Benefits	119,785	139,582	151,828	151,828	169,032	161,126
Capital Outlay	10,744	1,587	-	-	-	-
Purchase Services & Expenses	9,331	7,498	-	-	-	-
Supplies & Materials	13,031	11,983	3,095	3,095	4,430	4,430
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 547,432</b>	<b>\$ 558,704</b>	<b>\$ 573,802</b>	<b>\$ 573,802</b>	<b>\$ 661,408</b>	<b>\$ 602,442</b>



#### ANALYSIS

There have been no personnel increases for Sheriff's Administration and no revenue increases. The increase in the salaries is due to the increase in pay from the recommendation of the salary study implemented by the Board of Supervisors as well as the twenty (20) percent increase in salary recommendation by the Scott County Compensation Board of the sheriff's salary. The two chief deputies would each receive a twenty (20) percent increase to their salaries as well, as State Code states the chief deputies receive 85 percent of the sheriff's compensation. Benefit costs have also increased by nine (9) percent due to the increase in County costs.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Patrol (28.2801)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Y Chief Deputy Sheriff - Captain	1.00	1.00	1.00	1.00	1.00	1.00
32-N Sheriff's Lieutenant	3.00	2.00	2.00	2.00	2.00	2.00
4s-DSA Sheriff's Sergeant	4.00	4.00	5.00	5.00	5.00	5.00
Training Sergeant	1.00	1.00	-	-	-	-
8s-DSA Sheriff's Deputy	19.00	19.00	19.00	20.00	23.00	20.00
<b>TOTAL POSITIONS</b>	<b>28.00</b>	<b>27.00</b>	<b>27.00</b>	<b>28.00</b>	<b>31.00</b>	<b>28.00</b>

**REVENUE SUMMARY:**

Intergovernmental	\$ 76,728	\$ 55,631	\$ 53,500	\$ 82,500	\$ 56,500	\$ 56,500
Charges for Services	907	1,310	900	1,250	1,250	1,250
Miscellaneous	196,024	211,956	194,000	201,600	201,600	201,600
<b>TOTAL REVENUES</b>	<b>\$ 273,659</b>	<b>\$ 268,897</b>	<b>\$ 248,400</b>	<b>\$ 285,350</b>	<b>\$ 259,350</b>	<b>\$ 259,350</b>

**APPROPRIATION SUMMARY:**

Salaries	\$ 2,117,238	\$ 2,089,769	\$ 2,173,307	\$ 2,173,307	\$ 2,517,550	\$ 2,338,467
Benefits	760,708	810,039	883,197	883,197	1,031,109	935,223
Capital Outlay	66,304	54,282	57,475	57,475	57,475	57,475
Purchase Services & Expenses	180,482	159,103	154,770	154,770	154,770	154,770
Supplies & Materials	182,897	185,609	249,507	249,507	260,382	260,382
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 3,307,629</b>	<b>\$ 3,298,802</b>	<b>\$ 3,518,256</b>	<b>\$ 3,518,256</b>	<b>\$ 4,021,286</b>	<b>\$ 3,746,317</b>

**ANALYSIS**

There are 3 deputy increases to personnel in the Patrol Division and revenues are expected to increase slightly due to a small increase in grant funding from the Governor's Traffic Safety Bureau. Salaries are expected to increase due to the request for 3 deputies, the increase in pay from the recommendation of the salary study implemented by the Board of Supervisors as well as the twenty (20) percent increase in salary recommendation by the Scott County Compensation Board of the sheriff's salary. The appointed captain position will receive a twenty (20) percent increase to its salary as well, as this position receives 83 percent of the sheriff's compensation. Benefit costs have also increased by nine (9) percent.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
Assistant Jail Administrator	1.00	1.00	-	-	-	-
33-N Assistant Jail Administrator/Corrections Capt	-	-	1.00	1.00	1.00	1.00
31-N Corrections Lieutenant	2.00	2.00	2.00	2.00	2.00	2.00
29-N Corrections Sergeant	14.00	14.00	14.00	14.00	14.00	14.00
27-N Corrections Food Service Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
26-N Inmate Programs Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
24-N Classification Specialist	2.00	2.00	2.00	2.00	2.00	2.00
23-N Bailiff Sergeant	1.00	1.00	1.00	1.00	1.00	1.00
10s-Teamsters Corrections Officer	59.00	59.00	59.00	59.00	60.00	59.00
21-N Bailiffs	12.40	12.40	12.40	12.40	12.40	12.40
21-N Inmate Services Specialist	2.00	2.00	2.00	2.00	2.00	2.00
20-N Alternative Sentencing Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
18-Teamsters Corrections Custodial Officer	4.00	4.00	4.00	4.00	4.00	4.00
18-Teamsters Corrections Food Service Officer	4.00	4.00	4.00	4.00	4.00	4.00
20-N Court Compliance Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>107.40</b>	<b>107.40</b>	<b>107.40</b>	<b>107.40</b>	<b>108.40</b>	<b>107.40</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 72,660	\$ 64,226	\$ 85,895	\$ 5,000	\$ 5,000	\$ 5,000
Charges for Services	713,076	812,923	735,000	825,500	825,500	825,500
Miscellaneous	11,847	5,261	12,500	5,000	5,000	5,000
<b>TOTAL REVENUES</b>	<b>\$ 797,583</b>	<b>\$ 882,410</b>	<b>\$ 833,395</b>	<b>\$ 835,500</b>	<b>\$ 835,500</b>	<b>\$ 835,500</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 6,127,029	\$ 6,189,785	\$ 6,354,143	\$ 6,367,896	\$ 6,810,691	\$ 6,763,412
Benefits	2,244,860	2,386,370	2,649,352	2,690,532	2,869,225	2,839,386
Capital Outlay	16,139	35,195	55,655	55,655	55,655	55,655
Purchase Services & Expenses	341,810	480,086	355,010	566,510	360,010	360,010
Supplies & Materials	601,314	667,798	654,177	649,177	654,777	654,777
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 9,331,152</b>	<b>\$ 9,759,234</b>	<b>\$ 10,068,337</b>	<b>\$ 10,329,770</b>	<b>\$ 10,750,358</b>	<b>\$ 10,673,240</b>

**ANALYSIS**

There have been five (5) additional corrections officers added to personnel in the Jail so the increase in salaries reflect this increase, along with the increase in pay from the recommendation of the salary study implemented by the Board of Supervisors. With the addition of 5 corrections officers and a nine (9) percent health insurance cost increase to the County, benefit costs have increased by nearly \$300,000. Though there has been a decrease in grant funding to the jail, charges for services have increased to offset the grant reduction.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
30-N Office Administrator	-	-	0.40	0.40	0.40	0.40
Office Administrator	0.40	0.40	-	-	-	-
19-AFSCME Civil Records Specialist	2.00	2.00	2.00	2.00	2.00	2.00
18-N Senior Office Assistant	3.60	3.60	3.60	3.60	3.60	3.60
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

<b>REVENUE SUMMARY:</b>						
Licenses & Permits	\$ 145,423	\$ 128,094	\$ 140,200	\$ 125,000	\$ 125,000	\$ 125,000
Charges for Services	210	195	600	600	600	600
Miscellaneous	159	220	250	250	250	250
<b>TOTAL REVENUE</b>	<b>\$ 145,792</b>	<b>\$ 128,509</b>	<b>\$ 141,050</b>	<b>\$ 125,850</b>	<b>\$ 125,850</b>	<b>\$ 125,850</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 256,204	\$ 263,920	\$ 287,105	\$ 287,105	\$ 294,208	\$ 294,208
Benefits	104,467	112,093	120,072	120,072	139,300	139,300
Capital Outlay	16,289	1,157	2,325	2,325	2,325	2,325
Purchase Services & Expenses	2,177	1,691	3,995	3,995	3,995	3,995
Supplies & Materials	9,161	5,672	6,675	6,675	6,815	6,815
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 388,298</b>	<b>\$ 384,533</b>	<b>\$ 420,172</b>	<b>\$ 420,172</b>	<b>\$ 446,643</b>	<b>\$ 446,643</b>

**ANALYSIS**

There have been no personnel increases for the Support Services Division and a slight decline in revenues. This decline is due to weapon purchase permits changing from an annual renewal at \$10 annually to a 5 year renewal at \$25.00. The increase in salaries is due to the increase in pay from the recommendation of the salary study implemented by the Board of Supervisors and the increase in benefit costs is the nine (9) percent increase to the County.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
32-N Sheriff's Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00
4s-DSA Sheriff's Sergeant	2.00	2.00	2.00	2.00	2.00	2.00
8s-DSA Sheriff's Deputy	11.00	11.00	11.00	10.00	11.00	10.00
19-N Sex Offender Registry Specialist	-	-	-	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>15.00</b>	<b>14.00</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 204,730	\$ 77,778	\$ 146,348	\$ 161,500	\$ 161,500	\$ 161,500
Charges for Services	236,227	326,303	244,500	315,000	315,000	315,000
Miscellaneous	27,659	15,978	22,500	19,000	19,000	19,000
<b>TOTAL REVENUES</b>	<b>\$ 468,616</b>	<b>\$ 420,059</b>	<b>\$ 413,748</b>	<b>\$ 413,748</b>	<b>\$ 495,500</b>	<b>\$ 495,500</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 974,158	\$ 921,441	\$ 998,583	\$ 998,583	\$ 1,092,409	\$ 1,037,847
Benefits	345,192	347,302	394,107	394,107	486,229	455,165
Capital Outlay	-	960	-	-	-	-
Purchase Services & Expenses	12,927	16,932	2,000	2,000	2,000	2,000
Supplies & Materials	44,815	33,469	12,000	12,000	16,500	16,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,377,092</b>	<b>\$ 1,320,104</b>	<b>\$ 1,406,690</b>	<b>\$ 1,406,690</b>	<b>\$ 1,597,138</b>	<b>\$ 1,511,512</b>

**ANALYSIS**

The Sex Offender Registry Specialist has been made a permanent position, as it was a temporary position last fiscal year with no benefits, and an additional deputy has been requested. Benefit costs have increased due to the nine (9) percent increase in insurance costs to the County. In the Projected 2018-2019 column above, there was a decrease of one deputy due to a deputy being moved from the Civil Division to the Patrol Division. Salary increases are due to the one deputy increase and the increase in pay from the recommendation of the salary study implemented by the Board of Supervisors. The increase in revenues is due to an increase in grant funds as well as the increase in mandated fees by the State for civil paper service.

# 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		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> 186,575
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of special meetings with brds/comm and agencies		23	24	35
Number of agenda discussion items		71	57	70
Number of special non-biweekly meetings		40	38	40

**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>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</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.	98%	97%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	BOS 29A	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> 186,576
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Attendance of members at Bi-State Regional Commission		30/36	29/36	34/36
Attendance of members at State meetings		100%	100%	100%
Attendance of members at boards and commissions mtgs		85%	98%	90%

**PROGRAM DESCRIPTION:**

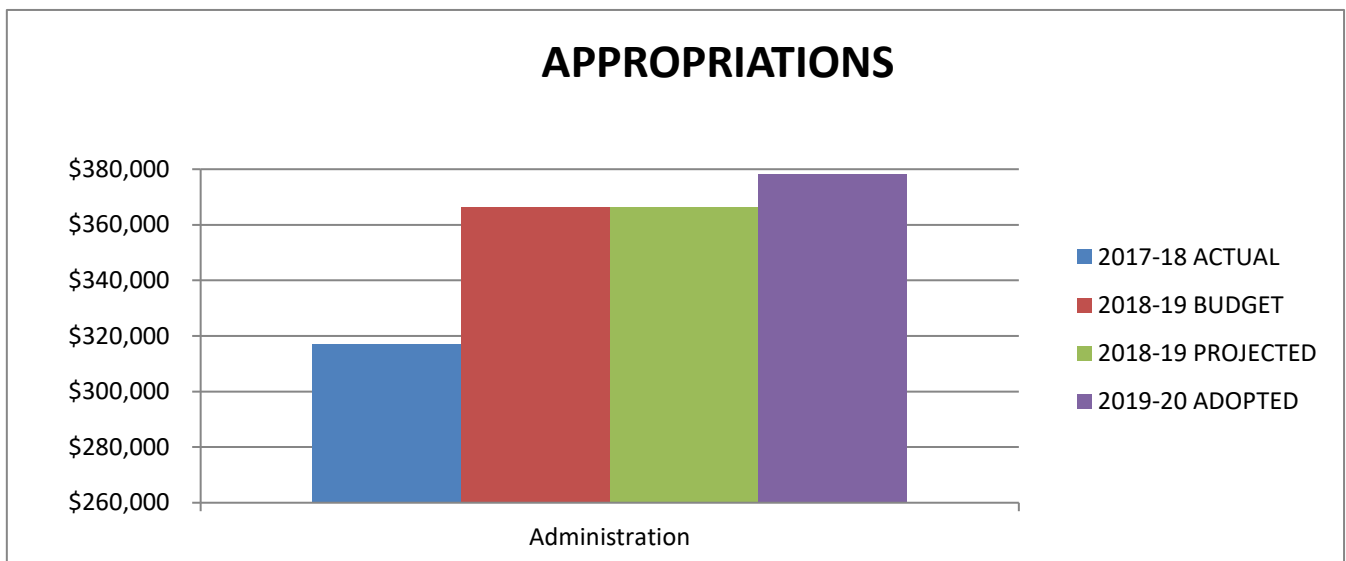
Provide leadership in the Quad Cities and especially in Scott County to create partnerships that enhance the quality of life of the residents. Collaborate with other organizations seen as vital to Scott County's success. Be a model for other jurisdictions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	88%	94%	95%	95%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
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	\$	-	\$	600	\$	-	\$	-	\$	-
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>600</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>

<b>APPROPRIATION SUMMARY:</b>												
Salaries	\$	217,362	\$	215,500	\$	220,501	\$	220,501	\$	224,851	\$	220,502
Benefits		79,682		89,263		96,382		96,380		123,968		123,224
Purchase Services & Expenses		36,032		11,398		48,600		48,600		28,600		28,600
Supplies & Materials		1,275		804		825		825		825		825
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>334,351</b>	<b>\$</b>	<b>316,965</b>	<b>\$</b>	<b>366,308</b>	<b>\$</b>	<b>366,306</b>	<b>\$</b>	<b>378,244</b>	<b>\$</b>	<b>373,151</b>



**ANALYSIS**

The Compensation Board has recommended a 2% increase in Board of Supervisors Salaries. The Board has budgeted for professional services related to strategic planning and consultation of rural residential building ordinances.

## Treasurer

Mike 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		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$616,144
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Issue tax/SA statements and process payments		189,687	198,118	190,000	190,000
Issue tax sale certificates		989	1,015	1,000	1,000
Process elderly tax credit applications		681	669	700	700

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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 80% of customers within 15 minutes of entering que.	Provide prompt customer service by ensuring proper staffing levels.	NA	89.97%	85.00%	85.00%

<b>ACTIVITY/SERVICE:</b>	Motor Vehicle Reg - Courthouse	<b>DEPARTMENT:</b>	Treasurer	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$654,282
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of vehicle renewals processed		150,766	116,158	151,000
Number of title and security interest trans. processed		83,091	91,217	83,000
Number of junking & misc. transactions processed		19,071	23,146	19,000

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 85% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	NA	89.97%	85.00%	85.00%
Retain \$1.5 million in Motor Vehicle revenues.	Maximize revenue retained by the County.	\$1,691,499	\$1,795,398	\$1,804,000	\$1,799,000



<b>ACTIVITY/SERVICE:</b>	County General Store	<b>DEPARTMENT:</b>	Treasurer	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$527,168
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total dollar amount of property taxes collected		13,026,157	14,189,200	14,000,000
Total dollar amount of motor vehicle plate fees collected		7,739,801	8,480,006	7,750,000
Total dollar amt of MV title & security interest fees collected		4,125,413	4,352,472	4,200,000

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	NA	79.50%	85.00%	85.00%
Process at least 4.5% of property taxes collected.	Provide an alternative site for citizens to pay property taxes.	4.67%	4.72%	4.50%	4.50%
Process at least 29% of motor vehicle plate fees collected.	Provide an alternative site for citizens to pay MV registrations.	25.78%	26.14%	27.00%	27.00%

<b>ACTIVITY/SERVICE:</b>	Accounting/Finance	<b>DEPARTMENT:</b>	Treasurer	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Financially Responsible	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$557,333
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of receipts issued		9,449	9,244	9,500
Number of warrants/checks paid		10,266	10,421	10,500
Dollar amount available for investment annually		445,302,018	456,433,061	450,000,000

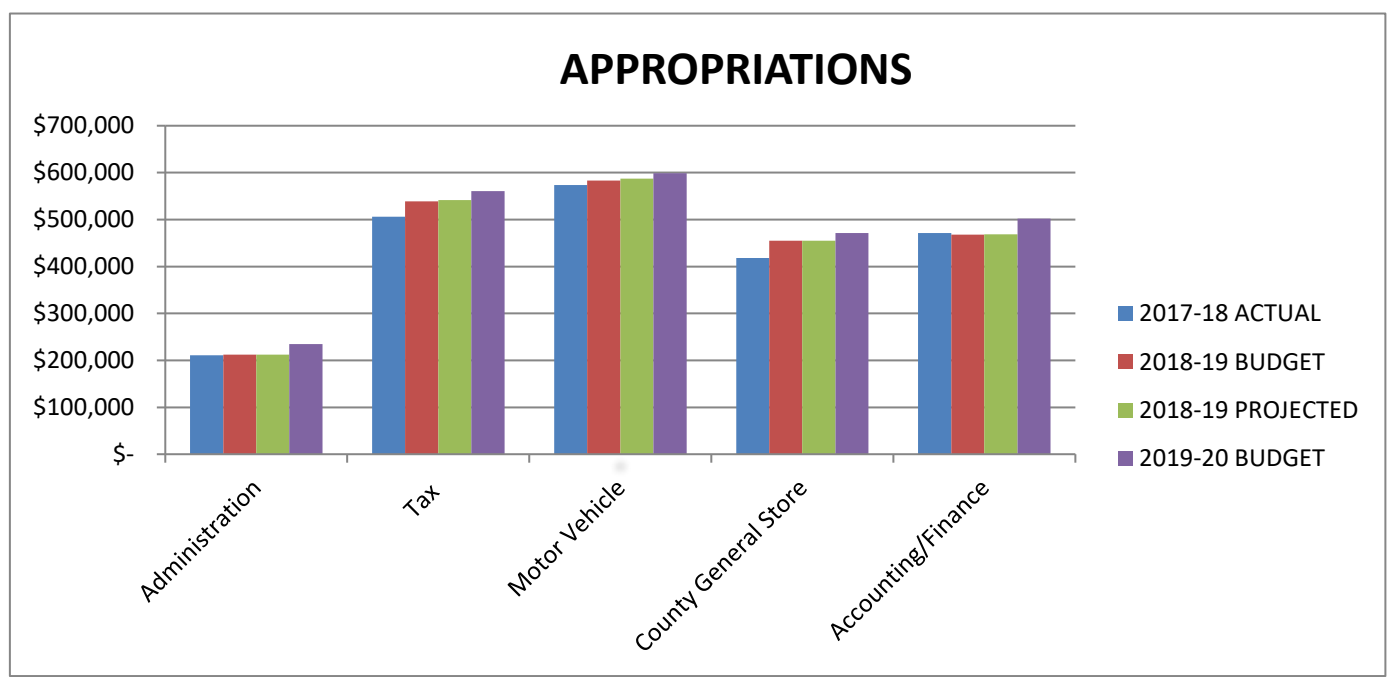
**PROGRAM DESCRIPTION:**

Provide professional accounting, cash handling, and investment services to Scott County following generally accepted accounting principles.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	75%	92%	90%	90%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
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
35-N Finance Manager	0.30	0.30	0.30	0.30	0.30	0.30
33-N Operations Manager-Treasurer	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	\$ 142,129	\$ 156,141	\$ 149,025	\$ 149,025	\$ 163,419	\$ 152,823	
Benefits	46,704	50,578	53,597	53,597	61,746	59,935	
Purchase Services & Expenses	4,290	3,467	8,130	7,930	7,830	7,830	
Supplies & Materials	2,017	907	1,650	1,850	1,850	1,850	
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 195,140</b>	<b>\$ 211,093</b>	<b>\$ 212,402</b>	<b>\$ 212,402</b>	<b>\$ 234,845</b>	<b>\$ 222,438</b>	



**ANALYSIS**

There are no organizational changes for FY20.

A small increase is requested for increasing costs of periodicals and subscriptions. This increase is offset by a decrease in mileage expense in this area.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
33-N Operations Manager-Treasurer	0.30	0.30	0.30	0.30	0.30	0.30
26-N Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50	0.50
17-AFSCME 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	\$ 611,959	\$ 577,759	\$ 590,000	\$ 590,000	\$ 590,000	\$ 590,000
Charges for Services	209,859	235,019	204,900	204,900	204,900	204,900
Miscellaneous	549	165	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 822,367</b>	<b>\$ 812,943</b>	<b>\$ 794,900</b>	<b>\$ 794,900</b>	<b>\$ 794,900</b>	<b>\$ 794,900</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 311,004	\$ 315,173	\$ 332,484	\$ 332,484	\$ 350,844	\$ 350,844
Benefits	144,589	158,897	174,873	174,873	175,418	175,418
Capital Outlay	1,170	1,170	1,170	1,170	1,170	1,170
Purchase Services & Expenses	8,770	9,002	11,350	14,000	14,100	14,100
Supplies & Materials	18,237	21,818	19,000	19,000	19,000	19,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 483,770</b>	<b>\$ 506,060</b>	<b>\$ 538,877</b>	<b>\$ 541,527</b>	<b>\$ 560,532</b>	<b>\$ 560,532</b>

**ANALYSIS**

Budgeted revenues remain the same as FY19.

Non-salary expenses are requested to increase \$2,650 in FY19 and \$2,750 in FY20 from the originally adopted FY19 budget to accommodate the annual maintenance contract fee for the Qmatic system. The contract fee is split evenly between Tax and Motor Vehicle Administration.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
33-N Operations Manager-Treasurer	0.30	0.30	0.30	0.30	0.30	0.30
26-N Motor Vehicle Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
17-AFSCME Multi-Service 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	\$ 1,696,085	\$17,996,989	\$ 1,812,550	\$ 1,812,550	\$ 1,807,550	\$ 1,807,550
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,696,085</b>	<b>\$17,996,989</b>	<b>\$ 1,812,550</b>	<b>\$ 1,812,550</b>	<b>\$ 1,807,550</b>	<b>\$ 1,807,550</b>
<b>APPROPRIATION SUMMARY</b>						
Salaries	\$ 344,785	\$ 369,817	\$ 352,107	\$ 352,107	\$ 373,064	\$ 373,064
Benefits	162,805	174,376	193,507	194,507	185,027	185,027
Purchase Services & Expenses	679	529	3,130	5,780	5,880	5,880
Supplies & Materials	33,298	29,010	34,700	34,700	34,700	34,700
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 541,567</b>	<b>\$ 573,732</b>	<b>\$ 583,444</b>	<b>\$ 587,094</b>	<b>\$ 598,671</b>	<b>\$ 598,671</b>
<b>ANALYSIS</b>						
Budgeted revenues were reduced \$5,000 to reflect the lower security interest notation fees that are being collected.						
Non-salary expenses are requested to increase \$2,650 in FY19 and \$2,750 in FY20 from the originally adopted FY19 budget to accommodate the annual maintenance contract fee for the Qmatic system. The contract fee is split evenly between Tax and Motor Vehicle Administration.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
33-N Operations Manager-Treasurer	0.10	0.10	0.10	0.10	0.10	0.10
28-N County General Store Manager	1.00	1.00	1.00	1.00	1.00	1.00
18-AFSCME Senior Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00
17-AFSCME 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	\$ 288,459	\$ 287,332	\$ 300,595	\$ 300,595	\$ 312,927	\$ 312,927
Benefits	90,754	101,199	116,589	116,589	120,544	120,544
Purchase Services & Expenses	28,214	25,954	34,860	34,860	34,635	34,635
Supplies & Materials	2,153	3,337	3,225	3,225	3,450	3,450
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 409,580</b>	<b>\$ 417,822</b>	<b>\$ 455,269</b>	<b>\$ 455,269</b>	<b>\$ 471,556</b>	<b>\$ 471,556</b>

**ANALYSIS**

This program has no revenues.

A small increase is requested for increasing costs of periodicals and subscriptions. This increase is offset by a decrease in maintenance equipment and schools of instruction line items.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
35-N Finance Manager	0.70	0.70	0.70	0.70	0.70	0.70
26-N Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50	0.50
18-AFSCME Cashier	1.00	1.00	1.00	1.00	1.00	1.00
18-AFSCME 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	\$ 95,093	\$ 440,066	\$ 700,000	\$ 550,000	\$ 610,000	\$ 610,000
Miscellaneous	4,190	5,173	9,500	9,500	9,500	9,500
<b>TOTAL REVENUES</b>	<b>\$ 99,283</b>	<b>\$ 445,239</b>	<b>\$ 709,500</b>	<b>\$ 559,500</b>	<b>\$ 619,500</b>	<b>\$ 619,500</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 279,982	\$ 307,814	\$ 295,077	\$ 295,077	\$ 300,146	\$ 300,146
Benefits	101,102	114,600	114,761	115,761	143,425	143,425
Purchase Services & Expenses	49,704	47,247	55,250	55,250	55,350	55,350
Supplies & Materials	2,505	1,945	2,800	2,800	2,800	2,800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 433,293</b>	<b>\$ 471,606</b>	<b>\$ 467,888</b>	<b>\$ 468,888</b>	<b>\$ 501,721</b>	<b>\$ 501,721</b>

**ANALYSIS**

Revenue for this program is increasing both in the current year and FY20 from the actual revenue received FY18. Yields for the County's investment securities have increased during the current fiscal year and economists are forecasting the rates to remain where they are. The decrease shown in FY19 projected from the FY19 original budget is due to the reallocation of earnings to various funds throughout the County.

A slight increase in purchase services is requested to accommodate for a 4% annual increase in a maintenance contract.

## 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	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$27,074
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Urban Transportation Policy & Technical Committee meetings		14	18	14	14
Urban Transportation Improvement Program document		1	1	1	1
Mississippi River Crossing meetings		8	10	6	6
Bi-State Trail Committee & Air Quality Task Force meetings		8	8	8	8

**PROGRAM DESCRIPTION:**

Regional Urban Transportation Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	\$4.2 Million of transportation improvement programmed	\$4.2 Million of transportation improvement programmed	\$5.85 Million of transportation improvement programmed	\$3.98 Million of transportation improvement programmed



<b>ACTIVITY/SERVICE:</b>	Regional Planning Agency (RPA)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,320	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Region 9 Transportation Policy & Technical Committee meetings		9	5	6	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	\$3.1 Million of transportation improvement programmed	\$1.8 Million of transportation improvement programmed	\$1.4 Million of transportation improvement programmed	\$1.47 Million of transportation improvement programmed

<b>ACTIVITY/SERVICE:</b>	Regional Economic Development Planning	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,551	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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		3	2	3	3

**PROGRAM DESCRIPTION:**

Regional Economic Development Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%

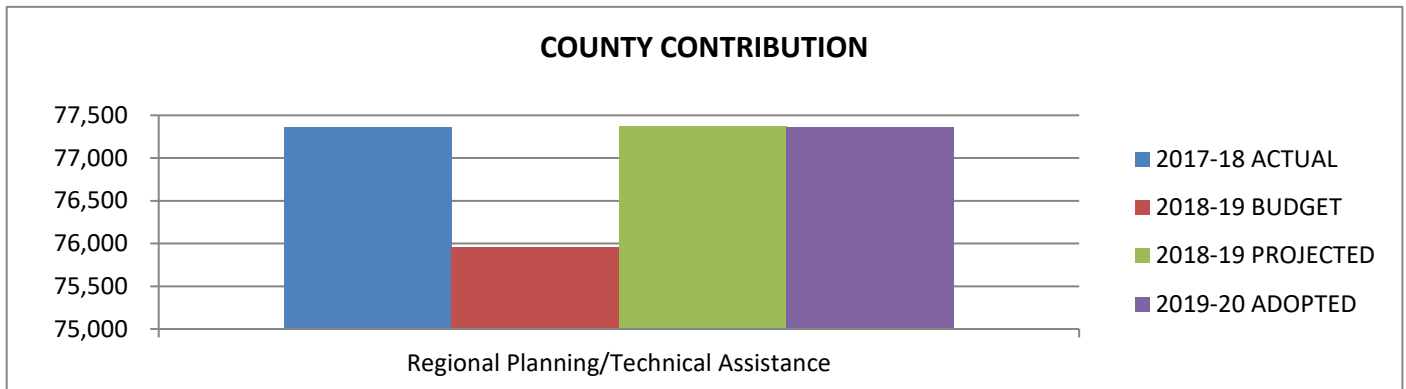
<b>ACTIVITY/SERVICE:</b>	Regional Services	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$34,810	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Joint purchasing bids and purchases		19	19	19	19
Administrator/Elected/Department Head meetings		37	37	25	25

**PROGRAM DESCRIPTION:**

Coordination of Intergovernmental Committees & Regional Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Regional Plan/Tech Assistance (3600)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>24.50</b>	<b>24.50</b>	<b>23.50</b>	<b>23.50</b>	<b>23.50</b>	<b>23.50</b>
<b>REVENUE SUMMARY:</b>						
Membership Fees	\$ 316,487	\$ 318,049	\$ 316,901	\$ 316,901	\$ 318,049	\$ 318,049
Charges for Services	457,588	526,092	546,099	546,099	526,092	526,092
Federal/State Funding	221,050	161,149	130,176	130,176	161,149	161,149
Transportation	768,693	720,733	854,645	854,645	720,733	720,733
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,763,818</b>	<b>\$ 1,726,023</b>	<b>\$ 1,847,821</b>	<b>\$ 1,847,821</b>	<b>\$ 1,726,023</b>	<b>\$ 1,726,023</b>
Scott County Contribution	90,755	77,355	75,955	77,375	77,355	77,355
Scott County Legislative Contract		17,400	17,400	17,400	17,400	17,400
<b>TOTAL REVENUES</b>	<b>\$ 1,854,573</b>	<b>\$ 1,803,378</b>	<b>\$ 1,923,776</b>	<b>\$ 1,925,196</b>	<b>\$ 1,803,378</b>	<b>\$ 1,803,378</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 1,644,383	\$ 1,501,267	\$ 1,652,921	\$ 1,652,921	\$ 1,687,003	\$ 1,687,003
Equipment	2,665	1,140	5,000	5,000	4,500	4,500
Expenses	231,354	220,435	235,840	235,840	238,780	238,780
Occupancy	55,421	57,991	57,991	57,991	57,991	57,991
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,933,823</b>	<b>\$ 1,780,833</b>	<b>\$ 1,951,752</b>	<b>\$ 1,951,752</b>	<b>\$ 1,988,274</b>	<b>\$ 1,988,274</b>



**ANALYSIS**

Member government dues are set by the Bi-State Regional Commission Board of Directors. Scott County is represented by two Supervisors on the Bi-State Board.

**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>	Quality of Life	<b>RESIDENTS SERVED:</b>	700	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$165,614
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2019-20</b>
				<b>PROJECTED</b>
Unduplicated # Served (enrolled and not enrolled)		1,228	1,676	1,575
# of clients at low or extremely low income (federal stds/enrolled clients)		1,041	950	1,080
Total Client Contacts (directly with and on behalf of clients enrolled and not enrolled)		11,797	20,881	11,750
# of clients contacted (mental health issues/resources requested)		488	437	500
# of rural vs urban clients		N/A	52:1676	265:1575
# of clients being enrolled in Federal and State benefit programs (Medicare, Medicaid, Food Assistance, Elderly Waiver, etc...)		N/A	690:1676	660
				672

**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. *Definitions: Enrolled Client -IDA Intake and CDBG Intake Forms completed and on file, Non-Enrolled Client - No NAPIS or CDBG form on file*

PERFORMANCE MEASUREMENT		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
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.	1146/1228 or 93%	1578/1676 94%	80%	80%

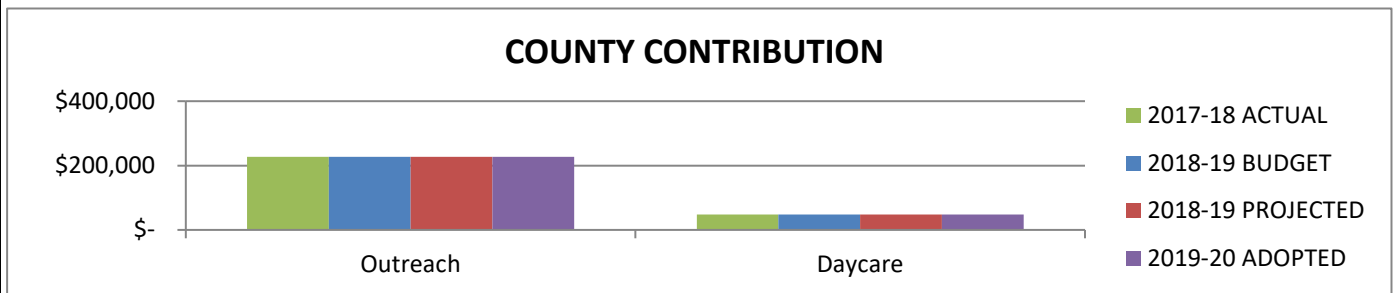
<b>ACTIVITY/SERVICE:</b>	Adult Day Services	<b>DEPARTMENT:</b> CASI 29.3903		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>		228
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$48,136
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2019-20</b>
				<b>PROJECTED</b>
Unduplicated participants		89	82	95
# of male/female participants		N/A	30/52	52/48
# of Veteran participants		N/A	19-Veterans / 38-Spouse of	27
Admissions		33	25	36
Age of participants:				
49 years old or younger		N/A	1	1
50-60 years old		N/A	4	3
61-70 years old		N/A	15	13
71-80 years old		N/A	16	30
81-90 years old		N/A	38	39
91 years old or older		N/A	8	6

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	98% of caregivers will be satisfied with program and report improved quality of life. Results will be measured by surveys done twice a year.	97%	99%	98%	98%
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.	95%	95%	95%	95%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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	6.00	6.00	6.00	6.00
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>REVENUE SUMMARY:</b>						
Medicaid Waiver ADC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Title III B	15,400	14,631	15,400	-	-	-
Veteran's Administration	-	-	-	-	-	-
United Way	-	-	-	-	-	-
Contributions	2,000	48	-	-	-	-
Miscellaneous	15,854	948	900	900	900	900
CDBG	-	-	-	-	-	-
Project Income	-	-	-	-	-	-
Supplemental Grants	-	-	-	-	-	-
ADC meals	-	-	-	-	-	-
Admin Revenue Allocation	135,305	135,305	135,305	135,305	135,305	135,305
Transportation/ADC	-	-	-	-	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$ 168,559</b>	<b>\$ 150,932</b>	<b>\$ 151,605</b>	<b>\$ 136,205</b>	<b>\$ 136,205</b>	<b>\$ 136,205</b>
Scott County Contribution	\$ 227,114	\$ 227,114	\$ 227,114	\$ 227,114	\$ 165,614	\$ 165,614
<b>TOTAL REVENUES</b>	<b>\$ 395,673</b>	<b>\$ 378,046</b>	<b>\$ 378,719</b>	<b>\$ 363,319</b>	<b>\$ 301,819</b>	<b>\$ 301,819</b>
<b>APPROPRIATION SERVICES</b>						
Personal Services	\$ 392,843	\$ 397,309	\$ 353,236	\$ 353,236	\$ 358,158	\$ 358,158
Expenses	4,552	4,052	4,040	4,040	4,040	4,040
Supplies	1,749	552	800	800	800	800
Occupancy	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 399,144</b>	<b>\$ 401,913</b>	<b>\$ 358,076</b>	<b>\$ 358,076</b>	<b>\$ 362,998</b>	<b>\$ 362,998</b>



**ANALYSIS**

The Center for Active Seniors, (CASI), provide a variety of services for seniors in Scott County and the county provides funding for two major programs: Outreach Services and Janes Place- Adult Day Care services. Both of those programs help individuals to remain in their own homes longer, avoiding nursing home placement.

The county provides funding in the amount of \$227,114 for outreach services. The outreach workers assist individuals and families apply for other benefits, state and federal. Those benefits help keep them in their own homes longer. The county will no longer provide funding for an outreach worker to be housed within the Community Services Department in FY20. This funding was from the mental health fund. Those funds are being stretched to provide additional mental health services as required by the state. In addition, the Community Services department did not experience the impact expected with an outreach worker housed within the department. The department can call CASI for assistance and/or ideas on ways to help individuals.

The FY20 budget shows a 4% decline in revenue and a slight increase in expenditures. The county funding will remain at \$227,114.

Issues:

1. Stable funding from other sources.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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	3.00	3.00
Adult Day Center Nursing Assistant	-	-	-	-	0.50	0.50
Adult Day Center Facilitators	6.00	6.00	7.50	7.50	3.00	3.00
Adult Day Center Aides	-	-	-	-	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>9.50</b>	<b>9.50</b>	<b>7.75</b>	<b>7.75</b>
<b>REVENUE SUMMARY:</b>						
Medicaid Waiver ADC	\$ 52,966	\$ 59,896	\$ 54,000	\$ 59,000	\$ 59,000	\$ 59,000
Title III B	21,052	19,647	21,052	19,648	19,648	19,648
Veteran's Administration	75,296	72,565	\$ 90,192	\$ 50,000	\$ 50,000	\$ 50,000
United Way	-	-	-	-	-	-
Contributions	245	2,410	-	700	700	700
Miscellaneous	-	-	-	-	-	-
CDBG	-	-	-	-	-	-
Day Foundation	-	-	-	-	-	-
Project Income	213,605	189,146	171,455	203,000	203,000	203,000
Supplemental Grants	6,000	5,000	-	5,000	5,000	5,000
ADC meals	3,568	3,032	16,097	5,000	5,000	5,000
ADC meals	5,183	1,683	2,700	1,000	2,000	2,000
Admin Revenue Allocation	284,853	284,853	284,853	284,853	284,853	284,853
<b>SUB-TOTAL REVENUES</b>	<b>\$ 662,768</b>	<b>\$ 638,232</b>	<b>\$ 640,349</b>	<b>\$ 628,201</b>	<b>\$ 629,201</b>	<b>\$ 629,201</b>
Scott County Contribution	48,136	48,136	48,136	50,136	48,136	48,136
<b>TOTAL REVENUES</b>	<b>\$ 710,904</b>	<b>\$ 686,368</b>	<b>\$ 688,485</b>	<b>\$ 678,337</b>	<b>\$ 677,337</b>	<b>\$ 677,337</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 983,992	\$ 959,545	\$ 927,059	\$ 927,059	\$ 938,095	\$ 938,095
Equipment	38	686	558,789	558,789	560,618	560,618
Expenses	52,389	48,731	529,412	529,412	530,483	530,483
Supplies	5,716	5,094	525,015	525,015	525,975	525,975
Occup	-	-	493,885	493,885	494,034	494,034
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,042,135</b>	<b>\$ 1,014,056</b>	<b>\$ 3,034,160</b>	<b>\$ 3,034,160</b>	<b>\$ 3,049,205</b>	<b>\$ 3,049,205</b>
<b>ANALYSIS</b>						
<p>The Center for Active Seniors (CASI) also provides adult day services for individuals. This program, Jane's Place, provides respite services and other supportive services- meal, medications, nursing, etc... to individuals who attend. Jane's Place offers families and individuals one more option instead of immediate admission into a nursing home.</p> <p>Scott County provides funding in the amount of \$48,136. CASI struggles with the number of admissions and not being at capacity which impacts revenue. They have improved the marketing of the service, but it still does not reach capacity. The Adult Day Care program is showing a slight decrease in revenue for FY20 and a slight increase in expenditures. CASI knows they need to expand their advertisements in order to reach capacity.</p> <p>The county funding will remain at \$48,136 for FY20.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Stable funding sources</li> <li>2. Advertisement of the service/need to be at capacity</li> <li>3. Public Awareness</li> </ol>						



## Center for Alcohol & Drug Services, Inc. (CADS)

Director: Dennis Duke, 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	<b>RESIDENTS SERVED:</b>		975
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> 0
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of admissions to the detoxification unit.		794	755	925
				925

### 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		2016-17	2017-18	2018-19	2019-20
		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%	95%	95%	95%
Clients will successfully complete detoxification.	Clients who complete detoxification will transition to a lower level of care.	53%	50%	50%	50%

<b>ACTIVITY/SERVICE:</b>	Criminal Justice Program	<b>DEPARTMENT:</b> CADS		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>		225
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$0
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of criminal justice clients provided case management.		457	509	475
Number of Clients admitted to the Jail Based Treatment Program.		81	91	100
Number of Scott County Jail inmates referred to Country Oaks.		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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	12	22	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.	135	138	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.	85%	90%	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.	59%	65%	57%	57%
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.	86%	86%	88%	88%

<b>ACTIVITY/SERVICE:</b> Prevention		<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b>	Community Add On	<b>RESIDENTS SERVED:</b>		1500	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$0	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>2019-20</b>
Number of Scott County Residents receiving indicated or selective prevention services.		1,826	1,847	1,780	1,780

**PROGRAM DESCRIPTION:**

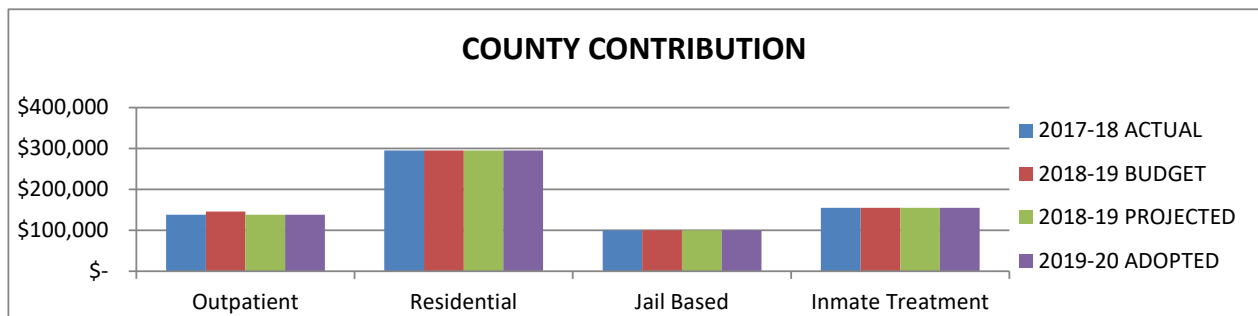
CADS will conduct substance abuse prevention and awareness programs focused on educational and informational opportunities for those at risk (selective population) and persons exhibiting the early stages of use or related problem behavior.

<b>PERFORMANCE MEASURE</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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.	95%	92%	90%	90%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Outpatient Services (3801, 3805)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>TOTAL POSITIONS</b>	<b>34.78</b>	<b>34.78</b>	<b>37.26</b>	<b>37.26</b>	<b>37.26</b>	<b>37.26</b>

**REVENUE SUMMARY:**

I.D.S.A. Treatment	\$ 1,022,983	\$ 1,060,526	\$ 1,073,275	\$ 1,014,035	\$ 1,014,035	\$ 1,014,035
I.D.S.A. Prevention	257,545	291,894	314,879	291,180	291,180	291,180
Scott County Jail Based Project	-	-	-	-	-	-
DASA	-	-	-	-	-	-
Rock Island County	-	-	-	-	-	-
United Way	17,168	-	-	-	-	-
Client Fees	53,936	113,811	69,992	88,000	88,000	88,000
Insurance Payments	448,243	548,257	412,162	548,250	548,250	548,250
Interest	65,836	-	27,015	-	-	-
Seventh Judicial District	154,188	-	140,353	-	-	-
Contributions	14,661	5,618	6,125	-	-	-
County Commitments	-	-	-	-	-	-
Scott County Jail	-	-	-	-	-	-
Local Schools	-	-	-	-	-	-
U S Fed Probation	57,961	-	100,400	-	-	-
Medicaid, Illinois	-	-	-	-	-	-
Contractual Fees/Payment	144,043	192,503	119,745	164,918	164,918	164,918
Case Managers	-	-	-	-	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$ 2,236,564</b>	<b>\$ 2,212,609</b>	<b>\$ 2,263,946</b>	<b>\$ 2,106,382</b>	<b>\$ 2,106,382</b>	<b>\$ 2,106,382</b>
Substance Abuse Treatment	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	7,950	-	7,950	-	-	-
Criminal Justice Client Case Manager	98,000	98,000	98,000	98,000	98,000	98,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>145,950</b>	<b>138,000</b>	<b>145,950</b>	<b>138,000</b>	<b>138,000</b>	<b>138,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,382,514</b>	<b>\$ 2,350,609</b>	<b>\$ 2,409,896</b>	<b>\$ 2,244,382</b>	<b>\$ 2,244,382</b>	<b>\$ 2,244,382</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 1,815,622	\$ 1,169,841	\$ 1,963,523	\$ 730,324	\$ 730,324	\$ 730,324
Equipment	18,942	6,380	13,215	6,304	6,304	6,304
Expenses	463,292	235,901	357,147	211,373	211,373	211,373
Supplies	47,628	27,075	46,246	48,084	48,084	48,084
Occupancy	59,031	35,456	52,980	49,250	49,250	49,250
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,404,515</b>	<b>\$ 1,474,652</b>	<b>\$ 2,433,111</b>	<b>\$ 1,045,335</b>	<b>\$ 1,045,335</b>	<b>\$ 1,045,335</b>



**ANALYSIS**

No increase in funding for FY20. Affiliation with UnityPoint-Trinity / Robert Young Center has provided administrative, HR, and financial resources, since last analysis. Management team now consists of RYC staff. Improvements to facilities are being made. Changes to services may be implemented. Updates to contract with Board of Supervisors may be necessary; no budget effects would be included.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>	37.26	37.26	33.76	33.76	33.76	33.76
<b>REVENUE SUMMARY:</b>						
I.D.S.A. Treatment	\$ 1,077,335	\$ 1,080,932	\$ 1,089,935	\$ 1,141,037	\$ 1,141,037	\$ 1,141,037
United Way	9,982	-	1,500	-	-	-
Client Fees	39,677	73,831	78,124	75,250	75,250	75,250
Insurance Payments	844,734	1,028,705	793,647	1,000,000	1,000,000	1,000,000
Interest	61,478	-	28,870	-	-	-
Contributions	16,728	4,762	4,185	-	-	-
County Commitments	56,983	45,976	48,748	45,976	45,976	45,976
US Fed Probation	35,023	31,710		20,000	20,000	20,000
Contractual Fees	26,626	9,777	56,396	9,775	9,775	9,775
<b>SUB-TOTAL REVENUES</b>	<b>\$ 2,168,566</b>	<b>\$ 2,275,693</b>	<b>\$ 2,101,405</b>	<b>\$ 2,292,038</b>	<b>\$ 2,292,038</b>	<b>\$ 2,292,038</b>
Detoxification Evaluation and Treatment Services	295,432	295,432	295,432	295,432	295,432	295,432
Scott County Jail - Inmate Substance Abuse Treatment	100,000	100,000	100,000	100,000	100,000	100,000
<b>TOTAL COUNTY CONTRIBUTION</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>TOTAL REVENUES</b>	<b>\$ 2,563,998</b>	<b>\$ 2,671,125</b>	<b>\$ 2,496,837</b>	<b>\$ 2,687,470</b>	<b>\$ 2,687,470</b>	<b>\$ 2,687,470</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 1,541,709	\$ 1,305,864	\$ 1,611,028	\$ 1,483,924	\$ 1,483,924	\$ 1,483,924
Equipment	15,255	7,004	14,536	15,000	15,000	15,000
Expenses	445,338	235,121	349,251	181,955	181,955	181,955
Supplies	166,389	150,315	173,461	167,756	167,756	167,756
Occupancy	111,979	85,926	94,340	101,300	101,300	101,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,280,670</b>	<b>\$ 1,784,230</b>	<b>\$ 2,242,616</b>	<b>\$ 1,949,935</b>	<b>\$ 1,949,935</b>	<b>\$ 1,949,935</b>
<b>ANALYSIS</b>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Jail Based Assessment/Treatment (3803)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Counselors	6.00	6.00	6.00	6.00	6.00	6.00
Program Managers	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>REVENUE SUMMARY:</b>						
IDSA Treatment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	7,022	-	708	708	-	-
7th Judicial	-	147,347	-	-	114,000	114,000
Contributions	2,823	2,341	957	957	-	-
Contractual Fees	2,585	15	418	418	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$ 12,430</b>	<b>\$ 149,703</b>	<b>\$ 2,083</b>	<b>\$ 2,083</b>	<b>\$ 114,000</b>	<b>\$ 114,000</b>
Jail Based Assessment & Treatment	154,899	154,899	154,899	154,899	154,899	154,899
<b>TOTAL REVENUES</b>	<b>\$ 167,329</b>	<b>\$ 304,602</b>	<b>\$ 156,982</b>	<b>\$ 156,982</b>	<b>\$ 268,899</b>	<b>\$ 268,899</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 197,427	\$ 277,695	\$ 215,606	\$ 240,564	\$ 240,564	\$ 240,564
Equipment	2,352	886	2,845	1,000	1,000	1,000
Expenses	52,833	53,852	44,215	10,680	10,680	10,680
Supplies	5,167	11,459	5,300	10,050	10,050	10,050
Occupancy	2,721	753	2,740	1,700	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 260,500</b>	<b>\$ 344,646</b>	<b>\$ 270,706</b>	<b>\$ 263,994</b>	<b>\$ 262,294</b>	<b>\$ 262,294</b>
<b>ANALYSIS</b>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: All others/CADS</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	1.30	0.30	0.30	0.30	0.30	0.30
Fiscal Officer/Finance Manager	0.22	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	0.20	0.20	0.20	0.20	0.20	0.20
Administrative Assistant	0.20	0.20	0.20	0.20	0.20	0.20
Clerical	4.00	4.00	4.00	4.00	4.00	4.00
Maintenance	0.30	0.30	0.30	0.30	0.30	0.30
QA/UR Program	0.50	0.50	0.50	0.50	0.50	0.50
Counselors	8.00	6.00	6.00	6.00	6.00	6.00
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>17.38</b>	<b>14.38</b>	<b>14.38</b>	<b>14.38</b>	<b>14.38</b>	<b>14.38</b>
<b>REVENUE SUMMARY:</b>						
IDSA Treatment	\$ 243,835	\$ 237,841	\$ 311,851	\$ 205,918	\$ 205,918	\$ 205,918
DASA	120,466	139,870	195,810	115,482	115,482	115,482
Rock Island County	27,260	24,660	54,660	54,660	54,660	54,660
United Way	26,897	-	1,800	-	-	-
Client Fees	59,316	52,241	70,351	68,000	68,000	68,000
Insurance Payments	55,113	150,932	120,303	120,300	120,300	120,300
Interest	28,955	-	9,122	-	-	-
Contributions	3,227	3,091	2,215	20,000	20,000	20,000
US Fed Probation	37,455	77,952	47,736	54,500	54,500	54,500
Medicaid, Illinois	20,432	9,176	23,592	9,125	9,125	9,125
Contractual Fees/Payment	8,855	(667,621)	-	-	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$ 631,811</b>	<b>\$ 28,141</b>	<b>\$ 837,440</b>	<b>\$ 647,985</b>	<b>\$ 647,985</b>	<b>\$ 647,985</b>
Scott County Contribution	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 631,811</b>	<b>\$ 28,141</b>	<b>\$ 837,440</b>	<b>\$ 647,985</b>	<b>\$ 647,985</b>	<b>\$ 647,985</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 799,554	\$ 1,346,916	\$ 722,481	\$ 1,622,114	\$ 1,622,114	\$ 1,622,114
Equipment	6,495	6,608	4,151	8,800	8,800	8,800
Expenses	188,794	310,576	151,404	750,114	748,214	748,214
Supplies	49,195	60,971	49,566	60,092	60,092	60,092
Occupancy	30,129	324,655	24,170	331,862	331,862	331,862
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,074,167</b>	<b>\$ 2,049,727</b>	<b>\$ 951,772</b>	<b>\$ 2,772,982</b>	<b>\$ 2,771,082</b>	<b>\$ 2,771,082</b>
<b>ANALYSIS</b>						

## 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>	Quality of Life	<b>RESIDENTS SERVED:</b>	13,414		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$302,067
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Visits of clients below 100% Federal Poverty Level		6,865	7,613	6,864	6,600
Visits of clients below 101 - 138% Federal Poverty Level		1,101	1,482	1,104	1,000
Visits of clients above 138% Federal Poverty Level		1,485	1,830	1,868	2,000
# of prescriptions filled for those living in Scott County and using the sliding fee scale		5,225	6,214	6,876	7,500
Scott County Resident Affordable Care Act Assisted		1,097	409	300	225
Scott County Resident Affordable Care Act Enrolled - Marketplace		77	22	50	30
Scott County Resident Affordable Care Act Enrolled - Medicaid Eligible		171	55	80	60

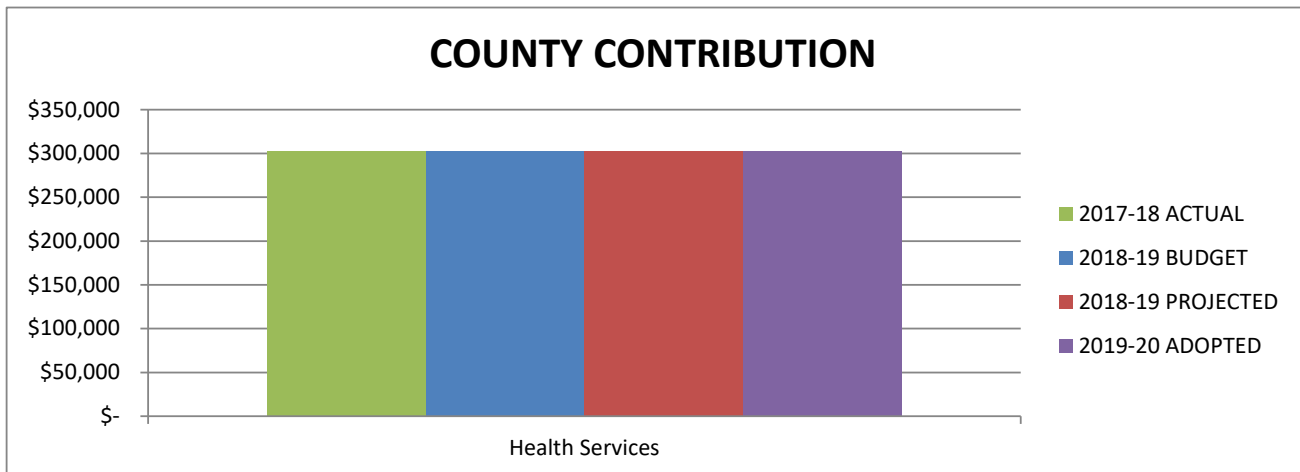
**PROGRAM DESCRIPTION:**

CHC provides comprehensive primary health care for the Quad City Population in need on a sliding fee scale basis.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<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 residents to ensure they have health care services.	\$469,324	\$498,544	\$517,315	\$535,000
Scott County citizens will have insurance coverage: private, Medicaid or Medicare	At least 87% of the citizens seen at CHC will have some form of insurance coverage	92%	90%	88%	87%



FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Health Serv-Comm Services (40.4001)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>289.07</b>	<b>291.04</b>	<b>302.57</b>	<b>313.77</b>	<b>320.77</b>	<b>320.77</b>
<b>REVENUE SUMMARY:</b>						
IA St Dept Health/Senior Health	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IA St Dept Health/Child Health	-	-	-	-	-	-
HHS-UHI	4,106,158	4,191,654	1,090,952	4,256,011	4,256,011	4,256,011
Patient Fees	20,393,125	21,946,491	5,945,103	22,604,886	23,576,896	23,576,896
HHS-Homeless	302,674	294,338	92,018	330,168	330,168	330,168
Other	2,793,128	2,039,259	517,093	2,077,314	2,077,314	2,077,314
<b>SUB-TOTAL REVENUES</b>	<b>\$ 27,595,085</b>	<b>\$ 28,471,742</b>	<b>\$ 7,645,166</b>	<b>\$ 29,268,379</b>	<b>\$ 30,240,389</b>	<b>\$ 30,240,389</b>
Scott County Contribution- Health Services Other						
Scott County Contribution-Comm Services	299,550	302,067	75,517	302,067	302,067	302,067
<b>TOTAL SCOTT COUNTY CONTRIBUTIONS</b>	<b>\$ 299,550</b>	<b>\$ 302,067</b>	<b>\$ 302,067</b>	<b>\$ 302,067</b>	<b>\$ 302,067</b>	<b>\$ 302,067</b>
<b>TOTAL REVENUE</b>	<b>\$ 27,894,635</b>	<b>\$ 28,773,809</b>	<b>\$ 7,947,233</b>	<b>\$ 29,570,446</b>	<b>\$ 30,542,456</b>	<b>\$ 30,542,456</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 19,069,039	\$ 20,296,373	\$ 5,307,323	\$ 21,108,228	\$ 21,847,015	\$ 21,847,015
Equipment	1,162,650	1,148,202	296,926	1,176,907	1,206,330	1,206,330
Expenses	3,715,509	4,273,828	1,376,669	4,380,674	4,490,191	4,490,191
Supplies	2,001,810	1,888,372	509,895	1,935,581	1,983,971	1,983,971
Occupancy	1,098,619	1,056,126	279,753	862,529	884,092	884,092
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 27,047,627</b>	<b>\$ 28,662,901</b>	<b>\$ 7,770,566</b>	<b>\$ 29,463,919</b>	<b>\$ 30,411,599</b>	<b>\$ 30,411,599</b>



#### ANALYSIS

Scott County Community Services and Community Health Care (CHC) have a contract to provide medical care and services for citizens of Scott County. CHC provides medical appointments and medications to individuals who have no insurance or to those who have high deductibles and co-pays. CHC uses the county dollars to offset the costs for individuals (sliding fee scale). Scott County Community Services has a contract with CHC which allows the county to access doctors and medications sooner.

CHC provides assistance to citizens needing help when applying for health insurance, both Medicaid and Marketplace insurance. The number of individuals without insurance has decreased significantly.

The county will continue to fund the amount of \$302,067 for FY20, so Scott County citizens can access medical care and medications at a reduced amount when appropriate.

# DURANT AMBULANCE

Mark Heuer 563-785-4540 www.durantfire.org

<b>ACTIVITY/SERVICE:</b>	Durant Ambulance		<b>DEPARTMENT:</b>	
<b>BUSINESS TYPE:</b>	Quality of Life		<b>RESIDENTS SERVED:</b> 7,500	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$20,000	
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of 911 calls responded to.	750	753	750	750
Number of 911 calls answered.	765	765	760	760
Average response time.	12 minutes	11.75 minutes	12	12

**PROGRAM DESCRIPTION:**

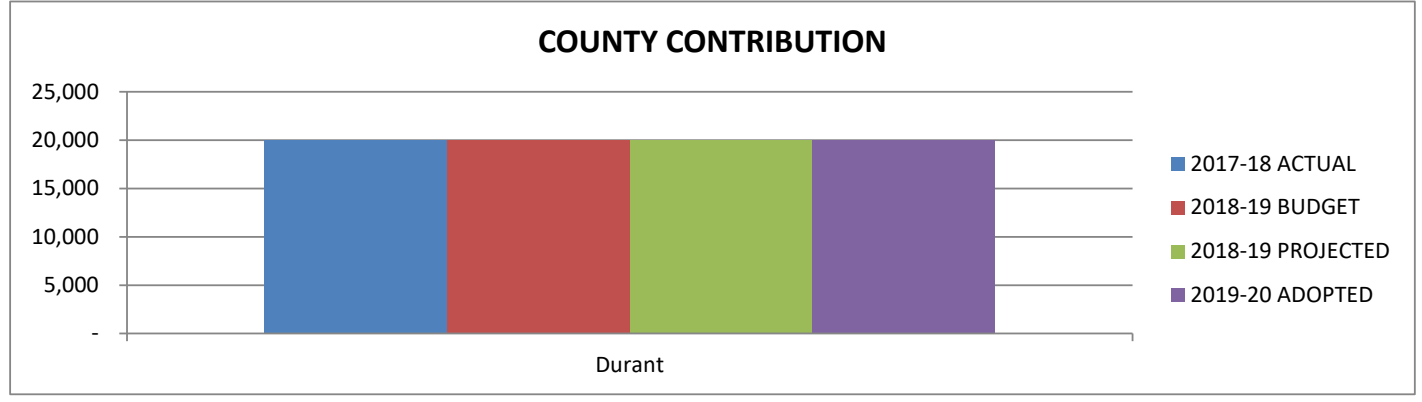
Emergency medical treatment and transport

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	750/765-98%	753/765=98%	Will respond to 99% of calls for service.	Will respond to 99% of calls for service.
Respond within 15 minutes to 88% of 911 calls	Responded within 15 minutes to 90% of the 911 requests in our area.	Responded within 15 minutes to 82% of calls	Responded within 15 minutes to 80% of calls in our area.	Respond within 15 minutes to 90% of calls in our area.	Respond within 15 minutes to 90% of calls in our area.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Emergency Care & Transfer (4200)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
Volunteers	21.00	20.00	22.00	20.00	20.00	20.00
<b>TOTAL POSITIONS</b>	<b>21.00</b>	<b>20.00</b>	<b>22.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>

<b>REVENUE SUMMARY:</b>						
Political Subdivision Contracts	\$ 10,805	\$ 18,190	\$ 12,000	\$ 15,000	\$ 18,000	\$ 18,000
Services	408,819	395,368	410,000	410,000	410,000	410,000
Contributions	9,700	10,146	10,000	10,000	10,000	10,000
Other	(64,354)	(78,976)	(60,500)	(78,500)	(78,500)	(78,500)
<b>SUB-TOTAL REVENUES</b>	<b>\$ 364,970</b>	<b>\$ 344,728</b>	<b>\$ 371,500</b>	<b>\$ 356,500</b>	<b>\$ 359,500</b>	<b>\$ 359,500</b>
Scott County Contribution	20,000	20,000	20,000	20,000	20,000	20,000
<b>TOTAL REVENUES</b>	<b>\$ 384,970</b>	<b>\$ 364,728</b>	<b>\$ 391,500</b>	<b>\$ 376,500</b>	<b>\$ 379,500</b>	<b>\$ 379,500</b>

<b>APPROPRIATION SUMMARY:</b>						
Equipment	\$ -	\$ -	\$ 205,000	\$ 180,000	\$ 42,000	\$ 42,000
Expenses	315,942	341,890	355,500	360,000	347,000	347,000
Supplies	21,032	16,632	19,000	19,000	19,000	19,000
Occupancy	6,395	6,395	7,000	7,000	7,000	7,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 343,369</b>	<b>\$ 364,917</b>	<b>\$ 586,500</b>	<b>\$ 566,000</b>	<b>\$ 415,000</b>	<b>\$ 415,000</b>



**ANALYSIS**

No increase in funding for FY20. BFO objectives are being reviewed and consultations with Durant Ambulance are in process. As Durant is an out-of-county entity, it is important the data submitted in BFO reports reflects services provided in the Scott County territory.

**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>	Foundation	<b>RESIDENTS SERVED:</b>	80 EMA	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	<b>BUDGET:</b>	\$64,790
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>
		<b>2019-20 PROJECTED</b>	county-wide	
Revise and update multihazard plan in ESF format		100%	25%	40%
Update Radiological Emergency Response Plans		100%	50%	50%
Update Ancillary Plans and Annexes		100%	50%	25%
Maintain approved county-wide mitigation plan		65%	completed	25%

**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 ancillary support plans (evacuation, debris management, volunteer management, etc.)

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 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	100%	25%	25%	25%
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%	50%	50%	50%
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%	50%	50%	50%
Mitigation Planning	Assist County in producing a mitigation plan that is accepted by FEMA Plan completed pending local, state and federal approval	65%	complete	25%	25%

<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b>	EMA 68A		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	80 EMA Responders		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$103,664
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2017-18 PROJECTED</b>	<b>2019-20 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%	100%	100%	100%

**PROGRAM DESCRIPTION:**

Maintenance of dissemination of training and exercise opportunities for Scott County responders

<b>PERFORMANCE MEASUREMENT</b>		<b>2017-18 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
<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%	100%
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	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Organizational	<b>DEPARTMENT:</b>	EMA 68A		
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	80 EMA	County-wide	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$64,790
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
Grant coordination activities			100%	100%	100%
Information dissemination		100%	100%	100%	100%
Support to responders		100%	met requests	meet expectations	meet expectations
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>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
This program includes information dissemination made through this agency to public and private partners meetings.	100% Dissemination using multiple channels ensures info and opportunities reach all local partners	100%	100%	100%	100%
This agency has also provided support to fire and law enforcement personnel via EMA volunteer's use of our mobile response vehicles.	95%+ response to requests ensures effective use of these assets.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Exercises	<b>DEPARTMENT:</b>	EMA 68A		
<b>BUSINESS TYPE:</b>	Foundation	<b>RESIDENTS SERVED:</b>	80 EMA	County-wide	
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>		<b>BUDGET:</b>	\$90,706
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	100%	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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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%	100%	100%	100%

# SECC



Dave Donovan, Interim Director, 563-484-3050, david.donovan@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> SECC		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b> 89 SECC		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	<b>BUDGET:</b>	county-wide \$125,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Increase number of cross-trained personnel		50%	60%	75%
Achieve Professional Accreditation		10%	40%	60%

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Achieve three-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.	All staff are trained in two of the three disciplines	60%	75%	100%
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.	10%	40%	60%	75%



<b>ACTIVITY/SERVICE:</b>	Communication	<b>DEPARTMENT:</b>	SECC		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	89 SECC		County-wide
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>		<b>BUDGET:</b>	\$2,185,504
		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>
<b>OUTPUTS</b>		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Re-evaluation to Improve internal communications		100%	Ongoing Eval	Re-Evaluation	100%
Improve external communications with partner agencies		100%	Ongoing Eval	Re-Evaluation	100%
Improve customer service		95%	100%	Re-Evaluation	100%
Reinvent SECC's website		70%	70%	Ongoing Evaluation	100%

**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).

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
This as an area of opportunity - we have implemented a number of initiatives to improve communications with our staff but we need to evaluate those initiatives and tweak them to be more effective.	Improving communications improves overall organizational effectiveness and strengthens the bond between the center and the community.	100%	Ongoing Eval	Re-Evaluation	100%
With all of the recent changes in management staff, the need to acquiant outside agency staff with new managemetn is vital. The goal is to continue to work to maintain the good relationships with outside agency staff.	Improving communications improves overall organizational effectiveness and strengthens the relationships between the center and our partner agencies.	100%	Ongoing Eval	Re-Evaluation	100%
Enhance our customer service efforts through more concentrated focus in this area and by infusing our Values in all our public contacts.	Improving customer service helps the organization provide a better quality service to all of the citizens of Scott County.	95%	100%	Re-Evaluation	100%
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.	70%	70%	Ongoing Evaluation	100%

<b>ACTIVITY/SERVICE:</b>	Management and Planning	<b>DEPARTMENT:</b>	SECC	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	89 SECC	County-wide
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>		<b>BUDGET:</b> \$847,493
		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>OUTPUTS</b>		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Revise hiring process		100%	60%	100%
Develop a succession plan		100%	70%	100%
Improve interagency coordination		100%	Ongoing Eval	80%
				<b>2019-20</b>
				<b>PROJECTED</b>
				Ongoing Evaluation
				Ongoing Evaluation
				90%

**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		2015-16	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
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.	100%	60%	100%	Ongoing Evaluation
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.	60%	70%	100%	Ongoing Evaluation
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).	100%	Ongoing Eval	80%	90%

<b>ACTIVITY/SERVICE:</b>	Public Awareness	<b>DEPARTMENT:</b>	SECC		
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	89 SECC		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	<b>BUDGET:</b>	\$2,500	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Re-energize the Education Team		100%	Ongoing	50%	100%
Develop Public Outreach Program		100%	100%	Ongoing	Re-evaluate

**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.

PERFORMANCE MEASUREMENT		2015-16	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Re-energize and recruit additional staff for the Education Team and deliver 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.	100%	Ongoing Evaluation	50%	100%
An area identified in the Strategic Planning process was a fundamental absence of a coordinated approach for public outreach programming. We are committed to develop and implement public outreach programming 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.	95%	100%	Ongoing Evaluation	Re-evaluate

<b>ACTIVITY/SERVICE:</b>	Infrastructure/Physical Resources	<b>DEPARTMENT:</b>	SECC	<b>RESIDENTS SERVED:</b>	County-wide
<b>BUSINESS TYPE:</b>	Core	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$3,600,000
<b>BOARD GOAL:</b>	Financially Responsible				
	<b>OUTPUTS</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Evaluate Interior/Exterior of Building		100%	100%	100%	Ongoing Evaluation
Evaluate Building Access and Security		100%	Ongoing Eval	Ongoing Eval	100%
Update CAD System		80%	100%	80%	100%
Update Radio System		40%	70%	70%	90%

**PROGRAM DESCRIPTION:**

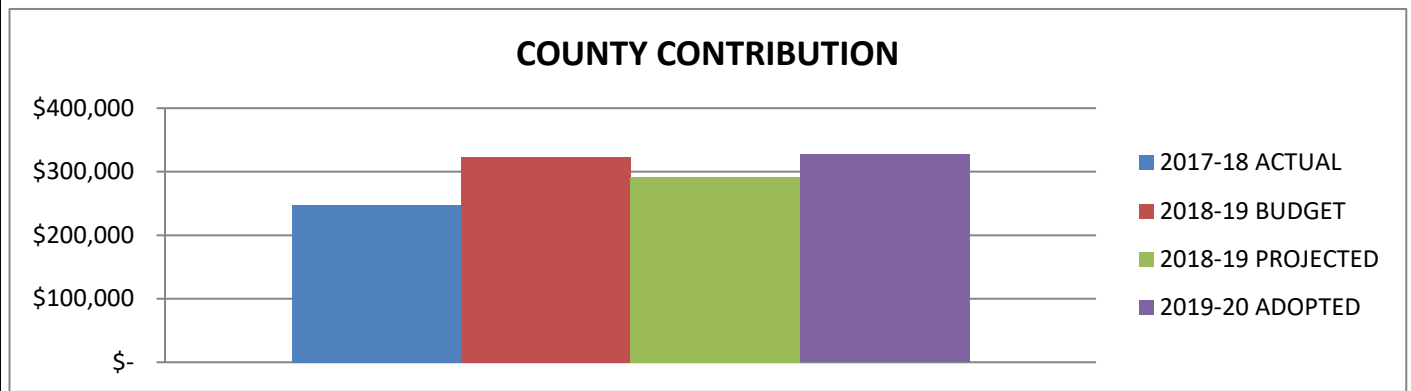
Maintaining and continually updating the infrastructure and physical resources is vital to help keep the organization as current and in the best physical condition possible.

PERFORMANCE MEASUREMENT		20.16-17	2018-19	2018-19	2019-20
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Evaluate the exterior of the Building	This audit of our building and related systems helps place SECC in the best position to provide fail-safe operations for our critical mission.	100%	100%	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.	100%	Ongoing Evaluation	Ongoing Evaluation	100%
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.	80%	100%	100%	100%
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.	40%	70%	70%	90%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Emergency Preparedness (480)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
29-EMA EMA Deputy Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
25-EMA Emergency Management Planning Specialist	0.63	0.63	1.20	1.20	1.20	1.20
<b>TOTAL POSITIONS</b>	<b>1.63</b>	<b>1.63</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 79,320	\$ 137,709	\$ 43,160	\$ 45,500	\$ 39,000	\$ 39,000
Use of Money & Property	921	3,327	-	500	5,000	5,000
Fines & Forfeitures	61,919	56,743	61,473	61,100	61,423	61,423
<b>SUB- TOTAL REVENUES</b>	<b>\$ 142,160</b>	<b>\$ 197,779</b>	<b>\$ 104,633</b>	<b>\$ 107,100</b>	<b>\$ 105,423</b>	<b>\$ 105,423</b>
Scott County Contribution	57,078	58,220	218,000	218,000	218,000	218,000
<b>TOTAL REVENUES</b>	<b>\$ 199,238</b>	<b>\$ 255,999</b>	<b>\$ 322,633</b>	<b>\$ 325,100</b>	<b>\$ 323,423</b>	<b>\$ 323,423</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$124,701	\$148,691	\$176,926	\$165,000	\$182,000	\$182,000
Benefits	38,798	42,205	68,390	62,150	68,550	68,550
Capital Outlay	3,999	5,904	6,800	6,800	6,800	6,800
Purchase Services & Expenses	43,613	45,276	61,717	49,448	60,500	60,500
Supplies & Materials	8,004	4,904	8,800	8,300	9,100	9,100
Other Financing	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 219,115</b>	<b>\$ 246,980</b>	<b>\$ 322,633</b>	<b>\$ 291,698</b>	<b>\$ 326,950</b>	<b>\$ 326,950</b>



**ANALYSIS**

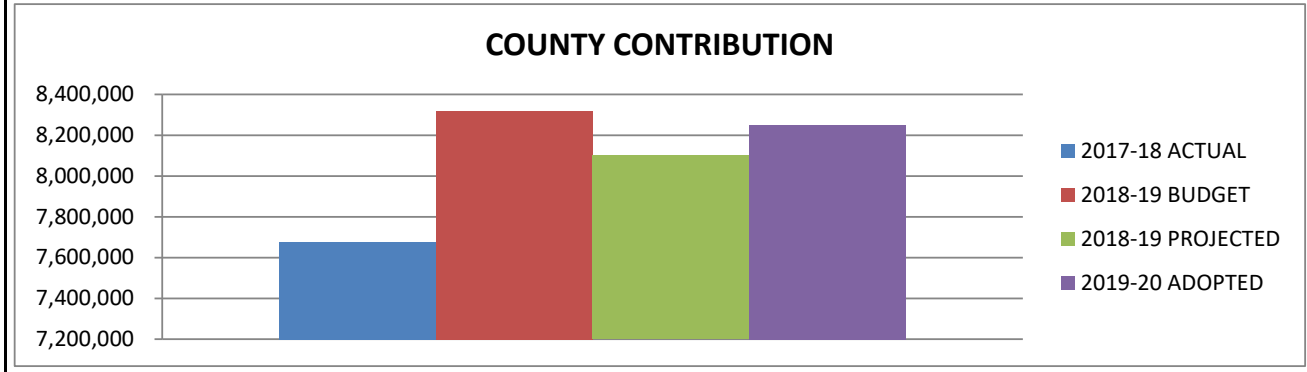
No significant increases.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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>						
N SECC/EMA Director	1.00	1.00	1.00	1.00	1.00	1.00
32-SECC Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
27-SECC Technical Systems Specialist	2.00	2.00	2.00	2.00	2.00	2.00
21-SECC Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
26-SECC Training/Quality Assurance Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
26-SECC Dispatch Shift Supervisor	6.00	6.00	6.00	6.00	6.00	6.00
23-IPSDU Public Safety Dispatchers	42.00	42.00	42.00	42.00	42.00	42.00
18-SECC Warrant Clerk	2.00	2.00	2.00	2.00	2.00	2.00
Part-time	4.50	4.50	4.50	4.50	4.50	4.50
<b>TOTAL POSITIONS</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 7,236,650	\$ 7,616,330	\$ 8,102	\$ 12,973	\$ 12,000	\$ 12,000
Use of Money and Property	6,570	32,947	-	35,000	39,000	39,000
Fines & Forfeitures	53,228	28,156	150	150	250	250
<b>SUB-TOTAL REVENUES</b>	<b>\$ 7,296,448</b>	<b>\$ 7,677,433</b>	<b>\$ 8,252</b>	<b>\$ 48,123</b>	<b>\$ 51,250</b>	<b>\$ 51,250</b>

Scott County Contribution	7,180,739	7,676,209	8,318,000	8,100,000	8,250,000	8,250,000
Bond Financing	-	-	-	3,100,000	3,600,000	3,600,000
<b>TOTAL REVENUES</b>	<b>\$14,477,187</b>	<b>\$15,353,642</b>	<b>\$ 8,326,252</b>	<b>\$11,248,123</b>	<b>\$11,901,250</b>	<b>\$11,901,250</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 3,050,610	\$ 3,098,163	\$ 3,346,373	\$ 2,754,077	\$ 3,413,376	\$ 3,413,376
Benefits	1,126,589	1,223,039	1,356,198	1,300,668	1,376,350	1,376,350
Capital	75,367	89,050	448,500	3,605,500	4,122,000	4,122,000
Purchase Services & Expenses	2,418,654	2,230,646	2,500,180	2,384,614	2,479,885	2,479,885
Supplies	17,595	33,521	34,250	34,000	35,895	35,895
Debt Services	843,078	679,914	689,200	689,200	699,000	699,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 7,531,893</b>	<b>\$ 7,354,333</b>	<b>\$ 8,374,701</b>	<b>\$10,768,059</b>	<b>\$12,126,506</b>	<b>\$12,126,506</b>



**ANALYSIS**

The agency is anticipating an operational growth of approximately 1.15%. In addition, the Scott County Governing Board will be asked to issue debt for the proposed P25 Radio System project for FY19 or FY20.

# 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> Humane Society		
<b>BUSINESS TYPE:</b>	Community Add On	<b>RESIDENTS SERVED:</b>		640
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$10/mo admin
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of bite reports handled		524	525	600
Number of animals received rabies vaccinations at the clinics		140	208	225

**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

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Bites have follow up.	97% of quarantined animals involved in a bite are followed up within 24 hours of the end of quarantine.	95.00%	83.00%	97.00%	97.00%
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	4 Clinics	5 Clinics	5 Clinics
Ensure owned cats and dogs involved in bites get current rabies vaccination	Citations issued to 95% of pet owners for non compliance of rabies vaccination.	88.00%	91.00%	90.00%	92.00%

<b>ACTIVITY/SERVICE:</b>	Quarantine of Unowned animals at HSSC	<b>DEPARTMENT:</b> Humane Society			
<b>BUSINESS TYPE:</b>	Community Add On	<b>RESIDENTS SERVED:</b> 67			
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$8/dog \$6.50/cat \$10/mo admin		
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of bite cats and dogs quarantined at the HSSC		141	122	120	120
Number of bat exposures		20	37	25	25
Number of Dog vs Dog bites		65	93	80	90
Number of cats & dogs with current rabies vacc when bite occurred		264	284	290	290

**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. Increase the number of cats and dogs involved in a bite having a current rabies vaccination.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<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		
<b>BUSINESS TYPE:</b>	Community Add On	<b>RESIDENTS SERVED:</b>		450
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$33,317
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Cost per animal shelter day		\$9.51	\$9.93	\$10.50
Cost per county call handled		\$40.00	\$40.00	\$40.00
Total number of animals adopted		34.00%	39.00%	35.00%
Total number of animals returned to owner		27.00%	51.00%	28.00%

**PROGRAM DESCRIPTION:**

House stray animals brought in from unincorporated Scott County. Scott County Code, Chapter 34. Help adoptable strays find a new home. Return strays to their owners. Microchip pets in an effort to get them home quickly if they are found running loose.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	22% of strays from unincorporated Scott County are returned to their owner.	16.00%	19.00%	20.00%	20.00%
Animals will be placed in a home	40% of strays from unincorporated Scott County are adopted.	25.00%	47.00%	26.00%	30.00%
Animals will be placed back into their home	98% of strays returned to their owner from unincorporated Scott County are returned within 6 days.	92.00%	87.00%	93.00%	95.00%
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%	43	83	52	60

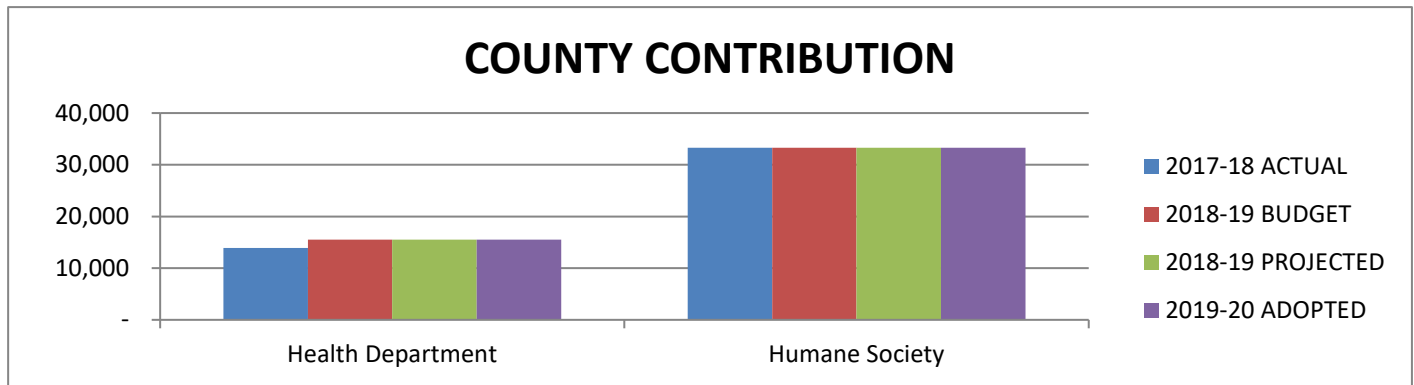
<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b> Humane Society			
<b>BUSINESS TYPE:</b>	Community Add On	<b>RESIDENTS SERVED:</b>		162	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$40/trip	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total number of animals brought in from rural Scott County		236	160	210	210
Number of calls animal control handles in rural Scott County		210	165	185	185
Total number of stray animals brought in from rural SC by citizens		131	94	128	128
Total number seized animals brought in from rural SC by animal control		104	66	115	115

**PROGRAM DESCRIPTION:**

Respond to complaints and pick up strays that have been running loose and are confined in unincorporated Scott County. Return strays to their owners when claimed. Scott County Code Chapter 34

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</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	60% of dispatched calls for animals running at large will result in the animal being secured.	51.00%	68.00%	57.00%	57.00%
Protect public and animals from injury	65% of dispatched calls for animals running at large will result in the animal being confined and impounded.	57.00%	92.00%	62.00%	62.00%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Animal Shelter (4400)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>
<b>REVENUE SUMMARY:</b>						
Adoptions	\$ 49,892	\$ 47,468	\$ 57,000	\$ 55,000	\$ 55,000	\$ 55,000
Board	29,985	31,828	33,000	33,000	33,000	33,000
City of Davenport	215,023	219,392	219,633	222,924	229,611	229,611
City of Bettendorf	36,818	40,924	40,400	41,000	41,000	41,000
Contributions	87,862	83,322	100,000	100,000	100,000	100,000
Education & Volunteers	-	-	-	-	-	-
Euthanasia	1,820	350	500	400	400	400
Excessive Animal Permit	80	30	80	50	50	50
Fund Raising Events	81,137	63,572	95,000	95,000	95,500	95,500
Golden Companion	30	-	-	-	-	-
Grants	14,632	-	10,000	14,000	14,000	14,000
Heartworm Test	-	-	-	-	-	-
Impound	32,930	33,441	40,000	40,000	40,000	40,000
Memberships	585	-	1,000	-	-	-
Miscellaneous	6,148	8,377	8,500	12,000	12,000	12,000
Notice of Violation	20	-	40	-	-	-
Out of County	80	-	80	-	-	-
Rabbit	-	-	-	-	-	-
Retail	7,545	6,563	8,500	7,000	7,000	7,000
Spay and Neuter	24,000	28,778	20,000	30,000	30,000	30,000
Surrender	1,868	1,287	2,000	1,500	1,500	1,500
City Animal Licensing	22,420	22,889	26,000	26,000	26,000	26,000
Transfer frm Capital/NB	125,000	175,000	125,000	175,000	175,000	175,000
<b>SUB-TOTAL REVENUES</b>	<b>\$ 737,875</b>	<b>\$ 763,221</b>	<b>\$ 786,733</b>	<b>\$ 852,874</b>	<b>\$ 860,061</b>	<b>\$ 860,061</b>
Scott County Health Dept	13,806	13,915	15,500	15,500	15,500	15,500
Scott County Contribution	33,317	33,317	33,317	33,317	33,317	33,317
<b>TOTAL REVENUES</b>	<b>\$ 784,998</b>	<b>\$ 810,453</b>	<b>\$ 835,550</b>	<b>\$ 901,691</b>	<b>\$ 908,878</b>	<b>\$ 908,878</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 555,635	\$ 541,537	\$ 572,600	\$ 577,500	\$ 577,500	\$ 577,500
Expenses	174,549	191,604	172,675	180,400	180,400	180,400
Supplies	35,013	30,306	35,000	30,000	30,000	30,000
Occupancy	60,579	61,452	55,250	55,000	55,000	55,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 825,776</b>	<b>\$ 824,899</b>	<b>\$ 835,525</b>	<b>\$ 842,900</b>	<b>\$ 842,900</b>	<b>\$ 842,900</b>



**ANALYSIS**

Funding for Humane Society is stratified: an amount for direct contribution, and services compensated with per-unit funding. No increase in contracted direct contribution amount for FY20. Payment for services will vary according to the number of animal encounters for any fiscal year.

## 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 - Community reach	<b>DEPARTMENT:</b>	Library		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$375,000
<b>OUTPUTS</b>		<b>2016-17 ACTUAL</b>	<b>2017-18 ACTUAL</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
Physical items checked out		170,017	164,614	163,000	163,500
People visiting physical locations		124,685	116,426	116,000	117,000
Program attendance		17,759	21,397	22,000	22,850
New services added		18	18	8	3
Library cardholders		13,826	14,138	14,000	14,250

**PROGRAM DESCRIPTION:**

Provide a variety of library materials, information and programming for people of all ages.

PERFORMANCE MEASUREMENT		2016-17 ACTUAL	2017-18 ACTUAL	2018-19 PROJECTED	2019-20 PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide a variety of library materials	Maintain a physical circulating collection	170,017	164,614	163,000	163,500
Serve a variety of age groups	Provide access to physical locations throughout the county	124,685	116,426	116,000	117,000
Provide a variety of programming options	Increase program attendance	17,759	21,397	22,000	22,850
Vary services based on changing demands	Try new programs, services, and materials	18	18	8	3
Library cardholders	Maintain a current database of library users	13,826	14,138	14,000	14,250

<b>ACTIVITY/SERVICE:</b>	Public Service-Digital	<b>DEPARTMENT:</b>		Library
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>		27,864
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$80,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of downloads - digital materials		48,372	39,575	59,850
# of streamed items - digital materials		5,111	2,776	1,575
# of items accessed, not downloads or streaming - digital materials		126,787	120,798	137,322

**PROGRAM DESCRIPTION:**

Go Digital Initiative-Digital interaction

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide access to digital materials to library cardholders	Maintain digital databases and services	180,270	163,149	198,747	161,500

<b>ACTIVITY/SERVICE:</b>	Public Service-Communications	<b>DEPARTMENT:</b>		Library
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>		27,864
<b>BOARD GOAL:</b>	Performing Organization	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$102,500
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Staff interaction		25,236	25,488	25,742
Newsletter reach		944	1,239	1,500
Annual report produced		1	1	1
Social media followers		1,753	2,055	2,150

**PROGRAM DESCRIPTION:**

Tell the library story in a variety of formats and using numerous platforms.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Staff physical locations and provide online and phone support for the community	Number of customer service contacts	25,236	25,488	25,000	25,650
Publish monthly newsletters for various age groups	Send at least 12 newsletters per year	100%	100%	100%	100%
Provide stakeholders with an annual report	Publish the report annually	1	1	1	1
Communicate with the public via social media	Maintain social media presence on relevant platforms	1,753	2,055	2,150	2,500

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	Library		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,075	
<b>OUTPUTS</b>		<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Appropriations from Scott County		574,740	580,036	580,036	587,575
Average Service Hours Per Week		187	187	194	194
Total Employees		29	29	29	29

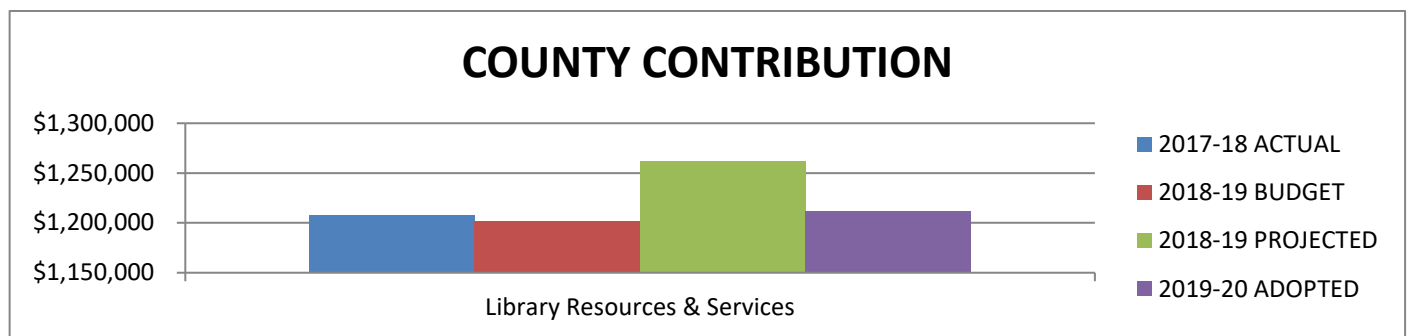
**PROGRAM DESCRIPTION:**

To provide administration of the library budget while providing superior library service to the residents of Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prepare reports and provide data to shape the direction of library services.	Library Board will meet at least 10 times per year.	10	10	10	10
Collections of library materials are current, relevant and satisfy patron needs.	Collection maintenance and selection performed on all collections.	100%	100%	100%	100%
Provide superior library service in the most cost effective way.	Monitor expenses and stay within budgeted amounts.	100% of expenses remain within budget	100% of expenses remain within budget	100% of expenses remain within budget	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Library Resources &amp; Services (67.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>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						
Intergovernmental	\$ 577,720	\$ 568,435	\$ 604,253	\$ 625,136	\$ 618,789	\$ 618,789
Charges for Services	12,439	11,267	12,000	12,000	8,087	8,087
Miscellaneous	15,314	15,480	5,401	14,094	4,400	4,400
<b>SUB-TOTAL REVENUES</b>	<b>\$ 605,473</b>	<b>\$ 595,182</b>	<b>\$ 621,654</b>	<b>\$ 651,230</b>	<b>\$ 631,276</b>	<b>\$ 631,276</b>
Scott County Contribution	567,021	574,740	580,036	580,036	587,575	587,575
<b>TOTAL REVENUES</b>	<b>\$ 1,172,494</b>	<b>\$ 1,169,922</b>	<b>\$ 1,201,690</b>	<b>\$ 1,231,266</b>	<b>\$ 1,218,851</b>	<b>\$ 1,218,851</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 649,436	\$ 657,597	\$ 672,000	\$ 650,000	\$ 670,500	\$ 670,500
Benefits	159,483	186,787	192,000	204,000	214,500	214,500
Capital Outlay	134,358	134,597	128,292	140,952	119,794	119,794
Purchase Services & Expenses	209,444	196,214	176,648	230,503	173,807	173,807
Supplies & Materials	35,924	32,641	32,750	36,400	32,750	32,750
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,188,645</b>	<b>\$ 1,207,836</b>	<b>\$ 1,201,690</b>	<b>\$ 1,261,855</b>	<b>\$ 1,211,351</b>	<b>\$ 1,211,351</b>



#### ANALYSIS

State law requires that local governments provide library services. Scott County Library Board sets the libraries budget and revenue is collected on a pro rated levy determined by population.



# 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 of our community by providing professional emergency medical services and compassionate care.**

<b>ACTIVITY/SERVICE:</b>	911 Ambulance Response	<b>DEPARTMENT:</b>	Medic	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	county-wide	
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$200,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Requests for ambulance service		33,158	33,558	33,000
Total number of transports		24,673	24,725	24,000
Community CPR classes provided		150	155	150
Child passenger safety seat inspections performed		6	39	6

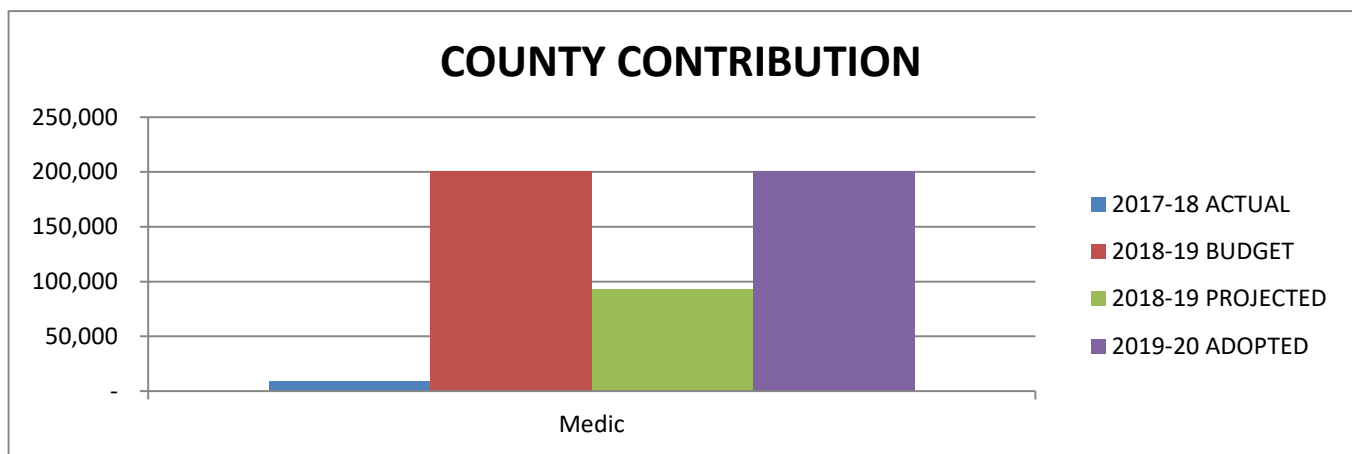
**PROGRAM DESCRIPTION:**

Provide advanced level pre hospital emergency medical care and transport.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
All Urban Response times will be < 7 minutes 59 seconds	Response time targets will be achieved at > 90% compliance	88.37%	86.30%		
Urban Code 1 Response times will be < 7 minutes 59 seconds	Response time targets will be achieved at > 90% compliance			87.00%	87.00%
Urban Code 2 Response times will be < 09 minutes 59 seconds	Response time targets will be achieved at > 90% compliance			90.00%	90.00%
Urban Code 3 Response times will be < 14 minutes 59 seconds	Response time targets will be achieved at > 90% compliance			90.00%	90.00%
All Urban Average Response times				7 minutes	7 minutes
All Rural Response times will be <14minutes 59 seconds	Response time targets will be achieved at > 90% compliance	90.770%	89.830%		
Rural Code 1 Response times will be <14 minutes 59 seconds	Response time targets will be achieved at > 90% compliance			90.000%	90.000%
Rural Code 2 Response times will be <17 minutes 59 seconds	Response time targets will be achieved at > 90% compliance			90.000%	90.000%
Rural Code 2 Response times will be <19 minutes 59 seconds	Response time targets will be achieved at > 90% compliance			90.000%	90.000%
All Rural Average Response times				10:30 minutes	10:15 minutes
Increased cardiac survivability from pre-hospital cardiac arrest	% of cardiac arrest patients discharged alive	all arrests-18.58%, VF/VT arrests-37.84%	all arrests-18.7%, VF/VT-46.7%	all arrests-22.0%, VF/VT arrests-49%	all arrests-22.0%, VF/VT arrests-52%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</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	13.00	13.00	14.00	14.00	14.00	14.00
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>88.20</b>	<b>88.20</b>	<b>89.20</b>	<b>89.20</b>	<b>89.20</b>	<b>89.20</b>

<b>REVENUE SUMMARY:</b>						
Net Patient Revenue	\$ 8,455,847	\$ 8,823,970	\$ 9,381,548	\$ 8,899,691	\$ 9,241,255	\$ 9,241,255
Other Support	1,058,470	966,775	615,850	829,862	872,999	872,999
Genesis Medical Center	-	-	-	-	-	-
Trinity Medical Center	-	-	-	-	-	-
<b>SUB-TOTAL REVENUE</b>	<b>\$ 9,514,317</b>	<b>\$ 9,790,745</b>	<b>\$ 9,997,398</b>	<b>\$ 9,729,553</b>	<b>\$ 10,114,254</b>	<b>\$ 10,114,254</b>
Scott County Contribution	-	8,844	200,000	93,035	200,000	200,000
<b>TOTAL REVENUES</b>	<b>\$ 9,514,317</b>	<b>\$ 9,799,589</b>	<b>\$ 10,197,398</b>	<b>\$ 9,822,588</b>	<b>\$ 10,314,254</b>	<b>\$ 10,314,254</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 6,894,237	\$ 7,070,870	\$ 7,413,908	\$ 7,120,755	\$ 7,376,385	\$ 7,376,385
Equipment	13,124	3,583	5,000	4,574	4,574	4,574
Expenses	2,324,042	2,493,665	2,666,534	2,588,502	2,825,035	2,825,035
Supplies	267,710	283,854	280,000	222,586	280,030	280,030
Occupancy	29,561	33,920	30,000	34,000	34,000	34,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 9,528,673</b>	<b>\$ 9,885,892</b>	<b>\$ 10,395,442</b>	<b>\$ 9,970,417</b>	<b>\$ 10,520,024</b>	<b>\$ 10,520,024</b>



**ANALYSIS**

Appropriation of \$200,000 is to cover maximum liability for fiscal year loss specified by the contract between BOS and MEDIC. Contribution in past years has not reached maximum. Discussions are underway regarding conversion of MEDIC to a 28E entity, with a different revenue stream.

# Visit Quad Cities

Director: Dave Herrel, 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>	Community Add On	<b>RESIDENTS SERVED:</b>	All residents		
<b>BOARD GOAL:</b>	Great Place to Live	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$70,000	
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>

**PROGRAM DESCRIPTION:**

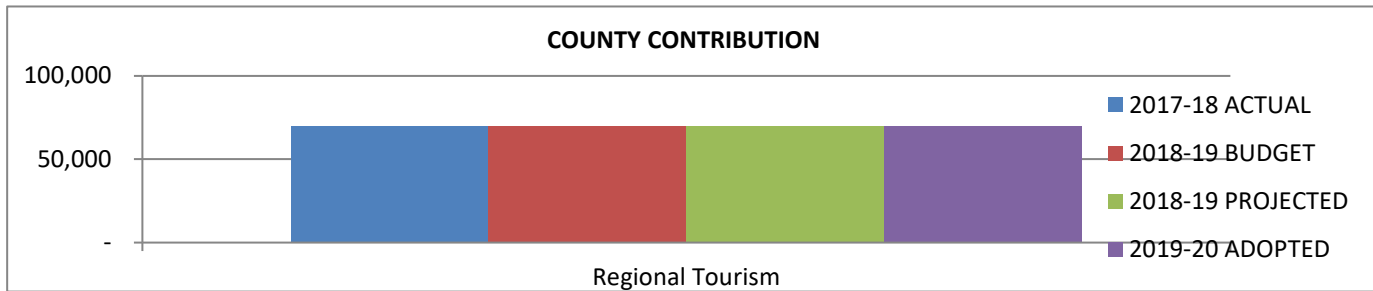
The QCCVB increases visitor expenditures and overnight stays through strategic sales, marketing, and services. We promote and package the Quad Cities to attract and meet the needs of meetings, conventions, group tours, sporting events and competitions, special interest groups, and the leisure traveler. 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		2016-17	2017-18	2018-19	2019-20
		ACTUAL	ACTUAL	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	\$ 4,568,122.00	\$ 4,807,186	\$ 4,500,000	\$ 818,338
Increase visitor inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 369,148.00	\$ 385,936	\$ 345,000	\$ 145,201
Increase group tour operator inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 1,402.00	\$ 1,602	\$ 1,450	\$ 412
Increase convention/meeting planner and trade show leads	Increase of 2% over previous Fiscal Year	\$ 2,695.00	\$ 3,074	\$ 2,700	\$ 832

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20
PROGRAM: Regional Tourism Development (5400)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>11.50</b>	<b>10.50</b>	<b>12.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

<b>REVENUE SUMMARY:</b>						
Davenport	\$ 475,000	\$ 375,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Bettendorf	188,280	194,922	195,000	195,000	195,000	195,000
Moline	197,397	238,180	230,000	230,000	230,000	230,000
Rock Island	79,911	77,481	93,000	93,000	93,000	93,000
East Moline	3,000	5,000	3,000	3,000	3,000	3,000
Rock Island County	50,000	66,626	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	251,857	241,433	250,185	291,845	291,845	291,845
State of Illinois/Marketing Partnership Grant	-	-	-	-	-	-
State of Illinois/International Grant	9,800	2,950	19,009	19,009	19,009	19,009
Other Grants	35,000	-	35,000	35,000	35,000	35,000
Interest	2,607	1,970	4,200	4,200	4,200	4,200
Miscellaneous Income	240,053	163,204	75,000	75,000	75,000	75,000
Mississippi Valley Welcome Center	-	-	-	-	-	-
Membership Income	70,673	68,370	70,000	70,000	70,000	70,000
Publications Income	10,007	10,025	10,000	10,000	10,000	10,000
Joint Projects Income	-	-	2,500	2,500	2,500	2,500
Friends of QC Grant	-	-	-	-	-	-
Corporate Donations	10,000	-	10,000	10,000	10,000	10,000
QC Sports Commission Income	159,941	188,057	75,000	75,000	75,000	75,000
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,804,526</b>	<b>\$ 1,652,218</b>	<b>\$ 1,505,894</b>	<b>\$ 1,547,554</b>	<b>\$ 1,547,554</b>	<b>\$ 1,547,554</b>
Scott County Contribution	70,000	70,000	70,000	70,000	70,000	70,000
<b>TOTAL REVENUES</b>	<b>\$ 1,874,526</b>	<b>\$ 1,722,218</b>	<b>\$ 1,575,894</b>	<b>\$ 1,617,554</b>	<b>\$ 1,617,554</b>	<b>\$ 1,617,554</b>

<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 674,228	\$ 652,104	\$ 847,000	\$ 725,000	\$ 724,999	\$ 724,999
Equipment	-	-	5,000	-	-	-
Expenses	1,125,827	548,845	603,750	674,595	674,596	674,596
Supplies	3,793	3,950	8,000	3,000	3,000	3,000
Occupancy	115,547	87,619	100,000	88,000	88,000	88,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,919,395</b>	<b>\$ 1,292,518</b>	<b>\$ 1,563,750</b>	<b>\$ 1,490,595</b>	<b>\$ 1,490,595</b>	<b>\$ 1,490,595</b>



**ANALYSIS**

Most of the local government funding for Visit Quad Cities is a percentage of the Hotel Motel tax generated in that jurisdiction. Scott County does not have any hotels or motels in the unincorporated area and therefore does not generate any tax revenue from a hotel-motel tax. Scott County's contribution has been set at \$70K for the last 17 years and appropriated from the County General Fund.

# 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>	GDRC	
<b>BUSINESS TYPE:</b>	Core	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,000
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Market & manage EIIC & other industrial properties				

**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>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Market and manage the EIIC and other industrial sites throughout Davenport/Scott County	The Industrial Center is viewed as the premier, certified industrial site in Eastern Iowa. Since the Industrial Center's inception, there have been \$472 million invested with an estimated \$135 million assessed valuation.	In 2017, sold 188 acres to 3 businesses for \$185 million.  Responded to 20 RFI's.  Made 45 sales calls.  Held 15 site visits.  Developed plan for future land purchases.  Began Strategic Plan update process.  Held 2 owners association meetings.  Completed technical studies for Curtis 40 acre farm.	Sold 14.73 acres at \$44,500 per acre and 40 acres at \$44,500 per acre.  Sold 4 acres to City of Davenport at \$22,000 per acre.  Offer made and rejected to purchase 160 acres from Shrine.  Currently reviewing prospect of additional 150 acre land purchase adjacent to EIIC.  New Signage install underway.  Prepared RFP for current owner to expand current facility.	Continue to pursue the purchase of the Shriner land as well as pursue purchasing the Walsh property to the West of EIIC.  Work on selling Lots 6 and 15 in EIIC.  Submit retention pond maintenance plan to City of Davenport.	Sell 35 of remaining 72 acres.  Purchase 100 acres adjacent to Industrial Center. Make 40 sales calls in Scott County/Davenport.  Respond to 5 RFI's from prospects presented by State, QC First and City.  Organize, hold 11 GDRC Board meetings.  Organize, hold 2 Owners Association Board meetings

# Quad Cities First

Director: Kristin Glass, Phone: 563-322-1706, Website: [quadcitiesfirst.com](http://quadcitiesfirst.com)



**MISSION STATEMENT: Quad Cities First is the regional economic development arm of the Quad Cities Chamber charged with marketing the Quad Cities region to companies looking to relocate or expand in our market.**

<b>ACTIVITY/SERVICE:</b>		<b>DEPARTMENT:</b> QC 1st		
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$21,750
<b>OUTPUTS</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2019-20</b>
				<b>PROJECTED</b>
New Prospects/Projects		35	28	50
Businesses Attracted		2	1	4
Number of Jobs		856	4	300
Capital Investment		161.5M	leased space	\$100M
Targets Identified		103	56	80
Industry Trade Shows/Conferences		9	13	10
Site Selector Meetings		190	41	100
Marketing -Website Visits		17,613	23,349	20,000

**PROGRAM DESCRIPTION: Business Attraction**

Marketing the Quad Cities externally for the purpose of attracting new investment and generating high quality jobs

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects/Projects		35	28	50	145
Businesses Attracted		2	1	4	2
Number of Jobs		856	4	300	150
Capital Investment		161.5M	leased space	\$100 M	\$75M
Targets Identified		103	56	80	300
Industry Trade Shows/Conferences / Prospect Forums		9	13	10	7
Site Selector Visits/Conversations		190	41	100	60
Marketing-Website Visits		17,613	23,349	20,000	20,000

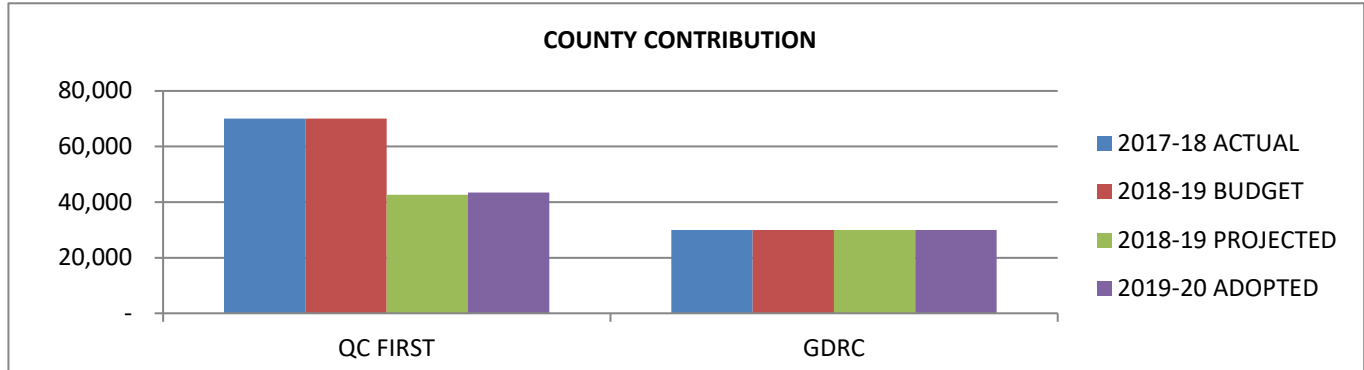
<b>ACTIVITY/SERVICE:</b>	Prospect Management	<b>DEPARTMENT:</b>	QC First	
<b>BUSINESS TYPE:</b>	Quality of Life	<b>RESIDENTS SERVED:</b>	All residents	
<b>BOARD GOAL:</b>	Economic Growth	<b>FUND:</b>	01 General	\$21,750
<b>OUTPUTS</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Prospects/Projects	15	12	45	65
Business Retained and Expanded	5	4	10	6
Number of Jobs	354	568	200	600
Capital Investment	13.2M	\$169.2 MIL	\$20 M	\$25M
Number of BRE/Company Visits	116	63	150	150
Number of Assists Made	N/A	n/a	250	300
	348	189	N/A	

Helping retain and expand existing companies in the Quad Cities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects/Projects		15	12	45	65
Businesses Retained & Expanded		5	4	10	6
Number of Jobs		354	568	200	600
Capital Investment		13.2M	\$169.2 MIL	\$20 M	\$25M
Number of BRE/Company Visits		116	63	150	150
Number of Assists Made		N/A	n/a	250	300

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2019-20</b>
<b>PROGRAM: Regional Econ Develop (4901, 4903)</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>	0.30	0.30	0.10	0.10	0.10	0.10
President	0.55	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	1.00	1.00	1.10	1.10	1.10	1.10
Administrative Secretary	0.50	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	0.35	0.35	0.50	0.50	0.50	0.50
Marketing Staff	0.80	0.80	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>4.75</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	\$ 430,000	\$ 387,097	\$ 492,800	\$ 492,800	\$ 492,800	\$ 492,800
Public Sector Members	274,875	303,707	394,524	394,524	412,010	412,010
Other	12,500	-	684,767	684,767	684,767	684,767
<b>SUB-TOTAL REVENUES</b>	<b>\$ 717,375</b>	<b>\$ 690,804</b>	<b>\$ 1,572,091</b>	<b>\$ 1,572,091</b>	<b>\$ 1,589,577</b>	<b>\$ 1,589,577</b>
Arsenal Lobbying Funding						
Scott County Contribution - QC First	70,000	70,000	70,000	42,654	43,500	43,500
Scott County Contribution-GDRC	30,000	30,000	30,000	30,000	30,000	30,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>72,654</b>	<b>73,500</b>	<b>73,500</b>
<b>TOTAL REVENUES</b>	<b>\$ 817,375</b>	<b>\$ 790,804</b>	<b>\$ 1,672,091</b>	<b>\$ 1,644,745</b>	<b>\$ 1,663,077</b>	<b>\$ 1,663,077</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 401,570	\$ 344,793	\$ 639,870	\$ 639,870	\$ 639,870	\$ 639,870
Allocated Overhead	71,246	70,897	114,654	114,654	114,654	114,654
Total Direct Overhead	3,304	3,716	12,000	12,199	12,000	12,000
Total Business Attractions	251,462	215,107	869,833	881,307	888,171	888,171
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 727,582</b>	<b>\$ 634,513</b>	<b>\$ 1,636,357</b>	<b>\$ 1,648,030</b>	<b>\$ 1,654,695</b>	<b>\$ 1,654,695</b>



**ANALYSIS**

The GDRC owns and markets the undeveloped land in the Eastern Iowa Industrial Center at I-80 and Northwest Blvd. Scott County's contribution to the GDRC marketing budget remains at \$30K. Tim Huey serves as Scott County's representative on that Board and serves as Treasurer. Quad Cities First is the regional economic development marketing organization for the Quad Cities. Mahesh Sharma serves as Scott County's representative on that Board.



# **SUPPLEMENTAL INFORMATION**

## SUPPLEMENTAL INFORMATION

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## BASIS OF ACCOUNTING

Scott County's accounting system for budgeting purposes is on the modified accrual basis of accounting 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 the governmental funds the modified accrual basis of accounting is used as the budgeting purpose. Modified accrual accounting recognizes revenues when they become measurable and available. Measurable means that the dollar value of the revenue is known. Available means that it is collectible within the current period, or soon enough after the end of the current period to pay liabilities of the current period. For this purpose the County considers revenues to be available in they are collected within 60 days of the end of the current fiscal year. Expenditures generally are recorded when a liability is incurred. However, debt service expenditures, as well as related compensated absences and claims and judgements, are recorded only when payment is due. A difference for the Golf course fund, is that capital expenditures are recorded as an asset and are depreciated as a non-cash expense over the lives of those assets.

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.

**Secondary Roads Fund** – To account for State revenue allocated to the County to be used to maintain and improve the County's roads.

**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.

**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, IOWA BUDGET CALENDAR

	Board of Supervisors	County Administration	Citizens and State	Departments and Authorized Agencies
July	New Fiscal Year Begins July 1, 2019 to June 30, 2020			
August	Strategic Planning			
September	Identification of specific areas to be reviewed in upcoming budget process. Short and long term goals.			Develop initial revenue estimates
October	Set Budget Parameters			Develop and submit operating and capital requests
November		Development of Salary and Benefit Estimates	Discussions with Board and County Administration for new funding requests	
December		Development of Capital requests and planning		
January		Presentation of Administrations recommendation of the proposed budget		
February	Board reviews operating and capital budgets		Public Hearing on Proposed and Amended Budget	
March	Adoption of <b>Budget</b> by resolution. Strategic Planning		Certification by Auditor and State Department of Management	
April		Prepare final budget document. Review budget amendment needs		
May	Adopt Budget <b>Amendment</b> by resolution	Propose budget amendment for current year	Public Hearing on Amended Budget	
June	Set appropriations and authorized position levels for ensuing fiscal year			

## 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. **Bolded** text is visualized in the budget calendar.

The County's budgetary process begins ten months prior to July 1st, the beginning of the County's fiscal year. In **August**, the Board of Supervisors completes an amended **strategic planning** update to identify goals and outcomes for the long, medium and short term. 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**. Staff develops early **revenue estimates**. In early **October** the Board of Supervisors meets with the County Administrator and the Director of Budget and Administrative Services 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 objective issues are reviewed mid-term for possible changes or refinements. A complete listing of the target issues appears in the Board Chairman and County Administrator's budget message included in the budget document.

Department requests for appropriations are submitted to the Office of 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 Director of Budget and Administrative Services, 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

<b>Population</b> √	173,283	<b>Snowmobile Trails, Total Miles*</b>	86
<b>Area in Square Miles</b> √	468.2	<b>Acres of Industrial Lands*</b>	
<b>Median Age of Population</b> √	39	Unincorporated	13.3
<b>Miles of Roads and Streets*</b>		<b>Building Permits*</b>	
Interstate Highways	90	(non Davenport / Bettendorf)	
State Highways	97	Issued in year ended 6/30/18	799
Non-Urban	564	Value of Issued Permits	\$17,341,910
Urban	<u>1,094</u>	<b>Last General Election 11/6/18*</b>	
Total Miles	<u>1,675</u>	Registered Voters	127,185
<b>Farming Acres+</b>	219,232	Votes Cast	69,553
<b>Number of Farms</b>	759	Percent	54.68%
<b>Average Size of Farm (Acres)</b>	291	<b>Last School Boards Election 9/12/17</b>	
<b>Scott County Employees:*</b>		Registered Voters	115,152
Board Members	5	Votes Cast	6,319
Elected Officials	5	Percent	5.47%
Full time equivalents	489.62	<b>Licensed businesses allowed to sell and serve alcohol*</b>	
<b># School Districts in Scott County*</b>	7	Unincorporated	19
<b># Cities within Scott County*</b>	17		
<b>Recreation: Parks</b>			
County Recreation Areas	8		
# of Acres	2,509		
<b>Golf Courses*</b>			
Private	2		
Public	5		
Municipal	5		

√[www.census.gov](http://www.census.gov)

+ [www.agcensus.usda.gov](http://www.agcensus.usda.gov)  
\*County Staff/Offices/Website

## MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)

### Ten Principal Taxpayers as of June 30, 2018

Organization	Taxable Value	% of Total Taxable Value \$9,102,443,165
MID AMERICAN ENERGY	223,429,055	2.45%
RHYTHM CITY CASINO LLC	61,757,127	0.68%
IOWA AMERICAN WATER COMPANY	61,230,820	0.67%
ISLE OF CAPRI BETTENDORF LC	58,812,552	0.65%
MACERICH NORTH PARK MALL LLC	53,135,388	0.58%
STERILITE CORPORATION	49,519,917	0.54%
ARCONIC INC	38,129,027	0.42%
KRAFT HEINZ FOODS COMPANY	37,989,819	0.42%
THF DAVENPORT NORTH DEVELOPMENT	30,179,634	0.33%
JOHN DEERE CONSTRUCTION & FORESTRY CO	28,943,583	0.32%
Total	\$643,126,922	7.07%

Source: County tax rolls. 2018 AY Total Valuation \$9,102,443,165

### Ten Principal Employers as of June 30, 2018

Employer	Rank	% of Total County Employment
Genesis Medical Center	1	3.5%
Davenport Community Schools	2	2.9%
Arconic	3	2.3%
John Deere Davenport Works	4	2.3%
HyVee (all Scott Co Locations)	5	2.3%
Kraft/Oscar Mayer Foods Corp	6	1.9%
Tri City Electric	7	1.4%
Rhythm City Casino	8	1.2%
City of Davenport	9	.9%
Cobham Mission Equipment	10	.9%

Source:  
InfoGroup, Reference USA Gov and Individual Employers (Fall 2017)  
Date accessed: 10/12/17

## MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY

<b>POPULATION</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Population 2018 estimated	173,283	132,904	225,900	487,204	151,260	143,477
Population 2010	165,224	131,090	211,226	430,640	130,882	147,546

<b>RACE</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
White	85.9%	85.3%	88.9%	85.3%	83.6%	83.1%
African American	7.7%	9.4%	5.6%	7.0%	7.0%	10.8%
Native American	0.4%	0.4%	0.3%	0.4%	0.4%	0.6%
Asian	2.9%	2.3%	2.5%	4.9%	6.6%	2.6%
Hispanic	6.7%	4.3%	3.3%	8.4%	5.7%	13.0%
Native Hawaiian	0.1%	0.3%	0.1%	0.1%	0.0%	0.0%
Two or More Races	3.0%	2.4%	2.6%	2.3%	2.4%	2.8%

<b>HOUSING</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Housing Units	74,198	57,856	97,259	200,607	63,859	66,171
Owner Occupied	69.2%	66.0%	74.2%	67.1%	59.3%	69.0%
Median Value/Owner-Occupied	153,200	139,300	150,600	165,500	210,400	115,600
Median Gross Rent	\$748	\$747	\$727	\$858	\$929	\$692

<b>EDUCATION</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
High School Graduate or Higher	92.4%	91.1%	94.7%	91.4%	95.1%	88.8%
Bachelor's Degree or Higher	31.9%	27.5%	32.3%	35.3%	52.7%	22.7%

<b>TRANSPORTATION</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Travel Time to Work in Minutes	19.1	15.7	18.8	19.4	18.9	19.1

<b>BUSINESSES</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Total Employment	81,853	68,598	121,595	262,039	62,217	62,287
Total Annual Payroll (\$1,000)	\$3,339,814	\$2,540,224	\$5,792,887	\$13,323,981	\$2,622,192	\$3,077,444

Date accessed 4/30/19

<https://www.census.gov/quickfacts/table>

## 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 Director of Budget and Administrative Services, 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.

All policies are online at: <https://www.scottcountyiowa.com/hr/policies>

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## 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 31<sup>st</sup> 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 (i.e. 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 term arises from the fact that the firm continually creates new shares on demand. Mutual fund shareholders buy the shares at Net Asset Value and can redeem them at any time at the prevailing market price, which may be higher or lower than the price at which the investor bought.

**Option:** right to buy or sell property that is granted in exchange for an agreed upon sum. If the right is not exercised after a specific period, the option expires and the option buyer forfeits the money.

**Portfolio:** combined holding of more than one stock, bond, commodity, real estate investment, Cash Equivalent, or other asset by an individual or institutional investor.

**Repurchase Agreement:** agreement between a seller and a buyer, usually of U.S. Government securities, whereby the seller agrees to repurchase the securities at an agreed upon price and, usually, at a stated time.

**Safekeeping:** storage and protection of a customer's financial assets, valuables, or documents, provided as a service by an institution serving as Agent and, where control is delegated by the customer, also as custodian.

**Speculation:** assumption of risk in anticipation of gain but recognizing a higher than average possibility of loss.

**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.



# Code of Iowa

## CHAPTER 24 Local Budget Law

### 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

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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 123.17 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.

**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,

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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 Reserved.**

### **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 within forty-five days after the date of the appeal hearing.

### **24.33 Reserved.**

### **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 through 24.47 Reserved.**

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**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>

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### 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, sexual abuse cases under section 236A.7, and elder abuse cases under section 235F.6, 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 part 6 of division III of this chapter, this section, and chapter 426B, unless the context otherwise requires:

*a.* *"Base expenditure amount"* is an amount determined for each county that is the lesser of the following amounts:

(1) The county's base year expenditures for mental health and disabilities services, as defined in section 331.424A, subsection 1,

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paragraph "a", Code 2017.

(2) The product of the statewide per capita expenditure target amount multiplied by the county's population for the fiscal year beginning July 1, 2017.

b. "Cash flow reduction amount" means the amount calculated under subsection 4 and used to reduce a county budgeted amount under subsection 9 for fiscal years beginning on or after July 1, 2021.

c. "County budgeted amount" means the amount calculated under subsection 9 and certified for levy under subsection 6.

d. "County services fund" means a county mental health and disabilities services fund created pursuant to this section.

e. "Population" means the population shown by the latest preceding certified federal census or the latest applicable population estimate issued by the federal government, whichever is most recent and available as of July 1 of the fiscal year preceding the fiscal year to which the funding calculations apply.

f. "Region" means a mental health and disability services region formed in accordance with section 331.389.

g. "Regional per capita expenditure target amount" means the amount determined in subsection 8 for each region.

h. "Statewide per capita expenditure target amount" means forty-seven dollars and twenty-eight cents.

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. a. An amount of unobligated and unencumbered funds, as specified in the regional governance agreement entered into by the county under section 331.392, shall be reserved in the county services fund to address cash flow obligations in the next fiscal year, subject to the limitations of this subsection.

b. For fiscal years beginning July 1, 2017, July 1, 2018, and July 1, 2019, that portion of each county's cash flow amount reserved in the county services fund that exceeds an amount equal to twenty-five percent of the gross expenditures from the county services fund in the fiscal year preceding the fiscal year in progress shall be used in whole or in part to fund the county's financial obligations for the payment of services provided under the regional service system management plan under section 331.393.

c. Each county shall, as part of the financial report required under section 331.403, certify the county's cash flow amount in the county services fund at the conclusion of the most recently completed fiscal year.

d. For each fiscal year beginning on or after July 1, 2021, of a county's cash flow amount maintained in the county services fund or of the region's cash flow amount attributable to the county under section 331.391, subsection 4, paragraph "c", an amount equal to the county's cash flow reduction amount shall be used to fund the county's financial obligations for the payment of services provided under the regional service system management plan under section 331.393.

e. For each fiscal year beginning on or after July 1, 2021, each county's cash flow reduction amount shall be determined as follows and shall result in a reduction of the county budgeted amount determined pursuant to subsection 9:

(1) For each county located in a region having a population of one hundred thousand or over, the county's cash flow reduction amount equals the sum of the county's cash flow amount in the county services fund plus the most recent amount certified by the region for

the county under section 331.391, subsection 4, paragraph "c", minus twenty percent of the gross expenditures from the county services fund in the fiscal year preceding the fiscal year in progress. However, the cash flow reduction amount shall not be less than zero and shall not exceed the county budgeted amount determined under subsection 9 prior to any reduction resulting from the cash flow reduction amount.

(2) For each county located in a region having a population of less than one hundred thousand, the county's cash flow reduction amount equals the sum of the county's cash flow amount in the county services fund plus the most recent amount certified by the region for the county under section 331.391, subsection 4, paragraph "c", minus twenty-five percent of the gross expenditures budgeted from the county services fund for the fiscal year in progress. However, the cash flow reduction amount shall not be less than zero and shall not exceed the county budgeted amount determined under subsection 9 prior to any reduction resulting from the cash flow reduction amount.

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 county services fund shall not exceed an amount equal to the county budgeted amount for the fiscal year. 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 county services fund shall not be made from any other fund of the county.

8. For the fiscal year beginning July 1, 2017, the regional per capita expenditure target amount is the sum of the base expenditure amount for all counties in the region divided by the population of the region. However, a regional per capita expenditure target amount shall not exceed the statewide per capita expenditure target amount. For the fiscal year beginning July 1, 2018, and each subsequent fiscal year, the regional per capita expenditure target amount for each region is equal to the regional per capita expenditure target amount for the fiscal year beginning July 1, 2017.

9. For the fiscal year beginning July 1, 2017, and each subsequent fiscal year, the county budgeted amount determined for each county shall be the amount necessary to meet the county's financial obligations for the payment of services provided under the regional service system management plan approved pursuant to section 331.393, not to exceed an amount equal to the product of the regional per capita expenditure target amount multiplied by the county's population, and, for fiscal years beginning on or after July 1, 2021, reduced by the amount of the county's cash flow reduction amount for the fiscal year calculated under subsection 4, if applicable.

See Iowa Acts for special provisions relating to appropriations for MH/MR/DD services costs in a given year

2017 amendments take effect May 5, 2017, and apply to fiscal years beginning on or after July 1, 2017.

### **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

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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.

# Code of Iowa

## Chapter 331 County Home Rule

3. Appropriations specifically authorized to be made from the rural services fund shall not be made from the general fund, but may be made from other sources.

### **331.429 Secondary road fund.**

1. Except as otherwise provided by state law, county revenues for secondary road services shall be credited to the secondary road fund, including the following:

*a.* Transfers from the general fund not to exceed in any year the dollar equivalent of a tax of sixteen and seven-eighths cents per thousand dollars of assessed value on all taxable property in the county multiplied by the ratio of current taxes actually collected and apportioned for the general basic levy to the total general basic levy for the current year, and an amount equivalent to the moneys derived by the general fund from military service tax credits under chapter 426A, 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 services fund created pursuant to section 331.424A and any other fund are prohibited. This subsection does not apply to appropriations made or the value of in-kind care and treatment provided pursuant to section 347.7, subsection 1, paragraph "c".

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.



# Code of Iowa

## Chapter 331 County Home Rule

### **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.

*a.* 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.

*b.* If the budget to be approved pursuant to paragraph "a" contains any increase in compensation from the county budget for the prior fiscal year for one or more elective county offices, the board shall first adopt a separate detailed resolution to specifically approve any

such increase for inclusion in the budget.

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.

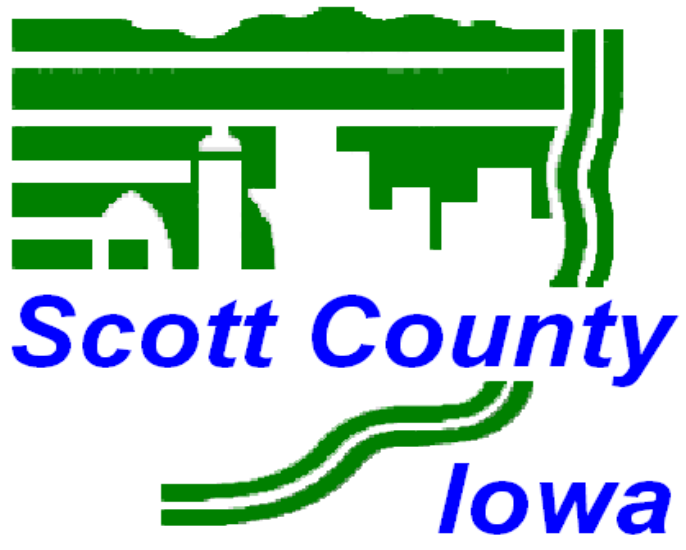
A county official in charge of a department or office who violates this law is guilty of a simple misdemeanor. The penalty in this section is in addition to the liability imposed in section 331.476.

**331.438 County mental health, intellectual disability, and developmental disabilities services expenditures — joint state-county planning, implementing, and funding.** Repealed by its own terms;

**331.439 Eligibility for state payment.** Repealed by its own terms; 2011 Acts, ch 123, §24.

**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.



**SALARY TABLES  
FY 2020**

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<b>GROUP</b>	<b>DESCRIPTION</b>
Non-Represented	Employees of various occupational classes not affiliated with any collective bargaining unit.
PPME/Secondary Roads Unit	Clerical, labor and trades employees in the Engineering Department represented by the Public Professional and Maintenance Employees.
AFSCME Unit	Clerical, technical and maintenance employees represented by the American Federation of State, County, and Municipal Association.
Deputy Sheriff Association Unit	Deputy Sheriff's and Sergeants in the Sheriff's Office represented by the Scott County Deputy Sheriff's Association.
Teamsters/Correction's Unit	Jail staff in the Sheriff's Office represented by the Chauffeurs, Teamsters, and Helpers Local 238.
Elected Officials	Elected Office holders and the Board of Supervisors.
Deputy Office Holders	Self Explanatory
Temporary & Seasonal Staff	Self Explanatory

**Scott County Salary Rate Table for FY 2020  
Non- Represented**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
<b>15: Cody Homestead Site Coordinator</b>													
\$14.68	\$15.04	\$15.42	\$15.81	\$16.20	\$16.61	\$17.02	\$17.45	\$17.88	\$18.33	\$18.79	\$19.26	\$19.74	\$20.23
<b>16: Office Assistant</b>													
\$15.41	\$15.80	\$16.19	\$16.60	\$17.01	\$17.44	\$17.87	\$18.32	\$18.78	\$19.25	\$19.73	\$20.22	\$20.73	\$21.24
<b>18. Senior Office Assistant</b>													
\$16.99	\$17.42	\$17.85	\$18.30	\$18.75	\$19.22	\$19.70	\$20.20	\$20.70	\$21.22	\$21.75	\$22.29	\$22.85	\$23.42
<b>19. Golf Maintenance Technician; Official Records Clerk; Sex Offender Registry Specialist</b>													
\$17.84	\$18.29	\$18.74	\$19.21	\$19.69	\$20.18	\$20.69	\$21.21	\$21.74	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59
<b>20. Alternative Sentencing Coordinator; Court Compliance Coordinator; Medical Lab Technician; Pioneer Village Site Coordinator</b>													
\$18.73	\$19.20	\$19.68	\$20.17	\$20.68	\$21.19	\$21.72	\$22.27	\$22.82	\$23.39	\$23.98	\$24.58	\$25.19	\$25.82
<b>21: Administrative Assistant; Bailiff; Custodial Supervisor; Desktop Support Technician; Equipment Mechanic-Conservation; Inmate Services Specialist; Medical Assistant; Park Maintenance Technician</b>													
\$19.67	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38	\$23.97	\$24.56	\$25.18	\$25.81	\$26.45	\$27.11
<b>22: Community Based Youth Counselor; Detention Youth Counselor; Golf Maintenance Crew Leader; Park Maintenance Crew Leader</b>													
\$20.65	\$21.17	\$21.70	\$22.24	\$22.80	\$23.37	\$23.95	\$24.55	\$25.16	\$25.79	\$26.44	\$27.10	\$27.78	\$28.47
<b>23: Bailiff Sergeant; Benefits Specialist; Payroll Specialist; Senior Administrative Assistant</b>													
\$21.69	\$22.23	\$22.78	\$23.35	\$23.94	\$24.53	\$25.15	\$25.78	\$26.42	\$27.08	\$27.76	\$28.45	\$29.16	\$29.89

**Scott County Salary Rate Table for FY 2020  
Non- Represented**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
<b>24: Classification Specialist; Community Dental Consultant-Maternal, Child, &amp; Adolescent; Community Dental Consultant-Older Adult; GIS/ Election Systems Technician; Grant Accounting Specialist; Mental Health Advocate; Naturalist; Park Ranger; Planning &amp; Development Specialist; Veteran Affairs Director</b>													
\$22.77	\$23.34	\$23.92	\$24.52	\$25.13	\$25.76	\$26.41	\$27.07	\$27.74	\$28.44	\$29.15	\$29.88	\$30.62	\$31.39
<b>25: Engineering Technician; Executive Assistant; Purchasing Specialist</b>													
\$23.91	\$24.51	\$25.12	\$25.75	\$26.39	\$27.05	\$27.73	\$28.42	\$29.13	\$29.86	\$30.60	\$31.37	\$32.15	\$32.96
<b>26: Child Health Consultant; Elections Supervisor; Inmate Programs Coordinator; Juvenile Detention Shift Supervisor; Motor Vehicle Supervisor; Paralegal; Paralegal/Executive Secretary; Roadside Vegetation Specialist; Tax Accounting Specialist</b>													
\$25.10	\$25.73	\$26.37	\$27.03	\$27.71	\$28.40	\$29.11	\$29.84	\$30.59	\$31.35	\$32.13	\$32.94	\$33.76	\$34.61
<b>27: Case Expeditor; Child Care Nurse Consultant; Community Health Consultant; Community Health Interventionist; Community Tobacco Consultant; Community Transformation Consultant; Corrections Food Service Supervisor; Disease Intervention Specialist; Environmental Health Specialist ERP Budget Analyst; Facilities Maintenance Manager; GIS Analyst, Human Resources Generalist; Maternal, Child, Adolescent Health Nurse; Mechanic Supervisor; Paralegal Audio/Video Production Specialist; Public Health Nurse; Technology Systems Specialist- Public Safety</b>													
\$26.36	\$27.02	\$27.69	\$28.39	\$29.10	\$29.82	\$30.57	\$31.33	\$32.12	\$32.92	\$33.74	\$34.58	\$35.45	\$36.34
<b>28: Clinical Services Specialist; County General Store Manager; Investigator-Attorney's Office; Naturalist Program Manager; Network Systems Administrator; Programmer/ Analyst</b>													
\$27.68	\$28.37	\$29.08	\$29.80	\$30.55	\$31.31	\$32.10	\$32.90	\$33.72	\$34.56	\$35.43	\$36.31	\$37.22	\$38.15
<b>29: Case Aide Supervisor/Coordinator of Disability Services; Community Health Manager; Coordinator of Disability Services; Correctional Health Nurse; Corrections Sergeant; Environmental Health Manager; Public Health Services Manager</b>													
\$29.06	\$29.79	\$30.53	\$31.29	\$32.08	\$32.88	\$33.70	\$34.54	\$35.41	\$36.29	\$37.20	\$38.13	\$39.08	\$40.06

**Scott County Salary Rate Table for FY 2020  
Non- Represented**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
<b>30: Fleet Manager; Golf Pro Manager; Office Administrator; Secondary Roads Superintendent</b>													
\$30.51	\$31.28	\$32.06	\$32.86	\$33.68	\$34.52	\$35.39	\$36.27	\$37.18	\$38.11	\$39.06	\$40.04	\$41.04	\$42.06
<b>31: Clinical Services Manager; Correctional Health Manager; Corrections Lieutenant; Park Manager; Senior Programmer/Analyst; Webmaster</b>													
\$32.04	\$32.84	\$33.66	\$34.50	\$35.37	\$36.25	\$37.16	\$38.08	\$39.04	\$40.01	\$41.01	\$42.04	\$43.09	\$44.17
<b>32: Assistant Attorney; Network Infrastructure Manager; Risk Manager; Sheriff's Lieutenant</b>													
\$33.64	\$34.48	\$35.34	\$36.23	\$37.13	\$38.06	\$39.01	\$39.99	\$40.99	\$42.01	\$43.06	\$44.14	\$45.24	\$46.37
<b>33: Assistant Jail Administrator; Operations Manager - Auditor; Operations Manager - Treasurer</b>													
\$35.32	\$36.21	\$37.11	\$38.04	\$38.99	\$39.96	\$40.96	\$41.99	\$43.04	\$44.11	\$45.22	\$46.35	\$47.51	\$48.69
<b>34: Deputy Conservation Director; Deputy Health Director; GIS Manager; Juvenile Detention Center Director; Programmer/Analyst Manager</b>													
\$37.09	\$38.02	\$38.97	\$39.94	\$40.94	\$41.96	\$43.01	\$44.09	\$45.19	\$46.32	\$47.48	\$48.66	\$49.88	\$51.13
<b>35: Assistant County Engineer; Finance Manager; Planning &amp; Development Director</b>													
\$38.94	\$39.92	\$40.92	\$41.94	\$42.99	\$44.06	\$45.16	\$46.29	\$47.45	\$48.64	\$49.85	\$51.10	\$52.37	\$53.68
<b>36: Accounting &amp; Tax Manager; Senior Assistant Attorney</b>													
\$40.89	\$41.91	\$42.96	\$44.04	\$45.14	\$46.26	\$47.42	\$48.61	\$49.82	\$51.07	\$52.34	\$53.65	\$54.99	\$56.37
<b>37: Budget &amp; Administrative Services Director; Community Services Director; Facility &amp; Support Services Director; Information Technology Director</b>													
\$42.94	\$44.01	\$45.11	\$46.24	\$47.39	\$48.58	\$49.79	\$51.04	\$52.31	\$53.62	\$54.96	\$56.34	\$57.74	\$59.19

**Scott County Salary Rate Table for FY 2020  
Non- Represented**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
<b>38: Conservation Director</b>													
\$45.08	\$46.21	\$47.36	\$48.55	\$49.76	\$51.01	\$52.28	\$53.59	\$54.93	\$56.30	\$57.71	\$59.15	\$60.63	\$62.15
<b>39: Health Director</b>													
\$47.34	\$48.52	\$49.73	\$50.98	\$52.25	\$53.56	\$54.90	\$56.27	\$57.67	\$59.12	\$60.59	\$62.11	\$63.66	\$65.25
<b>40: County Engineer</b>													
\$49.70	\$50.95	\$52.22	\$53.52	\$54.86	\$56.23	\$57.64	\$59.08	\$60.56	\$62.07	\$63.62	\$65.21	\$66.85	\$68.52
<b>41: Assistant County Administrator/Human Resources Director</b>													
\$52.19	\$53.49	\$54.83	\$56.20	\$57.61	\$59.05	\$60.52	\$62.04	\$63.59	\$65.18	\$66.81	\$68.48	\$70.19	\$71.94

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
PPME (SECONDARY ROADS UNIT)**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
<b>18r: Parts &amp; Inventory Clerk</b>									
\$16.99	\$17.42	\$17.85	\$18.30	\$18.76	\$19.22	\$19.70	\$20.20	\$20.70	\$21.22
<b>22r: Roads Maintenance Worker; Mechanic</b>									
\$20.65	\$21.17	\$21.70	\$22.24	\$22.80	\$23.37	\$23.95	\$24.55	\$25.16	\$25.79
<b>23r: Senior Roads Maintenance Worker</b>									
\$21.69	\$22.23	\$22.78	\$23.35	\$23.94	\$24.54	\$25.15	\$25.78	\$26.42	\$27.08
<b>24r: Senior Mechanic; Heavy Equipment Operator; Signs Technician; Roadside Vegetation Technician</b>									
\$22.77	\$23.34	\$23.92	\$24.52	\$25.13	\$25.76	\$26.41	\$27.07	\$27.74	\$28.44
<b>25r: Senior Signs Technician</b>									
\$23.91	\$24.51	\$25.12	\$25.75	\$26.39	\$27.05	\$27.73	\$28.42	\$29.13	\$29.86
<b>26r: Crew Leader</b>									
\$25.10	\$25.73	\$26.37	\$27.03	\$27.71	\$28.40	\$29.11	\$29.84	\$30.59	\$31.35



**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
AFSCME UNIT**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
<b>16: Custodian; Elections Clerk; Grounds Maintenance Worker; Office Assistant</b>													
\$15.41	\$15.80	\$16.19	\$16.60	\$17.01	\$17.44	\$17.87	\$18.32	\$18.78	\$19.25	\$19.73	\$20.22	\$20.73	\$21.24
<b>17: Multi-Service Clerk; Receptionist</b>													
\$16.18	\$16.59	\$17.00	\$17.43	\$17.86	\$18.31	\$18.77	\$19.24	\$19.72	\$20.21	\$20.71	\$21.23	\$21.76	\$22.31
<b>18: Accounting Clerk (Treasurer); Cashier; Senior Office Assistant</b>													
\$16.99	\$17.42	\$17.85	\$18.30	\$18.75	\$19.22	\$19.70	\$20.20	\$20.70	\$21.22	\$21.75	\$22.29	\$22.85	\$23.42
<b>19: Civil Records Specialist; Facility Maintenance Worker; Licensing Specialist; Platroom Specialist; Real Estate Specialist; Senior Elections Clerk; Vital Records Specialist</b>													
\$17.84	\$18.29	\$18.74	\$19.21	\$19.69	\$20.18	\$20.69	\$21.21	\$21.74	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59
<b>20: Victim &amp; Witness Specialist</b>													
\$18.73	\$19.20	\$19.68	\$20.17	\$20.68	\$21.19	\$21.72	\$22.27	\$22.82	\$23.39	\$23.98	\$24.58	\$25.19	\$25.82
<b>21: Accounts Payable Specialist; Administrative Assistant; Case Aide; Fine Collections Specialist; Legal Secretary</b>													
\$19.67	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38	\$23.97	\$24.56	\$25.18	\$25.81	\$26.45	\$27.11
<b>22: Intake Coordinator; Senior Victim &amp; Witness Specialist</b>													
\$20.65	\$21.17	\$21.70	\$22.24	\$22.80	\$23.37	\$23.95	\$24.55	\$25.16	\$25.79	\$26.44	\$27.10	\$27.78	\$28.47
<b>23: Electronic Systems Technician; Senior Facility Maintenance Worker</b>													
\$21.69	\$22.23	\$22.78	\$23.35	\$23.94	\$24.53	\$25.15	\$25.78	\$26.42	\$27.08	\$27.76	\$28.45	\$29.16	\$29.89
<b>24: Building Inspector; Senior Electronic Systems Technician</b>													
\$22.77	\$23.34	\$23.92	\$24.52	\$25.13	\$25.76	\$26.41	\$27.07	\$27.74	\$28.44	\$29.15	\$29.88	\$30.62	\$31.39

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
DEPUTY SHERIFF ASSOCIATION UNIT**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
<b>4S: Sergeant</b>									
\$36.38		\$37.83		\$39.35		\$40.92			
<b>8S: Deputy</b>									
\$26.18	\$27.23	\$28.32	\$29.45	\$30.63	\$31.40	\$32.18	\$32.99	\$33.81	\$34.66

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
TEAMSTERS (CORRECTIONS UNIT)**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
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<b>10S: Corrections Officer</b>													
\$20.65	\$21.47	\$22.33	\$23.22	\$24.15	\$25.12	\$26.12	\$27.17	\$28.26	\$29.39				

<b>18: Corrections Custodial Officer; Corrections Food Service Officer</b>													
\$16.99	\$17.42	\$17.85	\$18.30	\$18.75	\$19.22	\$19.70	\$20.20	\$20.70	\$21.22	\$21.75	\$22.29	\$22.85	\$23.42

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
ELECTED OFFICIALS**

<b>Position</b>	<b>Annual Salary</b>
Auditor	\$90,949
County Attorney	\$151,919*
Recorder	\$90,949
Sheriff	\$122,928
Treasurer	\$90,949
Board Member, Board of Supervisors	\$43,500
Chair, Board of Supervisors	\$46,500

\* Salary may need to be reduced depending on Judicial Branch setting of District Court Judge's salary pursuant to Iowa Code Section 331.752(2)

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
DEPUTY OFFICE HOLDERS**

<b>Position</b>	<b>Annual Salary</b>
Deputy Auditor – Tax	\$77,307
First Assistant Attorney	\$129,131*
Second Deputy Recorder	\$77,307
Chief Deputy Sheriff	\$104,489
Chief Deputy Sheriff – Captain	\$102,030

\* Salary may need to be reduced depending on Judicial Branch setting of District Court Judge's salary pursuant to Iowa Code Section 331.752(2)

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
TEMPORARY AND SEASONAL STAFF**

<b>Position</b>	<b>Rate</b>
Seasonal Health Worker & Planning Intern	\$9.90 to \$13.72/hour depending on skills, education & experience
Seasonal Maintenance Worker (Roads)	\$13.03/hour
Summer Law Clerk	Set in cooperation with University Programs
Civil Services Secretary	Set by Civil Service Commission
Immunization Clinic/Jail Health	
LPN	\$21.83/hour
RN	\$25.75/hour
Correctional Health Nurse	\$29.06/hour
Election Officials	\$10.00/hour
Election Chairpersons	\$12.00/hour
Election Clerk	\$13.33/hour

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2020  
GROUP: Z TEMPORARY AND SEASONAL STAFF**

**CONSERVATION**

**Glynns Creek:**

Seasonal part-time Golf Managers	
Food Service	\$10.00-\$12.00/hour
Pro Shop	\$10.00-\$13.25/hour
Assistant Golf Pro	\$14.00-\$16.00/hour
Seasonal Golf Pro Shop Personnel	\$8.00-\$12.75/hour
Golf Course Rangers, Starters, Cart Persons	\$8.00-\$11.00/hour
Concession Stand Workers	\$8.00-\$11.25/hour
Groundskeepers	\$9.00-\$12.25/hour

**Scott County & West Lake Parks:**

Pool/Beach Manager	\$15.00-\$17.25/hour
Assistant Beach/Pool Manager	\$12.00-\$14.00/hour
Water Safety Instructors	\$9.50-\$10.00/hour
Pool/Beach Lifeguards	\$9.00-\$9.75/hour
Concession Workers	\$8.00-\$9.00/hour
Park Attendant	\$10.00-\$12.00/hour

**Pioneer Village:**

Day Camp Counselors	\$9.00-\$11.00/hour
Apothecary Shop Concession Workers	\$8.00-\$9.00/hour
Maintenance/Resident Caretaker	\$12.74-\$12.99/hour

**Wapsi Center:**

Assistant Naturalist	\$11.00-\$12.00/hour
Maintenance/Resident Caretaker	\$12.74-\$12.99/hour

**Cody Homestead:**

Attendants/Concession Workers	\$8.00-\$9.00/hour
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# BUDGET GLOSSARY

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

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

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

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

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

**Assigned Fund Balance:** Equity set aside for a purpose, but it is not restricted or committed for a specific purpose. The County Administrator and Board can assign fund balance equity

**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. The use of assigned or restricted fund balance is permitted to fund non-recurring 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.

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



***Scott County***

***Iowa***