



# **2015-2016**

# **Budget Plan**

Adopted February 26, 2015

**SCOTT COUNTY, IOWA**

**BUDGET PLAN**

**JULY 1, 2015 – JUNE 30, 2016**

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

# SCOTT COUNTY, IOWA

We Serve Our Citizens With

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

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

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

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

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

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Scott County, Iowa for its annual budget for the fiscal year beginning July 1, 2014. 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, 2014**

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 2015-16 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 FY14 status, the budget and projected FY15 status, and the requested and adopted FY16 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 FY16. The County's basis of accounting, various financial management policies and miscellaneous statistics about Scott County are also located in the Supplemental Information Section.

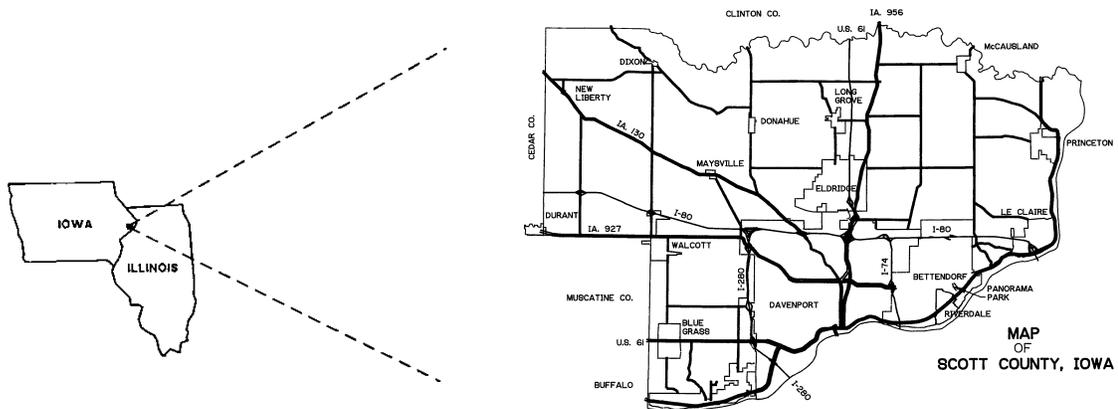
## Past to the Present



Scott County is a part of the metropolitan area. The counties Henry (Illinois), make up the Metropolitan Statistical Area, DRIM-MSA, with a population of approximately 379,690.

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

The "Quad-Cities" is actually a label for fourteen contiguous communities in Iowa and Illinois that make up a single socio-economic unit. It straddles the 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 boarder 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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TOM SUNDERBRUCH, Chair  
JIM HANCOCK, Vice-Chair  
CAROL EARNHARDT  
DIANE HOLST  
BRINSON KINZER

May 14, 2015

TO: The Citizens of Scott County

RE: 2015-16 Budget Message

The budget for Fiscal Year 2015-16 is hereby presented as reviewed and adopted by the Board of Supervisors after appropriate board work sessions with public input and public hearings. The County budget is more than a document containing financial figures; it is the County's goals and policies as an organization whose purpose it is to provide the citizens of Scott County, Iowa with the best possible programs and services for the dollars appropriated.

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to Scott County for its annual budget for the fiscal year beginning July 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award this year.

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

## **Scott County Strategic Plan**

During the strategic planning sessions the county renewed its commitment to service by updating the vision, mission and culture statements for the County. Through all employee group meetings and using voting techniques on the county intranet, the statements were vetted and approved by the Board. The following vision, mission and PRIDE statements and objectives further informed the staff on the development of programs for the FY15-16 budget.



## **Scott County Vision Statement**

*Scott County Iowa:*

*Leader in Government*

*PRIDE in Service*

*Communities of Choice*

## **Scott County Mission Statement**

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

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

**We Serve our Citizens with**

**Professionalism**

Doing it Right

**Responsiveness**

Doing it Now

**Involvement**

Doing it Together

**Dedication**

Doing it with Commitment

**Excellence**

Doing it Well

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

# **SCOTT COUNTY GOALS AND OBJECTIVES FY2015-16**

## **1.0 Extend Our Resources**

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

## **2.0 Improve Communication**

### *2.1 External Communications*

- 2.1.1 Complete Website Redesign project in FY15
- 2.1.2 Publish first Popular Annual Financial Report for FY16

### *2.2 Internal Communications*

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

### *2.3 Legislative Communication*

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

## **3.0 Foster Healthy Communities**

### *3.1 Promote Mental Health*

- 3.1.1 Implementing crisis stabilization continuum services
- 3.1.2 Explore Pilot Project for behavioral transportation car
- 3.1.3 Collaborate with senior service providers and state agencies in outreach services

## 3.2 *Support Health and Wellness*

3.2.1 Advance Be Healthy Quad Cities policy initiatives including trail connectivity

3.2.2 Redesign employee wellness programs to gain greater participation

3.2.3 Evaluate EMS study recommendations for implementation feasibility

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

3.2.5 Expand juvenile detention services programs to reduce detention admissions

3.2.6 Assist communities to understand and leverage opportunities of Lost Grove Lake

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 and the elected and appointed department heads quarterly.

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

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

A section of the budget planning manual is distributed to department heads and authorized agency directors prior to their start on developing their budget requests which includes a listing of all strategic plan objectives as well as a listing of the specific budget areas identified by the Board of Supervisors to be reviewed during the upcoming budget sessions. Department heads, agency directors and county budget analysts are directed to keep these strategic plan priorities and specific areas of budget review in mind when they are preparing and reviewing their FY16 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 FY16 budget process were:

1. Salary / Benefit Adjustments including five union contracts
2. Utility increases averaging 6.4%
3. Information Technology Service Contracts

4. Position Requests
5. Capital Programs – inflationary costs and timeline for Phases 3 and 4 of Courthouse renovation
6. Medic Ambulance deficit funding

The FY16 Budget Initiatives that addressed or impacted these areas are described below:

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

- The County compensation level will be estimated using the maximum IPERS employer pension increase, ranging from 8.93% to 9.88%. Additionally the budget will be prepared with cost of living adjustments at 2.2% and secure funding for salary merit increases. The County entered the budget process with five union groups open for salary and benefit adjustments. The budgeted health cost will be at 4% for a prospective January 2016 increase, designed to maintain the Health / Dental Insurance fund balance.

### **Utility Increases averaging 6.4%**

- The operational costs of the County’s facilities and support services utility costs will be adjusted for the state mandated rate and tax increases which are projected to escalate 6.4% in the coming fiscal year. Continued management of electric and gas costs will be expected. The inclusion of renovating the Courthouse exterior windows to more efficient models is moved up to Fiscal 2015-2016 to coincide with the Phase 3 and 4 renovation work.

### **Information Technology Service Contracts**

- The operational budget of the Information Technology department will be adjusted to reflect increased and new service contracts including the yearly maintenance of the ERP and tax software. These projects were implemented in fiscal 2014 and were adjusted in fiscal 2015 after the budget adoption.

### **Position Requests**

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

### **Capital Programs – inflationary costs and timeline for Phases 3 and 4 of Courthouse renovation**

- The County began the capital projects indicated in the Master Space Study and Plan in FY15. Construction inflation is estimated at \$1,200,000 based upon initial cost estimates and responses to previous proposals. Based on increasing costs, Phases 3 and 4 of the Courthouse renovation was recommended to be moved forward in the five-year

capital plan in order to streamline construction costs. Additionally, other Master Space Study and Plan projects will be scheduled as funding allows.

### **Medic Ambulance deficit funding**

- The County has a contractual commitment to fund Medic Ambulance deficit funding. Due to the nature of the ambulance service industry the County is expecting to service an operating deficit of \$440,000 in FY16.

Additionally, the FY16 budget was prepared according to certain policies and practices as established by both the Board of Supervisors and the State of Iowa. These policies and practices are described in the Supplemental Information section of the budget.

### **MEDIUM AND LONG RANGE PLANNING**

The County's medium and long range planning is developed through the multi-year strategic plan as approved by the Board. Funding decisions as to the best allocation of financial resources were made with regard to the County's multi-year goals, mission statement, and current year goals and objectives. The current strategic plan focuses on extending our resources, improving communications and fostering healthy communities. By articulating a vision for the future, and identifying long term goals and short term priorities, the County Board defines the County's core businesses and outcomes. The outcomes of the fleet management study and the space study are reflected in the capital plan which addresses the long term capital needs of the county. Work done on the regional governed mental health services delivery system is trying to address funding and create a long term stable system for one of our most important service areas. However, after the adoption of the budget, the state eliminated equalization dollar funding for FY 2016 with no plan for FY 2017. The fund's expenditures will exceed anticipated revenues and will draw down regional fund balance as approved by the advisory board. The projected deficit within this fund is unsustainable for multiple fiscal years. The State legislature has jeopardized these services and may cause short term decision making that will create long-term service delivery shortages. Finally, consideration of current economic conditions as well as past results guided how resources are allocated by service area. The County's budget process estimates stabilized operating costs using a CPI index over multiple years.

In the 2013 State Legislative session, a new property tax law was passed that will have a multiple year impact on all local governments finances. By addressing these changes through incorporation of strategic flexibility the County government can provide operation flexibility to address current and future service needs. The FY16 budget was prepared in consideration of a permanent loss of revenue in FY 17 through property assessment rollbacks and reclassification of the multi-family residential property from commercial to residential classification. The Board approved a plan of setting aside the incremental expected FY 17 revenue loss in the FY16 budget. This amount, approximately \$340,000, to be lost in FY17 is budgeted in FY16 operations as one time revenue. This approach takes advantage of the state's commercial and industrial rollback implementation and guarantees the permanent offset to be at the highest amount possible under the current levy rates.

<b>Projected Change in Fund Balance by Fiscal Year</b>				
<b>Funds</b>	<b>Budget 2015-2016</b>	<b>Projected 2016-2017</b>	<b>Projected 2017-2018</b>	<b>Projected 2018-2019</b>
General	\$244	\$126,933	\$259,802	\$393,695
Mental Health	(\$897,830)	(\$4,177,947)	(\$4,049,735)	(\$3,960,145)
Debt Service	\$413,271	\$511,108	\$516,688	\$528,908
Capital Projects	(\$5,283,805)	(\$2,991,500)	\$338,000	(\$170,000)
Non-Major	(\$217,299)	\$577,268	\$63,968	\$452,074

The General Fund is projected to maintain a positive increase to fund balance, while maintaining programs and service levels. Key assumptions include 3% property tax revenue trend increase based on the current urban and rural tax rate extended across increasing taxable property valuations. Other revenue streams are projected to remain relatively flat within a 1-2% variance. Salary and benefit expenditures continue to grow at 3-4% per year, while the County's policy for other expenditure types is to maintain a 0% allowable growth. As purchased services and supplies continue to rise over time, line item or program adjustments will be considered at that time. The projected surplus of \$126,933, \$259,802, and \$393,695 will be allocated to program goals or reduced property taxes.

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

The Debt Service Fund's general obligation debt is supported by property tax dollars net of direct funding sources, including Build America Bond interest credits and contributed revenue for third party debt. The increases for FY 2016 and future projects are attributable to the restricted revenue contributions for the SECC Equipment Bonds G.O. debt.

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

The consolidated non-major funds are projected to have an increase in fund balance between fiscal year 2016 and 2019. After the budget was developed for the Secondary Roads Fund, the State of Iowa increased the gas tax by \$0.10 per gallon. The projected increase of intergovernmental revenues is 19.7% for Road Use Tax. The development of corresponding road maintenance and capital projects has not occurred at this time. The County's five year capital plan includes identified road projects, which will be reorganized due to the increased funding from the gas tax.

## CONSOLIDATED DISPATCH (SECC) IMPACT

Scott County, along with the cities of Davenport and Bettendorf and Medic Ambulance consolidated four dispatch centers and implemented an integrated center with an interoperable radio and data communication systems in 2011. The consolidated service is governed by a 28E organization independent from the County, however state law requires the EMA service to be part of the county levy. Because it is reported in the county levy, the budget information reflects the impact of the service on the County levy over time. FY16 is the sixth year the Scott County tax levy will provide primary funding for the agency through its consolidated tax levy. Likewise, the cities of Davenport and Bettendorf continue to reap the financial benefits in their respective tax levies.

This year is the lowest property tax levied for the Center. The reduction in levy dollars is directly tied to the Center’s reduced levy request to spend down fund balance. These fund balances were generated by conservative approach to personnel funding.

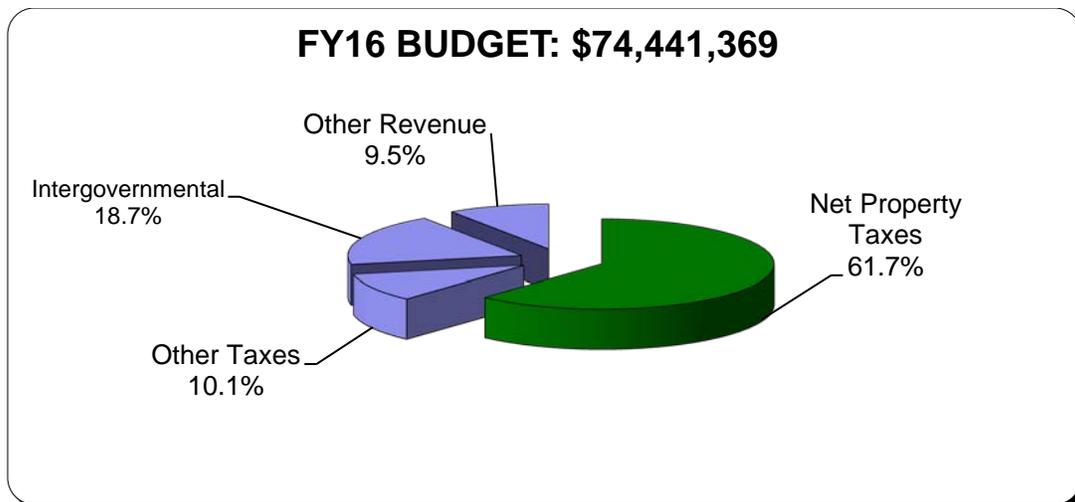
Fiscal Year	SECC Rate	% Change	Levy Dollars	% Change
2010-11	\$1.05473		\$6,917,154	
2011-12	\$1.05048	<b>-0.4</b>	\$7,175,122	<b>3.7</b>
2012-13	\$1.03361	<b>-1.6</b>	\$7,341,080	<b>2.3</b>
2013-14	\$1.00341	<b>-2.9</b>	\$7,329,290	<b>0.0</b>
2014-15	\$0.94952	<b>-5.4</b>	\$6,964,449	<b>-5.0</b>
2015-16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

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 FY16 budget shows the entire bond payments funded through the taxes on the lines. Approximately \$1,100,000 is generated by these fees.

### TAX LEVY AND REVENUE OUTLOOK

The property tax continues to be the major revenue source for Scott County. In FY16, total net property taxes represent 62% of total County revenues. The County continues to rely heavily on property taxes to fund programs as other revenue sources have decreased in recent years. Intergovernmental revenues, due to the decreased state mental health funding, are expected to decrease by 0.5% of total county revenues. This decrease is offset by the increased impact of the new state credit for the commercial and industrial rollback implementation.

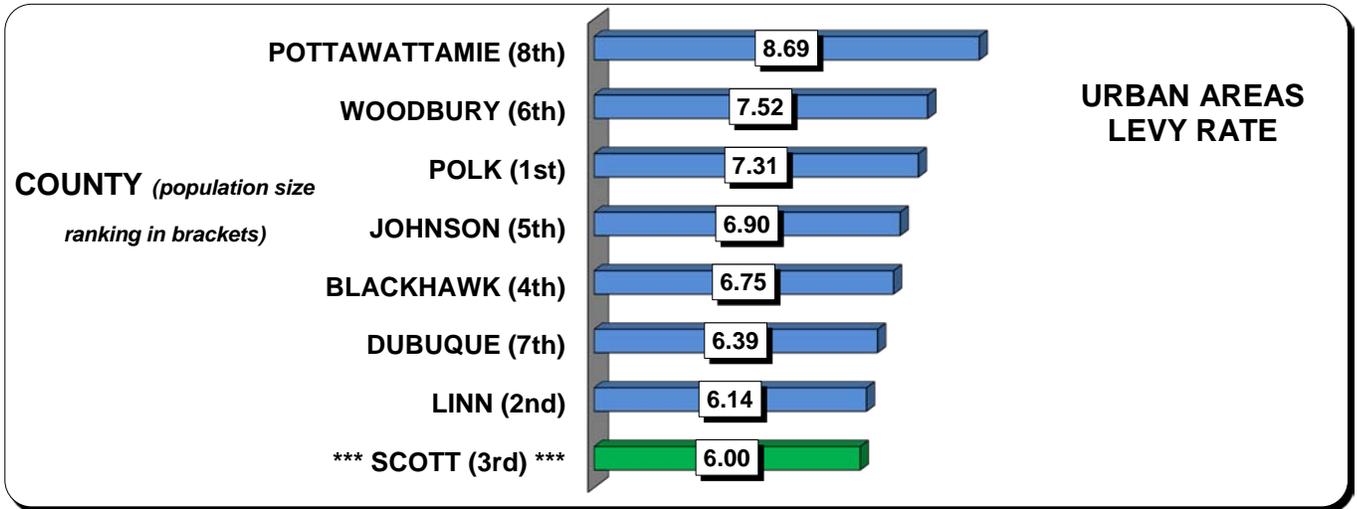


Other revenue sources in the FY16 budget are interest income and local option sales tax. Interest income remains 60% lower from its peak in FY01 due to historically low interest rates as set by the Federal Reserve Board which was the major reason for the FY2009-10 property tax percentage increase. Even as other revenues fall, the county can continue to rely on local option tax as property tax relief. The County projects a 2.5% increase in this revenue for FY16. We anticipate this revenue to remain stable in the long term.

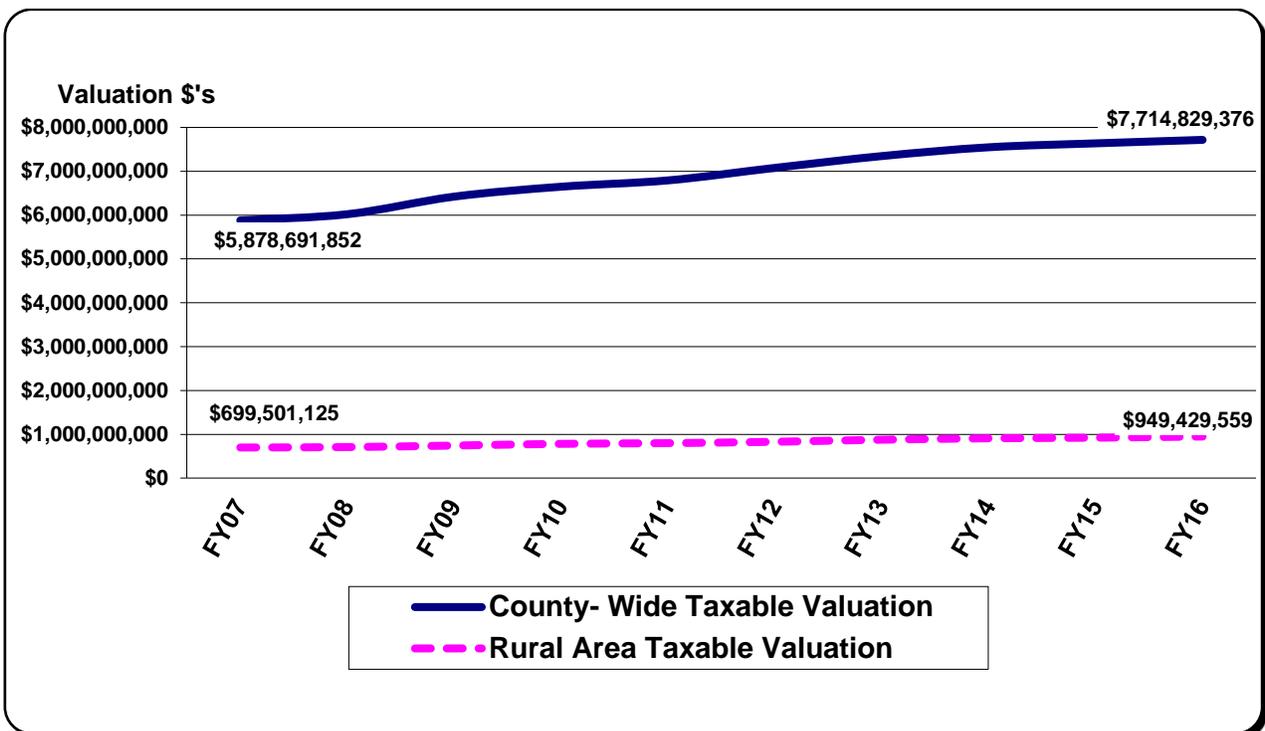
The tax rate per \$1,000 of taxable valuation for FY16 has decreased to 6.00377 for property located in incorporated areas (cities). The rate has decreased from 9.17153 to 9.01072 for property located in unincorporated areas (townships). Commercial and industrial class property owners will see an overall decrease in county taxes for FY16.

<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>
2006-07	<b>5.51106</b>	<b>-1.0</b>	<b>8.52602</b>	<b>-0.9</b>
2007-08	<b>5.54040</b>	<b>0.5</b>	<b>8.62666</b>	<b>1.2</b>
2008-09	<b>5.34263</b>	<b>-3.6</b>	<b>8.36217</b>	<b>-3.1</b>
2009-10	<b>5.48399</b>	<b>2.6</b>	<b>8.50353</b>	<b>1.7</b>
2010-11	<b>6.38587</b>	<b>16.4</b>	<b>9.40541</b>	<b>10.6</b>
2011-12	<b>6.37607</b>	<b>0.0</b>	<b>9.51373</b>	<b>1.2</b>
2012-13	<b>6.30156</b>	<b>-1.2</b>	<b>9.43922</b>	<b>-0.8</b>
2013-14	<b>6.23534</b>	<b>-1.1</b>	<b>9.28021</b>	<b>-1.4</b>
2014-15	<b>6.13204</b>	<b>-1.7</b>	<b>9.17153</b>	<b>-1.2</b>
2015-16	<b>6.00377</b>	<b>-2.1</b>	<b>9.01072</b>	<b>-1.8</b>

For FY16, Scott County's urban property tax rate ranks the *lowest* respectively among the eight largest urban counties in Iowa even though we rank 3<sup>rd</sup> in population, even with SECC operational costs and annual debt amortization. Scott County has the *second lowest* rural property tax rate among the eight largest urban counties.



The County's tax base has increased at an average rate of 3.1% annually over the past ten years, however the five year average is 1.8% annually.



Residential taxable valuations also reflect a State imposed rollback computation, currently at 55.7335% of fair market value. The agriculture land / structure rollback computation was 44.7021% for assessment year 2014. The State of Iowa implemented a Commercial, Industrial and Railroad rollback in FY15 of 5%. The rollback increased to 10% in FY16. However, the value lost in this rollback is backfilled by state funding. The current county wide taxable valuation base amount of \$7.714 billion dollars reflects a 1.0% increase from last year. For FY16, with the rollbacks, the residential property, utilities, and ag land / structures taxable property values increased, while commercial, and industrial property values decreased. The residential class of property represents approximately 63.1% of the County's total tax base.

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

### **STATE AND FEDERAL FUNDING**

State and Federal aid for next year represents 18.7% of the total revenue sources for FY16, which is down 0.5% compared to the previous year. The decrease is directly related to reduction of state aid for Mental Health services by about \$2.0 million, while the state replacements against levied taxes revenue, which is to supplement the 10% rollback of taxable property values within commercial and industrial classes of property, is increasing by \$800,000. The County is projecting \$1,503,985 of replacement tax revenue that was previously provided through the property tax levy. The total amount of \$13,935,767 is made up of \$4,336,566 in grants and reimbursements, \$3,217,702 in state shared revenues such as motor fuel and franchise taxes, \$1,427,968 in state property tax replacement credits against levied taxes such as homestead replacement, and \$4,956,531 in other State credits including state payments, commercial and industrial property replacement tax credit and military tax credits. After the budget adoption, \$3,365,317 of state credits was defunded through the state budgeting process.

### **OTHER REVENUES**

Fees and charges total \$6,112,823 for FY16, a decrease of 0.1% as compared to \$6,177,416 for FY15. These revenues consist of various licenses and permits and various departmental charges for services. Many of the fees are established and set by state law. A part of this revenue is the result of housing federal prisoners. The County inmates average 250 per day and the County continues to see an increase in the repayment of delinquent fines through the County Attorney's office due to the addition of personnel. The County is expecting a decrease in the recording of Recorder office legal documents and an increase in vehicle registration fees within the County. The County has performed several fee study reports over the years to evaluate where fee levels are in relation to other municipalities and as compared to the cost of providing the service. Fee adjustments are made on a frequent basis to minimize the adverse affect of large fee increases in any given fiscal year. Also, County officials work with the State in this area for fees set by State law. Most projected revenues are based on historical trends factoring in any new legislative or county fee changes. Some revenues are calculated based on economic assumptions such as interest rates and income and recording fees.

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

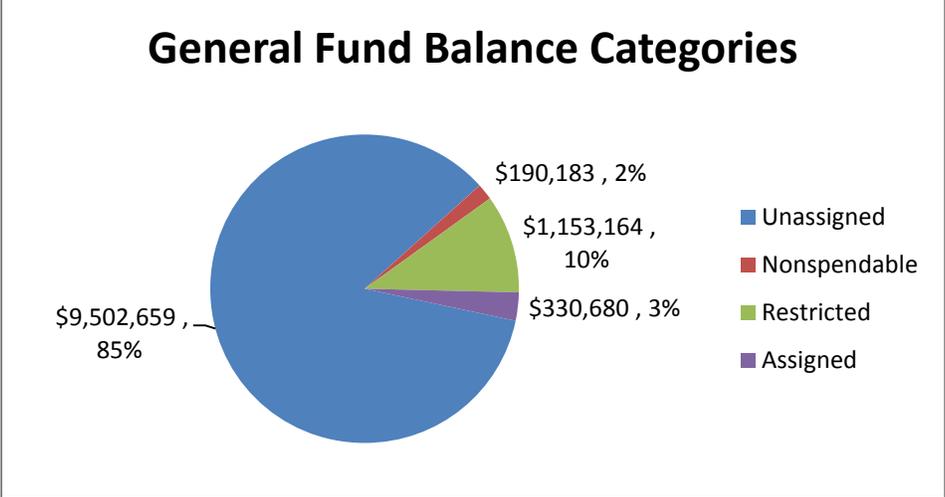
## REVENUE SUMMARY

The following presents a summary of major and non-major fund reserves (excluding capital funds for the FY16 budget year and the percentage of increases and decreases in relation to the prior year budget amounts.

- **Net property taxes are decreasing by 1.5% for FY16.** The decrease was the result of a rollback increase applied to commercial and industrial property which is now funded through state replacement credits.
- **Interest rates continue to be historically low, which makes this revenue source inconsequential.** It is noted that the County receives 1.5% per month interest costs on delinquent property taxes which results in a nearly 100% collection rate.
- **Other taxes, penalties and costs are increasing slightly due to an increase in collection of delinquent taxes.** Local option taxes (one cent sales tax) are projected to decrease 2.5% compared to the prior year based on State projections. Local option taxes are only used for property tax reduction.
- **License and permit fees are projected to increase 0.2% from the previous year budget.** Locations within Scott County are experiencing residential building growth. However, County services for building permit review and inspections are expected to return to annual levels.
- **Charges for services are decreasing 1.2% from FY15.** This decrease is due to the net budgeting of the recording of instruments, increase in federal prisoners at the jail and motor vehicle registration fees.
- **State and Federal Aid is decreasing 4.1% compared to the FY15.** The decrease is directly related to the reduction of state aid for mental services while state replacements against levied taxes to supplement the 10% rollback of taxable property values within commercial and industrial classes of property.

## FUND BALANCES

The fund balance of the general fund is projected to be \$11,176,686, which is to increase from the re-estimated FY15 balance by \$245. Important to the Board is the maintenance of fund balance as we continue to face uncertainty in non-real estate tax revenues during these challenging economic times. The Board has nonspendable fund balances for notes receivable of \$58,777 and prepaid items of \$131,406. The amounts restricted for the County Conservation sewage treatment and for other statutory programs are \$207,617 and \$945,547, respectively. The amount assigned for IBNR claims liabilities is \$330,680. The remaining \$9,502,659 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, 18% of FY 16 expenditures is in line with the minimum amount designated by the County's Financial Management policies. All other fund balances meet or exceed recommended levels.

State Mental Health and Disabilities Services funding historically has been an issue across the state. The 2011 Legislative Session approved new money for MH/D services to assist in stabilizing the current system while workgroups begun addressing MH/DS Redesign. However it became apparent in mid FY12 that the state monies were not enough to pay for current level of services mainly due to the increased costs of Medicaid. The large urban counties advocated for supplemental funding from the State but were rejected. Funding was eliminated in the fourth quarter of FY12 for two of the nonprofits who deliver MH/D services in order to balance the budget. The state legislature approved a redesign for MH/D services and took over full funding of Medicaid services in FY13. Since FY13 the State has approved a three year funding plan for services. Scott County receives equalization dollars from the state by a funding formula that includes property tax dollars and state



payments to total \$47.28 per person. The FY15 funding however had a Medicaid offset requirement. The net funding formula for FY 16 is budgeted at \$3,365,317; however this was eliminated by the State legislature after the budget adoption process. The Board must make funding decisions outside of the budget process because the state is unwilling to provide timely decision on mental health funding. As of July 1, 2014 the County's MH/D services became part of the Eastern Iowa Mental Health – Disability Services Region. The County's local tax levy was frozen in 1996 by State law at \$3,308,032. These tax dollars along with the State's contributed back fill dollars prior to FY16 will support the regions activities. 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.

The Capital Projects fund balance will decrease 49.7% to \$5,226,162 from a projected \$10,509,967. A few larger FY16 capital projects include the start of the courthouse renovation phases three and four, the Sheriff patrol headquarters, and the downtown campus physical plant relocation. These

projects are the reason for this decrease and are discussed further under the Capital Improvements section below.

The County’s Debt Service Fund is increasing by \$413,271 to a fund balance of \$2,364,587 due to the continued contributions from the E911 Service Board to provide funding for the Emergency Equipment bonds issued in FY 2010.

The Secondary Roads Fund is decreasing by \$233,298 due to a planned capital project. The County is remodeling and expanding the Eldridge, Iowa facility paid by the Secondary Roads Fund in FY 15. This project will be completed in the first part of FY16.

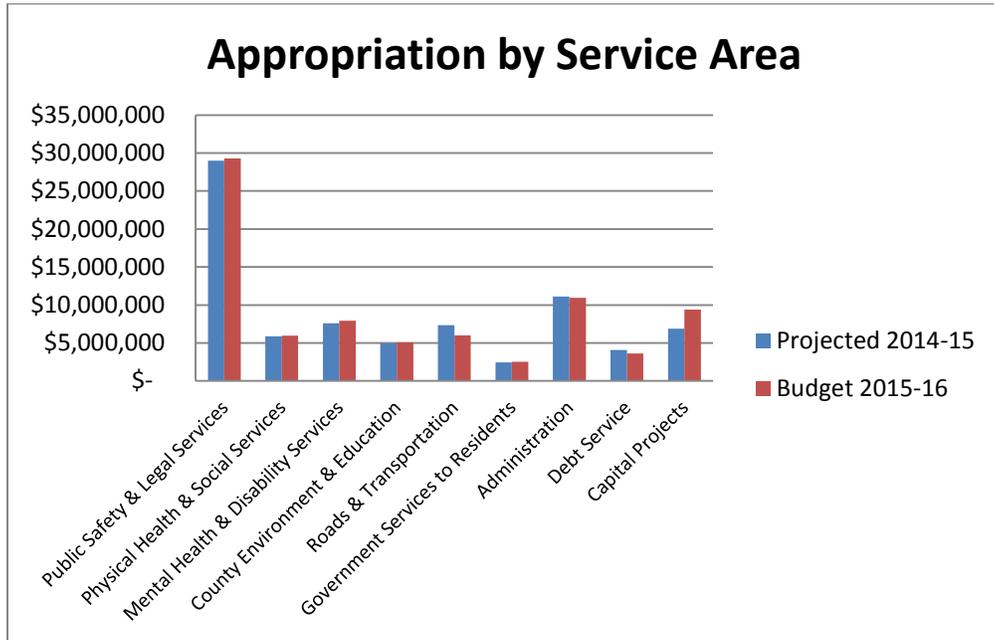
Funds	FY 15 Projected Fund Balance	Change in Fund Balance - Budget 2015-2016	FY 16 Fund Balance
General	\$11,176,441	\$245	\$11,176,686
Mental Health	\$3,346,562	(\$897,830)	\$2,448,732
Debt Service	\$1,951,316	\$413,271	\$2,364,587
Capital Projects	\$10,509,967	(\$5,283,805)	\$5,226,162
Non-Major	\$1,759,647	(\$215,299)	\$1,544,348

### 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 4.8 FTE's, or 1.0%, to its current level of 478.2 FTE's. During this period, the increase is mostly related to facility and support services and I.T. support services being increased to support the SECC operations. Also employees were added to the Public Health Department for grant related health programs. These additions have been offset by attrition in other departments due to efficiencies. For FY16, a net 1.7 positions were removed to the Sheriff’s Office for reduced grant funding and adjustment of bailiff staffing hours. Additionally, the Attorney’s office now includes an additional 1.0 FTE for additional staffing needs in relation to volume of services provided. Facility Support and Services Department decreased by 1.0 FTE to reflect the the attrition of a clerk position. Secondary Roads Department increased by 0.75 that provides a full time office assistant – parts clerk. The Health Department increased grant funded dental hygienists by 0.42 in FY15. Planning and Development requested the staffing of 0.50 for a clerk position due to the impending transfer of staff to the new secondary roads facility. In total, the County increased FTE’s by 1.02 for FY16 due to increased staffing for attorney staffing adjustment, incremental exchanges for part time to full time staffing levels and position reconciliation. The County has five union groups to negotiate salary and benefit agreements with following Iowa Code Chapter 20 guidelines. In recent years, the County and union groups have been successful in approving multi-year agreements. The overall negotiated average salary increase for both labor

groups and non-union personnel was 2- 2.5%. At the end of March, 2015 there are four unions open for negotiation for fiscal the FY 16 budget year.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$80,775,787 which is an increase of \$1,107,716 or 1.4% from the FY15 budget. The operating budget is down by 1.2% or \$849,822. Total revenues (net of other financing sources and non-budgeted funds) for the County are \$74,441,369, which is a decrease of 1.6% below last fiscal year.



The overall expenditure increase of 1.4% is the result of several service areas increasing with three decreasing. Capital projects are discussed further below and are increasing 34.8%. Government Services to Residents is increasing 7.2% due to local election costs and salary and benefits, while Administration (interprogram) is increasing 0.1% due to salary and benefits. County Environment & Education is increasing 5.6% due to planning and development staffing levels and salary and benefits for the remainder of the program area. Public Safety & Legal Services is increasing 1.5% primarily due to salary and benefit compensation. Physical Health and Social Services is increasing 0.9% primarily due to a reduction in pass through federal grant dollars in the Health Department offset by salary and benefit adjustments.

Mental Health and Developmental Disabilities Services is decreasing by 6.1% due to state mental health redesign and the funding of some services at the new regional level. Roads & Transportation is a 17.4% decrease due to the capital improvements within the property and assessment activities, while Debt Service is decreasing by 11.6%. Debt Service includes interest and principal payments on the Solid Waste general obligation bond issue being retired in FY 15 and River Renaissance general obligation bond issue, county-wide GIS general obligation bond issue, and the county issued Emergency Equipment Bonds, and Public Safety Authority capital lease. Additionally, the leasing body, Scott County Public Safety Authority, crossover refunded the debt for future years. FY 16 is the first year of reduced debt service payments by about \$175,000 per year. The expected decrease in debt service requirements in FY 16 and future years will allow for continued strategic flexibility in the County’s tax rate. The reduced need of tax dollars with increased tax base will allow a lower percentage of tax levy dollars to be allocated to debt service.

## CAPITAL IMPROVEMENTS AND DEBT SERVICE

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

The operating budget again will be supplemented with an aggressive five year Capital Improvements Program. In most years, it is the Board's intention to include, in the operating budget, transfers to the Capital Improvement Fund for capital improvement projects. The program is largely supported by property tax dollars. There has been an increase in FY15-FY16 to use tax dollars in a one-time manner because of the loss of this revenue in FY17 due to the multi-family residential rollback. This strategy will allow a stable outlook for the general fund. In addition, the county was able to transfer prior year budget savings to the fund to support future projects.

Beginning in fiscal year 2014, the County could include the lease payment payable to the Public Safety Authority in the Debt Service Fund. This reallocation of debt service allows a greater access to the entire county taxable valuation and reduces the overall tax rate payable by the taxpayers. Additionally in Fiscal Year 2013, the County Public Safety Authority (PSA) entered into a cross-over refunding arrangement to reduce future debt service by \$2.095 million dollars through FY 2025. This resulted in an amended lease contract between the County and the PSA. The Board of Supervisors has authorized a transfer from the General Fund to the Electronic Equipment fund to support computer software and hardware purchases as a result of the adopted Scott County IT Strategic Master Plan. This plan was adopted by the Board of Supervisors Spring of 2010, and includes numerous projects that will require the purchase of new software and hardware. The final major project is document management and is funded in FY15-FY16 budgets.

The County is currently using only 4.22% of its allowable legal debt margin consisting of four general bond issues and the lease obligations to the Public Safety Authority. These outstanding bond issues are described further under the major governmental funds section of this document. An additional debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion being approved at the fall 2004 general election. The \$2.5 million GIS bond debt was issued in FY07 to pay for the development of a county-wide GIS system. 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).

The capital improvement budget totals \$9,414,835 for fiscal year FY16, with 84% or \$7,867,305 for general projects, 11% or \$1,010,000 for Secondary Roads projects, and 5% or \$537,530 for Conservation parks and recreation projects. Additionally, Secondary Roads is planning to spend \$200,000 to complete vehicle services bays within the remodeled facility (FY 15), which is funded



Phase 1 & 2 of Courthouse

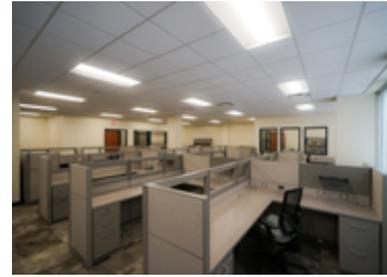
in the operational expenses because of the state reporting requirements. The larger, non-routine projects for FY16 include the beginning Phase three and four, \$3,100,000, of the Space Plan Utilization Projects at the County Courthouse, \$1,000,000 for the Sheriff Patrol Headquarters, \$175,000 for the relocation and construction of the downtown campus physical plant, and \$300,000 for electronic content management system.

The general capital improvements budget of \$7,867,305 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle replacement fund, and the general fund. General fund transfers are made for



one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund

also is supported by gaming boat revenues. Unfortunately, gaming revenues have seen a decline of approximately 40% in over ten years because of the economy. This decline in a critical funding source for our capital budget requires a larger property tax transfer to fund projects in the future years.



Phase 1 & 2  
of Courthouse  
remodel

The local Secondary Roads capital program totals \$1,010,000, which is significantly larger than previous years. This amount is for asphalt and culvert projects. Additionally, the County's Secondary Roads Department will complete three bridge replacements in the coming year.

The Conservation Department capital plan for FY16 totals \$537,530. Conservation capital projects include outhouse replacement at West Lake Park (\$45,000), and pool & aquatic center renovation, Pioneer Village renovation, Nature Center renovation, Running Deer Shelter and Indian Hills Shelter replacements, and maintenance area building renovations at Scott County Park (\$462,530). Conservation also has designated a portion (\$30,000) of its CIP allocation for ADA upgrades. 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 FY16 budget has been an opportunity to fund important capital projects and set direction for future revenue shortfalls due to the multi-family residential class. The Board is very pleased to have met its goals in both balancing the FY16 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 Budget Manager, 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,

A handwritten signature in black ink, appearing to read "T. Sunderbruch", written over a light gray rectangular background.

Tom Sunderbruch, Chair  
Scott County Board of Supervisors

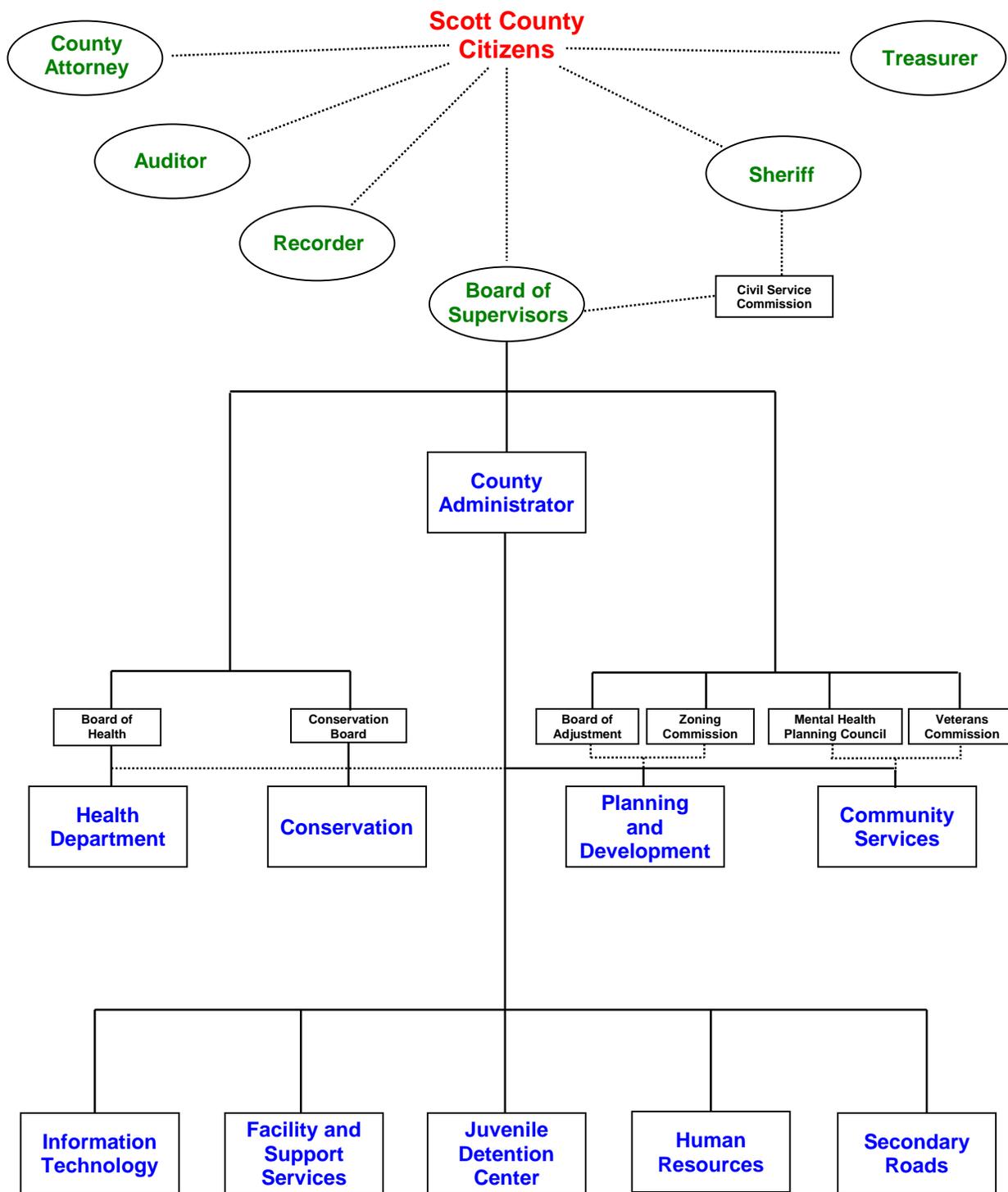
A handwritten signature in black ink, appearing to read "Dee F. Bruemmer", written over a light gray rectangular background.

Dee F. Bruemmer  
County Administrator

## SCOTT COUNTY OFFICIALS

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

# Scott County Government Organizational Chart



————— Direct supervision  
 ..... Advisory relationship

# Employee Authorization History

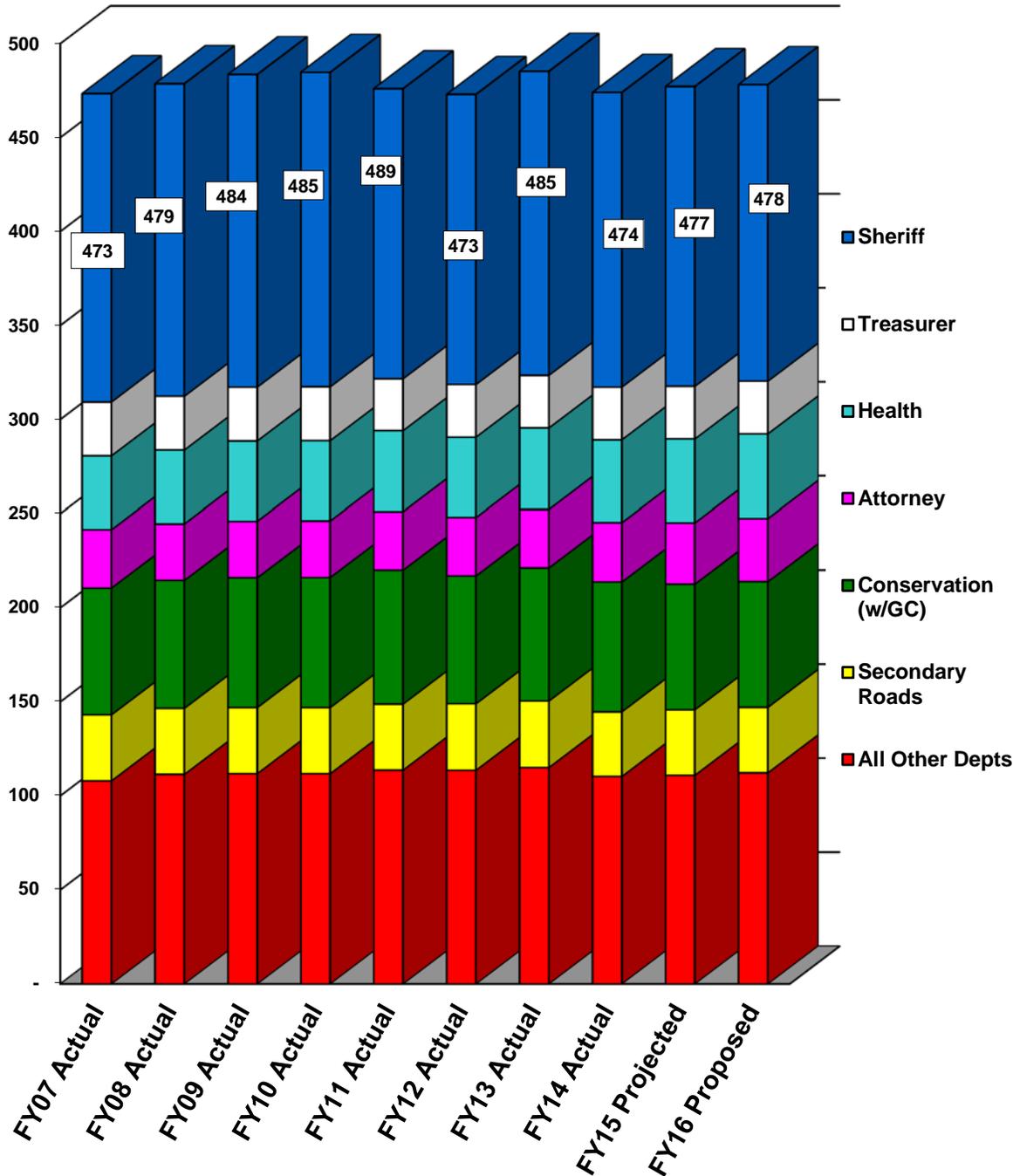
## 10 YEAR FTE LISTING

<u>Department</u>	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Administration	3.10	3.10	3.50	3.50	3.50	3.50	3.50	3.50	3.50	4.50
Attorney	31.00	30.00	30.00	30.00	31.00	31.00	31.00	31.50	32.50	33.50
Auditor	16.40	16.40	15.40	15.40	14.40	14.40	14.05	14.05	14.05	14.05
Community Services	12.50	12.50	12.50	12.50	11.50	11.50	11.50	10.00	10.00	10.00
Conservation (net of golf course)	48.08	48.71	49.71	49.85	51.87	48.62	51.45	49.70	48.85	48.85
Facility and Support Services	25.69	29.14	29.14	29.14	31.04	30.55	30.55	29.60	30.50	29.50
Health	39.15	39.15	42.60	42.60	43.00	42.65	43.25	43.97	44.52	44.94
Human Resources	4.50	4.50	4.50	4.50	4.50	4.50	4.50	3.50	3.50	3.50
Information Technology	11.00	11.00	12.00	12.00	14.00	14.40	15.40	15.40	15.40	15.40
Juvenile Court Services	14.20	14.20	14.20	14.20	14.20	14.20	15.00	14.20	14.20	15.00
Planning & Development	4.08	4.08	4.08	4.08	4.08	4.08	4.08	4.08	3.83	4.33
Recorder	11.50	11.50	11.50	11.50	11.50	11.50	11.50	11.00	11.00	11.00
Secondary Roads	35.15	35.15	35.15	35.15	35.15	35.15	35.40	34.40	34.85	34.85
Sheriff	164.10	166.30	166.35	167.35	167.35	154.35	161.75	156.80	159.50	157.80
Supervisors	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Treasurer	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>27.60</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>
 SUBTOTAL	 454.05	 459.33	 464.23	 465.37	 469.69	 453.40	 465.93	 454.70	 459.20	 460.22
 Golf Course Enterprise	 <u>19.35</u>	 <u>17.98</u>	 <u>17.98</u>							
 TOTAL	 <u>473.40</u>	 <u>478.68</u>	 <u>483.58</u>	 <u>484.72</u>	 <u>489.04</u>	 <u>472.75</u>	 <u>485.28</u>	 <u>474.05</u>	 <u>477.18</u>	 <u>478.20</u>

## FTE (Full Time Equivalents) STAFFING TRENDS

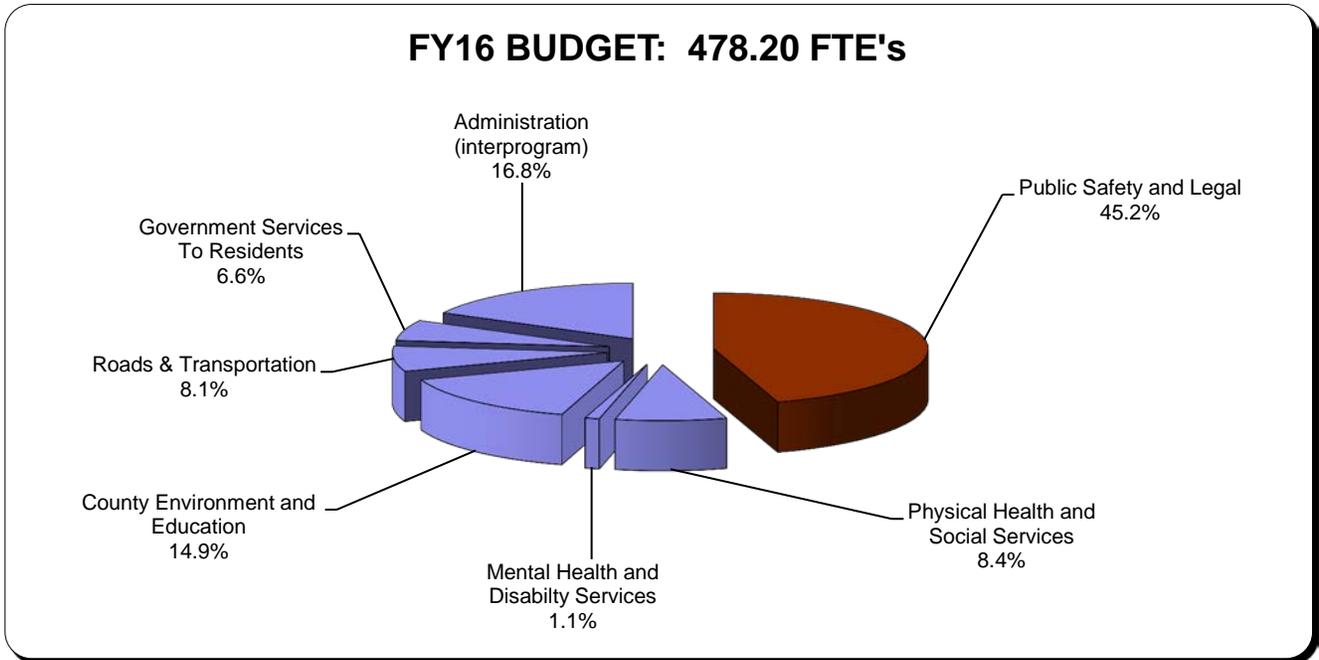
### TEN YEAR COMPARISON

FTE's

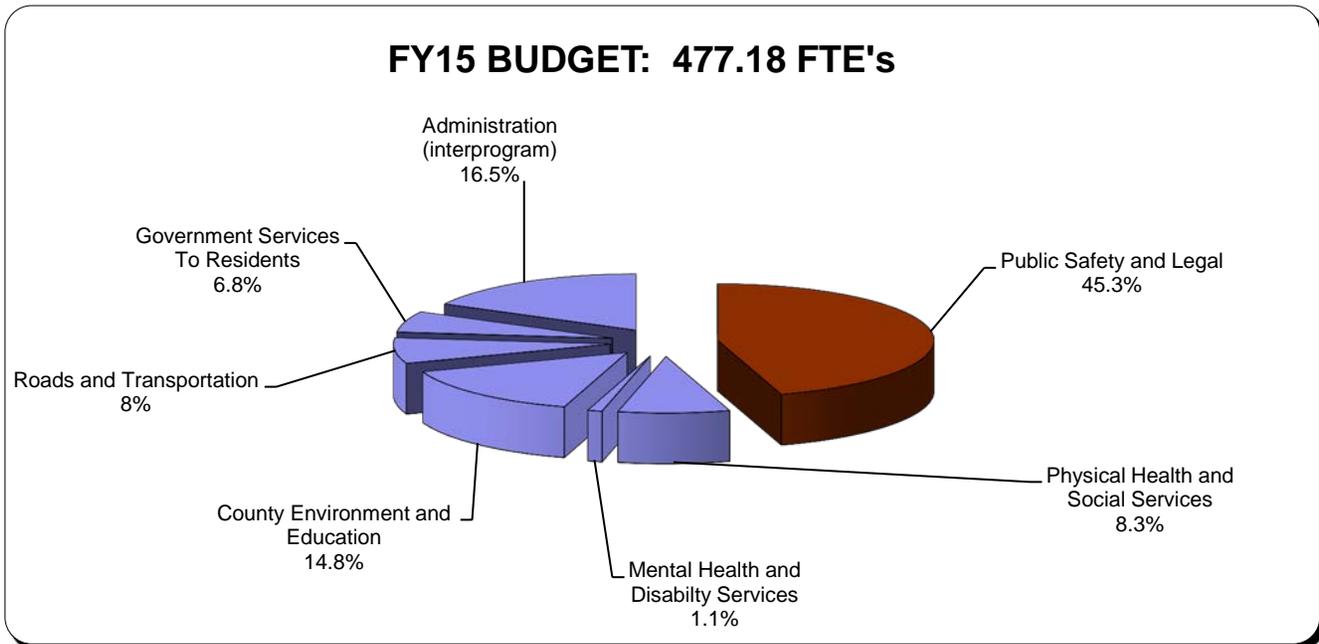


Total FTE's have increased 4.8 positions or 1.0% over the past 10 years. 5.8 positions have been added to the Health Department, primarily grant funded positions or for the Jail Inmate Health program. 3.8 positions have been added to Facility & Support Services to supplement new services areas at the Jail and SECC. Some departments such as Sheriff, Secondary Roads, Conservation, Community Services, and the Treasurer's office have actually reduced their FTE's over the past 10 years.

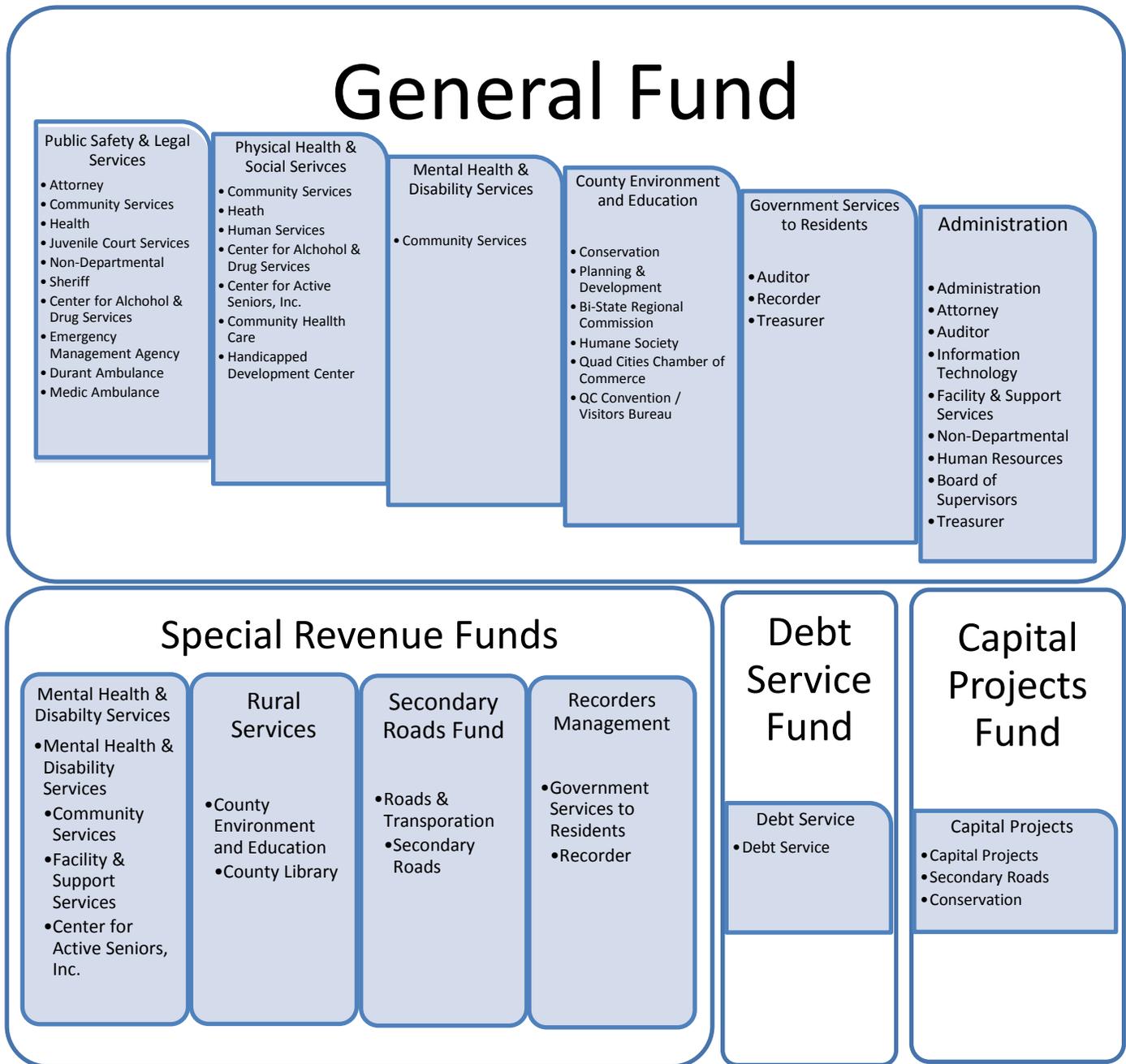
## FTE (Full Time Equivalents) Staffing FY15 vs FY16 - By Service Area



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



**Scott County  
Governmental Funds, State Service Areas and Related Departments**



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

# SCOTT COUNTY FUND STATEMENT

## ALL FUNDS

<u>Fund</u>	<u>Estimated Balance 06/30/15</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/16</u>
<b>Major Governmental Funds</b>				
General Fund	\$ 11,176,441	\$ 61,781,931	\$ 61,781,686	\$ 11,176,686
Mental Health & Disability Services	3,346,562	6,826,863	7,724,693	2,448,732
Debt Service	1,951,316	4,022,214	3,608,943	2,364,587
Capital Improvements				
General	8,601,860	3,060,030	8,404,835	3,257,055
Electronic Equipment	23,738	610,000	610,000	23,738
Vehicle	104,340	-	-	104,340
Conservation Equip Reserve	465,366	54,000	-	519,366
Conservation CIP Reserve	<u>1,314,663</u>	<u>7,000</u>	<u>-</u>	<u>1,321,663</u>
Total Capital Improvements	10,509,967	3,731,030	9,014,835	5,226,162
Total Major Governmental Funds	26,984,286	76,362,038	82,130,157	21,216,167
<b>Nonmajor Governmental Funds</b>				
Rural Services	149,323	2,879,546	2,871,697	157,172
Recorder's Record Mgt	64,427	30,150	20,000	74,577
Secondary Roads	<u>1,545,897</u>	<u>6,767,702</u>	<u>7,001,000</u>	<u>1,312,599</u>
Total Nonmajor Governmental Funds	1,759,647	9,677,398	9,892,697	1,544,348
<b>Business-Type Activities Fund</b>				
Golf Course Enterprise	<u>2,283,667</u>	<u>1,106,900</u>	<u>1,073,648</u>	<u>2,316,919</u>
<b>Total*</b>	<u>\$ 31,027,600</u>	<u>\$ 87,146,336</u>	<u>\$ 93,096,502</u>	<u>\$ 25,077,434</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 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 60,905,646	\$ 61,242,328	\$ 61,404,025	\$ 61,781,931	0.9%
Mental Health & Disability Services	9,206,931	8,842,835	8,800,960	6,826,863	-22.8%
Debt Service	4,650,932	4,019,119	4,124,419	4,022,214	0.1%
Capital Improvements					
General	6,075,840	3,492,768	7,189,768	3,060,030	-12.4%
Electronic Equipment	850,038	610,000	850,000	610,000	0.0%
Vehicle	23,273	-	-	-	0.0%
Conservation Equip Reserve	71,605	46,000	52,000	54,000	17.4%
Conservation CIP Reserve	214,472	7,000	510,000	7,000	0.0%
Total Capital Improvements	7,235,228	4,155,768	8,601,768	3,731,030	-10.2%
Total Major Governmental Funds	81,998,737	78,260,050	82,931,172	76,362,038	-2.4%
<b>Nonmajor Governmental Funds</b>					
Rural Services	2,774,155	2,822,804	2,822,004	2,879,546	2.0%
Recorder's Record Mgt	31,133	45,150	31,100	30,150	-33.2%
Secondary Roads	6,422,241	6,474,110	6,352,610	6,767,702	4.5%
Total Nonmajor Governmental Funds	9,227,529	9,342,064	9,205,714	9,677,398	3.6%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	1,123,941	1,106,900	1,106,900	1,106,900	0.0%
<b>Total*</b>	<u>\$ 92,350,207</u>	<u>\$ 88,709,014</u>	<u>\$ 93,243,786</u>	<u>\$ 87,146,336</u>	-1.8%

\*Includes interfund transfers and non-budgeted fund activity

## SCOTT COUNTY EXPENDITURE ESTIMATES ALL FUNDS

<u>Fund</u>	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 60,453,821	\$ 61,242,328	\$ 65,734,250	\$ 61,781,686	0.9%
Mental Health & Disability Services	6,851,845	8,267,676	7,422,508	7,724,693	-6.6%
Debt Service	4,385,802	4,081,305	4,082,330	3,608,943	-11.6%
Capital Improvements					
General	2,860,102	6,164,935	6,261,302	8,404,835	36.3%
Electronic Equipment	850,000	610,000	850,000	610,000	0.0%
Vehicle	-	-	-	-	N/A
Conservation Equip Reserve	-	-	-	-	N/A
Conservation CIP Reserve	-	-	-	-	N/A
Total Capital Improvements	3,710,102	6,774,935	7,111,302	9,014,835	33.1%
Total Major Governmental Funds	75,401,570	80,366,244	84,350,390	82,130,157	2.2%
<b>Nonmajor Governmental Funds</b>					
Rural Services	2,778,307	2,822,697	2,822,697	2,871,697	1.7%
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
Secondary Roads	5,593,694	8,073,000	7,956,000	7,001,000	-13.3%
Total Nonmajor Governmental Funds	8,392,001	10,915,697	10,798,697	9,892,697	-9.4%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	1,090,419	1,172,094	1,165,160	1,073,648	-8.4%
<b>Total*</b>	<b>\$ 84,883,990</b>	<b>\$ 92,454,035</b>	<b>\$ 96,314,247</b>	<b>\$ 93,096,502</b>	<b>0.7%</b>

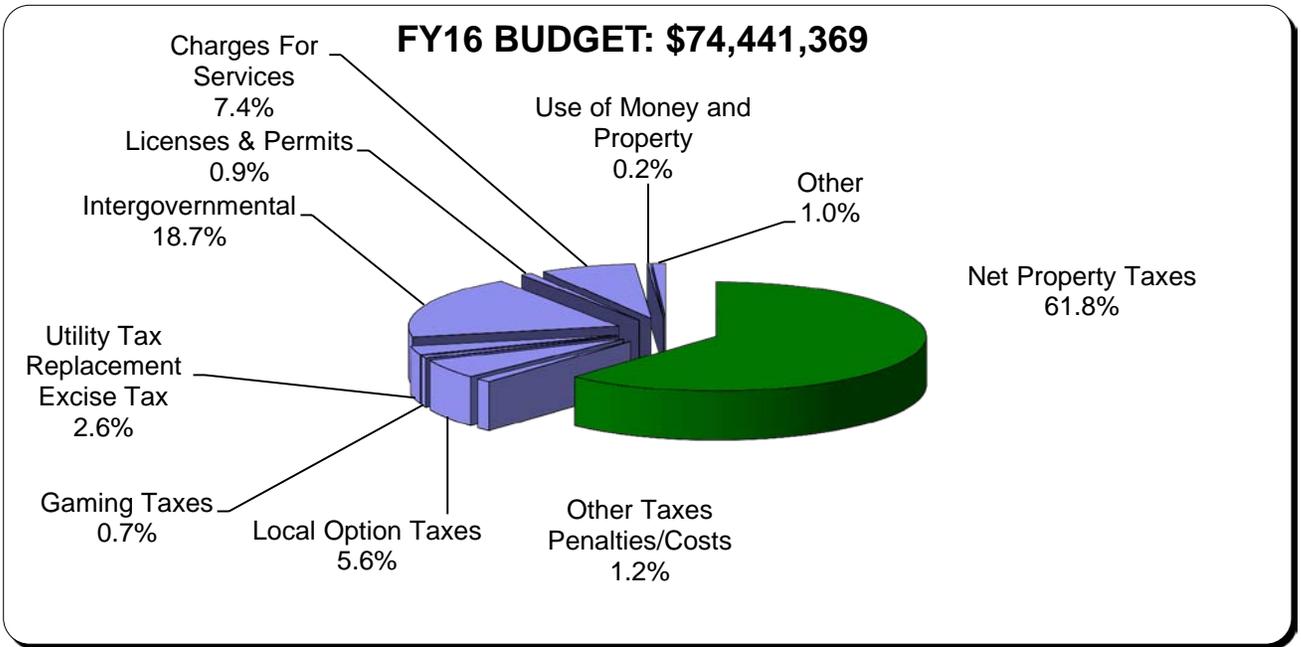
\*Includes interfund transfers and non-budgeted fund activity

## ALL COUNTY FUNDS - REVENUES RECONCILIATION INFORMATION

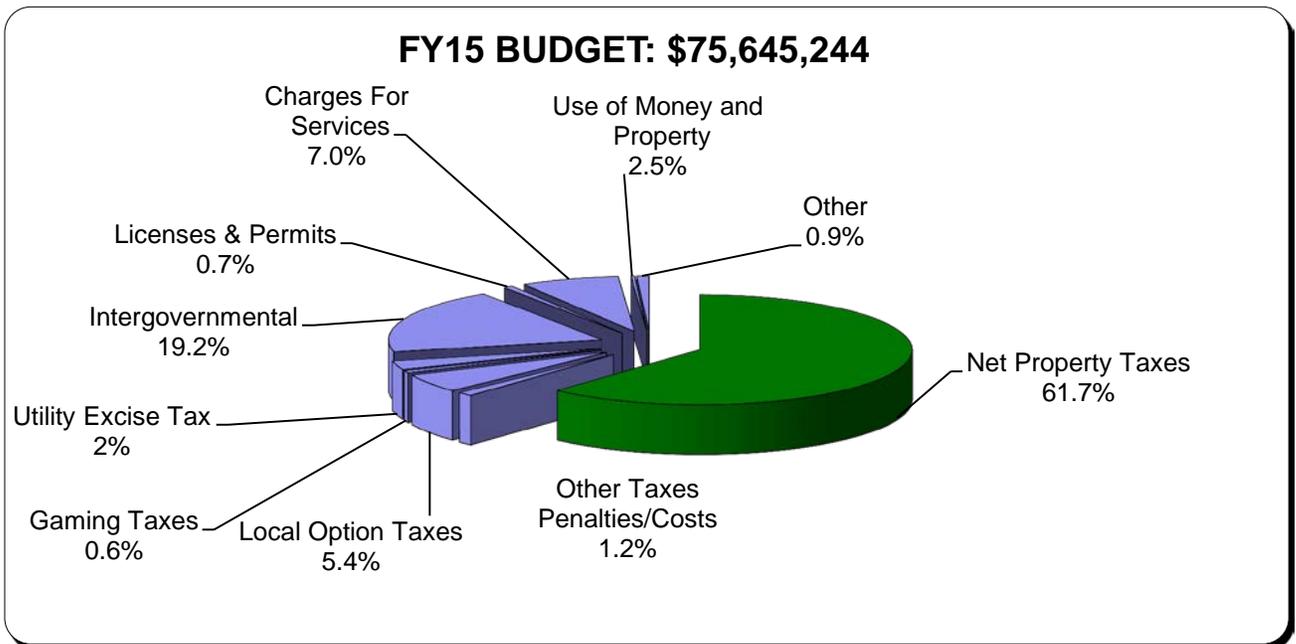
	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Revenues per summary statement</b>	\$ 92,350,207	\$ 88,709,014	\$ 93,243,786	\$ 87,146,336	-1.8%
<b>Less transfers in:</b>					
GENERAL BASIC					
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
GENERAL SUPPLEMENTAL					
General Basic	4,500,000	5,125,102	5,125,102	5,152,037	0.5%
SECONDARY ROADS					
General Basic	745,000	753,000	753,000	775,000	2.9%
Rural Services Basic	2,226,719	2,261,000	2,261,000	2,310,000	2.2%
CAPITAL IMPROVEMENT					
General Basic	4,680,030	2,234,768	5,844,768	1,770,030	-20.8%
Electronic Equipment	850,000	610,000	850,000	610,000	0.0%
ELECTRONIC EQUIPMENT					
General Basic	850,000	610,000	850,000	610,000	0.0%
CONSERVATION EQUIPMENT					
General Basic	13,849	-	-	-	N/A
CONSERVATION CAPITAL IMPROVEMENT					
General Basic	207,885	-	-	-	N/A
<b>Total Transfers In</b>	14,093,483	11,613,870	15,703,870	11,247,067	-3.2%
Less: Proceeds of fixed assets	104,183	343,000	57,000	351,000	2.3%
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE REVENUES	978,481	1,106,900	1,106,900	1,106,900	0.0%
TRANSFER TO GOLF COURSE ENTERPRISE	145,460	-	-	-	N/A
<b>Total Non-Budgeted Funds</b>	1,123,941	1,106,900	1,106,900	1,106,900	0.0%
<b>Net Budgeted Revenues</b>	<u>\$ 77,028,600</u>	<u>\$ 75,645,244</u>	<u>\$ 76,376,016</u>	<u>\$ 74,441,369</u>	-1.6%

# 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 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 48,348,396	\$ 47,861,697	\$ 47,861,697	\$ 47,395,718	-1.0%
Less: Uncollected Delinq Taxes-Levy Yr	19,214	18,637	18,637	20,603	10.5%
Less: Credits To Taxpayers	<u>1,427,445</u>	<u>1,181,758</u>	<u>1,181,758</u>	<u>1,427,968</u>	20.8%
Net Current Property Taxes	46,901,737	46,661,302	46,661,302	45,947,147	-1.5%
Add: Delinquent Property Tax Revenue	<u>19,214</u>	<u>18,637</u>	<u>18,637</u>	<u>20,603</u>	10.5%
Total Net Property Taxes	46,920,951	46,679,939	46,679,939	45,967,750	-1.5%
Penalties, Interest & Costs On Taxes	930,986	800,000	800,000	800,000	0.0%
Other County Taxes	<u>66,301</u>	<u>70,232</u>	<u>70,232</u>	<u>66,300</u>	-5.6%
Total Other Taxes, Penalties & Costs	997,287	870,232	870,232	866,300	-0.5%
Local Option Taxes	4,268,291	4,069,728	4,069,728	4,170,723	2.5%
Gaming Taxes	527,014	485,000	485,000	535,000	10.3%
Utility Tax Replacement Excise Tax	1,558,330	1,911,519	1,911,519	1,918,685	0.4%
Intergovernmental:					
State Shared Revenues	3,200,405	3,154,610	3,154,610	3,217,702	2.0%
State Grants & Reimbursements	4,338,463	3,652,519	3,762,865	2,956,926	-19.0%
State / Federal Pass Through Rev	620,479	586,909	489,047	442,080	-24.7%
State Credits Against Levied Taxes	1,427,445	1,181,758	1,180,958	1,427,968	20.8%
Other State Credits	4,615,650	5,338,399	5,505,423	4,953,531	-7.2%
Federal Grants & Entitlements	153,228	8,300	8,000	8,300	0.0%
Contr & Reimb From Other Govts	656,078	606,677	638,041	922,760	52.1%
Payments in Lieu of Taxes	<u>7,306</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	0.0%
Subtotal Intergovernmental	15,019,054	14,535,672	14,745,444	13,935,767	-4.1%
Licenses & Permits	781,072	632,440	663,640	633,670	0.2%
Charges For Services	5,710,597	5,544,976	5,480,403	5,479,153	-1.2%
Use of Money & Property	175,564	221,246	181,171	181,221	-18.1%
Miscellaneous	<u>1,070,440</u>	<u>694,492</u>	<u>1,288,940</u>	<u>753,100</u>	8.4%
<b>Total Revenues</b>	<u>\$ 77,028,600</u>	<u>\$ 75,645,244</u>	<u>\$ 76,376,016</u>	<u>\$ 74,441,369</u>	-1.6%

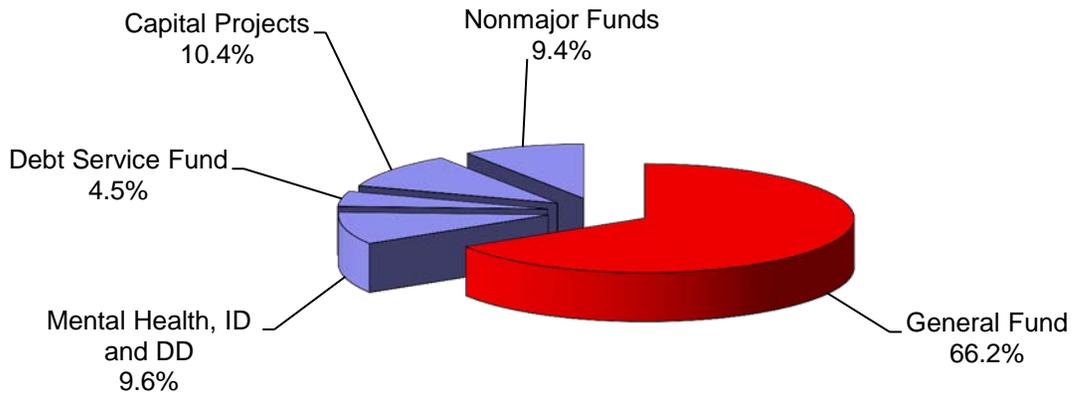
## ALL COUNTY FUNDS - EXPENDITURES RECONCILIATION INFORMATION

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>Expenditures per summary statement</b>	\$ 84,883,990	\$ 92,454,035	\$ 96,314,247	\$ 93,096,502	0.7%
<b>Less transfers out:</b>					
GENERAL BASIC					
General Supplemental	4,500,000	5,125,102	5,125,102	5,152,037	0.5%
Secondary Roads	745,000	753,000	753,000	775,000	2.9%
Capital Improvements	4,680,030	2,234,768	5,844,768	1,770,030	-20.8%
Electronic Equipment	850,000	610,000	850,000	610,000	0.0%
Cons Equipment Reserve	13,849	-	-	-	N/A
RURAL SERVICES BASIC					
Secondary Roads	2,226,719	2,261,000	2,261,000	2,310,000	2.2%
CAPITAL IMPROVEMENT					
Conservation CIP	207,885	-	-	-	N/A
ELECTRONIC EQUIPMENT					
Capital Improvements	850,000	610,000	850,000	610,000	0.0%
RECORDER'S RECORD MGT					
General Basic	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	0.0%
<b>Total Transfers Out - Budgeted Funds</b>	14,093,483	11,613,870	15,703,870	11,247,067	-3.2%
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE EXPENSES	1,090,419	1,172,094	1,165,160	1,073,648	-8.4%
Transfers out					
GENERAL BASIC					
Golf Course	145,460	-	-	-	N/A
Heath Insurance	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>-</u>	N/A
<b>Total Non-Budgeted Funds</b>	<u>1,385,879</u>	<u>1,172,094</u>	<u>1,315,160</u>	<u>1,073,648</u>	-8.4%
<b>Net Budgeted Expenditures</b>	<u>\$ 69,404,628</u>	<u>\$ 79,668,071</u>	<u>\$ 79,295,217</u>	<u>\$ 80,775,787</u>	1.4%

# ALL COUNTY EXPENDITURES BY FUND

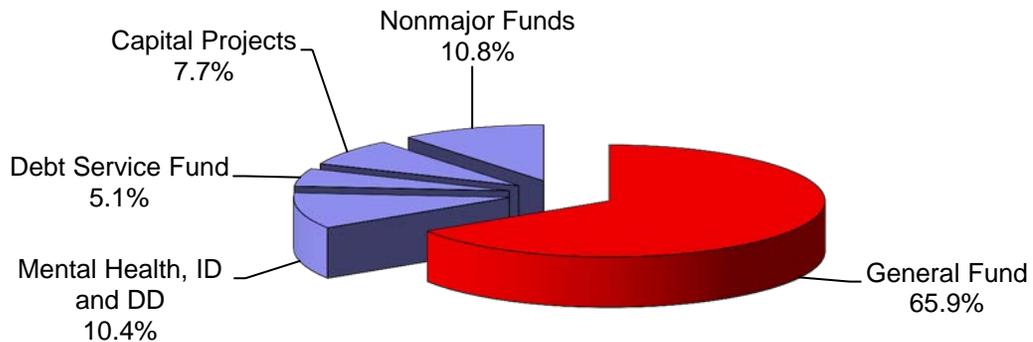
Budgeted Funds

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



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

**FY15 BUDGET: \$79,668,071**



## **SERVICE AREA DESCRIPTIONS**

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

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

### **PHYSICAL HEALTH AND SOCIAL SERVICES**

Includes Health Department programs - Environmental Health, and Disease Prevention & Health Promotion; Community Health Care - Other Services; Genesis Visiting Nurse/Homemaker programs - Public Health Nursing and Home Support Services; Community Services Department programs - General Relief and Veteran Services; Human Services program - Administrative Support; Commission on Aging programs - Outreach, Transportation, Day Care, Volunteer Services, Leisure Services and Congregate Meals; Community Health Care program - Community Services clients; Center for Alcohol & Drug Services programs - Outpatient and Residential.

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

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

### **COUNTY ENVIRONMENT AND EDUCATION SERVICES**

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

### **ROADS AND TRANSPORTATION SERVICES**

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

### **GOVERNMENT SERVICES TO RESIDENTS**

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

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

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

### **DEBT SERVICE**

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

### **CAPITAL IMPROVEMENTS**

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

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

<b>SERVICE AREA</b>	<b>Actual 2013-14</b>	<b>Budget 2014-15</b>	<b>Revised Estimate 2014-15</b>	<b>Budget 2015-16</b>	<b>% Change From Prior Budget</b>
Public Safety & Legal Services	\$ 27,937,707	\$ 28,877,355	\$ 28,997,508	\$ 29,301,561	1.5%
Physical Health & Social Services	5,381,859	5,906,630	5,872,944	5,962,415	0.9%
Mental Health & Disability Services	7,030,251	8,431,294	7,613,846	7,918,096	-6.1%
County Environment & Education	4,601,466	4,811,586	4,939,528	5,080,532	5.6%
Roads & Transportation	4,528,797	7,253,000	7,351,000	5,991,000	-17.4%
Government Services to Residents	2,202,471	2,365,682	2,457,171	2,535,390	7.2%
Administration	<u>9,619,161</u>	<u>10,956,284</u>	<u>11,114,588</u>	<u>10,963,015</u>	0.1%
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$ 61,301,712</b>	<b>\$ 68,601,831</b>	<b>\$ 68,346,585</b>	<b>\$ 67,752,009</b>	<b>-1.2%</b>
Debt Service	4,385,802	4,081,305	4,082,330	3,608,943	-11.6%
Capital Projects	<u>3,717,114</u>	<u>6,984,935</u>	<u>6,866,302</u>	<u>9,414,835</u>	34.8%
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$ 69,404,628</u></b>	<b><u>\$ 79,668,071</u></b>	<b><u>\$ 79,295,217</u></b>	<b><u>\$ 80,775,787</u></b>	<b>1.4%</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 --		
	<u>ACTUAL</u> <u>2013-14</u>	<u>PROJECTED</u> <u>2014-15</u>	<u>BUDGET</u> <u>2015-16</u>	<u>ACTUAL</u> <u>2013-14</u>	<u>PROJECTED</u> <u>2014-15</u>	<u>BUDGET</u> <u>2015-16</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 39,213,490	\$ 39,169,967	\$ 38,827,914	\$ 3,197,265	\$ 3,177,688	\$ 3,176,003
Less: Uncollected Delinquent Taxes-Levy Yr	17,040	16,095	17,040	1,389	1,305	1,389
Less: Credits To Taxpayers	<u>1,141,706</u>	<u>981,371</u>	<u>1,142,229</u>	<u>93,095</u>	<u>77,864</u>	<u>93,096</u>
Net Current Property Taxes	38,054,744	38,172,501	37,668,645	3,102,781	3,098,519	3,081,518
Delinquent Property Tax Revenue	17,040	16,095	17,040	1,389	1,305	1,389
Penalties, Interest & Costs On Taxes	930,986	800,000	800,000	-	-	-
Other County Taxes	5,612,373	5,735,650	5,839,925	108,229	133,688	135,145
Intergovernmental	4,309,607	4,497,573	5,346,015	5,801,361	5,564,998	3,566,086
Licenses & Permits	773,502	656,140	623,670	-	-	-
Charges For Services	5,534,073	5,445,953	5,446,703	117,893	2,450	1,450
Use of Money & Property	175,289	181,071	181,071	-	-	-
Miscellaneous	<u>954,732</u>	<u>748,940</u>	<u>681,825</u>	<u>75,278</u>	<u>-</u>	<u>41,275</u>
Subtotal Revenues	56,362,346	56,253,923	56,604,894	9,206,931	8,800,960	6,826,863
Other Financing Sources:						
Operating Transfers In	4,520,000	5,145,102	5,172,037	-	-	-
Proceeds of Fixed Asset Sales	<u>23,300</u>	<u>5,000</u>	<u>5,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues & Other Sources	60,905,646	61,404,025	61,781,931	9,206,931	8,800,960	6,826,863
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	27,937,707	28,997,508	29,301,561	-	-	-
Physical Health & Social Services	5,381,859	5,872,944	5,962,415	-	-	-
Mental Health & Disability Services	178,406	191,338	193,403	6,851,845	7,421,308	7,724,693
County Environment & Education	4,049,878	4,377,831	4,518,835	-	-	-
Roads & Transportation	-	-	-	-	-	-
Government Services to Residents	2,202,471	2,457,171	2,535,390	-	-	-
Administration (interprogram)	9,619,161	11,114,588	10,963,015	-	-	-
Debt Service	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Subtotal Expenditures	49,369,482	53,011,380	53,474,619	6,851,845	7,421,308	7,724,693
Other Financing Uses:						
Operating Transfers Out	<u>11,084,339</u>	<u>12,722,870</u>	<u>8,307,067</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	60,453,821	65,734,250	61,781,686	6,851,845	7,421,308	7,724,693
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>451,825</u>	<u>(4,330,225)</u>	<u>245</u>	<u>2,355,086</u>	<u>1,379,652</u>	<u>(897,830)</u>
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 15,054,841</u>	<u>\$ 15,506,666</u>	<u>\$ 11,176,441</u>	<u>\$ (388,176)</u>	<u>\$ 1,966,910</u>	<u>\$ 3,346,562</u>
<b>Ending Fund Balance - June 30,</b>	<u>\$ 15,506,666</u>	<u>\$ 11,176,441</u>	<u>\$ 11,176,686</u>	<u>\$ 1,966,910</u>	<u>\$ 3,346,562</u>	<u>\$ 2,448,732</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 <u>2013-14</u>	PROJECTED <u>2014-15</u>	BUDGET <u>2015-16</u>	ACTUAL <u>2013-14</u>	PROJECTED <u>2014-15</u>	BUDGET <u>2015-16</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 3,233,557	\$ 2,774,778	\$ 2,606,884	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Yr	1,352	543	1,352	-	-	-
Less: Credits To Taxpayers	90,627	30,660	90,628	-	-	-
Net Current Property Taxes	3,141,578	2,743,575	2,514,904	-	-	-
Delinquent Property Tax Revenue	1,352	543	1,352	-	-	-
Other County Taxes	103,874	109,197	105,470	527,014	485,000	535,000
Intergovernmental	1,404,128	1,271,104	1,400,488	9,024	-	-
Use of Money & Property	-	-	-	184	-	-
Miscellaneous	-	-	-	16,359	520,000	17,000
Subtotal Revenues	4,650,932	4,124,419	4,022,214	552,581	1,005,000	552,000
Other Financing Sources:						
Operating Transfers In	-	-	-	6,601,764	7,544,768	2,990,030
Proceeds of Fixed Asset Sales	-	-	-	80,883	52,000	189,000
Total Revenues & Other Sources	4,650,932	4,124,419	4,022,214	7,235,228	8,601,768	3,731,030
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Debt Service	4,385,802	4,082,330	3,608,943	-	-	-
Capital Projects	-	-	-	2,652,217	6,261,302	8,404,835
Subtotal Expenditures	4,385,802	4,082,330	3,608,943	2,652,217	6,261,302	8,404,835
Other Financing Uses:						
Operating Transfers Out	-	-	-	1,057,885	850,000	610,000
Total Expenditures & Other Uses	4,385,802	4,082,330	3,608,943	3,710,102	7,111,302	9,014,835
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	265,130	42,089	413,271	3,525,126	1,490,466	(5,283,805)
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 1,644,097</b>	<b>\$ 1,909,227</b>	<b>\$ 1,951,316</b>	<b>\$ 5,494,375</b>	<b>\$ 9,019,501</b>	<b>\$ 10,509,967</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 1,909,227</b>	<b>\$ 1,951,316</b>	<b>\$ 2,364,587</b>	<b>\$ 9,019,501</b>	<b>\$ 10,509,967</b>	<b>\$ 5,226,162</b>

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

	----- NONMAJOR FUNDS -----			----- ALL GOVERNMENTAL FUNDS -----		
	ACTUAL 2013-14	PROJECTED 2014-15	BUDGET 2015-16	ACTUAL 2013-14	PROJECTED 2014-15	BUDGET 2015-16
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,704,083	\$ 2,738,464	\$ 2,784,917	\$ 48,348,395	\$ 47,860,897	\$ 47,395,718
Less: Uncollected Delinquent Taxes-Levy Yr	822	694	822	20,603	18,637	20,603
Less: Credits To Taxpayers	102,017	91,063	102,015	1,427,445	1,180,958	1,427,968
Net Current Property Taxes	2,601,244	2,646,707	2,682,080	46,900,347	46,661,302	45,947,147
Delinquent Property Tax Revenue	823	694	822	20,604	18,637	20,603
Penalties, Interest & Costs On Taxes	-	-	-	930,986	800,000	800,000
Other County Taxes	68,446	72,944	75,168	6,419,936	6,536,479	6,690,708
Intergovernmental	3,494,930	3,411,769	3,623,178	15,019,050	14,745,444	13,935,767
Licenses & Permits	7,570	7,500	10,000	781,072	663,640	633,670
Charges For Services	58,631	32,000	31,000	5,710,597	5,480,403	5,479,153
Use of Money & Property	91	100	150	175,564	181,171	181,221
Miscellaneous	24,076	20,000	13,000	1,070,445	1,288,940	753,100
Subtotal Revenues	6,255,811	6,191,714	6,435,398	77,028,601	76,376,016	74,441,369
Other Financing Sources:						
Operating Transfers In	2,971,719	3,014,000	3,085,000	14,093,483	15,703,870	11,247,067
Proceeds of Fixed Asset Sales	-	-	157,000	104,183	57,000	351,000
Total Revenues & Other Sources	9,227,530	9,205,714	9,677,398	91,226,267	92,136,886	86,039,436
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	-	-	-	27,937,707	28,997,508	29,301,561
Physical Health & Social Services	-	-	-	5,381,859	5,872,944	5,962,415
Mental Health & Disability Services	-	-	-	7,030,251	7,612,646	7,918,096
County Environment & Education	551,588	561,697	561,697	4,601,466	4,939,528	5,080,532
Roads & Transportation	4,528,797	7,351,000	5,991,000	4,528,797	7,351,000	5,991,000
Government Services to Residents	-	-	-	2,202,471	2,457,171	2,535,390
Administration (interprogram)	-	-	-	9,619,161	11,114,588	10,963,015
Debt Service	-	-	-	4,385,802	4,082,330	3,608,943
Capital Projects	1,064,897	605,000	1,010,000	3,717,114	6,866,302	9,414,835
Subtotal Expenditures	6,145,282	8,517,697	7,562,697	69,404,628	79,294,017	80,775,787
Other Financing Uses:						
Operating Transfers Out	2,246,719	2,281,000	2,330,000	14,388,943	15,853,870	11,247,067
Total Expenditures & Other Uses	8,392,001	10,798,697	9,892,697	83,793,571	95,147,887	92,022,854
Excess Of Revenues & Other Sources over (under) Expenditures & Other Uses	835,529	(1,592,983)	(215,299)	7,432,696	(3,011,001)	(5,983,418)
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 2,517,101</b>	<b>\$ 3,352,630</b>	<b>\$ 1,759,647</b>	<b>\$ 24,322,238</b>	<b>\$ 31,754,934</b>	<b>\$ 28,743,933</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 3,352,630</b>	<b>\$ 1,759,647</b>	<b>\$ 1,544,348</b>	<b>\$ 31,754,934</b>	<b>\$ 28,743,933</b>	<b>\$ 22,760,515</b>

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

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>ADMINISTRATION</b>	\$ 508,786	\$ 534,530	\$ 619,136	\$ 628,674	17.6%
General Administration	508,786	534,530	619,136	628,674	17.6%
<b>ATTORNEY</b>	\$ 3,772,726	\$ 3,923,504	\$ 4,182,963	\$ 4,323,338	10.2%
County Attorney Administration	308,854	313,597	317,733	334,772	6.8%
Prosecution / Legal	2,539,940	2,580,646	2,660,072	2,786,107	8.0%
Risk Management	923,932	1,029,261	1,205,158	1,202,459	16.8%
<b>AUDITOR</b>	\$ 1,487,096	\$ 1,499,122	\$ 1,508,491	\$ 1,616,358	7.8%
Auditor Administration	215,136	211,283	211,283	230,930	9.3%
Elections	613,225	613,863	613,863	704,792	14.8%
Business Finance	403,363	403,170	403,170	432,070	7.2%
Taxation	255,372	270,806	280,175	248,566	-8.2%
<b>CAPITAL IMPROVEMENTS</b>	\$ 2,234,044	\$ 5,627,405	\$ 5,632,773	\$ 7,867,305	39.8%
General Capital Improvements	2,234,044	5,627,405	5,632,773	7,867,305	39.8%
<b>COMMUNITY SERVICES</b>	\$ 2,967,125	\$ 9,399,903	\$ 8,485,267	\$ 8,744,156	-7.0%
Community Services Administration	153,103	91,551	92,551	153,407	67.6%
General Relief	458,513	486,580	486,580	489,764	0.7%
Veteran Services	141,183	143,564	143,564	149,297	4.0%
Chemical Dep & Other Services	149,809	273,564	195,376	197,900	-27.7%
MH / D Services	2,064,517	8,404,644	7,567,196	7,753,788	-7.7%
<b>CONSERVATION (net of golf course)</b>	\$ 3,789,839	\$ 4,086,533	\$ 4,250,135	\$ 4,260,407	4.3%
Conservation Administration	471,449	529,298	550,634	542,876	2.6%
Parks & Recreation	2,628,731	2,709,764	2,761,580	2,847,986	5.1%
Conservation Capital Projects	418,173	537,530	628,530	537,530	0.0%
Wapsi River Environmental Center	271,486	309,941	309,391	332,015	7.1%
<b>DEBT SERVICES</b>	\$ 4,385,803	\$ 4,081,305	\$ 4,082,330	\$ 3,608,943	-11.6%
Solid Waste Bonds	588,953	292,000	294,500	-	-100.0%
GIS Bonds	309,995	311,000	309,495	308,095	-0.9%
SECC Equipment Bonds	910,550	908,000	905,030	899,580	-0.9%
River Renaissance Refunding Bonds	445,150	442,800	443,800	446,650	0.9%
PSA Lease	2,131,155	2,127,505	2,129,505	1,954,618	-8.1%
<b>FACILITY &amp; SUPPORT SERVICES</b>	\$ 3,313,417	\$ 3,549,609	\$ 3,607,951	\$ 3,455,679	-2.6%
FSS Administration	245,376	251,387	251,342	258,184	2.7%
Maint of Buildings & Grounds	1,693,891	1,735,770	1,796,725	1,785,846	2.9%
Custodial Services	622,162	682,419	680,629	651,447	-4.5%
Support Services	751,988	880,033	879,255	760,202	-13.6%

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

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>HEALTH DEPARTMENT</b>	\$ 5,388,338	\$ 5,937,778	\$ 5,940,465	\$ 6,052,424	1.9%
Administration	650,734	693,191	693,191	719,510	3.8%
Public Health Safety	1,821,163	2,005,632	2,025,677	2,062,491	2.8%
Clinical Services	946,624	1,040,463	1,033,009	1,034,157	-0.6%
Community Relations & Planning	1,151,558	1,297,305	1,292,806	1,306,969	0.7%
Environmental Health	818,259	901,187	895,782	929,297	3.1%
<b>HUMAN SERVICES</b>	\$ 76,595	\$ 72,242	\$ 77,252	\$ 77,252	6.9%
Administrative Support	76,595	72,242	77,252	77,252	6.9%
<b>INFORMATION TECHNOLOGY</b>	\$ 2,058,240	\$ 2,511,408	\$ 2,520,408	\$ 2,525,218	0.5%
Administration	159,406	166,782	166,782	167,234	0.3%
Information Processing	1,898,834	2,344,626	2,353,626	2,357,984	0.6%
<b>JUVENILE COURT SERVICES</b>	\$ 1,138,333	\$ 1,223,235	\$ 1,230,335	\$ 1,249,971	2.2%
Juvenile Detention Center	1,138,333	1,173,235	1,173,335	1,182,971	0.8%
Emergency Youth Shelter	-	50,000	40,000	50,000	0.0%
In-Home Care	-	-	17,000	17,000	N/A
<b>NON-DEPARTMENTAL</b>	\$ 611,961	\$ 1,134,689	\$ 892,549	\$ 851,255	-25.0%
Non-Departmental	262,850	714,700	776,549	741,255	3.7%
Court Support Costs	56,766	50,800	56,000	56,000	10.2%
Other Law Enforcement Costs	292,345	369,189	60,000	54,000	-85.4%
Hotel/Motel Unit	-	-	-	-	100.0%
<b>HUMAN RESOURCES</b>	\$ 369,752	\$ 423,319	\$ 427,909	\$ 438,379	3.6%
Human Resource Management	369,752	423,319	427,909	438,379	3.6%
<b>PLANNING &amp; DEVELOPMENT</b>	\$ 369,224	\$ 370,718	\$ 370,058	\$ 409,903	10.6%
P & D Administration	116,206	134,979	133,979	157,242	16.5%
Code Enforcement	242,229	220,539	220,879	237,461	7.7%
Tax Deed Properties	10,789	15,200	15,200	15,200	0.0%
<b>RECORDER</b>	\$ 764,400	\$ 805,206	\$ 837,345	\$ 838,642	4.2%
Recorder Administration	147,536	153,600	153,600	156,068	1.6%
Public Records	463,275	461,690	485,950	491,946	6.6%
Vital Records	153,589	189,916	197,795	190,628	0.4%

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

	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>SECONDARY ROADS</b>	\$ 5,593,693	\$ 8,073,000	\$ 7,956,000	\$ 7,001,000	-13.3%
Administration	171,649	199,500	189,000	248,000	24.3%
Engineering	450,935	471,500	484,000	449,500	-4.7%
Bridges & Culverts	71,633	240,000	205,000	205,000	-14.6%
Roads	1,584,016	1,911,500	2,142,000	2,048,500	7.2%
Snow & Ice Control	456,371	453,000	483,000	468,000	3.3%
Traffic Controls	193,616	227,000	227,000	227,000	0.0%
Road Clearing	140,038	180,000	155,000	155,000	-13.9%
New Equipment	330,740	653,000	556,000	675,000	3.4%
Equipment Operations	1,047,207	1,196,500	1,196,500	1,196,500	0.0%
Tools, Materials & Supplies	42,205	96,000	88,500	93,500	-2.6%
Real Estate & Buildings	40,386	1,625,000	1,625,000	225,000	-86.2%
Roadway Construction	1,064,897	820,000	605,000	1,010,000	23.2%
<b>SHERIFF</b>	\$ 14,079,118	\$ 14,715,961	\$ 14,818,036	\$ 14,966,067	1.7%
Sheriff Administration	390,458	513,604	556,739	422,761	-17.7%
Patrol	2,905,506	2,943,631	2,943,631	3,145,948	6.9%
Jail/Prisoner Transportation	8,024,472	8,438,062	8,489,677	8,648,324	2.5%
Civil Deputies	356,657	391,885	391,835	393,671	0.5%
Investigations	1,162,790	1,138,748	1,142,623	1,066,390	-6.4%
Bailiffs/Courthouse Security	905,588	931,917	934,917	910,240	-2.3%
Civil-Clerical	333,647	358,114	358,614	378,733	5.8%
<b>SUPERVISORS</b>	\$ 280,938	\$ 314,780	\$ 315,280	\$ 316,882	0.7%
Supervisors, Board of	280,938	314,780	315,280	316,882	0.7%
<b>TREASURER</b>	\$ 1,918,415	\$ 2,002,181	\$ 2,003,681	\$ 2,023,088	1.0%
Treasurer Administration	172,663	198,745	198,745	210,611	6.0%
Tax Administration	588,380	465,346	466,846	475,874	2.3%
Motor Vehicle Registration-CH	387,884	512,814	512,814	520,040	1.4%
County General Store	414,804	423,299	423,299	402,916	-4.8%
Accounting/Finance	354,684	401,977	401,977	413,647	2.9%
<b>AUTHORIZED AGENCIES:</b>					
<b>BI-STATE REGIONAL COMMISSION</b>	\$ 89,351	\$ 89,351	\$ 89,351	\$ 89,238	-0.1%
Regional Planning/Technical Assistance	89,351	89,351	89,351	89,238	-0.1%

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

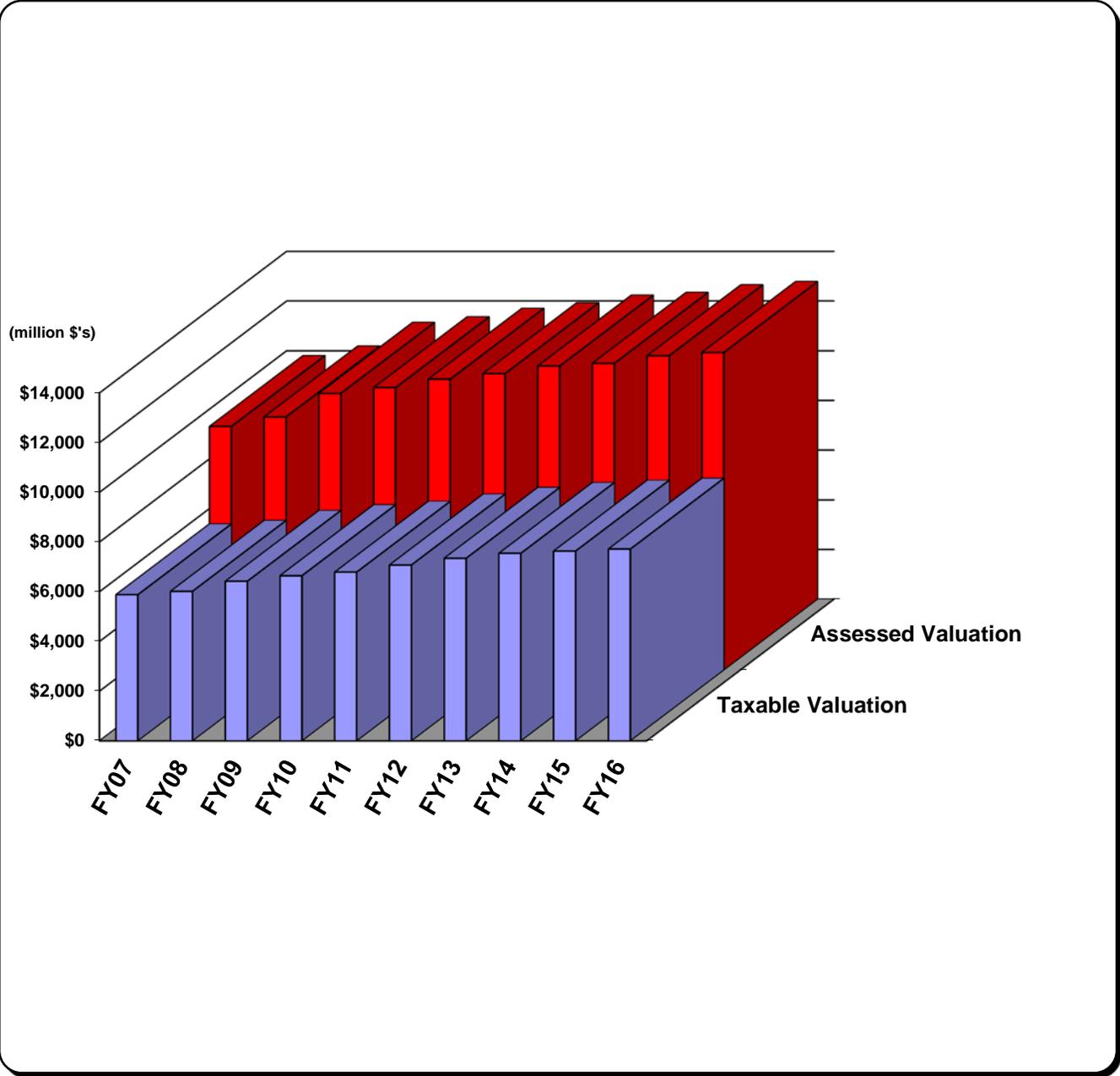
	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>CENTER FOR ALCOHOL/DRUG SERVICES</b>	\$ 688,331	\$ 688,331	\$ 688,331	\$ 688,331	0.0%
Outpatient Services	40,000	40,000	40,000	40,000	0.0%
Residential Services	295,432	295,432	295,432	295,432	0.0%
Jail Based Assessment & Treatment	154,899	154,899	154,899	154,899	0.0%
Inmate Substance Abuse Treatment	100,000	100,000	100,000	100,000	0.0%
Criminal Justice Client Case Mgmt	98,000	98,000	98,000	98,000	0.0%
<b>CENTER FOR ACTIVE SENIORS, INC.</b>	\$ 213,750	\$ 213,750	\$ 213,750	\$ 275,250	28.8%
Outreach to Older Persons	117,317	117,317	117,317	227,114	93.6%
Day Care for Older Persons	26,586	26,586	26,586	48,136	81.1%
Volunteer Services for Older Person	41,550	41,550	41,550	-	-100.0%
Leisure Services for Older Persons	18,297	18,297	18,297	-	-100.0%
Congregate Meals	10,000	10,000	10,000	-	-100.0%
<b>COMMUNITY HEALTH CARE</b>	\$ 355,013	\$ 355,013	\$ 355,013	\$ 355,013	0.0%
Health Services-Comm Services	302,067	302,067	302,067	302,067	0.0%
Health Services-Other	52,946	52,946	52,946	52,946	0.0%
<b>EMERGENCY MANAGEMENT AGENCY</b>	\$ 7,329,323	\$ 7,250,184	\$ 7,250,184	\$ 6,888,000	-5.0%
Emergency Preparedness	38,000	38,000	38,000	38,000	0.0%
Emergency Communications (SECC)	7,291,323	7,212,184	7,212,184	6,850,000	-5.0%
<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>HANDICAPPED DEVELOPMENT CENTER</b>	\$ 339,268	\$ -	\$ -	\$ -	N/A
Residential Program	38,317	-	-	-	N/A
Vocational Services	300,951	-	-	-	N/A
Developmental Services	-	-	-	-	N/A
<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>	\$ 551,588	\$ 561,697	\$ 561,697	\$ 561,697	0.0%
Library Resources & Services	551,588	561,697	551,697	561,697	0.0%
<b>MEDIC AMBULANCE</b>	\$ -	\$ -	\$ 155,210	\$ 440,000	N/A
Medic Ambulance Service	-	-	155,210	440,000	N/A
<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%

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

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>QC DEVELOPMENT GROUP</b>	\$ 70,000	\$ 100,000	\$ 100,000	\$ 100,000	0.0%
Quad Cities First	70,000	70,000	70,000	70,000	0.0%
GDRC	-	30,000	30,000	30,000	0.0%
<b>VERA FRENCH CMHC</b>	\$ 4,536,844	\$ -	\$ -	\$ -	N/A
Outpatient Services	772,930	-	-	-	N/A
Community Support Services	115,113	-	-	-	N/A
Case Management	222,091	-	-	-	N/A
Residential	3,267,316	-	-	-	N/A
Day Treatment Services	159,394	-	-	-	N/A
<b>TOTAL ALL DEPTS/AGENCIES</b>	<u>\$ 69,404,628</u>	<u>\$ 79,668,071</u>	<u>\$ 79,295,217</u>	<u>\$ 80,775,787</u>	1.4%

# 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 60.4% of the County's fully assessed property values, which is equal to the previous year

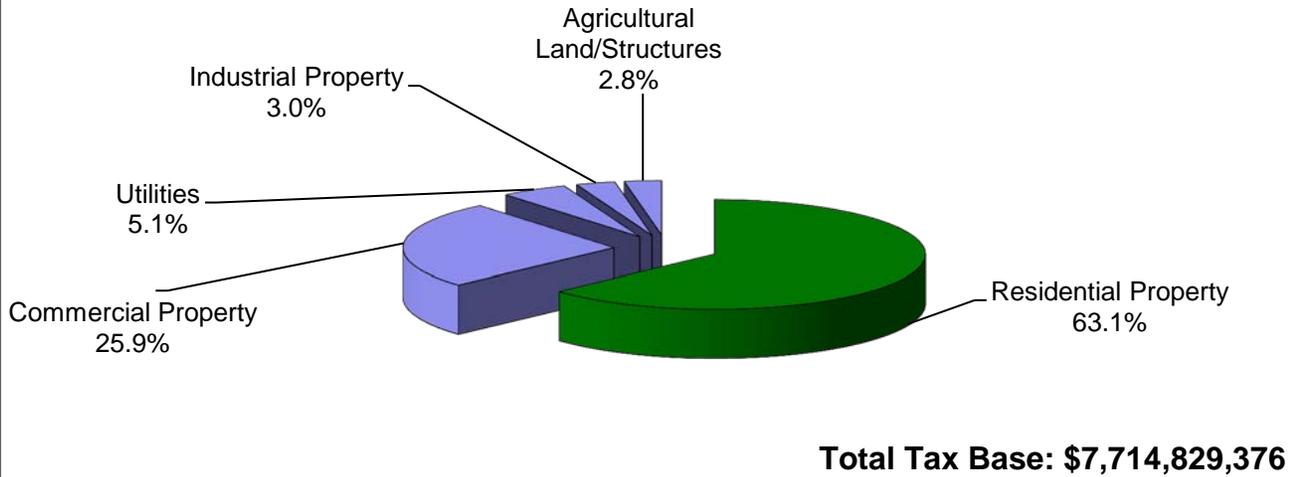
## ASSESSED AND TAXABLE VALUES OF TAXABLE PROPERTY TEN FISCAL YEAR COMPARISON

<u>Fiscal Year</u>	<u>----- Real Property -----</u>		<u>----- Personal Property -----</u>	
	<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>
2006-07	5,479,723,470	9,401,603,691	-	-
2007-08	5,628,344,599	9,795,520,756	-	-
2008-09	6,020,385,508	10,733,575,164	-	-
2009-10	6,145,168,791	10,860,509,010	-	-
2010-11	6,398,669,647	11,313,505,719	-	-
2011-12	6,673,545,437	11,524,029,840	-	-
2012-13	6,943,020,526	11,830,380,890	-	-
2013-14	6,996,529,321	11,793,603,661	-	-
2014-15	7,240,638,632	12,109,481,489	-	-
2054-16	7,319,187,974	12,162,390,696	-	-

----- Utilities -----		----- Total -----		Ratio Taxable to Assessed Value	Tax Increment Financing District Values
<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>		
398,968,382	398,999,188	5,878,691,852	9,800,602,879	59.98%	235,262,665
390,812,695	390,812,695	6,019,157,294	10,186,333,451	59.09%	301,116,369
400,072,952	400,092,597	6,420,458,460	11,133,667,761	57.67%	330,175,178
501,216,078	501,216,078	6,646,384,869	11,361,725,088	58.50%	369,081,487
392,178,581	392,178,581	6,790,848,228	11,705,684,300	58.01%	371,448,594
402,661,960	402,661,960	7,076,207,397	11,926,691,800	59.33%	360,551,426
402,322,998	402,322,998	7,345,343,524	12,232,703,888	60.05%	379,706,751
549,582,783	549,582,783	7,546,112,104	12,343,186,444	61.14%	395,699,656
394,987,689	538,804,065	7,635,626,321	12,648,285,554	60.37%	406,555,742
395,641,402	615,595,708	7,714,829,376	12,777,986,404	60.38%	425,111,551

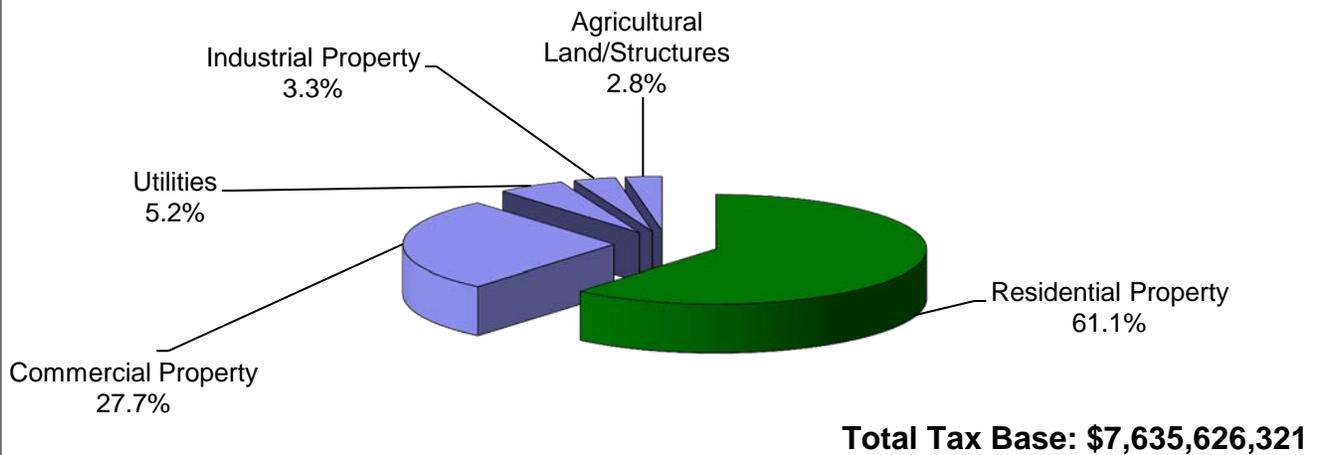
# TAXABLE VALUATION BY CLASS OF PROPERTY

## FY16 TAXABLE VALUATION



Residential property valuations represent over half of the County's tax base. Residential valuations would represent 71%, however, the State mandated rollback percentage shifts the tax burden to other classes.

## FY15 TAXABLE VALUATION



## TAXABLE PROPERTY VALUATION COMPARISON

	January 1,2013 For FY15	% of Total	January 1,2014 For FY16	% of Total	Amount Change	% Change
<b>COUNTY-WIDE</b>						
Residential Property	4,666,852,667	61.1%	4,871,728,158	63.1%	204,875,491	4.4%
Commercial Property	2,112,430,394	27.7%	1,997,210,892	25.9%	(115,219,502)	-5.5%
Utilities	394,987,689	5.2%	395,641,402	5.1%	653,713	0.2%
Industrial Property	248,212,814	3.3%	230,769,648	3.0%	(17,443,166)	-7.0%
Agricultural Land/Structures	213,142,757	2.8%	219,479,276	2.8%	6,336,519	3.0%
All Classes	<u>7,635,626,321</u>	<u>100.0%</u>	<u>7,714,829,376</u>	<u>100.0%</u>	<u>79,203,055</u>	<u>1.0%</u>
<b>UNINCORPORATED AREAS</b>						
Residential Property	602,877,141	65.3%	627,136,944	66.1%	24,259,803	4.0%
Commercial Property	54,216,156	5.9%	51,918,894	5.5%	(2,297,262)	-4.2%
Utilities	80,562,506	8.7%	79,270,044	8.3%	(1,292,462)	-1.6%
Industrial Property	1,545,150	0.2%	1,463,823	0.2%	(81,327)	-5.3%
Agricultural Land/Structures	183,811,049	19.9%	189,639,854	20.0%	5,828,805	3.2%
Total	<u>923,012,002</u>	<u>100.0%</u>	<u>949,429,559</u>	<u>100.0%</u>	<u>26,417,557</u>	<u>2.9%</u>
Property in Cities	6,712,614,319	87.9%	6,765,399,817	87.7%	52,785,498	0.8%
Property in Rural Areas	<u>923,012,002</u>	<u>12.1%</u>	<u>949,429,559</u>	<u>12.3%</u>	<u>26,417,557</u>	<u>2.9%</u>
Total	<u>7,635,626,321</u>	<u>100.0%</u>	<u>7,714,829,376</u>	<u>100.0%</u>	<u>79,203,055</u>	<u>1.0%</u>

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,2013 For FY15	January 1,2014 For FY16	Amount Change	% Change
Tax Increment Financing District Values	406,555,742	425,111,551	18,555,809	4.6%
Military Exemptions	16,962,534	16,634,664	(327,870)	-1.9%
Utilities/Railroads Rollback Amount	143,816,376	219,954,306	76,137,930	52.9%
Ag Land/Structures Rollback Amount	277,995,100	271,502,806	(6,492,294)	-2.3%
Commercial Rollback Amount	125,218,013	221,911,915	96,693,902	77.2%
Industrial	14,018,965	25,641,074	11,622,109	82.9%
Residential Rollback Amount	4,028,092,503	3,882,400,712	(145,691,791)	-3.6%
Total Rollback Loss	<u>4,589,140,957</u>	<u>4,621,410,813</u>	<u>32,269,856</u>	<u>0.7%</u>
Total Excluded Values	<u>5,012,659,233</u>	<u>5,063,157,028</u>	<u>50,497,795</u>	<u>1.0%</u>
<b>Percent of Tax Base Excluded</b>	<u>39.6%</u>	<u>39.6%</u>		
<b>100% Valuation</b>	<u>12,648,285,554</u>	<u>12,777,986,404</u>		

## PROPERTY TAX LEVY COMPARISON ALL FUNDS

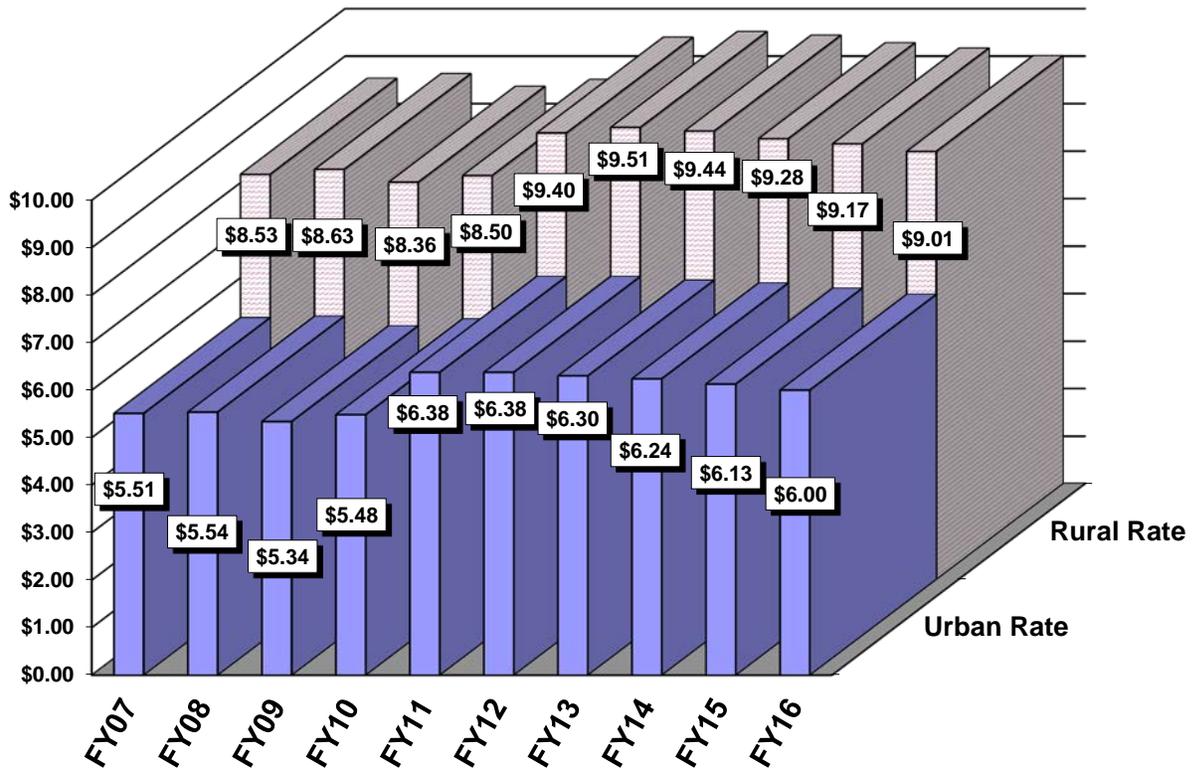
	----- 2014-15 Budget -----		----- 2015-16 Budget -----		Levy Amount % Incr -Decr
	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	
<b>General Fund</b>	\$ 40,777,030	\$ 5.34036	\$ 40,442,117	\$ 5.24213	-0.8%
<b>Special Revenue Fund</b>					
MH-DD	\$ 3,308,032	\$ 0.43324	\$ 3,308,032	\$ 0.42879	0.0%
<b>Debt Service Fund</b>	\$ 2,882,665	\$ 0.35844	\$ 2,709,363	\$ 0.33285	-6.0%
<b>Total County-Wide Levy</b>	\$ 46,967,727	\$ 6.13204 <sup>(1)</sup>	\$ 46,459,512	\$ 6.00377	-1.1%
<b>Special Revenue Fund (rural only)</b>					
Rural Services Basic	\$ 2,805,489	\$ 3.03949 <sup>(2)</sup>	\$ 2,854,891	\$ 3.00695	1.8%
<b>Total Gross Levy</b>	\$ 49,773,216	\$ 9.17153	\$ 49,314,403	\$ 9.01072	-0.9%
Less State Replacement Credits Against Levied Taxes	\$ 1,181,758		\$ 1,427,968		20.8%
<b>Total Net Levy</b>	\$ 48,591,458	\$ 9.17153 <sup>(3)</sup>	\$ 47,886,435	\$ 9.01072	-1.5%

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

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

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

## TEN YEAR LEVY RATE COMPARISON



The levy rate increase for FY11 is due to the SECC, county-wide consolidated dispatch center. In FY12, Rural rate increased due to a state formula for local effort related to the distribution of Road Use Tax. The FY16 rate is recommended to decrease by 13 cents in urban areas.

## 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>
2006-07	\$ 33,137,782	2.2%	\$ 5.51106	\$ 8.52602
2007-08	\$ 34,190,104	3.2%	\$ 5.54040	\$ 8.62666
2008-09	\$ 35,209,549	3.0%	\$ 5.34263	\$ 8.36217
2009-10	\$ 37,429,567	6.3%	\$ 5.48399	\$ 8.50353
2010-11	\$ 44,242,098	18.2%	\$ 6.37607	\$ 9.39561
2011-12	\$ 46,152,940	4.3%	\$ 6.37607	\$ 9.51373
2012-13	\$ 47,508,708	2.9%	\$ 6.30156	\$ 9.43922
2013-14	\$ 48,415,997	1.9%	\$ 6.23534	\$ 9.28021
2014-15	\$ 49,773,216	2.8%	\$ 6.13204	\$ 9.17530
2015-16	\$ 49,314,403	-0.9%	\$ 6.00377	\$ 9.01072

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

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

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

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

	<u>ACUTAL</u> <u>2013-14</u>	<u>2014-15</u> <u>Projected</u>	<u>BUDGET</u> <u>2015-16</u>	<u>PROJECTED</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$39,002,771	\$ 38,988,596	\$38,485,685	\$ 39,640,256	\$ 40,829,463	\$ 42,054,347
Other County Taxes/TIF Revenue	5,612,372	5,735,650	5,839,925	5,956,724	6,075,858	6,197,375
Intergovernmental	4,309,607	4,497,573	5,346,015	5,292,555	5,239,629	5,187,233
Licenses & Permits	773,502	656,140	623,670	629,907	636,206	642,568
Charges For Services	5,534,073	5,445,953	5,446,703	5,501,170	5,556,182	5,611,744
Use of Money & Property	175,289	181,071	181,071	181,071	181,071	181,071
Fees, Forfeitures and Miscellaneous Revenue	<u>954,732</u>	<u>748,940</u>	<u>681,825</u>	<u>688,643</u>	<u>695,530</u>	<u>702,485</u>
Subtotal Revenues	56,362,346	56,253,923	56,604,894	57,890,325	59,213,939	60,576,823
Other Financing Sources:						
Operating Transfers In and assets sold	<u>4,543,300</u>	<u>5,150,102</u>	<u>5,177,037</u>	<u>5,172,037</u>	<u>5,172,037</u>	<u>5,172,037</u>
Total Revenues & Other Sources	60,905,646	61,404,025	61,781,931	63,062,362	64,385,976	65,748,860
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	22,718,615	24,533,402	24,891,924	25,638,682	26,407,842	27,200,077
Benefits	7,830,156	8,462,436	8,658,216	9,004,545	9,364,726	9,739,315
Capital Outlay	300,133	331,155	327,965	327,965	327,965	327,965
Purchases Services & Expenses	16,699,334	17,731,751	17,726,261	17,726,261	17,726,261	17,726,261
Supplies & Materials	<u>1,821,244</u>	<u>1,952,636</u>	<u>1,870,253</u>	<u>1,907,658</u>	<u>1,945,811</u>	<u>1,984,727</u>
Subtotal Expenditures	49,369,482	53,011,380	53,474,619	54,605,110	55,772,606	56,978,346
Other Financing Uses:						
Other Financing Uses	<u>11,084,339</u>	<u>12,722,870</u>	<u>8,307,067</u>	<u>8,330,317</u>	<u>8,353,567</u>	<u>8,376,817</u>
Total Expenditures & Other Uses	60,453,821	65,734,250	61,781,686	62,935,427	64,126,173	65,355,163
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 451,825</u>	<u>\$ (4,330,225)</u>	<u>\$ 245</u>	<u>\$ 126,934</u>	<u>\$ 259,803</u>	<u>\$ 393,696</u>

Revenue / Use	Trend
Taxes Levied on Property	3% Trend, based on stable tax rate extended across increasing taxable property values
Other County Taxes/TIF Revenue	2% Trend rate 2011 - 2016
Intergovernmental	-1% Trend rate 2011 - 2016
Licenses & Permits	1% Trend rate 2011 - 2016
Charges For Services	1% Trend rate 2011 - 2016
Use of Money & Property	0% Expectation of growth
Fees, Forfeitures and Miscellaneous Revenue	1% Trend rate 2011 - 2016
Salaries	3% Net cost of living and merit wage increases per year.
Benefits	4% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline.
Purchases Services & Expenses	0% Allowable growth budget guideline.
Supplies & Materials	0% Allowable growth budget guideline, 2% trend adjusted by departments offset by purchase services and expenses.

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

	<u>ACUTAL</u> <u>2013-14</u>	<u>2014-15</u> <u>Projected</u>	<u>BUDGET</u> <u>2015-16</u>	<u>PROJECTED</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 3,104,170	\$ 3,099,824	\$ 3,082,907	\$ 3,175,394	\$ 3,270,656	\$ 3,368,776
Other County Taxes/TIF Revenue	108,229	133,688	135,145	139,199	143,375	147,677
Intergovernmental	5,801,361	5,564,998	3,566,086	200,769	200,769	200,769
Licenses & Permits	-	-	-	-	-	-
Charges For Services	117,893	2,450	1,450	1,465	1,479	1,494
Use of Money & Property	-	-	-	-	-	-
Fees, Forfeitures and Miscellaneous Revenue	<u>75,278</u>	<u>-</u>	<u>41,275</u>	<u>40,450</u>	<u>80,090</u>	<u>78,488</u>
Subtotal Revenues	9,206,931	8,800,960	6,826,863	3,557,277	3,696,370	3,797,203
Other Financing Sources:						
Operating Transfers In and assets sold	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues & Other Sources	9,206,931	8,800,960	6,826,863	3,557,277	3,696,370	3,797,203
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	223,515	228,281	234,164	241,189	248,425	255,877
Benefits	77,642	89,913	82,632	85,937	89,375	92,950
Capital Outlay	-	508	508	508	508	508
Purchases Services & Expenses	6,548,066	7,099,004	7,402,387	7,402,387	7,402,387	7,402,387
Supplies & Materials	<u>2,622</u>	<u>4,802</u>	<u>5,002</u>	<u>5,202</u>	<u>5,410</u>	<u>5,627</u>
Subtotal Expenditures	6,851,845	7,422,508	7,724,693	7,735,223	7,746,105	7,757,349
Other Financing Uses:						
Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	6,851,845	7,422,508	7,724,693	7,735,223	7,746,105	7,757,349
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 2,355,086</u>	<u>\$ 1,378,452</u>	<u>\$ (897,830)</u>	<u>\$ (4,177,947)</u>	<u>\$ (4,049,735)</u>	<u>\$ (3,960,145)</u>

	Trend
Taxes Levied on Property	3% Trend, based on stable tax rate extended across increasing taxable property values
Other County Taxes/TIF Revenue	3% Trend Rate 2011 - 2016
Intergovernmental	Reduction of State Equalization Funding
Licenses & Permits	N/A
Charges For Services	1% Trend rate 2011 - 2016
Use of Money & Property	N/A
Fees, Forfeitures and Miscellaneous Revenue	-2% Trend rate 2011 - 2016
Salaries	3% Net cost of living and merit wage increases per year.
Benefits	4% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline.
Purchases Services & Expenses	0% Allowable growth budget guideline.
Supplies & Materials	0% Allowable growth budget guideline, 4% trend adjusted by departments offset by purchase services and expenses.

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

	<u>ACUTAL</u> <u>2013-14</u>	<u>2014-15</u> <u>Projected</u>	<u>BUDGET</u> <u>2015-16</u>	<u>PROJECTED</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 3,142,930	\$ 2,744,118	\$ 2,516,256	\$ 2,292,734	\$ 1,823,425	\$ 1,826,768
Other County Taxes/TIF Revenue	103,874	109,197	105,470	108,634	111,893	115,250
Intergovernmental	<u>1,404,128</u>	<u>1,271,104</u>	<u>1,400,488</u>	<u>1,400,488</u>	<u>1,400,488</u>	<u>1,400,488</u>
Subtotal Revenues	4,650,932	4,124,419	4,022,214	3,801,856	3,335,806	3,342,506
Other Financing Sources:						
Operating Transfers In and assets sold	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues & Other Sources	4,650,932	4,124,419	4,022,214	3,801,856	3,335,806	3,342,506
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Purchases Services & Expenses	4,300	2,500	-	-	-	-
Debt Service	<u>4,381,503</u>	<u>4,079,830</u>	<u>3,608,943</u>	<u>3,290,748</u>	<u>2,819,118</u>	<u>2,813,598</u>
Subtotal Expenditures	4,385,803	4,082,330	3,608,943	3,290,748	2,819,118	2,813,598
Other Financing Uses:						
Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	4,385,803	4,082,330	3,608,943	3,290,748	2,819,118	2,813,598
Excess Of Revenues & Other Sources over (under) Expenditures & Other Uses	<u>\$ 265,129</u>	<u>\$ 42,089</u>	<u>\$ 413,271</u>	<u>\$ 511,108</u>	<u>\$ 516,688</u>	<u>\$ 528,908</u>

	Trend
Taxes Levied on Property	Net property tax requirement for outstanding debt service
Other County Taxes/TIF Revenue	3% Trend Rate 2011 - 2016
Intergovernmental	0% Net growth in 911 wired and wireless surcharges
Licenses & Permits	N/A
Charges For Services	N/A
Use of Money & Property	N/A
Debt Service	Obtained from approved debt service schedules

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

	<u>ACUTAL</u> <u>2013-14</u>	<u>2014-15</u> <u>Projected</u>	<u>BUDGET</u> <u>2015-16</u>	<u>PROJECTED</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other County Taxes/TIF Revenue	527,013	485,000	535,000	535,000	535,000	535,000
Intergovernmental	9,024	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges For Services	-	-	-	-	-	-
Use of Money & Property	184	-	-	-	-	-
Fees, Forfeitures and Miscellaneous Revenue	16,359	520,000	17,000	17,000	17,000	17,000
Subtotal Revenues	552,580	1,005,000	552,000	552,000	552,000	552,000
Other Financing Sources:						
Operating Transfers In and assets sold	6,682,647	7,596,768	3,179,030	2,990,030	3,045,000	3,045,000
Total Revenues & Other Sources	7,235,227	8,601,768	3,731,030	3,542,030	3,597,000	3,597,000
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Capital Outlay	2,652,217	6,170,302	8,404,835	5,923,530	2,649,000	3,157,000
Purchases Services & Expenses	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Subtotal Expenditures	2,652,217	6,170,302	8,404,835	5,923,530	2,649,000	3,157,000
Other Financing Uses:						
Other Financing Uses	1,057,885	850,000	610,000	610,000	610,000	610,000
Total Expenditures & Other Uses	3,710,102	7,020,302	9,014,835	6,533,530	3,259,000	3,767,000
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$3,525,125</u>	<u>\$ 1,581,466</u>	<u>(\$5,283,805)</u>	<u>\$ (2,991,500)</u>	<u>\$ 338,000</u>	<u>\$ (170,000)</u>

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

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

	<u>ACUTAL</u> <u>2013-14</u>	<u>2014-15</u> <u>Projected</u>	<u>BUDGET</u> <u>2015-16</u>	<u>PROJECTED</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	2,602,067	2,647,401	2,682,902	2,763,389	2,846,291	2,931,679
Other County Taxes/TIF Revenue	68,446	72,944	75,168	77,423	79,746	82,138
Intergovernmental	3,494,930	3,411,769	3,623,178	4,219,500	4,346,085	4,476,468
Licenses & Permits	7,570	7,500	10,000	10,000	10,100	10,201
Charges For Services	58,631	32,000	31,000	31,000	31,310	31,623
Use of Money & Property	91	100	150	150	150	150
Fees, Forfeitures and Miscellaneous Revenue	<u>24,075</u>	<u>20,000</u>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>
Subtotal Revenues	6,255,810	6,191,714	6,435,398	7,114,462	7,326,681	7,545,259
Other Financing Sources:						
Operating Transfers In and assets sold	<u>2,971,719</u>	<u>3,014,000</u>	<u>3,242,000</u>	<u>3,177,550</u>	<u>3,272,877</u>	<u>3,371,063</u>
Total Revenues & Other Sources	9,227,529	9,205,714	9,677,398	10,292,012	10,599,558	10,916,322
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Secondary Roads	5,593,694	7,956,000	7,001,000	6,768,130	7,511,924	7,361,332
Library	<u>551,588</u>	<u>561,697</u>	<u>561,697</u>	<u>567,314</u>	<u>572,987</u>	<u>578,717</u>
Subtotal Expenditures	6,145,282	8,517,697	7,562,697	7,335,444	8,084,911	7,940,049
Other Financing Uses:						
Other Financing Uses	<u>2,246,719</u>	<u>2,281,000</u>	<u>2,330,000</u>	<u>2,379,300</u>	<u>2,450,679</u>	<u>2,524,199</u>
Total Expenditures & Other Uses	8,392,001	10,798,697	9,892,697	9,714,744	10,535,590	10,464,248
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>835,528</u>	<u>(1,592,983)</u>	<u>(215,299)</u>	<u>577,268</u>	<u>63,968</u>	<u>452,074</u>

	Trend
Taxes Levied on Property	3% Trend, based on stable tax rate extended across increasing taxable property values
Other County Taxes/TIF Revenue	3% Trend Rate 2011 - 2016
Intergovernmental	Net 19% Gas tax / volume 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	2.5% Salary growth; 4 % benefit growth; 4% contractor growth; capital project projections
Library	2% Growth estimate

# **MAJOR GOVERNMENTAL FUNDS**

## GENERAL FUND

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

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

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

Fiscal Year	June 30 Fund Balance
2006-07	<b>5,306,330</b>
2007-08	<b>5,845,193</b>
2008-09	<b>5,952,121</b>
2009-10	<b>7,618,060</b>
2010-11	<b>9,247,282</b>
2011-12	<b>9,477,799</b>
2012-13	<b>10,041,990</b>
2013-14	<b>9,832,639</b>
2014-15 (Projected)	<b>9,502,414</b>
2015-16 (Projected)	<b>9,502,659</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, 2016 balance is projected to be 17.8%, 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 6.8% of total revenues to the General Fund in FY16. The share of total revenues is up 0.2% from previous fiscal years, as the County expects these taxes to stabilize as the economy improves. All estimated local option tax revenues are used to reduce the General Fund property tax requirement for the ensuing fiscal year.

The Public Safety and Legal Services service area is increasing by 1.5%. This increase is due to the increased salary and benefits adult corrections division due projected salary increases of 2.5% and benefit costs for fiscal year 2016. The adults correction division represents 36% of the Public Safety and Legal Services of the County. Other salary and benefits within this service area are expected to increase by 2.5%. There are four union contracts within Public Safety that are not closed as of the budget adoption date.

Additionally, the property tax funding of Scott Emergency Communications Center (SECC) requested a reduced flow through contribution of about \$360,000 from the County. SECC was formed by a 28E (intergovernmental agreement) to consolidate all of the Police and Fire dispatch services for Scott County. This funding will pay all operational costs as well as the dept service for the equipment and building.

The County holds joint agreement with Medic EMS services. The agreement calls for the county to compensate Medic for a percent of operating losses incurred in the prior fiscal year. Scott County has budgeted up to \$440,000 for operating loss within the Public Safety and Legal Services service area.

Physical Health and Social Services is increasing by 0.9% primarily due to offsetting reduction of grant expenditures. The County continues to see a decline in specific grant funding for Physical Health and Social Services, offset increased by wage and benefit increases. County Environment and Education is increasing 6.3% due to increases in Conservation Department salary and benefits and utilities. Government Services to Residents is increasing by 7.2% due to projected election costs which vary from year to year depending on the number of special elections and departmental salary and benefit increases.

The Administration (interprogram) service area expenditures nets to a 0.1% increase primarily for non-departmental contingent expenditures, data processing service contracts, utilities, and salary and benefits increases. Expenditure increases were offset by the reduction of contingency expenditures equal to future lost revenue from the multi-family residential rollback implementation.

The General Fund is comprised of two levying funds - the General Basic Fund and the General Supplemental Fund. The General Basic Fund has a \$3.50 rate per \$1,000 taxable valuation limitation. The General Supplemental Fund is for specific services and expenditures as outlined in Section 331.424 of the Code of Iowa and include such services as elections, court services, joint authority rental (debt) payments (see the above discussion about the Public Safety Authority created for the jail project), employee

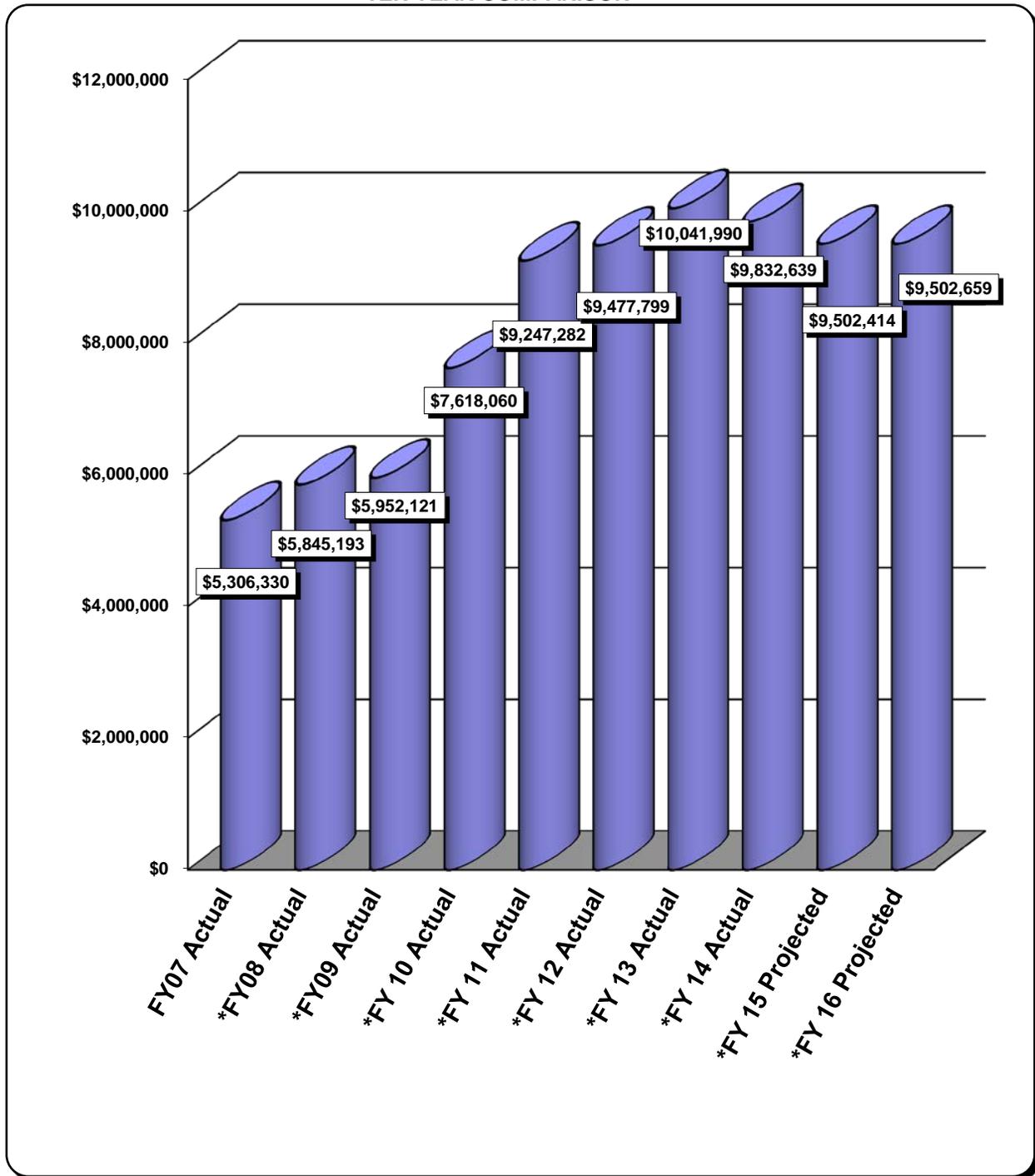
benefit costs, emergency management services, and risk management service (see Financial Management Policies in the Supplemental Information section of this budget document for a complete listing). Current law requires counties to levy the General Basic Fund maximum levy prior to utilizing the General Supplemental Fund levy. The FY16 General Basic levy rate is at the \$3.50 limit with the General Supplemental Fund at a \$1.74213 levy rate amount.

## GENERAL FUND TOTAL FUND STATEMENT

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 15,054,841	\$ 11,675,980	\$ 15,506,666	\$ 11,176,441	-4.3%
Revenues and transfers in	<u>60,905,646</u>	<u>61,242,328</u>	<u>61,404,025</u>	<u>61,781,931</u>	0.9%
Funds available	75,960,487	72,918,308	76,910,691	72,958,372	0.1%
Expenditures and transfers out	<u>60,453,821</u>	<u>61,242,328</u>	<u>65,734,250</u>	<u>61,781,686</u>	0.9%
Ending Balance, June 30	<u>\$ 15,506,666</u>	<u>\$ 11,675,980</u>	<u>\$ 11,176,441</u>	<u>\$ 11,176,686</u>	-4.3%
Less: Estimated nonspendable, restrictions, or assignments					
Amount nonspendable for notes receivable			58,777	58,777	
Amount nonspendable for prepaid items			131,406	131,406	
Amount restricted for County Conservation sewage treatment			207,617	207,617	
Amount restricted for other statutory programs			945,547	945,547	
Amount assigned for IBNR claims liabilities			<u>330,680</u>	<u>330,680</u>	
Unassigned Fund Balance			<u>\$ 9,502,414</u>	<u>\$ 9,502,659</u>	

# GENERAL FUND UNASSIGNED ENDING FUND BALANCE

## TEN YEAR COMPARISON



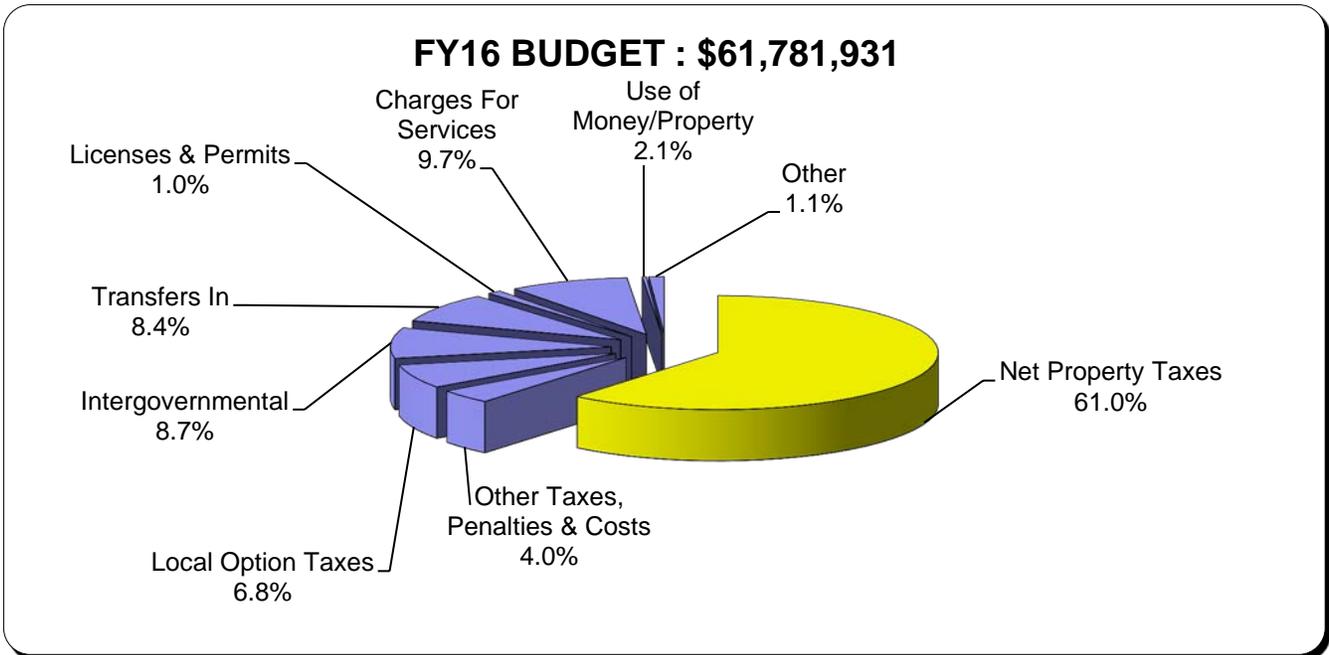
The recommended FY16 General Fund unassigned ending fund balance is expected to be at \$9,502,659 which represents 17.8% of general fund expenditures. The Board's Financial Management Policy requires a 15% minimum General Fund balance. The County implemented GASB Statement No. 54 in Fiscal Year 2011. Fund Balance was previously measured as unreserved, undesignated.

\*Includes General and Supplemental Funds

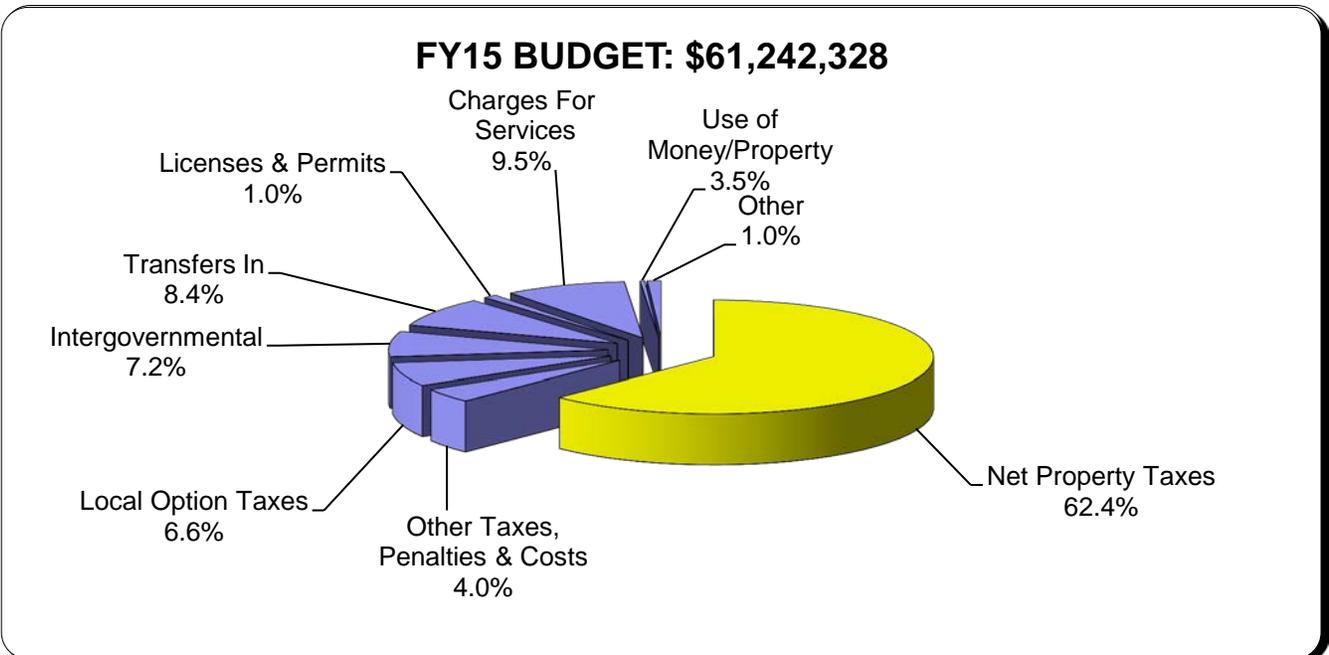
## GENERAL FUND TOTAL REVENUE SOURCES

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 39,213,491	\$ 39,169,967	\$ 39,169,967	\$ 38,827,914	-0.9%
Less: Uncollected Delinquent Taxes-Lev	17,040	16,095	16,095	17,040	5.9%
Less: Credits To Taxpayers	<u>1,141,707</u>	<u>981,371</u>	<u>981,371</u>	<u>1,142,229</u>	16.4%
Net Current Property Taxes	38,054,744	38,172,501	38,172,501	37,668,645	-1.3%
Add: Delinquent Property Tax Revenue	17,040	16,095	16,095	17,040	5.9%
 Total Net Property Taxes	 38,071,784	 38,188,596	 38,188,596	 37,685,685	 -1.3%
 Penalties, Interest & Costs On Taxes	 930,986	 800,000	 800,000	 800,000	 0.0%
Other County Taxes	<u>54,999</u>	<u>58,859</u>	<u>58,859</u>	<u>54,999</u>	-6.6%
Total Other Taxes, Penalties & Costs	985,985	858,859	858,859	854,999	-0.4%
 Local Option Taxes	 4,268,291	 4,069,728	 4,069,728	 4,170,723	 2.5%
Utility Tax Replacement Excise Tax	1,289,083	1,607,063	1,607,063	1,614,203	0.4%
 Intergovernmental :					
State Grants & Reimbursements	2,064,789	1,860,240	1,870,586	1,848,926	-0.6%
State Credits Against Levied Taxes	1,141,707	981,371	981,371	1,142,229	16.4%
State/ Federal Pass Thru	452,534	450,909	347,747	306,100	-32.1%
Other State Credits	18,782	626,444	793,468	1,377,200	119.8%
Federal Grants & Entitlements	7,149	8,300	8,000	8,300	0.0%
Contr & Reimb From Other Govts	617,340	488,537	489,901	656,760	34.4%
Payments in Lieu of Taxes	<u>7,306</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	0.0%
Subtotal Intergovernmental	4,309,607	4,422,301	4,497,573	5,346,015	20.9%
 Licenses & Permits	 773,502	 622,440	 656,140	 623,670	 0.2%
Charges For Services	5,534,073	5,492,926	5,445,953	5,446,703	-0.8%
Use of Money & Property	175,289	221,096	181,071	181,071	-18.1%
 Other:					
Fines, Forfeitures & Defaults	895,366	554,450	711,015	644,150	16.2%
Miscellaneous	<u>59,366</u>	<u>54,767</u>	<u>37,925</u>	<u>37,675</u>	-31.2%
Total Other	954,732	609,217	748,940	681,825	11.9%
 Total Revenues before Other Financing Sources	 <u>56,362,346</u>	 <u>56,092,226</u>	 <u>56,253,923</u>	 <u>56,604,894</u>	 0.9%
 Proceeds of Fixed Asset Sales	 23,300	 5,000	 5,000	 5,000	 0.0%
 Transfers in from:					
General Basic	4,500,000	5,125,102	5,125,102	5,152,037	0.5%
Recorders Management	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	0.0%
Total transfers in	4,520,000	5,145,102	5,145,102	5,172,037	0.5%
 <b>GRAND TOTAL REVENUES</b>	 <u><b>\$ 60,905,646</b></u>	 <u><b>\$ 61,242,328</b></u>	 <u><b>\$ 61,404,025</b></u>	 <u><b>\$ 61,781,931</b></u>	 0.9%

## GENERAL FUND REVENUES BY TYPE



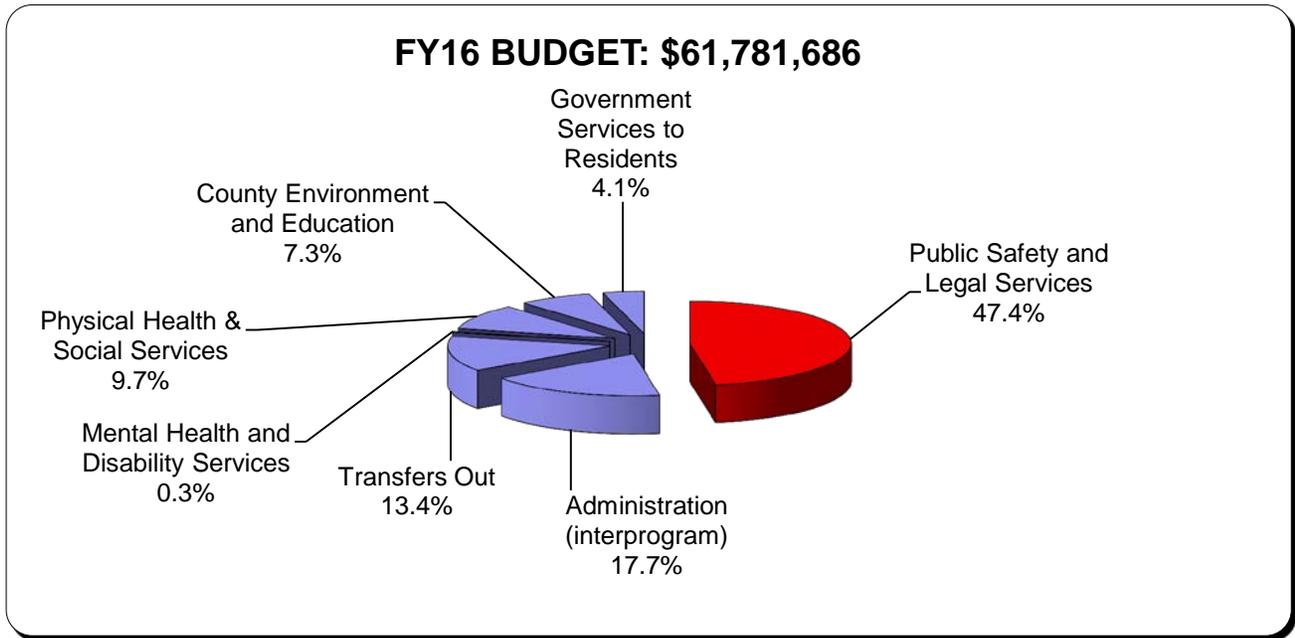
The percentage of revenues received from net property taxes has decreased from approximately from 62.4% to 61.0% in FY16. This decrease is because the County continues contributions from the State of Iowa to fund the intergovernmental Commercial and Industrial Property Tax Credit.



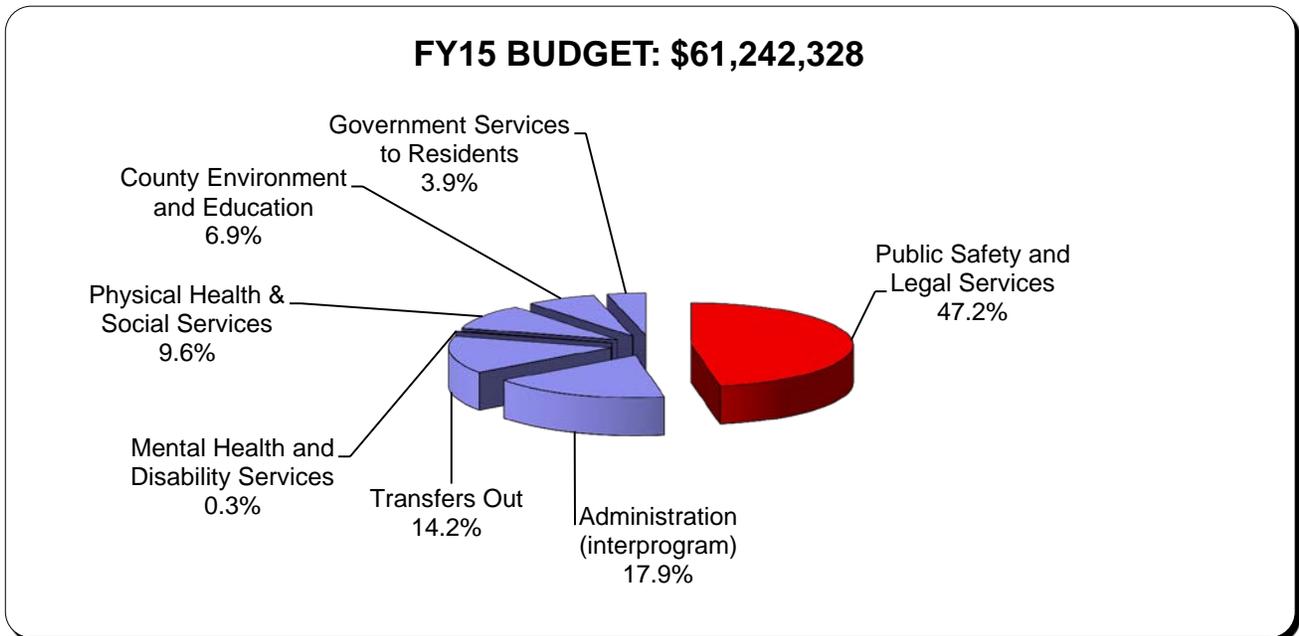
## GENERAL FUND EXPENDITURES BY SERVICE AREA

SERVICE AREA	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	\$ 27,937,707	\$ 28,877,355	\$ 28,997,508	\$ 29,301,561	1.5%
Physical Health & Social Services	5,381,859	5,906,630	5,872,944	5,962,415	0.9%
Mental Health and Disability Services	178,406	163,618	191,338	193,403	18.2%
County Environment & Education	4,049,878	4,249,889	4,377,831	4,518,835	6.3%
Government Services to Residents	2,202,471	2,365,682	2,457,171	2,535,390	7.2%
Administration (interprogram)	<u>9,619,161</u>	<u>10,956,284</u>	<u>11,114,588</u>	<u>10,963,015</u>	0.1%
<b>SUBTOTAL BEFORE TRANSFERS</b>	<u>49,369,482</u>	<u>52,519,458</u>	<u>53,011,380</u>	<u>53,474,619</u>	1.8%
<b>Transfers out to:</b>					
General Supplemental	4,500,000	5,125,102	5,125,102	5,152,037	0.5%
Secondary Roads	745,000	753,000	753,000	775,000	2.9%
Capital Improvements	4,680,030	2,234,768	5,844,768	1,770,030	-20.8%
Electronic Equipment	850,000	610,000	850,000	610,000	0.0%
Conservation Equipment	13,849	-	-	-	N/A
Internal Service - Health	150,000	-	150,000	-	N/A
Golf Enterprise	<u>145,460</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total transfers</b>	<u>11,084,339</u>	<u>8,722,870</u>	<u>12,722,870</u>	<u>8,307,067</u>	-4.8%
<b>GRAND TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<u>\$ 60,453,821</u>	<u>\$ 61,242,328</u>	<u>\$ 65,734,250</u>	<u>\$ 61,781,686</u>	0.9%

# GENERAL FUND EXPENDITURES BY SERVICE AREA



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.



# MENTAL HEALTH & DISABILITIES SERVICES FUND

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

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

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

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

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

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

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

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

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

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

The 2015 Legislative Session has been 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 will use fund balance in FY16. Legislators must address future funding; otherwise, the regions/counties revert back to the original capped dollar amount at the beginning of FY17. The regions require a stable funding stream in order to develop/implement core and additional core (crisis services). Legislators have been presented with an idea: continue to use the \$47.28 per capita as the ceiling and removing the frozen capped dollar amount. Regions/counties would levy based on “need” for their budgets and would be allowed to have up to 25% fund balance. DHS would continue to approve the regional budgets.

As of the budget approval period, no decision has been made on the future funding streams.

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

<u>Fund</u>	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ (388,176)	\$ 1,966,910	\$ 1,966,910	\$ 3,345,362	70.1%
Revenues	<u>9,206,931</u>	<u>8,842,835</u>	<u>8,800,960</u>	<u>6,826,863</u>	-22.8%
Funds available	8,818,755	10,809,745	10,767,870	10,172,225	-5.9%
Expenditures	<u>6,851,845</u>	<u>8,267,676</u>	<u>7,422,508</u>	<u>7,724,693</u>	-6.6%
Excess (deficiency) of revenues over expenditures	<u>2,355,086</u>	<u>575,159</u>	<u>1,378,452</u>	<u>(897,830)</u>	-256.1%
Ending Balance, June 30	<u>\$ 1,966,910</u>	<u>\$ 2,542,069</u>	<u>\$ 3,345,362</u>	<u>\$ 2,447,532</u>	-3.7%

## MENTAL HEALTH & DISABILITY SERVICES FUND REVENUE SOURCES

<u>Fund</u>	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 3,197,265	\$ 3,177,688	\$ 3,177,688	\$ 3,176,003	-0.1%
Less: Uncollected Delinquent Taxes- Levy Year	1,389	1,305	1,305	1,389	6.4%
Less: Credits To Taxpayers	<u>93,095</u>	<u>77,864</u>	<u>77,864</u>	<u>93,096</u>	19.6%
Net Current Property Taxes	3,102,781	3,098,519	3,098,519	3,081,518	-0.5%
Add: Delinquent Property Tax Revenue	<u>1,389</u>	<u>1,305</u>	<u>1,305</u>	<u>1,389</u>	6.4%
Total Net Property Taxes	3,104,170	3,099,824	3,099,824	3,082,907	-0.5%
Other County Taxes	<u>3,116</u>	<u>3,344</u>	<u>3,344</u>	<u>3,116</u>	-6.8%
Total Other Taxes, Penalties & Costs	3,116	3,344	3,344	3,116	-6.8%
Utility Tax Replacement Excise Tax	105,113	130,344	130,344	132,029	1.3%
Intergovernmental :					
State Grants & Reimbursements	1,114,515	834,279	834,279	-	-100.0%
State Credits Against Levied Taxes	93,095	77,864	77,864	93,096	19.6%
Other State Credits	<u>4,593,751</u>	<u>4,652,855</u>	<u>4,652,855</u>	<u>3,472,990</u>	-25.4%
Subtotal Intergovernmental	5,801,361	5,564,998	5,564,998	3,566,086	-35.9%
Charges For Services	117,893	3,050	2,450	1,450	-52.5%
Other:					
Miscellaneous	<u>75,278</u>	<u>41,275</u>	<u>-</u>	<u>41,275</u>	0.0%
Total Other	<u>75,278</u>	<u>41,275</u>	<u>-</u>	<u>41,275</u>	0.0%
<b>GRAND TOTAL REVENUES</b>	<u>\$ 9,206,931</u>	<u>\$ 8,842,835</u>	<u>\$ 8,800,960</u>	<u>\$ 6,826,863</u>	-22.8%

# MENTAL HEALTH & DISABILITY SERVICES FUND

## EXPENDITURE DETAIL

MH / D SERVICE AREA	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Mental Health</b>					
General Administration	\$ -	\$ -	\$ -	\$ -	N/A
Coordination Services	108,615	104,209	104,209	166,269	59.6%
Personal & Environ Support	37,588	150,800	70,800	200,800	33.2%
Treatment Services	1,087,729	4,086,289	1,609,920	2,423,010	-40.7%
Vocational & Day Services	6,975	125,000	40,000	40,000	-68.0%
Licensed/Certified Living Arrangements	76,594	2,282,442	2,988,386	3,011,612	31.9%
Instit/Hospital/Commitment Services	<u>297,895</u>	<u>637,301</u>	<u>613,560</u>	<u>674,678</u>	5.9%
<b>Total Mental Health</b>	<b>1,615,396</b>	<b>7,386,041</b>	<b>5,426,875</b>	<b>6,516,369</b>	<b>-11.8%</b>
<b>Chronic Mental Illness</b>					
General Administration	-	-	-	-	N/A
Coordination Services	52,520	2,000	-	2,000	0.0%
Personal & Environ Support	84,082	-	-	-	N/A
Treatment Services	266,485	-	-	-	N/A
Vocational & Day Services	4,181	-	-	-	N/A
Licensed/Certified Living Arrangements	3,450,043	23,000	-	23,000	0.0%
Instit/Hospital/Commitment Services	<u>343,071</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Chronic Mental Illness</b>	<b>4,200,382</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>0.0%</b>
<b>Intellectual Disability</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	675	5,400	4,600	4,600	-14.8%
Treatment Services	-	-	-	-	N/A
Vocational & Day Services	358,414	595,720	396,900	399,100	-33.0%
Licensed/Certified Living Arrangements	178,542	15,000	15,000	15,000	0.0%
Instit/Hospital/Commitment Services	<u>3,203</u>	<u>2,607</u>	<u>2,607</u>	<u>2,710</u>	4.0%
<b>Total Intellectual Disability</b>	<b>540,834</b>	<b>618,727</b>	<b>419,107</b>	<b>421,410</b>	<b>-31.9%</b>
<b>Developmental Disabilities</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	-	-	-	-	N/A
Vocational & Day Services	26,928	1,500	13,500	19,500	1200.0%
Licensed/Certified Living Arrangements	30,014	34,000	49,200	53,316	56.8%
Instit/Hospital/Commitment Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Developmental Disabilities</b>	<b>56,942</b>	<b>35,500</b>	<b>62,700</b>	<b>72,816</b>	<b>105.1%</b>
<b>Case Management</b>	<b>229,924</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>-100.0%</b>
<b>County Provided Services</b>	<b>19,870</b>	<b>24,650</b>	<b>29,050</b>	<b>27,150</b>	<b>N/A</b>
<b>General Administration</b>	<b>188,497</b>	<b>167,758</b>	<b>1,473,576</b>	<b>661,948</b>	<b>294.6%</b>
<b>Grand total MH / D expenditures</b>	<b><u>\$ 6,851,845</u></b>	<b><u>\$ 8,267,676</u></b>	<b><u>\$ 7,421,308</u></b>	<b><u>\$ 7,724,693</u></b>	<b>-6.6%</b>

## DEBT SERVICE FUND

The Debt Service Fund accounts for general obligation bonds that are backed by the full faith and credit of Scott County. As of July 1, 2015, three current general obligation bonds are outstanding amounts to \$9,330,000 and a capital lease of \$17,675,000. The first outstanding issue is for General Obligation Urban Renewal Bonds issued in May 2002 (refunded bond issue in 2009) for the River Renaissance Project. The voters (73% vote) approved these bonds in October 2001. The River Renaissance project is \$5 million out of a \$113 million dollar effort to revitalize downtown Davenport. The second issue is GIS bonds issued in FY07. The third issue is Emergency Equipment bonds issued in FY 10 for the new Scott Emergency Communication Center. Beginning in FY 14, the County could levy for the debt service cost of the Public Safety Capital Lease. Previously this lease was paid out of the General Fund. The movement of the debt allows the County to access a greater percentage of taxable valuation, thus reducing the overall tax rate of the County. The existing debt levels of the County are sufficient for the County's current needs and are not impacting the operational levels of any service areas. No new long term debt is planned at this time.

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

Fiscal Year	Tax Base	Debt Services Fund Levy *	Debt Services Fund Levy
2006-07	5,940,282,845	757,290	0.12897
2007-08	6,320,273,663	690,733	0.11354
2008-09	6,750,633,638	717,582	0.11354
2009-10	7,015,466,356	764,610	0.10899
2010-11	7,162,217,390	1,486,570	0.20756
2011-12	7,436,623,478	1,352,369	0.18185
2012-13	7,724,916,932	1,352,334	0.17506
2013-14	7,941,811,760	3,341,400	0.42074
2014-15	8,042,182,063	2,882,665	0.35844
2015-16	8,139,940,927	2,709,363	0.33285

\* 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.

FY 2014 was the first year the PSA Jail lease could be applied to the debt service tax base. As such \$2,127,505 or \$0.281933 was removed from the general levy while \$0.26788 was added to the debt service levy. This was an immediate savings of \$0.01405 per \$1000 of taxable value. As there are no further debt issuances planned, the reduced future debt service will allow for similar transfers of tax levy dollars to the general fund.

**The following is a summary of the general obligation bonds outstanding as of July 1, 2015 for the River Renaissance Project bond issue:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2015-16	\$ 420,000	\$ 28,650	\$ 448,650	3.00%
2016-17	<u>435,000</u>	<u>13,050</u>	<u>448,050</u>	3.00%
	\$ 855,000	\$ 38,700	\$ 893,700	

**The following is a summary of the general obligation bonds outstanding as of July 1, 2015 for the GIS Bond issue:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2015-16	\$ <u>295,000</u>	\$ <u>12,095</u>	\$ <u>307,095</u>	4.10%
	\$ 295,000	\$ 12,095	\$ 307,095	

**The following is a summary of the general obligation bonds outstanding as of July 1, 2015 for the Emergency Equipment Bond (Build America Bonds) issue:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2015-16	\$ 480,000	\$ 418,580	\$ 898,580	4.00%
2016-17	490,000	399,380	889,380	4.20%
2017-18	505,000	378,800	883,800	4.40%
2018-19	515,000	356,580	871,580	4.60%
2019-20 & After	<u>6,190,000</u>	<u>1,974,540</u>	<u>8,164,540</u>	4.90%-5.8%
	\$ 8,180,000	\$ 3,527,880	\$ 11,707,880	

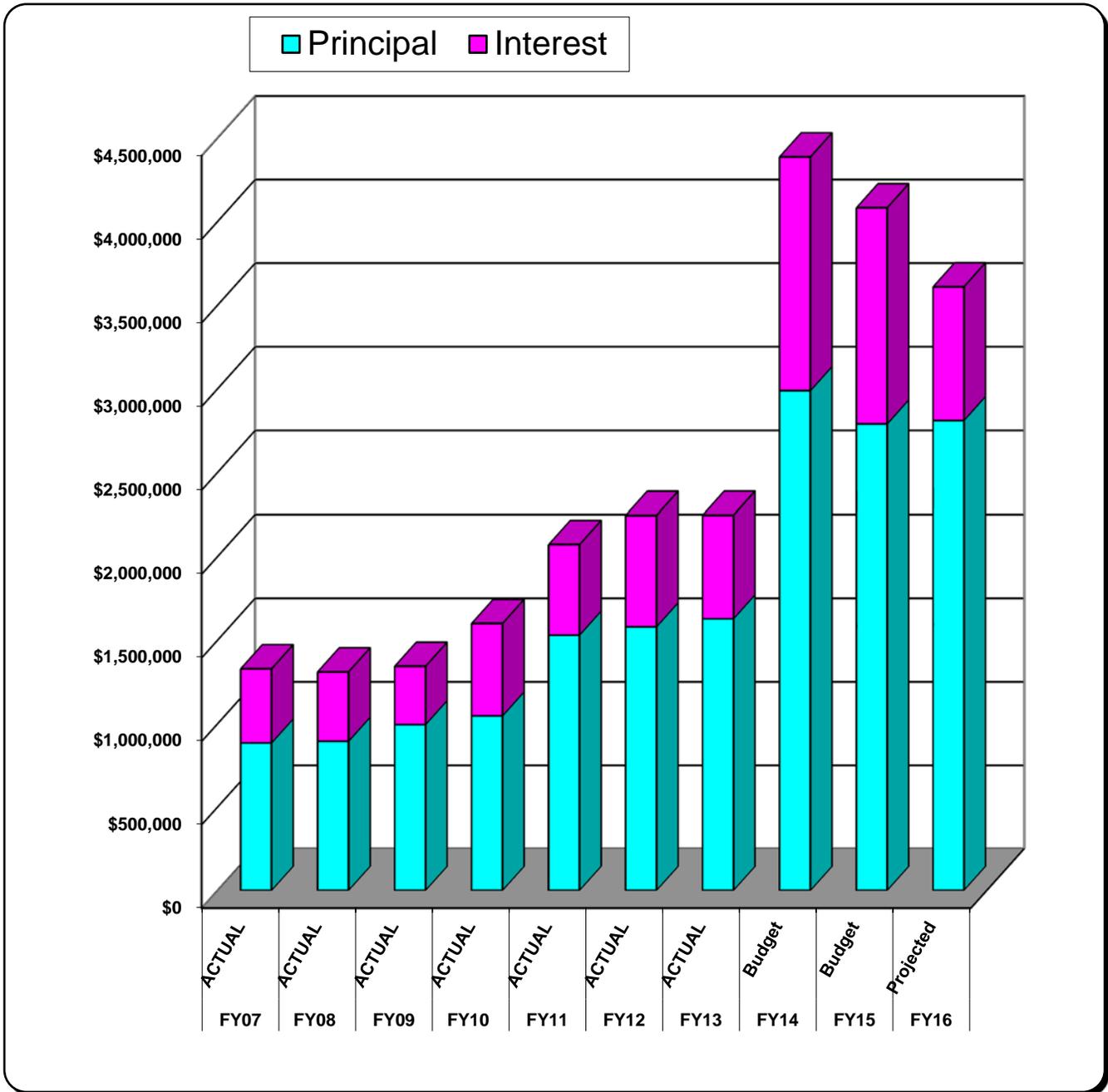
**The following is a summary of the Capital Lease outstanding as of July 1, 2015 for the Lease with the Public Safety Authority:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2015-16	\$ 1,615,000	\$ 335,618	\$ 1,950,618	2.0%
2016-17	1,650,000	303,318	1,953,318	2.0%
2017-18	1,665,000	270,318	1,935,318	2.0%
2018-19	1,705,000	237,018	1,942,018	2.0%
2019-20 & After	<u>11,040,000</u>	<u>697,075</u>	<u>11,737,075</u>	1.6%-2.0%
	\$ 17,675,000	\$ 1,843,347	\$ 19,518,347	

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, 2015 is as follows:

Assessed Value (100%) January 2014	<u>\$ 12,777,896,404</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$ 638,894,820
Capital Lease	17,675,000
Bonds Outstanding Debt Margin	<u>9,330,000</u>
Debt Applicable to Margin	27,005,000
Legal Debt Margin	<u>\$ 611,889,820</u>
Percent of Debt Limit Used	<u>4.22%</u>

## DEBT EXPENDITURES TEN YEAR PERIOD

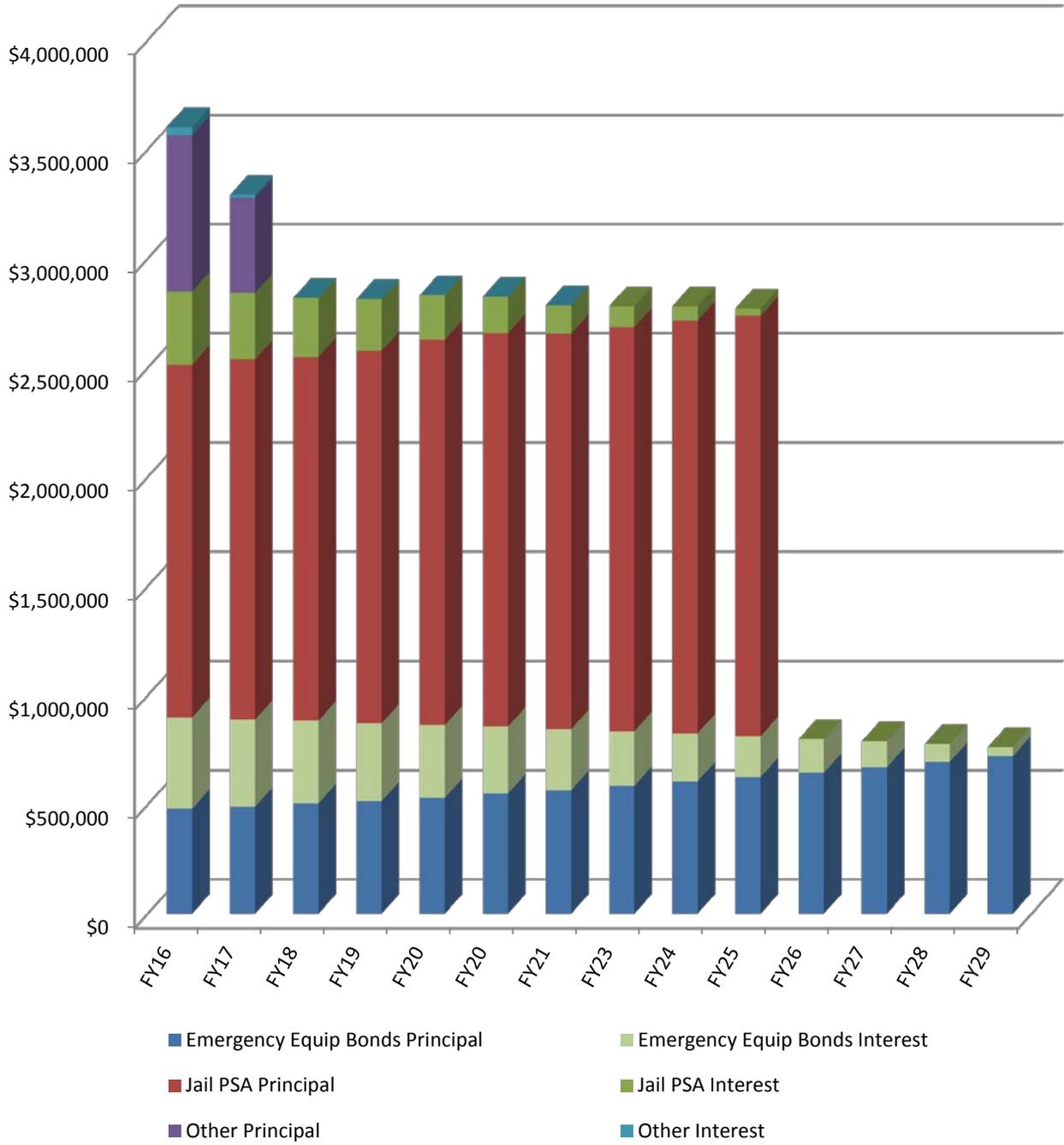


Scott County currently has three outstanding general obligation bond issues outstanding: Emergency Equipment, River Renaissance Urban Renewal Bonds, and GIS Bonds. The GIS Bonds were issued in FY07 to develop a county-wide geographic information system. The debt amortization of the voter approved Renaissance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

## DEBT SERVICE FUND FUND STATEMENT

	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</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	\$ 3,233,557	\$ 2,774,778	\$ 2,774,778	\$ 2,606,884	-6.1%
Less: Uncollected Delinquent Taxes-Levy Year	1,352	543	543	1,352	149.0%
Less: Credits To Taxpayers	90,627	30,660	30,660	90,628	195.6%
Net Current Property Taxes	3,141,578	2,743,575	2,743,575	2,514,904	-8.3%
Delinquent Property Tax Revenue	1,352	543	543	1,352	149.0%
Other County Taxes	103,874	109,197	109,197	105,470	-3.4%
Intergovernmental	1,404,128	1,165,804	1,271,104	1,400,488	20.1%
Subtotal Revenues	<u>4,650,932</u>	<u>4,019,119</u>	<u>4,124,419</u>	<u>4,022,214</u>	0.1%
Other Financing Sources:					
Total Revenues & Other Sources	4,650,932	4,019,119	4,124,419	4,022,214	0.1%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Debt Service					
Principal Payments	\$ 2,989,300	\$ 2,790,000	\$ 2,792,500	\$ 2,810,000	0.7%
Interest and Fee Payments	1,396,502	1,291,305	1,289,830	798,943	-38.1%
Subtotal Expenditures	4,385,802	4,081,305	4,082,330	3,608,943	-11.6%
Other Financing Uses:					
Total Expenditures & Other Uses	4,385,802	4,081,305	4,082,330	3,608,943	-11.6%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>265,130</u>	<u>(62,186)</u>	<u>42,089</u>	<u>413,271</u>	-764.6%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 1,644,097</u>	<u>\$ 1,909,227</u>	<u>\$ 1,909,227</u>	<u>\$ 1,951,316</u>	2.2%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 1,909,227</u>	<u>\$ 1,847,041</u>	<u>\$ 1,951,316</u>	<u>\$ 2,364,587</u>	28.0%

## REMAINING OUTSTANDING DEBT THROUGH MATURITY



## **CAPITAL PROJECTS FUND**

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

The County has a true 5 year capital program, with projects scheduled through FY20. A majority of these projects are planned as a result of our FY10 Information Technology Strategic Plan and FY 13 Master Space Utilization Plan. FY 16 continues phase one and two the Space Utilization Master Plan, advances phases three and four, as well as the Sheriff Patrol Headquarters relocation project.

## CAPITAL PROJECTS FUND SUMMARY FUND STATEMENT

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ 527,014	\$ 485,000	\$ 485,000	\$ 535,000	10.3%
Intergovernmental	9,024	-	-	-	N/A
Use of Money & Property	184	-	-	-	N/A
Miscellaneous	16,359	35,000	520,000	17,000	-51.4%
Subtotal Revenues	552,581	520,000	1,005,000	552,000	6.2%
Other Financing Sources:					
Operating Transfers In					
General Basic	5,543,879	2,844,768	6,694,768	2,380,030	-16.3%
Capital Improvement (General)	207,885	-	-	-	N/A
Conservation CIP Reserve	-	-	-	-	N/A
Electronic Equipment	850,000	610,000	850,000	610,000	0.0%
Total Transfers In	6,601,764	3,454,768	7,544,768	2,990,030	-13.5%
Proceeds of Fixed Asset Sales	80,883	181,000	52,000	189,000	4.4%
Total Revenues & Other Sources	7,235,228	4,155,768	8,601,768	3,731,030	-10.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	\$ 2,652,217	\$ 6,164,935	\$ 6,261,302	\$ 8,404,835	36.3%
Subtotal Expenditures	2,652,217	6,164,935	6,261,302	8,404,835	36.3%
Other Financing Uses:					
Operating Transfers Out					
Conservation CIP Fund	207,885	-	-	-	N/A
Capital Improvements	850,000	610,000	850,000	610,000	0.0%
Total Transfers Out	1,057,885	610,000	850,000	610,000	0.0%
Total Expenditures & Other Uses	3,710,102	6,774,935	7,111,302	9,014,835	33.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	3,525,126	(2,619,167)	1,490,466	(5,283,805)	101.7%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 5,494,375</u>	<u>\$ 9,019,501</u>	<u>\$ 9,019,501</u>	<u>\$ 10,509,967</u>	16.5%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 9,019,501</u>	<u>\$ 6,400,334</u>	<u>\$ 10,509,967</u>	<u>\$ 5,226,162</u>	-18.3%

## CAPITAL PROJECTS (General) FUND FUND STATEMENT

	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ 527,014	\$ 485,000	\$ 485,000	\$ 535,000	10.3%
Intergovernmental	9,024	-	-	-	N/A
Use of Money & Property	-	-	-	-	N/A
Miscellaneous	<u>9,772</u>	<u>28,000</u>	<u>10,000</u>	<u>10,000</u>	-64.3%
Subtotal Revenues	545,810	513,000	495,000	545,000	6.2%
Other Financing Sources:					
Operating Transfers In					
General Basic	4,680,030	2,234,768	5,844,768	1,770,030	-20.8%
Electronic Equipment	<u>850,000</u>	<u>610,000</u>	<u>850,000</u>	<u>610,000</u>	0.0%
Total Transfers In	5,530,030	2,844,768	6,694,768	2,380,030	-16.3%
Proceeds of fixed asset sales	<u>-</u>	<u>135,000</u>	<u>-</u>	<u>135,000</u>	N/A
Total Revenues & Other Sources	6,075,840	3,492,768	7,189,768	3,060,030	-12.4%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	<u>\$ 2,860,102</u>	<u>\$ 6,164,935</u>	<u>\$ 6,261,302</u>	<u>\$ 8,404,835</u>	36.3%
Subtotal Expenditures	2,860,102	6,164,935	6,261,302	8,404,835	36.3%
Other Financing Uses:					
Total Expenditures & Other Uses	2,860,102	6,164,935	6,261,302	8,404,835	36.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	3,215,738	(2,672,167)	928,466	(5,344,805)	100.0%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 4,457,656</u>	<u>\$ 7,673,394</u>	<u>\$ 7,673,394</u>	<u>\$ 8,601,860</u>	12.1%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 7,673,394</u>	<u>\$ 5,001,227</u>	<u>\$ 8,601,860</u>	<u>\$ 3,257,055</u>	-34.9%

**ELECTRONIC EQUIPMENT FUND  
FUND STATEMENT**

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Money & Property	\$ 38	\$ -	\$ -	\$ -	N/A
Subtotal Revenues	38	-	-	-	N/A
Other Financing Sources:					
Operating Transfers In					
General Basic	<u>850,000</u>	<u>610,000</u>	<u>850,000</u>	<u>610,000</u>	0.0%
Total Transfers In	850,000	610,000	850,000	610,000	0.0%
 Total Revenue & Other Sources	 850,038	 610,000	 850,000	 610,000	 0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:					
Operating Transfers Out					
Capital Improvements	<u>850,000</u>	<u>610,000</u>	<u>850,000</u>	<u>610,000</u>	0.0%
Total Transfers Out	850,000	610,000	850,000	610,000	0.0%
 Total Expenditures & Other Uses	 850,000	 610,000	 850,000	 610,000	 0.0%
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 38	 -	 -	 -	 N/A
 <b>Beginning Fund Balance - July 1,</b>	 <u>\$ 23,700</u>	 <u>\$ 503,191</u>	 <u>\$ 23,738</u>	 <u>\$ 23,738</u>	 -95.3%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 23,738</u>	<u>\$ 503,191</u>	<u>\$ 23,738</u>	<u>\$ 23,738</u>	-95.3%

## VEHICLE REPLACEMENT FUND FUND STATEMENT

	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other County Taxes	\$ -	\$ -	\$ -	\$ -	N/A
Use of Money & Property	146	-	-	-	N/A
Subtotal Revenues	146	-	-	-	N/A
Other Financing Sources:					
Proceeds of Fixed Asset Sales	23,127	-	-	-	N/A
 Total Revenues & Other Sources	 23,273	 -	 -	 -	 N/A
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:					
Operating Transfers Out	-	-	-	-	N/A
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 23,273	 -	 -	 -	 N/A
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 81,067</u>	<u>\$ 52,442</u>	<u>\$ 104,340</u>	<u>\$ 104,340</u>	99.0%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 104,340</u>	<u>\$ 52,442</u>	<u>\$ 104,340</u>	<u>\$ 104,340</u>	99.0%

# CONSERVATION EQUIPMENT RESERVE FUND

## FUND STATEMENT

	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Other Financing Sources:					
Operating Transfers In					
General Basic	\$ 13,849	\$ -	\$ -	\$ -	N/A
Proceeds of Fixed Asset Sales	<u>57,756</u>	<u>46,000</u>	<u>52,000</u>	<u>54,000</u>	17.4%
Total Revenues & Other Sources	71,605	46,000	52,000	54,000	17.4%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out					
General Basic	\$ -	\$ -	\$ -	\$ -	N/A
Total Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Total Expenditures & Other Uses	-	-	-	-	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	71,605	46,000	52,000	54,000	17.4%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 341,761</u>	<u>\$ 270,969</u>	<u>\$ 413,366</u>	<u>\$ 465,366</u>	71.7%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 413,366</u>	<u>\$ 316,969</u>	<u>\$ 465,366</u>	<u>\$ 519,366</u>	63.9%

**CONSERVATION CIP RESERVE FUND  
FUND STATEMENT**

	<u>Actual 2013-14</u>	<u>Budget 2014-15</u>	<u>Revised Estimate 2014-15</u>	<u>Budget 2015-16</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Miscellaneous	\$ 6,587	\$ 7,000	\$ 510,000	\$ 7,000	0.0%
Subtotal Revenues	6,587	7,000	510,000	7,000	0.0%
Other Financing Sources:					
Operating Transfers In					
Capital Improvement	207,885	-	-	-	N/A
Total Transfers In	207,885	-	-	-	
 Total Revenues & Other Sources	 214,472	 7,000	 510,000	 7,000	 0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses - Transfer to General CIP	-	-	-	-	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	214,472	7,000	510,000	7,000	0.0%
 <b>Beginning Fund Balance - July 1,</b>	 \$ 590,191	 \$ 671,093	 \$ 804,663	 \$ 1,314,663	 95.9%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 804,663</u>	<u>\$ 678,093</u>	<u>\$ 1,314,663</u>	<u>\$ 1,321,663</u>	94.9%

## **CAPITAL PROJECTS PLAN DEVELOPMENT PROCESS**

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

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

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

The County is currently using only 4.22% 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. An additional debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion question being approved at the fall 2004 general election. This approved jail project is discussed in further detail below in this section. The \$2.5 million GIS bond debt was issued in FY07 to pay for the development of a county-wide GIS system. In FY10, the county issued \$10.5 million of Emergency Equipment Bonds to finance acquisition of radio equipment, towers, computer equipment, software and hardware for the new Scott Emergency Communication Center (SECC).

The capital improvement budget totals \$9,414,835 for fiscal year FY16, with 84% or \$7,867,305 for general projects, 11% or \$1,010,000 for Secondary Roads projects, and 5% or \$537,530 for Conservation parks and recreation projects. The Capital Plan is in the initial stages of multi non-routine projects. The County has completed the planning of the Space Utilization Plan and begun the Phase One and Two of the Courthouse Renovation. This is expected to be completed in FY 15. With the movement of available resources, Phases Three and Four were moved up in the schedule to occur in FY 16. The Sheriff Patrol Headquarters has been delayed to FY 16 after originally being planned for FY 15. After completing the ERP implementation in FY 15, the County will review and begin implementation an electronic content management solution. The County looks forward to these challenging projects.

The general capital improvements budget of \$7,867,305 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle

replacement fund, and the general fund. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is mostly supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. Unfortunately, gaming revenues have seen a decline of approximately 45% in recent years because of the economy. This decline in the most critical fund source for our capital budget decreases the number of capital projects that will be funded in the upcoming year.

The local Secondary Roads capital program totals \$1,010,000. This amount includes four bridge replacements and 110th Avenue Repavement. Additionally the Secondary roads fund is funding a building expansion and renovation out of the operations fund, as mandated by state code.

The Conservation Department capital plan totals \$537,750. Fiscal 2016 projects include Scott County Park Pool and Aquatic Center Renovations, Running Deer and Indian Hills shelter replacements, outhouse replacement at Westlake Park. Conservation also has designated \$30,000 of its CIP allocation to a reserve account for ADA improvements throughout all parks.

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>Operational Contracts</b>	<b>MAINT</b>	<b>UTILITIES / Supplies</b>	<b>TOTAL</b>
A1	Courthouse Computer Room Air Handler	-	-	(2,000)	(2,000)
A1	Courthouse CCTV Replacement	-	-	100	100
A1	Courthouse HVAC Recommissioning / Controls	-	-	(8,000)	(8,000)
A1	Courthouse Main Electrical Switch Replacement	500	-	(5,000)	(4,500)
A1	Courthouse Window Replacement	-	-	(8,000)	(8,000)
A4	Annex Roof Replacement	-	-	(2,000)	(2,000)
A4	Annex Rooftop HVAC Replacement	-	(1,500)	(2,000)	(3,500)
A4	JDC Security Systems Replacement	-	(750)	-	(750)
A5	Admin Center Roof Replacement	-	-	(2,000)	(2,000)
B	Demo Scott St.	-	-	(1,050)	(1,050)
B	Courthouse Phase 1 and 2	-	2,500	(4,500)	(2,000)
B	Sheriff Patrol Headquarters Planning	-	60,000	30,000	90,000
C	FSS MFP Replacements	-	-	(350)	(350)
	<i>Totals</i>	<i>500</i>	<i>60,250</i>	<i>(4,800)</i>	<i>55,950</i>

Many of the projects listed in the detailed plan are for major repairs, renovations or replacements. By proactively planning for these projects we can avoid the cost of deferred maintenance and take advantage of efficiency gains from new equipment and technologies. The Board of Supervisors encourages County departments to self identify potential projects as capital requests during the budget process. Current (FY16) capital projects will have a small nominal positive impact on operating expenses. However, several large efforts in future years have the potential for significant long term operational impacts. The Space Utilization projects included in the 5 year Capital Plan (Section B) will potentially have significant impacts (increases) on operational expenses. The initial projects Phases 1-4 should improve operating efficiencies in existing Courthouse spaces, by replacing systems and equipment that are 30+ years old. The new Patrol Headquarters and the long term building addition to the Courthouse both will represent net gains to the building square footage portfolio for the County, requiring additional expenses for maintenance, supplies and utilities. As the planning for those projects moves forward, it will be especially important to analyze those cost impacts to balance Capital cost versus potential operating efficiency gains. Careful planning and decision making should help to minimize those operational impacts going forward.

The pages that follow lists the individual capital projects planned for the next five years in addition to last year's actual projects and the current years revised projects. Some projects originally planned for FY15 were moved to FY16 and beyond due to timing & budget constraints or longer planning procedures required.

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
<b>APPROPRIATION SUMMARY</b>										
Building & Grounds	304,146	824,000	114,596	817,000	1,940,000	800,000	720,000	690,000	280,000	2,015,000
Space Plan Utilization Project	155,786	3,294,000	279,515	3,171,000	4,475,000	3,650,000	-	-	-	32,500,000
Technology & Equipment Acquisition	1,172,026	1,039,905	167,327	899,650	960,005	477,000	842,000	1,310,000	1,011,000	1,315,500
Vehicle Acquisition	201,234	334,500	26,561	334,500	357,300	324,000	327,000	397,000	331,000	-
Other Projects	400,852	135,000	360,622	410,622	135,000	135,000	160,000	160,000	160,000	60,000
<b>SUBTOTAL GENERAL CIP</b>	<b>2,234,044</b>	<b>5,627,405</b>	<b>948,621</b>	<b>5,632,772</b>	<b>7,867,305</b>	<b>5,386,000</b>	<b>2,049,000</b>	<b>2,557,000</b>	<b>1,782,000</b>	<b>35,890,500</b>
Conservation CIP Projects	418,173	537,530	219,601	628,530	537,530	537,530	600,000	600,000	600,000	-
<b>Subtotal Projects Paid from CIP Fund</b>	<b>2,652,217</b>	<b>6,164,935</b>	<b>1,168,222</b>	<b>6,261,302</b>	<b>8,404,835</b>	<b>5,923,530</b>	<b>2,649,000</b>	<b>3,157,000</b>	<b>2,382,000</b>	<b>35,890,500</b>
Secondary Roads Fund Projects	976,561	780,000	330,113	780,000	1,010,000	580,000	1,105,000	740,000	1,295,000	-
<b>Total All Capital Projects</b>	<b>3,628,778</b>	<b>6,944,935</b>	<b>1,498,335</b>	<b>7,041,302</b>	<b>9,414,835</b>	<b>6,503,530</b>	<b>3,754,000</b>	<b>3,897,000</b>	<b>3,677,000</b>	<b>35,890,500</b>
<b>REVENUE SUMMARY</b>										
Gaming Taxes-Davenport	202,817	185,000	77,694	185,000	210,000	210,000	210,000	210,000	210,000	-
Gaming Taxes-Bettendorf	324,197	300,000	121,703	300,000	325,000	325,000	325,000	325,000	325,000	-
Interest Income	184	-	-	-	-	-	-	-	-	-
State Grants & Reimbursements	9,025	-	7,353	-	-	-	-	-	-	-
Contributions From Local Governments	-	-	-	-	-	-	-	-	-	-
Sale of Assets	80,883	181,000	1,100	52,000	189,000	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Miscellaneous (donations, refunds)	16,359	35,000	519,253	520,000	17,000	17,000	17,000	17,000	17,000	-
Transfers										
From General Basic Fund - Cons	558,879	545,030	-	545,030	545,030	545,030	600,000	600,000	600,000	-
From General Basic Fund - Budget Sav.	2,910,000	-	-	3,610,000	-	-	-	-	-	-
From General Basic Fund - Tax Levy	1,225,000	1,689,738	-	1,689,738	1,225,000	1,225,000	1,225,000	1,225,000	1,225,000	-
From Electronic Equipment Fund	850,000	610,000	-	850,000	610,000	610,000	610,000	610,000	610,000	-
From Vehicle Replacement Fund	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>6,177,344</b>	<b>3,545,768</b>	<b>727,103</b>	<b>7,751,768</b>	<b>3,121,030</b>	<b>2,932,030</b>	<b>2,987,000</b>	<b>2,987,000</b>	<b>2,987,000</b>	<b>-</b>
<i>CIP Fund revenues over (under) expend</i>	<i>3,525,127</i>	<i>(2,619,167)</i>	<i>(441,119)</i>	<i>1,490,466</i>	<i>(5,283,805)</i>	<i>(2,991,500)</i>	<i>338,000</i>	<i>(170,000)</i>	<i>605,000</i>	

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
<b>APPROPRIATION SUMMARY</b>										
<b>CIP FUND BALANCE RECAP</b>										
Beginning Fund Balance	4,457,655	6,564,970	7,673,394	7,673,394	8,601,860	3,257,055	265,555	603,555	433,555	-
Net Transfers to Subfunds	(309,388)	(53,000)	(503,302)	(562,000)	(61,000)	-	-	-	-	-
Increase (decrease)	<u>3,525,127</u>	<u>(2,619,167)</u>	<u>(441,119)</u>	<u>1,490,466</u>	<u>(5,283,805)</u>	<u>(2,991,500)</u>	<u>338,000</u>	<u>(170,000)</u>	<u>605,000</u>	<u>-</u>
<b>Ending Net CIP Fund Balance</b>	<b>7,673,394</b>	<b>3,892,803</b>	<b>6,728,973</b>	<b>8,601,860</b>	<b>3,257,055</b>	<b>265,555</b>	<b>603,555</b>	<b>433,555</b>	<b>1,038,555</b>	<b>-</b>
Vehicle Replacement Fund Balance	104,340	81,067	104,340	104,340	104,340	104,340	104,340	104,340	104,340	-
Electronic Equipment Fund Balance	23,738	23,700	23,738	23,738	23,738	23,738	23,738	23,738	23,738	-
Conservation CIP Fund Balance	804,663	597,191	1,307,965	1,314,663	1,321,663	1,321,663	1,321,663	1,321,663	1,321,663	-
Conservation Equipment Fund Balance	<u>413,366</u>	<u>383,761</u>	<u>413,366</u>	<u>465,366</u>	<u>519,366</u>	<u>519,366</u>	<u>519,366</u>	<u>519,366</u>	<u>519,366</u>	<u>-</u>
<b>Ending Gross CIP Fund Balance</b>	<b>9,019,501</b>	<b>4,978,522</b>	<b>8,578,382</b>	<b>10,509,967</b>	<b>5,226,162</b>	<b>2,234,662</b>	<b>2,572,662</b>	<b>2,402,662</b>	<b>3,007,662</b>	<b>-</b>

APPROPRIATION DETAIL INFORMATION

**A. Bldg and Grounds**

<b>A.1 Courthouse</b>										
CH General Remodeling/Replacement	40,778	40,000	-	40,000	40,000	40,000	40,000	40,000	40,000	-
CH HVAC Recommissioning/Controls	-	-	-	-	80,000	-	-	-	-	-
CH Energy Projects	-	-	-	-	-	-	-	-	-	-
CH ADA Improvements	-	-	-	25,000	25,000	-	-	-	-	-
CH Roof	319	-	-	-	-	100,000	200,000	-	-	-
CH Computer Room Air Handler	-	80,000	566	80,000	170,000	-	-	-	-	-
CH Computer Room Fire Suppr	-	-	-	-	-	-	-	-	-	-
CH Panic Alarm Replacement	-	-	-	-	-	-	-	-	-	-
CH CCTV Replacement	562	15,000	-	35,000	-	-	-	-	-	-
CH Main Elec Switch Repl't	-	-	-	-	360,000	-	-	-	-	-
CH Elevator Controls	-	-	-	-	-	-	-	300,000	-	-
CH Egress	-	-	-	-	55,000	-	-	-	-	-
CH Window Repl't - 2nd and 3rd FL	-	-	-	-	250,000	-	-	-	-	-
CH UV Filtration	<u>8,731</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL COURTHOUSE</b>	<b>50,390</b>	<b>135,000</b>	<b>566</b>	<b>180,000</b>	<b>980,000</b>	<b>140,000</b>	<b>240,000</b>	<b>340,000</b>	<b>40,000</b>	<b>-</b>
<b>A.2 Jail</b>										
JL Roof Replacement	-	-	-	-	-	-	-	-	-	-
JL Carpet	-	-	-	-	20,000	30,000	20,000	30,000	30,000	-
JL NW AHU/ACCU Replacement	6,275	34,000	-	-	-	-	-	-	-	-
JL UPS Redundancy	-	-	-	-	30,000	-	-	-	-	170,000
JL Security System Replacement	45,795	50,000	5,265	62,000	35,000	40,000	60,000	-	-	-
JL UV Filtration	-	40,000	-	40,000	-	-	-	-	-	-
JL General Remodeling/Replacement	<u>52,179</u>	<u>40,000</u>	<u>-</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>-</u>
<b>TOTAL JAIL</b>	<b>104,249</b>	<b>164,000</b>	<b>5,265</b>	<b>142,000</b>	<b>125,000</b>	<b>110,000</b>	<b>120,000</b>	<b>70,000</b>	<b>70,000</b>	<b>170,000</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
APPROPRIATION SUMMARY										
<b>A.3 Tremont Bldg</b>										
TR ADA Improvements	-	-	-	-	-	-	50,000	-	-	-
TR Convert Patrol Space for Elect	-	-	-	-	-	-	100,000	-	-	-
TR General Remodeling/Replacement	1,920	10,000	7,025	10,000	10,000	10,000	10,000	10,000	10,000	-
<b>TOTAL TREMONT BUILDING</b>	<b>1,920</b>	<b>10,000</b>	<b>7,025</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>160,000</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>A.4 Annex</b>										
AN General Remodeling/Replacement	18,475	20,000	-	20,000	20,000	20,000	20,000	20,000	20,000	-
AN Roof Replacement	-	-	-	-	140,000	45,000	-	-	-	-
AN ADA Improvements	-	10,000	-	10,000	-	-	-	-	-	-
AN UV Filtration	-	-	-	-	-	-	-	-	-	-
AN Energy Project	-	-	-	-	-	-	-	-	-	-
AN Panic Alarm System Replacement	-	-	-	-	-	-	-	-	-	-
AN Rooftop HVAC Replacement	-	10,000	-	10,000	305,000	-	-	-	-	-
AN JDC Capital Improvements	-	10,000	-	-	10,000	225,000	-	-	-	-
AN HVAC Controls	-	-	-	-	25,000	-	-	-	-	-
AN Security Systems Replacement	22,805	20,000	-	20,000	60,000	-	-	-	-	-
<b>TOTAL ANNEX</b>	<b>41,280</b>	<b>70,000</b>	<b>-</b>	<b>60,000</b>	<b>560,000</b>	<b>290,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>
<b>A.5 Admin Center</b>										
AC Remodeling/Redecorating	14,929	35,000	1,705	35,000	35,000	35,000	35,000	35,000	35,000	-
AC Recorder Renovation	19,848	-	-	-	-	-	-	-	-	-
AC ADA Improvements	-	30,000	-	30,000	30,000	80,000	30,000	70,000	70,000	-
AC Security Screening	-	-	-	-	-	-	-	-	-	100,000
AC Signage - Interior	-	-	-	-	35,000	-	-	-	-	-
AC UV Filtration	7,885	-	-	-	-	-	-	-	-	-
AC Roof	8,927	125,000	71,601	80,000	-	-	-	-	-	-
AC Tuckpoint	-	-	-	-	-	-	-	-	-	120,000
AC HVAC Controls	40,835	35,000	7,084	35,000	-	-	-	-	-	100,000
AC Renovate Elev Cars	800	-	-	-	-	-	-	-	-	175,000
AC Carpet Replacement	-	-	-	-	85,000	85,000	85,000	-	-	-
AC Exterior Lighting	-	100,000	-	100,000	-	-	-	-	-	-
<b>TOTAL ADMINISTRATIVE CENTER</b>	<b>93,224</b>	<b>325,000</b>	<b>80,390</b>	<b>280,000</b>	<b>185,000</b>	<b>200,000</b>	<b>150,000</b>	<b>105,000</b>	<b>105,000</b>	<b>495,000</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
<b>APPROPRIATION SUMMARY</b>										
<b>A.6 Pine Knoll</b>										
PK General Remodeling/Replacement	8,938	-	12,955	25,000	-	-	-	-	-	-
PK Building Review / Reuse Study	-	15,000	-	15,000	-	-	-	-	-	-
PK Roof	-	-	-	-	-	-	-	-	-	250,000
PK ADA Improvements	-	-	-	-	-	-	-	-	-	420,000
PK Renovate Nurses Stations	-	-	-	-	-	-	-	-	-	60,000
PK Driveway Reconstruction	-	-	-	-	-	-	-	-	-	100,000
PK Replace Generator	-	-	-	-	-	-	-	-	-	85,000
PK UV Filtration	-	-	-	-	-	-	-	-	-	-
PK Tuckpoint	-	-	-	-	-	-	-	-	-	125,000
PK Sprinkler Install	-	-	-	-	-	-	-	-	-	135,000
PK Parking Lot Overlay	-	-	-	-	-	-	-	-	-	125,000
PK Roof on Garage/Drainage	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PINE KNOLL</b>	<b>8,938</b>	<b>15,000</b>	<b>12,955</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,300,000</b>
<b>A.7 Downtown Storage Bldg</b>										
HB General Remodeling/Replacement	-	5,000	-	5,000	-	10,000	-	-	5,000	-
<b>TOTAL HORST BUILDING</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>
<b>A.8 Other Bldg/Grounds</b>										
OB Miscellaneous Landscaping	-	25,000	-	25,000	25,000	10,000	10,000	10,000	10,000	-
OB Regulatory Compliance Cost	2,225	10,000	8,395	10,000	10,000	10,000	10,000	10,000	10,000	-
OB Parking Lot Repair/Maintenance	-	30,000	-	30,000	10,000	10,000	10,000	125,000	10,000	-
OB Sheriff's Range	1,920	-	-	-	-	-	-	-	-	50,000
OB Campus Signage Replacement	-	35,000	-	35,000	35,000	10,000	-	-	-	-
<b>TOTAL OTHER B &amp; G</b>	<b>4,145</b>	<b>100,000</b>	<b>8,395</b>	<b>100,000</b>	<b>80,000</b>	<b>40,000</b>	<b>30,000</b>	<b>145,000</b>	<b>30,000</b>	<b>50,000</b>
<b>TOTAL BUILDING &amp; GROUNDS</b>	<b>304,146</b>	<b>824,000</b>	<b>114,596</b>	<b>817,000</b>	<b>1,940,000</b>	<b>800,000</b>	<b>720,000</b>	<b>690,000</b>	<b>280,000</b>	<b>2,015,000</b>
<b>B. Space Utilization Master Plan</b>										
Demo Scott St. / Build Storage	11,310	385,000	20,814	371,000	175,000	-	-	-	-	-
Courthouse PH 1 / 2	109,985	1,909,000	224,421	2,200,000	-	-	-	-	-	-
Courthouse PH 3 / 4	-	-	-	150,000	3,100,000	-	-	-	-	-
Sheriff Patrol Hdqtrs	34,491	1,000,000	34,280	250,000	1,000,000	3,500,000	-	-	-	500,000
Planning and Development	-	-	-	-	-	150,000	-	-	-	-
Service Bay Transfer	-	-	-	200,000	200,000	-	-	-	-	-
Courthouse Long Range	-	-	-	-	-	-	-	-	-	32,000,000
<b>TOTAL SPACE UTILIZATION MASTER PLAN</b>	<b>155,786</b>	<b>3,294,000</b>	<b>279,515</b>	<b>3,171,000</b>	<b>4,475,000</b>	<b>3,650,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,500,000</b>
<b>C. Technology &amp; Equipment Acquisition</b>										
EE Technology & Equipment General	1,280	-	-	-	-	-	-	-	-	-
EE Technology & Equipment Other Equip	11,825	-	-	-	-	-	-	-	-	-
EE Auditor Election Equip	27,607	21,250	21,336	21,250	7,500	-	-	1,000,000	-	-
EE FSS-MFP Replacements	52,768	45,000	14,594	45,000	45,000	45,000	45,000	45,000	45,000	-
EE FSS Alarm Radio Replacements	-	-	-	-	22,250	-	-	-	-	-
EE FSS Digital Signage	-	-	-	-	-	15,000	-	-	-	-

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
<b>APPROPRIATION SUMMARY</b>										
EE Treasurer-Tax System Upgrade	27,837	15,000	36,675	37,000	-	-	-	-	-	-
EE IT-Phone System Upgrades/Replacem	1,564	30,000	2,339	30,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Desktop Replacements	-	-	-	-	-	150,000	150,000	-	-	-
EE IT-PC's/Printers	30,409	60,000	17,842	60,000	60,000	60,000	60,000	60,000	60,000	-
EE IT-Wiring	73,809	50,000	-	50,000	-	-	-	-	-	-
EE IT-Laptops	2,080	-	-	25,000	-	-	100,000	-	-	-
EE IT-Windows Software	28,276	35,000	7,000	35,000	35,000	35,000	35,000	35,000	35,000	-
EE IT-Electronic Content Mgt.	-	200,000	-	100,000	300,000	-	-	-	-	-
EE IT-Remote Sites WANS	-	50,000	-	50,000	-	20,000	-	20,000	20,000	-
EE IT-Edge Devices	11,903	50,000	-	50,000	5,000	5,000	5,000	5,000	5,000	-
EE IT-Web Site Development	-	45,000	18,700	45,000	25,000	25,000	25,000	25,000	25,000	-
EE IT-Network Review Study	-	-	-	-	50,000	-	-	-	-	-
EE IT-Servers	-	-	-	-	-	-	-	-	-	250,000
EE IT-Storage	-	-	-	-	-	-	-	-	-	500,000
EE IT-Tape Backup Equipment	9,376	15,000	-	15,000	15,000	15,000	15,000	15,000	15,000	-
EE IT-Server Software Licenses	9,900	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace Monitors	11,821	10,000	2,038	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace High speed Line Printer	-	-	-	-	-	-	-	-	-	-
EE IT-GIS Equipment	15,480	25,000	1,357	25,000	25,000	25,000	25,000	25,000	25,000	-
EE GIS (Aerial Photos)	57,193	35,000	-	35,000	-	-	-	-	125,000	-
EE IT-ERP	470,286	100,000	31,764	40,000	-	-	-	-	-	-
EE IT - IT Projects	-	-	-	-	-	-	-	-	610,000	-
EE Rec-Mgt Fund Projects	-	12,000	-	12,000	26,000	-	-	-	-	-
EE FSS-Fleet Mgmt Software	5,109	-	-	5,000	-	-	-	-	-	-
EE-Disaster Mgmt	-	-	-	-	-	-	-	-	-	200,000
EE Sher-Light Bars & Arrow Sticks	-	10,000	882	10,000	11,000	11,000	11,000	11,000	11,000	-
EE Sher-Moving Radar Units	4,000	4,400	-	4,400	5,000	5,000	5,000	5,000	5,000	-
EE Sher-PDA for Jail	-	-	-	-	-	-	-	-	-	15,500
EE Sher-In Car Video Systems	10,000	10,000	10,000	10,000	-	-	-	-	-	300,000
EE Sher-Video Project	-	-	-	-	200,000	-	-	-	-	-
EE Sher-Body Camera Project	-	-	-	-	-	-	-	-	-	50,000
EE-Sher-Jail Inmate Mugshot Software	-	62,225	-	-	62,255	-	-	-	-	-
EE-Sher-Jail Equipment	22,588	-	-	30,000	-	-	-	-	-	-
EE-Sher-CH/Jail Metal Detect	-	10,000	-	10,000	-	-	-	34,000	-	-
EE-Sher-Mobile Data Computers (MDC)	286,915	-	-	-	-	-	300,000	-	-	-
EE-Jail-Radios	-	135,000	2,800	135,000	-	-	-	-	-	-
EE-Jail-Camera Repl't (from CIP)	-	-	-	-	36,000	36,000	36,000	-	-	-
<b>TOTAL TECHNOLOGY</b>	<b>1,172,026</b>	<b>1,039,875</b>	<b>167,327</b>	<b>899,650</b>	<b>960,005</b>	<b>477,000</b>	<b>842,000</b>	<b>1,310,000</b>	<b>1,011,000</b>	<b>1,315,500</b>
<b>D. Vehicles</b>										
VE Sheriff Patrol Vehicles	132,804	170,000	26,561	170,000	170,000	175,000	175,000	175,000	175,000	-
VE Sheriff Jail Prisoner Transport Vehicle	-	28,000	-	28,000	44,000	28,000	28,000	30,000	30,000	-
VE Sheriff Investigation Vehicle	-	48,500	-	48,500	45,300	22,000	46,000	24,000	48,000	-
VE Health Inspection Vehicles	22,185	25,000	-	25,000	48,000	50,000	78,000	78,000	28,000	-
VE Plan & Dev Code Enforcement Vehicle	-	-	-	-	30,000	25,000	-	-	-	-
VE FSS Truck	-	63,000	-	63,000	-	-	-	40,000	-	-
VE FSS Motor Pool Vehicle	46,245	-	-	-	20,000	24,000	-	50,000	50,000	-
<b>TOTAL VEHICLES</b>	<b>201,234</b>	<b>334,500</b>	<b>26,561</b>	<b>334,500</b>	<b>357,300</b>	<b>324,000</b>	<b>327,000</b>	<b>397,000</b>	<b>331,000</b>	<b>-</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
APPROPRIATION SUMMARY										
<b>E. Other Projects</b>										
OP SECC Equipment	207,620	-	-	-	-	-	-	-	-	-
OP Capital Contribution General	3,232	-	-	-	-	-	-	-	-	-
OP Bettendorf Riverfront Plan	25,000	25,000	25,000	25,000	25,000	25,000	-	-	-	-
OP NW Dav Industrial Park Rail Spur	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
OP EMS System Study	75,000	-	-	-	-	-	-	-	-	-
OP EMS Capital Contribution	-	-	275,622	275,622	-	-	-	-	-	-
OP Putnam Funding	30,000	-	-	-	-	-	-	-	-	-
OP Bike Trail/CAT Funding	-	50,000	-	50,000	50,000	50,000	100,000	100,000	100,000	-
<b>Total Other Projects</b>	<b>400,852</b>	<b>135,000</b>	<b>360,622</b>	<b>410,622</b>	<b>135,000</b>	<b>135,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>60,000</b>
<b>Grand Total</b>	<b>2,234,044</b>	<b>5,627,375</b>	<b>948,621</b>	<b>5,632,772</b>	<b>7,867,305</b>	<b>5,386,000</b>	<b>2,049,000</b>	<b>2,557,000</b>	<b>1,782,000</b>	<b>35,890,500</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
<b>F. Conservation Projects</b>										
<b>Scott County Park</b>										
SCP-Whispering Pines Roof Repl't	-	-	-	-	-	-	-	-	-	-
SCP-Pool and Aquatic Ctr Renov	8,513	50,000	3,890	157,000	192,530	72,000	67,000	105,000	-	-
SCP-Indian Hills Shelter Repl't	1,642	-	-	-	-	-	-	-	-	-
SCP-Buffalo Bill Shelter Repl't	-	-	1,196	-	-	-	-	-	-	-
SCP-Pioneer Village Renov	6,990	38,000	12,328	38,000	40,000	-	-	-	-	-
SCP-Pioneer Village Residence	-	-	-	-	-	-	-	-	-	-
SCP-Cody Homestead Improv	18,957	17,530	-	17,530	-	-	-	-	-	-
SCP-Sac Fox Rest Room & Well	-	-	-	-	-	-	-	-	-	-
SCP-Pine Grove Campgrd	-	75,000	18,627	75,000	-	-	-	-	-	-
SCP-Maintenance Area Bldg's	12,162	45,000	-	45,000	-	-	-	-	-	-
SCP-Old Nature Center	-	-	-	-	45,000	-	-	-	-	-
SCP-ADA Assessments	-	-	-	-	-	-	-	-	-	-
SCP-Road Repair	13,843	-	5,915	-	-	-	-	-	-	-
SCP-Sign and Park Ammenities	551	-	-	-	-	-	-	-	-	-
SCP-Outhouse Replacement	32,248	60,000	45,506	56,000	-	-	-	-	-	-
SCP-Playground	-	-	-	-	-	-	70,000	-	-	-
SCP-Running Deer Shelter Repl't	-	-	-	-	115,000	-	-	-	-	-
SCP-Indian Hills, N-Shelter Repl't	-	-	-	-	70,000	-	-	-	-	-
SCP Watershed Protection	-	-	-	-	-	-	-	115,000	-	-
<b>Scott County Park Sub-total</b>	<b>94,906</b>	<b>285,530</b>	<b>87,462</b>	<b>388,530</b>	<b>462,530</b>	<b>72,000</b>	<b>137,000</b>	<b>220,000</b>	<b>-</b>	<b>-</b>
<b>Westlake Park</b>										
WLP-Park Road Repair	35,008	-	-	-	-	-	-	-	-	-
WLP-Wastewater Tx Upgrades	845	-	-	-	-	-	-	-	-	-
WLP-Summit Campground Elec	63,149	-	-	-	-	-	-	-	-	-
WLP-Playgrounds	-	-	-	-	-	35,530	70,000	-	-	-
WLP-Lake Restoration	-	-	-	-	-	120,000	120,000	-	-	-
WLP-Maintenance Area Bldg's	-	40,000	47,746	48,000	-	-	-	-	-	-
WLP-Arrowhead Rest Room	-	-	-	-	-	-	-	-	-	-
WLP-Outhouse Replacement	15,729	55,000	46,322	52,000	45,000	-	-	-	-	-
WLP-Cabins	-	-	-	-	-	120,000	-	-	-	-
<b>Westlake Park Sub-total</b>	<b>114,731</b>	<b>95,000</b>	<b>94,068</b>	<b>100,000</b>	<b>45,000</b>	<b>275,530</b>	<b>190,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Wapsi Center</b>										
Wapsi Center Cabin	60,000	-	-	-	-	-	-	67,000	-	-
Wapsi Renovations	75,249	-	-	-	-	-	-	-	-	-
Wapsi Aquatic Facility & Pond Ren.	3,796	-	3,796	-	-	-	-	-	-	-
Wapsi 3 Season Shelter	-	-	-	-	-	-	-	-	-	-
Wapsi Office Replacement	-	-	-	-	-	-	-	-	-	-
Well & Water System Replacment	-	67,000	-	67,000	-	-	-	-	-	-
Wapsi Road	-	-	-	-	-	60,000	80,530	-	-	-
<b>Wapsi Center Sub-total</b>	<b>139,045</b>	<b>67,000</b>	<b>3,796</b>	<b>67,000</b>	<b>-</b>	<b>60,000</b>	<b>80,530</b>	<b>67,000</b>	<b>-</b>	<b>-</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
Buffalo Shores Dock Replacement	-	-	-	-	-	-	-	45,000	-	-
<b>Buffalo Shores Sub-total</b>	-	-	-	-	-	-	-	45,000	-	-
<b>Other Locations</b>										
ADA Improv - all parks	18,810	50,000	-	30,000	30,000	30,000	30,000	35,000	-	-
Mid-American Shade Tree Program	10,679	-	-	-	-	-	-	-	-	-
Glynn's Creek-Outhouse Replacement	31,351	-	-	-	-	-	-	-	-	-
Composting Restrooms	-	-	-	-	-	-	-	-	-	-
Administration - Windows	-	40,000	34,275	43,000	-	-	-	-	-	-
Administration - Capital Planning	8,651	-	-	-	-	-	-	-	-	-
Transfer to contingency	-	-	-	-	-	100,000	-	-	-	-
Transfer to General fund	-	-	-	-	-	-	-	-	-	-
Lodge Construction	-	-	-	-	-	-	100,000	120,000	-	-
Archery Range	-	-	-	-	-	-	-	50,530	-	-
Undesignated Projects	-	-	-	-	-	-	62,470	62,470	600,000	-
<b>Other Locations Sub-total</b>	<b>69,491</b>	<b>90,000</b>	<b>34,275</b>	<b>73,000</b>	<b>30,000</b>	<b>130,000</b>	<b>192,470</b>	<b>268,000</b>	<b>600,000</b>	<b>-</b>
<b>F. Conservation Projects Total</b>	<b>418,173</b>	<b>537,530</b>	<b>219,601</b>	<b>628,530</b>	<b>537,530</b>	<b>537,530</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>-</b>

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

Project #	Description	FY14 ACTUAL	FY15 BUDGET	FY15 YTD	FY15 ESTIMATE	FY16 PLAN	FY17 PLAN	FY18 PLAN	FY19 PLAN	FY20 PLAN	UNPROG NEEDS
<b>G. Secondary Roads Projects</b>											
L-513	Winfield Bridge	8,436	-	-	-	-	-	-	-	-	-
L-613	Allens Grove Bridge	28,497	-	-	-	-	-	-	-	-	-
L-113	Pipe Culverts - Various	-	-	-	-	-	-	-	-	-	-
I-313	70th Avenue	11,668	-	-	-	-	-	-	-	-	-
L-713	Pipe Culverts - Wisconsin	-	-	-	-	-	-	-	-	-	-
L-213	Y-68 Shoulders	-	-	-	-	-	-	-	-	-	-
L-311	150th Avenue	-	-	-	-	-	-	-	-	-	-
L-310	BROS Bridge Repl't (reim 80%)	239,652	-	959	-	-	-	-	-	-	-
L-114	Various Pipe Culverts	46,822	-	-	-	-	-	-	-	-	-
L-314	Extension RBC Culvert - Utica Rdg	56,777	-	-	-	-	-	-	-	-	-
L-412	Asphalt - 275th St (Macadam)	607,643	-	-	-	-	-	-	-	-	-
L-214	Resurf Buttermilk - Joint Proj	25,667	-	-	-	-	-	-	-	-	-
L-615	HMA Paving	-	270,000	291,412	270,000	-	-	-	-	-	-
L-215	Bridge Replacement	-	80,000	7,717	80,000	-	-	-	-	-	-
L-414	BROS Bridge Repl't (reim 80%)	-	350,000	-	350,000	-	-	-	-	-	-
L-115	Various Pipe Culverts	-	80,000	30,025	80,000	-	-	-	-	-	-
L-315	HMA Paving (Tentative) 230th Ave	-	-	-	-	140,000	-	-	-	-	-
L-811	RCB Culvert 102nd Ave	-	-	-	-	100,000	-	-	-	-	-
L-116	Various Pipe Culverts	-	-	-	-	90,000	-	-	-	-	-
L-217	Bridge Replacement 3D Hickory Grove	-	-	-	-	200,000	-	-	-	-	-
L-216	BROS Bridge Repl't (reim 80%) 28J Pr	-	-	-	-	280,000	-	-	-	-	-
L-318	Bridge Replacement 20 Sheridan	-	-	-	-	200,000	-	-	-	-	-
L-117	Various Pipe Culverts	-	-	-	-	-	90,000	-	-	-	-
L-219	BROS Bridge Repl't (reim 80%) 33B Al	-	-	-	-	-	400,000	-	-	-	-
L-619	Bridge Replacement 6B Liberty	-	-	-	-	-	90,000	-	-	-	-
L-218	Misc. - Slide Repair	-	-	-	-	-	-	250,000	-	-	-
L-118	Various Pipe Culverts	-	-	-	-	-	-	85,000	-	-	-
L-413	HMA Paving	-	-	-	-	-	-	120,000	-	-	-
L-309	HMA Paving Cody Rd	-	-	-	-	-	-	250,000	-	-	-
L-518	HMA Paving 205th St	-	-	-	-	-	-	400,000	-	-	-
L-119	Various Pipe Culverts	-	-	-	-	-	-	-	90,000	-	-
L-319	BROS Bridge Repl't (reim 80%)7 Princ	-	-	-	-	-	-	-	250,000	-	-
L-719	Bridge Replacement 3C Liberty	-	-	-	-	-	-	-	200,000	-	-
L-419	Bridge Replacement 12 Winfield	-	-	-	-	-	-	-	200,000	-	-

**SCOTT COUNTY  
FIVE YEAR CAPITAL PROJECT PLAN  
FY16 BUDGET**

<b>Project #</b>	<b>Description</b>	<b>FY14 ACTUAL</b>	<b>FY15 BUDGET</b>	<b>FY15 YTD</b>	<b>FY15 ESTIMATE</b>	<b>FY16 PLAN</b>	<b>FY17 PLAN</b>	<b>FY18 PLAN</b>	<b>FY19 PLAN</b>	<b>FY20 PLAN</b>	<b>UNPROG NEEDS</b>
L-519	Bridge Replacement 4E Sheridan	-	-	-	-	-	-	-	-	90,000	-
L-220	Bridge Replacement 8A Cleona	-	-	-	-	-	-	-	-	200,000	-
L-320	Bridge Replacement 27H LeClaire	-	-	-	-	-	-	-	-	200,000	-
L-420	BROS Bridge Repl't (reim 80%)17C Sh	-	-	-	-	-	-	-	-	250,000	-
L-120	Various Pipe Culverts	-	-	-	-	-	-	-	-	90,000	-
L-520	7C Blue Grass RCB	-	-	-	-	-	-	-	-	90,000	-
L-620	HMA paving Slopertown	-	-	-	-	-	-	-	-	300,000	-
L-720	HMA Paving 210th St	-	-	-	-	-	-	-	-	75,000	-
<b>G. Secondary Roads Total</b>		<b><u>976,561</u></b>	<b><u>780,000</u></b>	<b><u>330,113</u></b>	<b><u>780,000</u></b>	<b><u>1,010,000</u></b>	<b><u>580,000</u></b>	<b><u>1,105,000</u></b>	<b><u>740,000</u></b>	<b><u>1,295,000</u></b>	<b><u>-</u></b>

# **NONMAJOR GOVERNMENTAL FUNDS**

# SUMMARY FUND STATEMENT

## NONMAJOR GOVERNMENTAL FUNDS

<u>Fund</u>	Estimated Balance <u>07/01/15</u>	Revenues and <u>transfers</u>	Expenditures and <u>transfers</u>	Estimated Balance <u>06/30/16</u>
<b>NONMAJOR GOVERNMENTAL FUNDS:</b>				
Rural Services Fund	\$ 149,323	\$ 2,879,546	\$ 2,871,697	\$ 157,172
Secondary Roads Fund	1,545,897	6,767,702	7,001,000	1,312,599
Recorder's Record Management Fund	<u>64,427</u>	<u>30,150</u>	<u>20,000</u>	<u>74,577</u>
<b>Total Other Funds*</b>	<u>\$ 1,759,647</u>	<u>\$ 9,677,398</u>	<u>\$ 9,892,697</u>	<u>\$ 1,544,348</u>

\*Includes interfund transfers and non-budgeted fund activity

## RURAL SERVICES BASIC FUND

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

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

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

Fiscal Year	Rural Tax Base	Rural Services Fund Levy *	Rural Services Fund Levy
2006-07	699,501,125	2,043,351	3.01496
2007-08	708,472,613	2,118,005	3.08626
2008-09	743,768,156	2,179,651	3.01954
2009-10	782,777,559	2,363,628	3.01954
2010-11	798,617,272	2,411,457	3.01954
2011-12	829,648,585	2,536,743	3.13766
2012-13	877,086,710	2,686,071	3.13766
2013-14	908,864,982	2,704,207	3.04487
2014-15	923,012,002	2,805,489	3.03949
2015-16	949,429,559	2,854,891	3.00695

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
2006-07	1,673,340	2.39209	435,712	0.62287
2007-08	1,723,540	2.42268	472,082	0.66358
2008-09	1,775,246	2.37755	479,355	0.64199
2009-10	1,828,503	2.36331	507,725	0.65623
2010-11	1,828,503	2.34506	525,910	0.67448
2011-12	2,061,118	2.48709	539,149	0.65057
2012-13	2,139,440	2.51192	532,955	0.62274
2013-14	2,226,719	2.44036	551,588	0.60451
2014-15	2,261,000	2.43465	561,697	0.60484
2015-16	2,310,000	2.43304	561,697	0.59162

\* 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>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</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	\$ 2,704,083	\$ 2,739,264	\$ 2,738,464	\$ 2,784,917	1.7%
Less: Uncollected Delinq Taxes-Levy Yr	822	694	694	822	18.4%
Less: Credits To Taxpayers	<u>102,017</u>	<u>91,863</u>	<u>91,063</u>	<u>102,015</u>	11.1%
Net Current Property Taxes	2,601,244	2,646,707	2,646,707	2,682,080	1.3%
Delinquent Property Tax Revenue	822	694	694	822	18.4%
Other County Taxes	68,446	72,944	72,944	75,168	3.0%
Intergovernmental	<u>103,643</u>	<u>102,459</u>	<u>101,659</u>	<u>121,476</u>	18.6%
Subtotal Revenues	2,774,155	2,822,804	2,822,004	2,879,546	2.0%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	2,774,155	2,822,804	2,822,004	2,879,546	2.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	<u>551,588</u>	<u>561,697</u>	<u>561,697</u>	<u>561,697</u>	0.0%
Subtotal Expenditures	551,588	561,697	561,697	561,697	0.0%
Other Financing Uses:					
Operating Transfers Out	<u>2,226,719</u>	<u>2,261,000</u>	<u>2,261,000</u>	<u>2,310,000</u>	2.2%
Total Expenditures & Other Uses	2,778,307	2,822,697	2,822,697	2,871,697	1.7%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>(4,152)</u>	<u>107</u>	<u>(693)</u>	<u>7,849</u>	7235.5%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 154,168</u>	<u>\$ 150,016</u>	<u>\$ 150,016</u>	<u>\$ 149,323</u>	-0.5%
<b>Ending Fund Balance - June 30,</b>	<u><u>\$ 150,016</u></u>	<u><u>\$ 150,123</u></u>	<u><u>\$ 149,323</u></u>	<u><u>\$ 157,172</u></u>	4.7%

## 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).

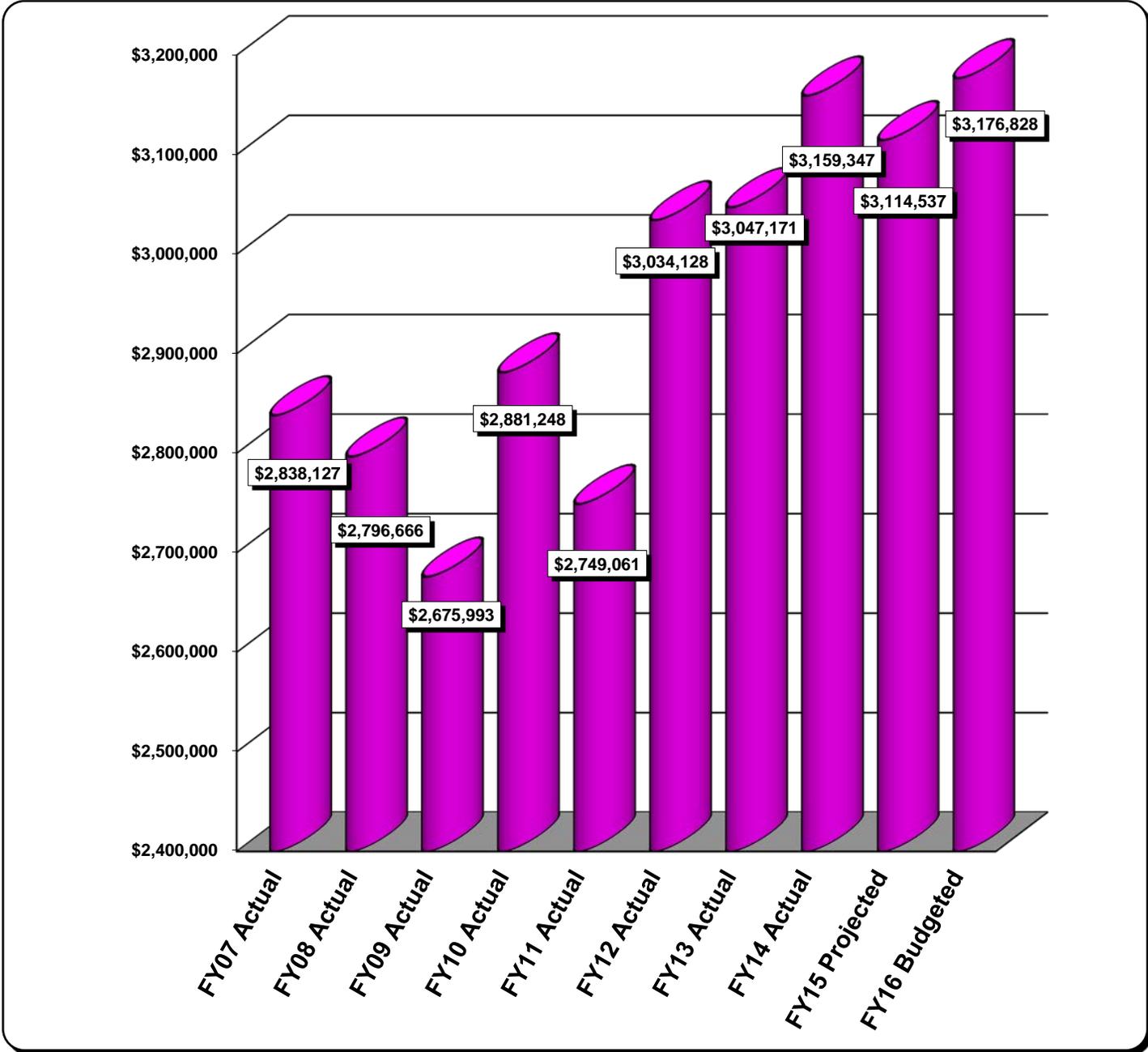
Previously, every four years the allocation formula changed based on a needs assessment performed by the State. While previous needs assessment reports have lowered the County allocated amount in the past, the most current study resulted in a major increase to Scott County. FY04 increased substantially compared to prior fiscal year amounts. This increase will fund construction projects and help keep the rural services property tax levy stable. RUT had a dip in FY 09 and FY 11 as the economy improved, however we expect a slight increase in FY 14 and continuing through FY 16. After the budget submission for FY 16, the State increased the gasoline tax, which will flow through to local governments funding in future years. The budget was not adjusted based on the timing of the events. The following information provides a ten year history of State Road Use Tax revenues:

Fiscal Year	Road Use Tax Revenues
2006-07	2,838,127
2007-08	2,796,666
2008-09	2,675,993
2009-10	2,881,248
2010-11	2,749,061
2011-12	3,034,128
2012-13	3,047,171
2013-14	3,159,347
2014-15 Projected	3,114,537
2015-16 Budgeted	3,176,828

Finally for fiscal year 2016 the urban levy rate used to compute the transfer amount from the General Basic Fund is \$0.10046 or 60% of the maximum \$0.16875 levy rate. The rural levy rate is used to compute the transfer amount from the Rural Basic Fund is \$2.43304 or 81% of the maximum \$3.00375 levy rate.

# ROAD USE TAX REVENUES

## TEN YEAR COMPARISON



This graph shows that after limited growth in recent years, beginning in FY04 Scott County received substantially more in Road Use Taxes (RUT) due to an update of the needs study report which used to be performed every four years. This increase was used toward construction and keeping the rural services property tax levy stable. There was a dip in RUT for FY09 and FY 11, however we project a slight increase through FY16.

# SECONDARY ROADS FUND

## FUND STATEMENT

	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</u>	<u>Revised</u> <u>Estimate</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Intergovernmental	\$ 3,391,288	\$ 3,280,110	\$ 3,310,110	\$ 3,501,702	6.8%
Licenses & Permits	7,570	10,000	7,500	10,000	0.0%
Charges For Services	27,589	4,000	1,000	1,000	-75.0%
Miscellaneous	24,075	9,000	20,000	13,000	44.4%
Subtotal Revenues	3,450,522	3,303,110	3,338,610	3,525,702	6.7%
Other Financing Sources:					
Operating Transfers In	2,971,719	3,014,000	3,014,000	3,085,000	2.4%
Proceeds of Fixed Assets Sales	-	157,000	-	157,000	0.0%
Total Revenues & Other Sources	6,422,241	6,474,110	6,352,610	6,767,702	4.5%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Roads & Transportation					
Administration	\$ 171,649	\$ 199,500	\$ 189,000	\$ 248,000	24.3%
Engineering	450,935	471,500	484,000	449,500	-4.7%
Bridges & Culverts	71,633	240,000	205,000	205,000	-14.6%
Roads	1,584,016	1,911,500	2,142,000	2,048,500	7.2%
Snow & Ice Control	456,371	453,000	483,000	468,000	3.3%
Traffic Controls	193,616	227,000	227,000	227,000	0.0%
Road Clearing	140,038	180,000	155,000	155,000	-13.9%
New Equipment	330,740	653,000	556,000	675,000	3.4%
Equipment Operation	1,047,207	1,196,500	1,196,500	1,196,500	0.0%
Tools, Materials, Supplies	42,205	96,000	88,500	93,500	-2.6%
Real Estate & Buildings	40,386	1,625,000	1,625,000	225,000	-86.2%
Capital Projects	1,064,897	820,000	605,000	1,010,000	23.2%
Subtotal Expenditures	5,593,693	8,073,000	7,956,000	7,001,000	-13.3%
Other Financing Uses:	-	-	-	-	N/A
Total Expenditures & Other Uses	5,593,693	8,073,000	7,956,000	7,001,000	-13.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	828,548	(1,598,890)	(1,603,390)	(233,298)	-85.4%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 2,320,739</b>	<b>\$ 3,149,287</b>	<b>\$ 3,149,287</b>	<b>\$ 1,545,897</b>	<b>-50.9%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 3,149,287</b>	<b>\$ 1,550,397</b>	<b>\$ 1,545,897</b>	<b>\$ 1,312,599</b>	<b>-15.3%</b>

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

The 1993 Iowa Legislature created a County Recorder's Record Management Fund to be used exclusively for the preservation of maintenance of public records. The legislation required that a \$1.00 fee per each recorded instrument be deposited into this fund and that the Recorder use the fees collected (and interest earned) to produce and maintain public records that meet archival standards and to enhance the technological storage, and transmission capabilities related to archival quality records. In past years the County Recorder has authorized the purchase of optical imaging equipment to enhance the operations of this office. The Recorder also hired an outside firm to digitize the office's microfilmed records back to 1989, the year the computerized index system was implemented. Most recently, the Recorder's Office used these funds to purchase a new third party computer application to replace the previously in-house developed real estate document system. Based on current transaction levels this fund will receive approximately \$30,000 each year.

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

	<b>Actual 2013-14</b>	<b>Budget 2014-15</b>	<b>Revised Estimate 2014-15</b>	<b>Budget 2015-16</b>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Charges For Services	\$ 31,042	\$ 45,000	\$ 31,000	\$ 30,000	-33.3%
Use of Money & Property	91	150	100	150	N/A
Subtotal Revenues	31,133	45,150	31,100	30,150	-33.2%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	31,133	45,150	31,100	30,150	-33.2%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0.0%
Total Expenditures & Other Uses	20,000	20,000	20,000	20,000	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	11,133	25,150	11,100	10,150	-59.6%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 42,194</b>	<b>\$ 53,327</b>	<b>\$ 53,327</b>	<b>\$ 64,427</b>	<b>20.8%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 53,327</b>	<b>\$ 78,477</b>	<b>\$ 64,427</b>	<b>\$ 74,577</b>	<b>-5.0%</b>

# **BUSINESS-TYPE ACTIVITIES FUNDS**

## **GOLF COURSE ENTERPRISE FUND**

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

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

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

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

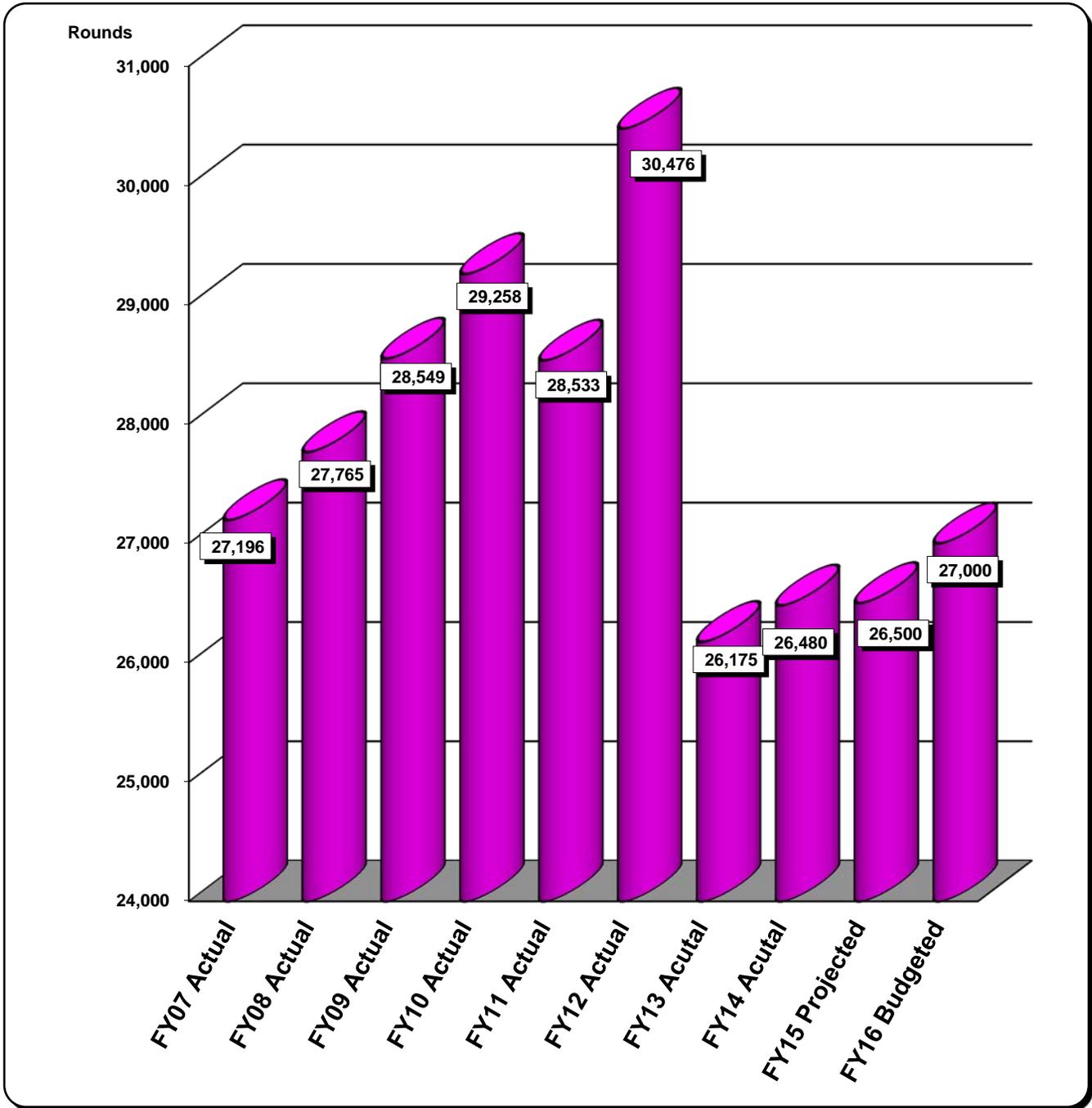
This County run operation is accounted for in the Golf Course Enterprise Fund.

## GOLF COURSE ENTERPRISE FUND FUND STATEMENT

	<u>Actual</u> <u>2013-14</u>	<u>Budget</u> <u>2013-14</u>	<u>Revised</u> <u>Estimate</u> <u>2013-14</u>	<u>Budget</u> <u>2014-15</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	\$ 977,684	\$ 1,106,200	\$ 1,106,200	\$ 1,106,200	0.0%
Use of Money & Property	-	-	-	-	N/A
Miscellaneous	<u>797</u>	<u>700</u>	<u>700</u>	<u>700</u>	0.0%
Subtotal Revenues	978,481	1,106,900	1,106,900	1,106,900	0.0%
Other Financing Sources:					
Transfer - General Fund	<u>145,460</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	1,123,941	1,106,900	1,106,900	1,106,900	0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	<u>\$ 1,090,419</u>	<u>\$ 1,172,094</u>	<u>\$ 1,165,160</u>	<u>\$ 1,073,648</u>	-8.4%
Subtotal Expenditures	1,090,419	1,172,094	1,165,160	1,073,648	-8.4%
Other Financing Uses:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Expenditures & Other Uses	1,090,419	1,172,094	1,165,160	1,073,648	-8.4%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>33,522</u>	<u>(65,194)</u>	<u>(58,260)</u>	<u>33,252</u>	-151.0%
<b>Beginning Fund Equity - July 1,</b>	<u>\$ 2,308,405</u>	<u>\$ 2,341,927</u>	<u>\$ 2,341,927</u>	<u>\$ 2,283,667</u>	-2.5%
<b>Ending Fund Equity - June 30,</b>	<u>\$ 2,341,927</u>	<u>\$ 2,276,733</u>	<u>\$ 2,283,667</u>	<u>\$ 2,316,919</u>	1.8%

# GLYNNS CREEK GOLF COURSE ROUNDS

## TEN YEAR COMPARISON



This graph shows that golf rounds have struggled since FY06. Golf rounds nationwide and in the Midwest decreased dramatically following the September 11, 2001 terrorist attack as families re-evaluated their leisure time activities and priorities. Rounds are projected to see an upward trend flat in FY 15 are certainly weather dependent. The FY 15 budgeted projection is based upon conservative estimates of consistent usage.

**DEPARTMENTAL/AGENCY DETAIL**

## Administration

Dee F. Bruemmer, County Administrator



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

<b>ACTIVITY/SERVICE:</b>	Policy and Facilitation	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> 170,000
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of meetings with Board Members	103	98	100	100
Number of agenda items	282	281	300	300
Number of agenda items postponed	0	0	0	0
Number of agenda items placed on agenda after distribution	7.00%	0.01	5%	5.00%

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prepare reports, studies, legislative actions for Board consideration in a prompt, efficient manner.	Percentage number of agenda items placed on the agenda 5 days in advance of the meeting.	100.00%	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.	0.00%	0.00%	0.00%	0.00%

<b>ACTIVITY/SERVICE:</b>	Financial Management	<b>DEPT/PROG:</b> Administration		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b>	190,674
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Grants Managed		69	79	70
Number of Budget Amendments		2	2	2

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain minimum fund balance requirements for the County's general fund - according to the Financial Management Policy	Maintain a 15% general fund balance	22%	21.0%	19%	19.0%
Ensure that all state service areas stay at or under budget for a fiscal year	Each state service area to be 100% expended or below	100%	100%	100%	100%
Quality, on-time monthly and quarterly reporting to the Board of Supervisors	100% of the monthly and quarterly reports need to be prepared and presented to the Board on time	100%	100%	100%	100%
Ensure that all Federal Grants receive a perfect score with no audit findings for County's annual Single Audit	Zero audit findings for federal grants related to the Single Audit	0	0	0	0

<b>ACTIVITY/SERVICE:</b>	Legislative Coordinator	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> 58,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of committee of the whole meetings		36	51	40
Number of meetings posted to web 5 days in advance		100%	100%	100%
Percent of Board Mtg handouts posted to web within 24 hours		100%	100%	100%

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Agenda materials are available to the public.	Agenda posted to the website 5 days in advance of the meeting.	100%	100%	100%	100%
Handouts are available to the public timely.	Handouts are posted to the website within 24 hours after the meeting.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Strategic Plan	<b>DEPT/PROG:</b> Administration		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	All	<b>FUND:</b> 01 General	<b>BUDGET:</b>	40,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Attendance of Department Heads at Monthly Dept Hd Mtg		93%	87%	90%
Number of Board goals		19	19	18
Number of Board goals on-schedule		17	10	16
Number of Board goals completed		8	14	15

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Board goals are on-schedule and reported quarterly	Percentage of Board goals on-schedule	89%	83%	88%	76%
Board goals are completed	Percentage of Board goals completed on-schedule	42%	74%	77%	24%

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> 170,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Attendance of Co Administrator at State meetings		49	43	25
Attendance of Co Administrator at QC First/Chamber meetings		28	23	20
Attendance of Co Administrator at Monthly Mgrs/Admin/Mayor		17	12	15
Attendance of Co Administrator at other meetings		217	179	300

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Strengthening intergovernmental relations on state level.	Percent attendance at meetings.	100%	100%	90%	90%
Strengthening intergovernmental relations with Chamber and QC First.	Percent attendance at meetings.	100%	100%	95%	95%
Strengthening intergovernmental relations at local level.	Percent attendance at monthly mgrs/admin/mayor meetings.	100%	80%	85%	85%
Strengthening intergovernmental relations at local level.	Number of meetings with other units of governments, business, chamber, and not for profits.	217	59	175	75

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: General Administration (11.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
A County Administrator	1.00	1.00	1.00	1.00	1.00
805-A Assistant County Administrator/HR Director	0.50	0.50	0.50	0.50	0.50
597-A Budget Manager	1.00	1.00	1.00	1.00	1.00
332-A ERP/ECM Budget Analyst	-	-	1.00	1.00	1.00
298-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$394,183	\$405,486	\$468,786	\$476,676	\$476,676
Benefits	\$106,630	\$116,944	\$135,250	\$139,898	\$139,898
Purchase Services & Expenses	7,170	10,500	10,500	10,500	10,500
Supplies & Materials	803	1,600	1,600	1,600	1,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$508,786</b>	<b>\$534,530</b>	<b>\$616,136</b>	<b>\$628,674</b>	<b>\$628,674</b>
<b>ANALYSIS</b>					
<p>FY16 non-salary costs for this program are recommended to remain unchanged from FY15 projected. There are no personnel, vehicle, or capital requests.</p>					

## Attorney's Office

Mike Walton, County Attorney



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

<b>ACTIVITY/SERVICE:</b>	Criminal Prosecution	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,180,537
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Indictable Misdemeanor Cases		3096	3153	3000	3200
New Felony Cases		1044	1164	1000	1000
New Non-Indictable Cases		1858	1782	1750	1700
Conducting Law Enforcement Training (hrs)		40	55	40	40

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will represent the State in all criminal proceedings.	98% of all criminal cases will be prosecuted by the SCAO.	98%	98%	98%	98%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.	100%	100%	100%	100%
Attorney's Office will diligently work toward achieving justice in all criminal cases.	Justice is accomplished in 100% of criminal cases.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Juvenile	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$926,111
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Juvenile Cases - Delinquencies, CINA, Terms, Rejected		775	825	725	700
Uncontested Juvenile Hearings		1333	1457	1300	1300
Evidentiary Juvenile Hearings		350	231	325	300

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office represents the State in juvenile delinquency proceedings.	98% of all juvenile delinquency cases will be prosecuted by the SCAO.	98%	98%	98%	98%
Attorney's Office represents the Department of Human Services in CINA cases.	98% of all juvenile CINA cases will be pursued by the SCAO.	98%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Civil / Mental Health	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$368,889
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Non Litigation Services Intake		164	146	200	250
Litigation Services Intake		358	367	300	300
Non Litigation Services Cases Closed		164	146	200	250
Litigation Services Cases Closed		333	337	300	300
# of Mental Health Hearings		311	299	300	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will provide representation and service as required.	Attorney's Office will defend 90% of County cases in-house. (rather than contracting other attorneys)	90%	90%	90%	90%
Attorney's Office will provide representation at Mental Health Commitment Hearings.	100% representation	100%	100%	100%	100%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Driver License / Fine Collection	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$229,584
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of clients in database		1287	3721	1200	2500
# of driver license defaulted		91	82	75	50
\$ amount collected for county		476,905.00	418,440.00	300,000	300,000.00
\$ amount collected for state		555,084.00	501,316.00	400,000	400,000.00
\$ amount collected for DOT		5,315.00	2,854.00	5,000	5,000.00

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will work to assist Scott County residents in obtaining driver licenses after suspension.	Attorney's Office will assist applicants with suspensions 100% of the time.	100%	100%	100%	100%
Attorney's Office will work to assist Scott County residents in paying delinquent fines.	Attorney's Office will grow the program by 1% quarterly.	211%	-16%	1%	1%

<b>ACTIVITY/SERVICE:</b>	Victim/Witness Support Service	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$62,418
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# victim packets sent		1699	1851	1700	2000
# victim packets returned		698	747	600	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will actively communicate with crime victims.	100% of registered crime victims will be sent victim registration information.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Advisory Services	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$211,766
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of walk-in complaints received		133	149	150	200

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will respond to citizen's requests for information during complaint desk hours.	100% of requests will be addressed.	100%	100%	100%	100%
Attorney's Office will assist law enforcement officers in answering legal questions.	An attorney is on call 24/7, 365 days a year.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Case Expedition	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$62,418
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of entries into jail		7522	7933	7500	7500

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
The Case Expeditor will review the cases of all inmates in the Scott County Jail to reduce the number of days spent in the jail before movement.	100% of inmate cases are reviewed.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Check Offender Program	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$62,418
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of warrants issued		117	91	200	150
# of defendants taking class		86	52	75	50

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will assist merchants in recovering restitution without the need for prosecution.	County Attorney's Office will attempt to recover restitution 100% of the bad check cases.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Grants	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$16,739
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of new investigations initiated		145	164	150	150
# of State/Federal judicial search warrants served		127	124	100	100
# of defendants arrested for State/Federal prosecution		176	167	175	175
# of community training		20	28	250	30

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will manage QCMEG federal and state grants in a timely fashion.	Fiscal Officer will submit quarterly and annual reports for JAG and/or ODCP awards to maintain grant.	100%	100%	100%	100%
Attorney's Office will manage QCMEG federal and state grants to assist in drug trafficking.	90% of new investigations will result in defendant being arrested for State or Federal prosecution.	90%	90%	90%	90%

# Attorney - Risk Management

Rhonda Oostenryk, Risk Manager



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

<b>ACTIVITY/SERVICE:</b>	Liability	<b>DEPARTMENT:</b>	Risk Mgmt	12.1202
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$588,879
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2015-16</b>		<b>PROJECTED</b>
\$40,000 of Claims GL		\$822.00	\$5,714.00	\$60,000.00
\$50,000 of Claims PL		\$1,034.00	\$16,663.00	\$50,000.00
\$85,000 of Claims AL		\$55,103.00	\$20,364.00	\$85,000.00
\$20,000 of Claims PR		\$9726 .00	\$25,279	\$20,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prompt investigation of liability accidents/incidents	To investigate incidents/accidents within 5 days	90%	100%	90%	100%

<b>ACTIVITY/SERVICE:</b>	Schedule of Insurance	<b>DEPARTMENT:</b>	Risk Mgmt	12.1202
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$432,646
	<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Market and Educate underwriters to ensure accurate premiums	Audit Insurance Job Classification codes	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>		<b>DEPARTMENT:</b> Risk Mgmt		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$180,269
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Claims Opened (new)		38	32	50
Claims Reported		74	46	75
\$175,000 of Workers Compensation Claims		\$142,260.00	\$226,842.00	\$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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To investigate workers comp claims within 5 days	To investigate 100% of accidents within 5 days	100%	100%	100%	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Attorney Administration (12.1000)</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
Y First Assistant Attorney	0.40	0.40	0.40	0.40	0.40
511-A Office Administrator	1.00	1.00	1.00	1.00	1.00
282-A Executive Secretary/Paralegal	0.50	0.50	0.50	0.50	0.50
252-A Executive Secretary	-	-	-	-	-
151-C Clerk II	-	-	-	-	-
141-C Clerk II	-	-	-	-	-
<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>APPROPRIATION SUMMARY:</b>					
Salaries	\$229,456	\$231,242	\$231,242	\$247,624	\$247,624
Benefits	\$72,152	\$71,905	\$73,691	\$74,348	\$74,348
Purchase Services & Expenses	2,071	6,200	6,800	6,800	6,800
Supplies & Materials	5,175	4,250	6,000	6,000	6,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$308,854</b>	<b>\$313,597</b>	<b>\$317,733</b>	<b>\$334,772</b>	<b>\$334,772</b>
<b>ANALYSIS</b>					
For FY16 non-salary costs for this program are recommended to remain unchanged from FY15 projected.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Criminal Prosecution (1201)</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
Y First Assistant Attorney	0.60	0.60	0.60	0.60	0.60
611-A Attorney II	4.00	4.00	4.00	4.00	4.00
464-A Attorney I	9.00	9.00	9.00	10.00	10.00
323-A Case Expeditor	1.00	1.00	1.00	1.00	1.00
316-A Paralegal-Audio/Visual Production Specialist	1.00	1.00	1.00	1.00	1.00
282-A Paralegal	1.00	1.00	1.00	1.00	1.00
282-A Executive Secretary/Paralegal	0.50	0.50	0.50	0.50	0.50
223-C Victim/Witness Coordinator	1.00	1.00	1.00	1.00	1.00
223-C Fine Collection Coordinator	2.00	2.00	2.00	2.00	2.00
214-C Administrative Assistant-Juvenile Court	1.00	1.00	1.00	1.00	1.00
214-C Intake Coordinator	1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary-District Court	1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk-Victim Witness	1.00	1.00	1.00	1.00	1.00
194-C Legal Secretary	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
151-C Clerk II-Data Entry	1.00	1.00	1.00	1.00	1.00
151-C Clerk II-Receptionist	1.00	1.00	1.00	1.00	1.00
Z Summer Law Clerk	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>29.10</b>	<b>29.10</b>	<b>29.10</b>	<b>30.10</b>	<b>30.10</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$ -	\$1,200	\$1,200	\$1,200	\$1,200
Fines & Forfeitures	494,934	325,000	425,000	425,000	425,000
Miscellaneous	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$494,934</b>	<b>\$326,200</b>	<b>\$426,200</b>	<b>\$426,200</b>	<b>\$426,200</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$1,812,791	\$1,829,217	\$1,833,933	\$1,976,757	\$1,976,757
Benefits	587,182	614,429	616,929	674,700	674,700
Purchase Services & Expenses	102,651	97,000	168,150	93,650	93,650
Supplies & Materials	37,304	40,000	41,000	41,000	41,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,539,928</b>	<b>\$2,580,646</b>	<b>\$2,660,012</b>	<b>\$2,786,107</b>	<b>\$2,786,107</b>
<b>ANALYSIS</b>					
The number of Attorney I positions are recommended to increase by 1.0 fte's.					
For FY16 non-salary costs for this program are recommended to remain unchanged from FY15 projected.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Risk Management (1202)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
505-A Risk Manager	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	68	25	25	25	25
Miscellaneous	9,512	10,000	19,000	10,000	10,000
<b>TOTAL REVENUE</b>	<b>\$ 9,580</b>	<b>\$10,025</b>	<b>\$19,025</b>	<b>\$10,025</b>	<b>\$10,025</b>

<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$81,874	\$85,532	\$85,532	\$86,135	\$86,135
Benefits	\$20,069	\$21,043	\$21,043	\$21,263	\$21,263
Purchase Services & Expenses	712,405	914,786	1,096,583	1,093,061	1,093,061
Supplies & Materials	952	1,400	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$815,300</b>	<b>\$1,022,761</b>	<b>\$1,205,158</b>	<b>\$1,202,459</b>	<b>\$1,202,459</b>

**ANALYSIS**

For FY16 non-salary costs for this program are recommended to remain unchanged from FY15 projected.

Insurance carriers estimate 8% premium increases which is reflected in the FY16 request.

Property insurance is reflecting a 10% increase from FY15 projected to FY16 request.

FY16 Worker's Comp claims are estimated off of FY14 actual.

# Auditor's Office

Roxanna Moritz, County Auditor



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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	Auditor		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	230,930
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Maintain administration costs at or below 15% of budget		14.20%	11.30%	14%	15.00%

**PROGRAM DESCRIPTION:**

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

Ensure new voters have opportunity to vote.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure all statutory responsibilities are met.	Conduct at least 12 meetings with managers to review progress and assess need for new policies.	12	12	12	12
Ensure all statutory responsibilities are met.	Conduct at least 4 meetings with staff from each department to review progress and assess need for new policies.	4	4	4	4

<b>ACTIVITY/SERVICE:</b>	Taxation	<b>DEPARTMENT:</b>	Auditor		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	248,566
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Property Transfers Processed				7,750	7,900
Local Government Budgets Certified		49	19	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Certify taxes and budgets.	Meet statutory & regulatory deadlines for certification with 100% accuracy	100%	100%	100%	100%
Process all property transfers.	Process all transfers without errors within 48 hours of receipt of correct transfer documents	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Payroll	<b>DEPARTMENT:</b> Auditor- Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b> 240,660	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Employees		635	757	660
Time Cards Processed		42,355	37,043	44,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Pay all employees correctly and timely.	All employees are paid correctly and on time.	100%	100%	100%	100%
Pay all payroll liabilities on time and correctly. This includes taxes, and other withholdings.	Occur no penalties for late payments.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Accounts Payable	<b>DEPARTMENT:</b> Auditor- Business & Finance			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	181,470
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Invoices Processed		22,453	20,148	22,500	22,500

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To process all claims correctly and according to policies and procedures.	Have all claims correctly processed and paid.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Expenditure Ledger	<b>DEPARTMENT:</b> Auditor - Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b> 9,940	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Account Centers		13438	8,559	14,000
Number of Accounting Adjustments		79	30	100

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To make sure the General Ledger properly reflects all expenditures and receipts.	Make sure all adjustments are proper according to accounting policies and procedures.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Commissioner of Elections	<b>DEPARTMENT:</b> Auditor-Elections			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVE</b>		<b>130,000</b>	
<b>BOARD GOAL:</b>	Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	553,562
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Conduct 4 county-wide elections		3	4	1	4

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Contract for and arrange facilities for election day and early voting polling places.	Insure 100% of polling places meet legal accessibility requirements or receive waivers from the Secretary of State.	100%	100%	100%	100%
Receive and process all absentee ballot requests for all elections.	Process and mail ballots to 100% of voters who submit correct absentee ballot requests in accordance with State law.	100%	100%	100%	100%
Insure precinct election officials are prepared to administer election laws for any given election.	Conduct election official training before major elections.	1	4	1	4

<b>ACTIVITY/SERVICE:</b>	Registrar of Voters	<b>DEPARTMENT:</b> Auditor -Elections		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	151,230
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain approximately 125,000 voter registration files		124,356	126,182	127,000

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure new voters have opportunity to vote.	All new registrations are verified, processed and voters sent confirmation by legal deadlines.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Process all voter registrations received from all agencies and maintain current registration file.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Compliance with state and federal election laws.	100%	100%	100%	100%

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

<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$162,854	\$165,413	\$165,413	\$174,730	\$174,730
Benefits	47,161	41,070	41,070	51,400	51,400
Purchase Services & Expenses	4,817	4,300	4,300	4,300	4,300
Supplies & Materials	305	500	500	500	500
<b>TOTAL APPROPRIATIONS</b>	<b>\$215,137</b>	<b>\$211,283</b>	<b>\$211,283</b>	<b>\$230,930</b>	<b>\$230,930</b>

**ANALYSIS**

FY16 non-salary costs for this program are recommended to remain the same from FY15.

Revenues

List issues for FY16 budget:

1. none
- 2.
- 3.
- 4.

List capital, personnel and vehicle changes:

1. none
- 2.
- 3.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Elections (1301)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
291-C Election Supervisor	1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk III	2.00	2.00	2.00	2.00	2.00
141-C Clerk II	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>REVENUE SUMMARY:</b>					
Intergovernmental	\$192,876	\$0	\$6,364	\$207,000	\$207,000
Charges for Services	190	200	200	300	300
Fines, Forfeitures & Miscellaneous	10,548	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$203,614</b>	<b>\$200</b>	<b>\$6,564</b>	<b>\$207,300</b>	<b>\$207,300</b>

<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$280,967	\$326,172	\$326,172	\$304,015	\$304,015
Benefits	\$63,227	\$73,116	\$73,116	\$99,277	\$99,277
Purchase Services & Expenses	\$246,116	\$178,475	\$178,475	\$270,500	\$270,500
Supplies & Materials	22,914	36,100	36,100	31,000	31,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$613,224</b>	<b>\$613,863</b>	<b>\$613,863</b>	<b>\$704,792</b>	<b>\$704,792</b>

#### **ANALYSIS**

FY16 non-salary costs for this program are recommended to mirror costs from FY14. FY16 budget includes elections for schools, city primaries, cities and partisan primary elections. City primary elections are dependent on the number of candidates and may not occur which will result in lower expenditures, but also lower intergovernmental reimbursements. School election costs may be lower if schools opt to use voting centers instead of precinct voting. Reimbursements would also be lower. Special elections are not budgeted.

#### Revenues

List issues for FY16 budget:

1. Budget reflects four county-wide elections.
2. The occurrence of city primary elections depends on the number of candidates, and may not occur.
3. Schools may opt to use voting centers instead of precinct based voting.
- 4.

List capital, personnel and vehicle changes:

1. none
- 2.
- 3.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Business/Finance (1302)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
677-A Accounting & Tax Manager	0.70	0.70	0.70	0.70	0.70
252-A Payroll Specialist	2.00	2.00	2.00	2.00	2.00
252-C Accounts Payable Specialist	1.50	1.50	1.50	1.50	1.50
177-A Official Records Clerk	0.90	0.90	0.90	0.90	0.90
<b>TOTAL POSITIONS</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>

<b>REVENUE SUMMARY:</b>					
Charges for Services	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$300,897	\$297,352	\$297,352	\$314,892	\$314,892
Benefits	98,235	95,743	95,743	107,103	107,103
Purchase Services & Expenses	914	3,475	3,475	3,475	3,475
Supplies & Materials	3,157	6,600	6,600	6,600	6,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$403,203</b>	<b>\$403,170</b>	<b>\$403,170</b>	<b>\$432,070</b>	<b>\$432,070</b>

**ANALYSIS**

FY16 non-salary costs for this program recommended to remain the same from FY15.

Revenues

List issues for FY16 budget:

1. none
- 2.
- 3.
- 4.

List capital, personnel and vehicle changes:

1. none
- 2.
- 3.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Taxation (1303)</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
677-A Accounting & Tax Manager	0.30	0.30	0.30	0.30	0.30
268-A GIS Parcel Maintenance Technician	1.00	1.00	1.00	1.00	1.00
194-C Playroom Draftsman	-	-	-	-	-
177-C Platroom specialist	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>REVENUE SUMMARY:</b>					
Licenses and Permits	\$4,787	\$5,450	\$5,450	\$5,450	\$5,450
Charges for Services	39,398	40,000	39,500	39,500	39,500
<b>TOTAL REVENUES</b>	<b>\$44,185</b>	<b>\$45,450</b>	<b>\$44,950</b>	<b>\$44,950</b>	<b>\$44,950</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$193,208	\$200,731	\$208,800	\$187,692	\$187,692
Benefits	60,216	65,255	66,555	56,054	56,054
Purchase Services & Expenses	1,705	3,820	3,820	3,820	3,820
Supplies & Materials	243	1,000	1,000	1,000	1,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$255,372</b>	<b>\$270,806</b>	<b>\$280,175</b>	<b>\$248,566</b>	<b>\$248,566</b>
<b>ANALYSIS</b>					
FY16 non-salary costs for this program are recommended to remain the same from FY15.					
Revenues are expected to remain the same from FY 15.					
List issues for FY16 budget:					
1. Salary and benefit costs are reduced due to personnel changes.					
2.					
3.					
4.					
List capital, personnel and vehicle changes:					
1. Former Deputy Auditor for taxation retired; new Deputy employed at a lower base rate.					
2. Former GIS Parcel Maintenance Specialist promoted to Tax Deputy; new Specialist employed at lower pay rate.					
3.					

## Community Services



Lori Elam, Community Services Director

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

<b>ACTIVITY/SERVICE:</b>	Community Services Administration	<b>DEPARTMENT:</b>		CSD 17.1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b>	\$159,056
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of outside programs/educational activities/workgroups or board meetings attended/participated in or requested by outside entity		333	342	250	250
Number of appeals requested from Scott County Consumers		0	0	1	1
Number of Exceptions Granted		N/A	n/a	5	10
Number of Guardianship/Conservatorship Cases		16	20	22	22
Total MH/DD Administration budget (1000 and 1704 admin costs)		\$157,233	\$161,188	\$165,758	\$159,056
Administration cost as percentage of MH/DD Budget		3.8%	3.3%	4.0%	2.0%

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To monitor MH/DS funding within Scott County to ensure cost-effective services are assisting individuals to live as independently as possible.	Review all of the "Exception to Policy" cases with the Management Team of the MH Region to ensure the Management Policy and Procedures manual is being followed as written, policies meet the community needs and that services are cost-effective.	N/A	N/A	5 cases reviewed	10 cases reviewed

<b>ACTIVITY/SERVICE:</b>	General Assistance Program	<b>DEPARTMENT:</b> CSD 17.1701		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$489,764
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of applications requesting financial assistance	1076	1155	1250	1200
# of applications approved	479	606	700	650
# of approved clients pending Social Security approval	35	33	35	35
# of individuals approved for rental assistance (unduplicated)	195	230	185	190
# of burials/cremations approved	65	80	55	70
# of families and single individuals served	Families 320 Singles 613	Families 341 Singles 772	Families 420 Singles 730	Families 350 Singles 800
# of cases denied to being over income guidelines	107	90	130	100
# of cases denied/uncompleted app require and/or process	279	323	250	275

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide financial assistance (rent, utilities, burial, direct assist) to individuals (applicants) as defined by Iowa Code Chapter 252.25 during the year.	To grant assistance averaging no more than \$500 per applicant approved.	\$407.56	\$444.83	\$450.00	\$500.00
To provide financial assistance to individuals as defined by Iowa Code Chapter 252.25.	To provide at least 380 referrals on a yearly basis to individuals who don't qualify for county assistance.	360	550	380	400
To maintain the Community Services budget in order to serve as many Scott County citizens as possible.	Review quarterly General Assistance expenditures verses budgeted amounts (1701).	\$391,137 or 70.5% of budget	\$456,126 or 95% of budget	\$486,580	\$489,764

<b>ACTIVITY/SERVICE:</b>	Veteran Services		<b>DEPARTMENT:</b> CSD 17.1702	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$149,297
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
<b>2015-16</b>				<b>PROJECTED</b>
# of requests for veteran services (federal/state)		1164	1399	1300
# of applications for county assistance		136	94	135
# of applications for county assistance approved		90	84	90
# of outreach activities		91	51	80
# of burials/cremations approved		19	19	20
Ages of Veterans seeking assistance:				
Age 18-25		N/A	N/A	300
Age 26-35		N/A	N/A	485
Age 36-45		N/A	N/A	100
Age 46-55		N/A	N/A	100
Age 56-65		N/A	N/A	300
Age 66 +		N/A	N/A	15
Gender of Veterans: Male : Female		N/A	N/A	1200:100
				1100:100

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide public awareness/outreach activities in the community.	Will reach out to at least 250 Veterans/families each quarter (1000 annually).	1389	909	1200	1000
To increase public awareness of veteran services through outreach activities in the community.	Will increase the number of veteran requests for services (federal/state) by 100 annually. (New, first time veterans applying for benefits)	765	810	1010	910
To provide financial assistance (rent, burial, utilities, direct assist) to veterans as defined in Iowa Code Chapter 35B.	To grant assistance averaging no more than \$620 per applicant.	\$445.17	\$558.95	\$620.00	\$620.00
To reduce Veterans use of county assistance/funding by increasing access to federal financial benefits.	The number of Veterans utilizing county funding/number of Veterans who qualified for federal benefits	N/A	N/A	N/A	75/100

<b>ACTIVITY/SERVICE:</b>	Substance Related Disorder Services	<b>DEPARTMENT:</b>	CSD 17.1703		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b>	\$197,900
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of involuntary substance abuse commitments filed		N/A	210	220	200
# of SA adult commitments		172	147	150	140
# of SA children commitments		43	57	60	60
# of substance abuse commitment filings denied		20	9	10	10
# of hearings on people with no insurance		73	65	20	15

**PROGRAM DESCRIPTION:**

To provide funding for emergency hospitalizations, commitment evaluations for substance abuse according to Iowa Code Chapter 125 for Scott County residents and for certain children's institutions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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 \$675.00	\$561.72	\$577.40	\$675.00	\$675.00
To maintain the Community Services budget in order to serve as many Scott County citizens with substance abuse issues as possible.	Review quarterly substance abuse commitment expenditures verses budgeted amounts.	\$145,620 or 49.3% of budget	\$140,234 or 50% of budget	\$273,564	\$197,900

<b>ACTIVITY/SERVICE:</b>	MH/DD Services	<b>DEPARTMENT:</b>	CSD 17.1704		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b>	\$7,830,501
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of involuntary mental health commitments filed		N/A	434	500	400
# of adult MH commitments		340	311	300	325
# of juvenile MH commitments		88	104	70	75
# of mental health commitment filings denied		N/A	19	15	15
# of hearings on people with no insurance		71	46	30	20
# of protective payee cases		304	358	420	420
# of Crisis situations requiring funding/care coordination		N/A	N/A	25	150
# of funding requests/apps processed- ID/DD and MI		771	929	1000	850

**PROGRAM DESCRIPTION:**

To provide services as identified in the Scott County MH/DD Management Plan to persons with a diagnosis of mental illness, mental retardation, and other developmental disabilities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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 \$610.00.	\$522.10	\$737.69	\$310.50	\$610.00
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.	\$301,256	\$306,143	\$213,632	\$384,556
To maintain a Protective Payee program, through fees, that will be self-sufficient.	There will be at least 420 payee cases and fee amounts of \$42,000 each quarter to cover the costs of staff and supplies.	304	358	420	420 cases/\$42,000 in fees per quarter

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

<b>REVENUE SUMMARY:</b>					
Miscellaneous	4,913	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 4,913</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$ 106,359	\$ 164,732	\$ 65,215	\$ 111,916	\$ 111,916
Benefits	31,937	58,093	20,326	34,480	34,480
Purchase Services & Expenses	14,806	7,460	7,460	7,460	7,460
Supplies & Materials	4,793	5,200	5,200	5,200	5,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 157,895</b>	<b>\$ 235,485</b>	<b>\$ 98,201</b>	<b>\$ 159,056</b>	<b>\$ 159,056</b>

#### **ANALYSIS**

The FY16 overall budget for Community Services is significantly different compared to the FY15 budgeted levels. The expenses overall are significantly lower (\$1.1 million) and the revenue is lower as well (\$671,000). The lower amount of expenses is primarily due to the implementation of ACA and the implementation of a fee for service model. The county does not provide funding in a blockgrant format to Vera French CMHC anymore. The fee for service model gives the clients more choices of providers than in the past. ACA covers a number of mental health services the county paid for in the past.

The Community Services administrative expenses are split between the mental health budget and Fund 1. The administrative costs include the Director of Community Services and the Office Manager.

Scott County is now part of the Eastern Iowa Mental Health Region, joined with Clinton, Cedar, Jackson and Muscatine Counties. The region now has a Governing Board and Advisory Committee. The region also has an approved Annual Service and Budget Plan and Management Plan-Policies and Procedures manual. The region has a budget for core and additional core services. The region is exploring the implementation of a crisis services- crisis stabilization center, hotline, prescreening, and the use of tele-medicine.

The FY16 revenue for the MH region remains an issue at the state level as legislators will need to decide if additional funding is needed and how much. The regions are expecting a Medicaid Offset amount to be paid for FY15/16, but the amount is unknown at this time. The region/county did not include State Program Payment (SPP) revenue in the FY16 budget.

#### Issues:

1. Stable funding for the MH region
2. Medicaid Offset
3. State waiting lists for ID services
4. Implementation of crisis services

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: General Assist/Other Services (1701)</b>		<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
430-A Case Aide Supervisor		0.50	0.50	0.50	0.50	0.50
252-C Case Aide		1.00	1.00	1.00	1.00	1.00
162-C Clerk III/Secretary		0.35	0.35	0.35	0.35	0.35
162-C Clerk III/Receptionist		0.85	0.85	0.85	0.85	0.85
141-C Clerk II/Receptionist		-	-	-	-	-
<b>TOTAL POSITIONS</b>		<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$	27,281	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
Miscellaneous		16,415	30,000	10,000	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>43,696</b>	<b>\$ 30,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$	126,392	\$ 130,584	\$ 130,584	\$ 135,351	\$ 135,351
Benefits		57,125	63,326	63,326	61,743	61,743
Purchase Services & Expenses		273,763	291,470	291,470	291,470	291,470
Supplies & Materials		1,234	1,200	1,200	1,200	1,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>458,514</b>	<b>\$ 486,580</b>	<b>\$ 486,580</b>	<b>\$ 489,764</b>	<b>\$ 489,764</b>
<b>ANALYSIS</b>						
<p>The FY16 non-salary costs for the General Assistance program will remain flat compared to the current budgeted levels. It is recommended that the amount of rental assistance be increased to \$500 as local landlords have expressed concern about the increasing costs of utilities and upkeep. The rental amount has not been increased since 2009. There will be no increase in the rental assistance line item within the budget as the overall number of approvals for rent assistance has been low. The increase in rent amount will not impact the overall budget. The Emergency Lodging program within the General Assistance budget will continue into FY16 and move into the MH fund as a crisis service sometime in FY16.</p> <p>The program has felt the impacts of ACA as very few people have requested assistance with medical needs. This program continues to help the jail and released inmates in terms of transportation and housing needs. In the future, additional uses (fuel needs) will be explored to help stranded people get back on the road and to their home state.</p> <p>The FY16 revenue is recommended to remain flat. Revenue fluctuates greatly each year because Social Security approvals vary from year to year.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Monitor rental assistance</li> <li>2. Monitor use of Emergency Lodging program</li> </ol>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Veteran Services (1702)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
298-A Veteran's Affairs Director/Case Aide	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Receptionist	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>REVENUE SUMMARY:</b>					
Intergovernmental	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Miscellaneous	151	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 10,151</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$ 59,204	\$ 61,745	\$ 61,745	\$ 66,507	\$ 66,507
Benefits	\$ 25,568	\$ 27,344	\$ 27,344	\$ 28,315	\$ 28,315
Purchase Services & Expenses	52,155	53,675	53,675	53,675	53,675
Supplies & Materials	279	800	800	800	800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 137,206</b>	<b>\$ 143,564</b>	<b>\$ 143,564</b>	<b>\$ 149,297</b>	<b>\$ 149,297</b>
<b>ANALYSIS</b>					
<p>The FY16 overall costs for the Veterans program are recommended to remain flat compared to the current budget.</p> <p>The FY16 revenue is also recommended to remain flat. The county will continue to receive the Veteran Grant money from the state (\$10,000). This money is designated for certain expenses- training for the director and/or commissioners, office equipment, etc. The money can not be used for actual services for Veterans and their families.</p> <p>The rental assistance amount will increase from \$450 to \$500, same as in the General Assistance program.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Use of grant money and need for spending flexibility</li> <li>2. Monitor the AAAs/LifeLong Links as they move toward delivery of veteran's services- possible duplication of services</li> </ol>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: SA Assistance (1703)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
271-C Office Manager	-	-	-	-	-
162-C Clerk III/Secretary	-	-	-	-	-
141-C Clerk II/Receptionist	-	-	-	-	-
<b>TOTAL POSITIONS</b>	-	-	-	-	-
<b>REVENUE SUMMARY:</b>					
Charges for Services	\$ 3,685	\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700
Misc Fees	\$ 110	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 3,795</b>	<b>\$ 2,700</b>	<b>\$ 2,700</b>	<b>\$ 2,700</b>	<b>\$ 2,700</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries					
Benefits					
Purchase Services & Expenses	\$ 149,809	\$ 273,564	\$ 195,376	\$ 197,900	\$ 197,900
Supplies & Materials					
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 149,809</b>	<b>\$ 273,564</b>	<b>\$ 195,376</b>	<b>\$ 197,900</b>	<b>\$ 197,900</b>

**ANALYSIS**

The FY16 expenses for the Substance Related Disorders program are recommended to decrease significantly compared to the FY15 budgeted levels. The revenue is projected to remain flat.

The expenses have been much lower although they do vary from year to year. The impacts of ACA have been felt in this budget. More people have insurance coverage so the county is paying less for hospitalization and evaluations.

Issues:

1. MH Redesign and co-occurring disorders

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

<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$884,623	\$834,279	\$834,279	\$0	\$0
Charges for Services	188,513	138,800	150,800	149,800	149,800
Miscellaneous	68,606	41,275	-	91,405	91,405
<b>TOTAL REVENUES</b>	<b>\$1,141,742</b>	<b>\$1,014,354</b>	<b>\$985,079</b>	<b>\$241,205</b>	<b>\$241,205</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$281,349	\$234,601	\$334,618	\$299,604	\$299,604
Benefits	108,405	101,277	139,544	115,987	115,987
Capital Outlay	-	508	508	508	508
Purchase Services & Expenses	1,585,721	7,925,672	7,079,324	7,404,700	7,404,700
Supplies & Materials	6,304	4,302	9,502	9,702	9,702
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,981,779</b>	<b>\$8,266,360</b>	<b>\$7,563,496</b>	<b>\$7,830,501</b>	<b>\$7,830,501</b>

## ANALYSIS

The FY16 Community Services mental health budget, which is now part of the Eastern Iowa Mental Health Regional budget, is recommended to decrease significantly compared to the FY15 budgeted levels. The counties will continue to pay individual bills for services and regional funds will be used to pay for crisis services. The decrease in expenses is primarily due to the implementation of ACA and the implementation of a fee for service model. The county no longer provides funding in a blockgrant format to Vera French CMHC. The fee for service model gives individuals more choices of providers than in the past. ACA covers a number of mental health services the county paid for in the past. The state has implemented a waiting list for individuals seeking an ID waiver slot. The region will be picking up the costs of those services until they receive a Medicaid slot.

The Eastern Iowa Mental Health Region has budgeted for core and additional core services. The region has implemented some new services: pre-screening and crisis beds. The region will be implementing a variety of crisis services- crisis stabilization center, hotline, and the use of tele-medicine. The region is working with the Davenport Police Department to implement Crisis Intervention Teams (CIT) to address situations more effectively. The region is also working with CASI by providing funding for another outreach worker who can assist individuals in need of information/services. The region is also working with MEDIC to purchase a secure car for transporting individuals under a MH commitment in a more respectful manner. The region will be working with state legislators to draft a bill for reimbursement for the secure car use. The region is having discussions with the local hospitals about utilizing a social worker/care coordinator to assist individuals when they are discharged.

The FY16 revenue for the MH region is lower as the equalization amount is less and SPP funds are not budgeted. Future funding will be an issue at the state level as legislators will need to decide if additional funding is really needed. The region is expecting a Medicaid Offset amount to be paid for FY15 in FY16, but the amount is unknown at this time.

Issues:

1. Stable funding for the MH region
2. State waiting lists for ID services
3. Implementation of crisis services

# Conservation Department

Roger Kean, Conservation Director



**MISSION STATEMENT:** To improve the quality of life and promote and preserve the health, welfare and enjoyment for the citizens of Scott County and the general public by acquiring, developing, operating, and preserving the historical, educational, environmental, recreational and natural resources of the County.

<b>ACTIVITY/SERVICE:</b>	Administration/Policy Development		<b>DEPT/PROG:</b>	Conservation 1800	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	165,224	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$542,876
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total appropriations administered (net of golf course)		\$3,955,711	\$3,783,858	\$4,086,533	\$4,374,679
Total FTEs managed		26	26	26	27
Administration costs as percent of department total.		12%	12%	12%	12%
REAP Funds Received		\$44,496	\$62,230	\$46,105	\$61,042
Total Acres Managed		2,496	2,496	2,496	2,496

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide the most efficient planning, analysis, and construction coordination for all Conservation CIP projects	Insure that a minimum of 90% of all capital projects are completed within budgeted amount and the scheduled time frame.	94%	90%	90%	90%
Increase the number of people reached through social media, email newsletters, and press releases	Increase number of customers receiving electronic notifications to 2,600 for events, specials, and Conservation information	2,372	2,500	2,600	2,600
Budget preparation and oversight of the park and golf services	To maintain a balanced budget for all depts by ensuring that we do not exceed 100% of appropriations	93%	95%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Recreational Services	<b>DEPT/PROG:</b> 1801,1805,1806,1807,1808,1809		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED: 165,224</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$579,382
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>PROJECTED</b>	<b>PROJECTED</b>	
Total Camping Revenue		\$569,951	\$599,244	\$640,000
Total Facility Rental Revenue		\$55,201	\$59,795	\$57,000
Total Concession Revenue		\$123,909	\$128,973	\$150,300
Total Entrance Fees (beach/pool, Cody, Pioneer Village)		\$179,004	\$183,076	\$211,200

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide a high quality camping experience throughout the recreational season at SCP, WLP, and BSP	To maintain a 40% occupancy per year for all camping sites	36%	39%	40%	40%
To provide a high quality rental facilities (i.e. shelters, cabins, etc) for public use.	To maintain a 36% occupancy per year for all rental facilities	37%	41%	36%	36%
To provide adequate aquatic recreational opportunities.	To increase attendance at the Beach and Pool	37,473	39,347	46,000	46,000
To continue to provide high quality swim lessons at the Scott County Park pool	Through use of an evaluation tool for parents and participants attending swim lessons achieve a minimum of a 95% satisfaction rating	95%	100%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Assets - Parks	<b>DEPT/PROG:</b> 1801,1805,1806,1807,1808,1809			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED: 165,224</b>			
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,738,439
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total vehicle and equipment repair costs (not including salaries)		\$63,082	\$63,314	\$65,891	\$65,891
Total building repair costs (not including salaries)		\$13,766	\$22,024	\$16,177	\$16,177
Total maintenance FTEs		7	7	7	7

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To obtain the highest customer satisfaction ratings possible related to the maintenance aspects of the dept.	Achieve 100% customer satisfaction on all correspondence, surveys, and comment cards associated with maintenance activities.	93%	96%	100%	100%
To encourage the use of environmentally safe (green) maintenance products utilized throughout the dept.	To increase the number of green products to represent 30% of all maintenance products utilized.	21%	21%	30%	30%
Equipment Maintenance	80% of equipment replaced according to department equipment schedule	100%	89%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Safety-Customer Service	<b>DEPT/PROG:</b>	Conservation 1801,1809		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED: 165,224</b>			
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$286,472	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of special events or festivals requiring ranger assistance		20	17	20	20
Number of reports written.		49	47	60	60
Number of law enforcement and customer service personnel (seasonal & full-time)		102	102	102	102

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase the number of natural resource oriented public programs facilitated, attended, or conducted by ranger staff.	Involvement in 15 public programs per year (for example: hunter & boater safety programs, fishing clinics, etc.)	29	17	24	24
Elimination of complaints associated with enforcement actions by our ranger staff.	Decrease the number of complaints received due to the enforcement action or public contact with ranger staff.	1	1	3	3
Provide safe and secure environment for the public while utilizing all Conservation Board facilities.	To reduce the number of accidents involving the public and that expose the County to liability	1	0	3	3

<b>ACTIVITY/SERVICE:</b>	Environment Education/Public Programs	<b>DEPT/PROG:</b>	Conservation 1805	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	165,224	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$332,015
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of programs offered.	221	194	220	220
Number of school contact hours	21,931	20,867	24,000	24,000
Number of people served.	30,238	24,752	30,000	30,000
Operating revenues generated (net total intergovt revenue)	15,597	10,338	14,000	14,000
Classes/Programs/Trips Cancelled due to weather	11	12	3	3

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To educate the general public about the environment, the need to preserve our natural resources, and the value of outdoor recreation.	To maintain 100% satisfaction through comment cards and evaluations received from all public programs.	100%	100%	100%	100%
To provide schools with environmental education and outdoor recreation programs that meet their Iowa Core needs.	100% of all Iowa school programs will meet at least 1 Iowa Core requirement.	100%	100%	100%	100%
To provide the necessary programs to advance and support environmental and education professionals in their career development.	To provide at least four career opportunities that qualify for their professional certification and development needs.	4	10	4	4

<b>ACTIVITY/SERVICE:</b>	Historic Preservation & Interpretation	<b>DEPT/PROG:</b> Conservation 1806,1808		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 165,224		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$243,693
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>PROJECTED</b>	<b>PROJECTED</b>	
Total revenue generated		\$65,147	\$88,085	\$66,797
Total number of weddings per year at Olde St Ann's Church		57	65	60
Pioneer Village Day Camp Attendance		321	338	320

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	13,401	21,216	20,000	20,000
To collect sufficient revenues to help offset program costs.	To increase annual revenues from last year's actual	\$65,147	\$88,085 (135%)	\$67,450	\$72,750
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	4	26	35	35

<b>ACTIVITY/SERVICE:</b>	Golf Operations	<b>DEPT/PROG:</b> Conservation 1803,1804		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 165,224		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,073,648
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total number of golfers/rounds of play		26,175	26,480	30,000
Total course revenues		\$912,151	\$978,369	\$1,106,900
Total appropriations administered		\$963,349	\$1,044,847	\$1,092,094
Number of Outings/Participants		38/2,371	33/2,772	42/3,012
Number of days negatively impacted by weather		43	27	40

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide a quality golfing experience for our customers and the citizens of Scott County.	To maintain 100% customer satisfaction from all user surveys and comment cards.	100%	100%	100%	100%
To increase revenues to support program costs	Golf course revenues to support 100% of the yearly operation costs	(\$94,287)	(\$49,672)	\$0	\$0
To provide an efficient and cost effective maintenance program for the course	To maintain course maintenance costs at \$22.70 per round	\$22.03	\$23.16	\$22.70	\$22.70
Increase profit margins on concessions	Increase profit levels on concessions to 65%	64%	64%	65%	65%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Conservation Administration (18.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
775-A Director	1.00	1.00	1.00	1.00	1.00
540-A Deputy Director	1.00	1.00	1.00	1.00	1.00
252-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00
141-A Clerk II	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	62,230	62,230	62,230	61,042	61,042
Conservation Equipment Fund			-	-	-
<b>TOTAL REVENUES</b>	<b>\$62,230</b>	<b>\$62,230</b>	<b>\$62,230</b>	<b>\$61,042</b>	<b>\$61,042</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$292,736	\$298,723	\$319,500	\$310,966	\$310,966
Benefits	101,389	103,914.00	103,914.00	106,440	106,440
Capital Outlay	0	32,000	32,000	30,000	30,000
Purchase Services & Expenses	67,265	84,542	85,101	85,351	85,351
Supplies & Materials	10,059	10,119	10,119	10,119	10,119
		-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$471,449</b>	<b>\$529,298</b>	<b>\$550,634</b>	<b>\$542,876</b>	<b>\$542,876</b>
<b>ANALYSIS</b>					
FY16 revenues are anticipated to decrease due to a decrease in REAP funds.					
Non-salary FY16 expenditures are expected to increase slightly due to rising costs for 800 Mhz maintenance costs.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Park &amp; Rec (1801, 1806, 1807, 1808, 1809)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
470-A Park Manager	2.00	2.00	2.00	2.00	2.00
382-A Park Manager					
262-A Park Ranger	5.00	5.00	5.00	5.00	5.00
220-A Park Crew Leader	1.00	1.00	1.00	1.00	1.00
187-A Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00
187-A Equipment Specialist	2.00	2.00	2.00	2.00	2.00
187-A Equipment Mechanic	-	-	-	-	-
187-A Park Crew Leader	-	-	-	-	-
187-A Park Maintenance Technician	4.00	4.00	4.00	4.00	4.00
99-Cody Homestead Site Coordinator	0.75	0.75	0.75	0.75	0.75
Z Seasonal Park Maintenance (WLP,SCP,PV)	7.52	7.52	7.52	7.52	7.52
Z Seasonal Pool Manager (SCP)	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Pool Manager (SCP)	0.21	0.21	0.21	0.21	0.21
Z Seasonal Lifeguard (WLP, SCP)	6.28	6.28	6.28	6.28	6.28
Z Seasonal Pool Concessions (SCP)	1.16	1.16	1.16	1.16	1.16
Z Seasonal Beach/Boathouse Concessions (WLP)	1.80	1.80	1.80	1.80	1.80
Z Seasonal Beach Manager (WLP)	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Beach Manager (WLP)	0.23	0.23	0.23	0.23	0.23
Z Seasonal Park Patrol (WLP, SCP)	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
Z Seasonal Day Camp/Apothecary (Pioneer Village)	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
<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>REVENUE SUMMARY:</b>					
Intergovernmental	\$0	\$0	\$0	\$0	\$0
Charges for Services	1,042,078	1,107,122	1,118,572	1,082,572	1,082,572
Uses of Money & Property	73,503	70,821	70,821	70,821	70,821
Miscellaneous	3,586	33,675	6,675	6,675	6,675
Conservation Equipment Fund	38,000	46,000	46,000	47,000	47,000
<b>TOTAL REVENUES</b>	<b>\$1,157,167</b>	<b>\$1,257,618</b>	<b>\$1,242,068</b>	<b>\$1,207,068</b>	<b>\$1,207,068</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$1,297,221	\$1,376,261	\$1,379,767	\$1,421,909	\$1,421,909
Benefits	323,561	372,334	388,272	407,228	407,228
Capital Improvement	213,151	204,000	204,000	207,800	207,800
Purchase Services & Expenses	406,202	362,322	394,694	416,202	416,202
Supplies & Materials	387,738	394,847	394,847	394,847	394,847
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,627,873</b>	<b>\$2,709,764</b>	<b>\$2,761,580</b>	<b>\$2,847,986</b>	<b>\$2,847,986</b>
<b>ANALYSIS</b>					
<p>FY16 revenues are expected to increase slightly due to an increase in revenue at Pioneer Village concessions but due to disconnection of sewer services to Lake Canyada effective 7/1/15 revenue will decrease by \$36,000 for the year.</p> <p>Non-salary FY16 expenditures are expected to increase due to rising costs of utility expenses and service charges for processing credit cards.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Glynn's Creek (1803/1804)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
462-A Golf Pro/Manager	1.00	1.00	1.00	1.00	1.00
462-A Golf Course Superintendent	1.00	1.00	1.00	1.00	1.00
220-A Assistant Golf Course Superintendent	1.00	1.00	1.00	1.00	1.00
187-A Turf Equipment Specialist	1.00	1.00	1.00	1.00	1.00
187-A Mechanic/Crew Leader	-	-	-	-	-
187-A Assistant Golf Course Superintendent	-	-	-	-	-
162-A Maintenance Technician-Golf Course	1.00	1.00	1.00	1.00	1.00
162-A Maintenance Worker	-	-	-	-	-
Z Seasonal Assistant Golf Professional	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
Z Seasonal Part Time Laborers	4.77	4.77	4.77	4.77	4.77
<b>TOTAL POSITIONS</b>	<b>17.98</b>	<b>17.98</b>	<b>17.98</b>	<b>17.98</b>	<b>17.98</b>
<b>REVENUE SUMMARY:</b>					
Charges for Services	\$977,684	\$1,106,200	\$1,106,200	\$1,106,200	\$1,106,200
Total Miscellaneous	797	700	700	700	700
Conservation Equipment Fund	19,756				
<b>TOTAL REVENUES</b>	<b>\$998,237</b>	<b>\$1,106,900</b>	<b>\$1,106,900</b>	<b>\$1,106,900</b>	<b>\$1,106,900</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$481,685	\$562,492	\$556,058	\$531,771	\$531,771
Benefits	116,488	134,768	134,239	112,023	112,023
Capital Outlay	82,501	134,768	134,768	96,859	96,859
Purchase Services & Expenses	116,259	120,490	120,490	113,390	113,390
Supplies & Materials	261,746	219,605	219,605	219,605	219,605
Debt Service	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,058,679</b>	<b>\$1,172,123</b>	<b>\$1,165,160</b>	<b>\$1,073,648</b>	<b>\$1,073,648</b>
<b>Net Income</b>	<b>(\$60,442)</b>	<b>(\$65,223)</b>	<b>(\$58,260)</b>	<b>\$33,252</b>	<b>\$33,252</b>
Less County Contribution for Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total*</b>	<b>\$ (60,442)</b>	<b>\$ (65,223)</b>	<b>\$ (58,260)</b>	<b>\$ 33,252</b>	<b>\$ 33,252</b>
*Deficits will be covered by Conservation capital project reserve					
<b>ANALYSIS</b>					
FY16 revenues are expected to remain the same.					
Non-salary FY16 expenditures are expected to remain the same. Capital outlay is anticipated to decrease based on last year's actual expenses for depreciation of equipment.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Wapsi River Environ Educ Center (1805)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
382-A Naturalist/Director	1.00	1.00	1.00	1.00	1.00
271-A Assistant Naturalist	1.00	2.00	2.00	2.00	2.00
Z Seasonal Maintenance-Caretaker	0.66	0.66	0.66	0.66	0.66
Z Seasonal Naturalist	0.71	-	-	-	-
Z Seasonal Naturalist	0.79	0.79	0.79	0.79	0.79
Z Seasonal Naturalist	0.68	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>4.84</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>
<b>Intergovernmental</b>					
Intergovernmental	\$0	\$0	\$0	\$0	\$0
Charges for Services	2,730	2,526	2,526	2,526	2,526
Uses of Money & Property	7,430	10,000	10,000	10,000	10,000
Miscellaneous	178	250	250	250	250
Conservation Equipment Fund	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$10,338</b>	<b>\$12,776</b>	<b>\$12,776</b>	<b>\$12,776</b>	<b>\$12,776</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$168,543	\$206,871	\$202,821	\$210,896	\$210,896
Benefits	46,437	48,520	48,520	59,569	59,569
Purchase Services & Expenses	44,829	35,550	39,050	42,650	42,650
Supplies & Materials	11,676	19,000	19,000	18,900	18,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$271,485</b>	<b>\$309,941</b>	<b>\$309,391</b>	<b>\$332,015</b>	<b>\$332,015</b>
<b>ANALYSIS</b>					
FY16 revenues are expected to remain the same.					
Non-salary FY16 expenditures are anticipated to increase slightly due to rising costs of utility expenses.					

# Facility and Support Services



Dave Donovan, Director

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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>		FSS	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 258,184
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total percentage of CIP projects on time and with in budget.		100	83.33	85	85
# of buildings registered with the Energy Star Program.		1	1	1	2
Maintain total departmental cost/square foot at FY10 levels (combined maint/custodial)		5.77	5.43	6.9	6.5

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To reduce output of CO2 by X pounds in the next fiscal year.	To reduce our organizations carbon footprint and environmental impact - CO2 output is one measure of our effectiveness.	136,561	124,748	165,000	140,000
To reduce total energy consumption by X % per square foot in the next fiscal year.	To reduce our consumption of energy, again one measure of our environmental impact - this will effectively reduce our on-going costs as well.	4%	15%	2%	2%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Buildings	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 1,933,676
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of hours spent in safety training		24	24	24	24
# of PM inspections performed quarterly- per location		118	88	100	100
Total maintenance cost per square foot		2.11	1.93	2.28	2.3

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintenance Staff will make first contact on 80 % of routine non-jail work orders within 5 working days of staff assignment.	To be responsive to the workload from our non-jail customers.	92%	97%	85%	90%
Maintenance Staff will strive to do 30% of work on a preventive basis.	To do an increasing amount of work in a scheduled manner rather than reactive.	33%	29%	35%	30%
Maintenance Staff will strive to complete 65% of routine jail work orders within 5 working days of staff assignment.	To be responsive to the workload from the jail facility.	92%	98%	90%	90%

<b>ACTIVITY/SERVICE:</b>		<b>DEPARTMENT:</b> FSS			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	651,447	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>2015-16</b> <b>PROJECTED</b>
Number of square feet of hard surface floors maintained		559100	107,473.00	550000	525000
Number of square feet of soft surface floors maintained		236626	190,705.00	250000	200000
Number of Client Service Worker hours supervised		3730	5702	3500	3800

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To receive X 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.	Less than 7	3	10	6
Divert X 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.	95,190	101,270	100,000	100,000
Perform annual green audit on XX% of FSS cleaning products.	To ensure that our cleaning products are "green" by current industry standards.	27%	37%	33%	33%

<b>ACTIVITY/SERVICE:</b>	Support Services	<b>DEPARTMENT:</b> FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	760,202
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Actual number of hours spent on imaging including quality control and doc prep		2489	2830	2200
% of total county equipment budget spent utilizing PO's.		11.00%	na	45.00%

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Print Shop will recommend, to requesting department or agency, cost savings alternatives on at least XX% of print shop requests received.	This will result in the suggestion of cost savings methods on copy jobs that are received in the print shop which would result in savings on copy costs.	6.00%	11.50%	8.00%	8.00%
Imaging staff will perform imaging, quality control, and release functions on at least XX% of all records that have been doc prepped within 10 weeks of the doc prep process.	Items will be available to the end user on line within designated amount of time after doc prep tasks. This will allow ease of record lookup.	90%	100%	85%	85%
Purchasing will assist with increasing savings by XX% in the next year due to changes in software and additional utilization of the purchasing department.	This will result in our customers saving budget dollars and making better purchasing decisions.	14%	n/a	15%	12%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Facility &amp; Support Services Admin (15.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
725-A Director of Facility and Support Services	1.00	1.00	1.00	1.00	1.00
417-A Operations Manager	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>REVENUE SUMMARY:</b>					
Charges for Services	100	250	-	125	125
Miscellaneous	1,117	1,100	-	750	750
<b>TOTAL REVENUES</b>	<b>\$1,217</b>	<b>\$1,350</b>	<b>\$0</b>	<b>\$875</b>	<b>\$875</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$182,342	\$181,782	\$181,782	\$187,238	\$187,238
Benefits	59,318	61,175	61,175	62,666	62,666
Purchase Services & Expenses	2,543	6,655	6,610	6,605	6,605
Supplies & Materials	1,172	1,775	1,775	1,675	1,675
<b>TOTAL APPROPRIATIONS</b>	<b>\$245,376</b>	<b>\$251,387</b>	<b>\$251,342</b>	<b>\$258,184</b>	<b>\$258,184</b>
<b>ANALYSIS</b>					
Salaries and benefit expense is expected to increase due to COLA increases. No other changes are expected.					
Non-salary expenses for this program are expected to decrease marginally due to on-going departmental emphasis on organization-wide cost savings efforts. There are no equipment requests for this program.					
Revenue for this program is very minimal and difficult to project and budget since it is based on sporadic reimbursement revenues.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Maintenance of Buildings &amp; Grounds (1501-1506, 1508, 1510-154)</b>		<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
300-A Maintenance Coordinator		1.00	1.00	1.00	1.00	1.00
268-C Maintenance Electronic System Technician		2.00	2.00	2.00	2.00	2.00
268-C Maintenance Specialist		4.00	4.00	4.00	4.00	4.00
182-C Maintenance Worker		1.00	1.00	1.00	1.00	1.00
83-C General Laborer		1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>		<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$	153,018	\$ 90,328	\$ 92,328	\$ 93,000	\$ 93,000
Miscellaneous		26,830	17,425	16,875	17,000	17,000
Sales General Fixed Assets		NA	NA	NA	NA	NA
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>179,848</b>	<b>\$ 107,753</b>	<b>\$ 109,203</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$	399,793	\$ 414,568	\$ 405,168	\$ 418,740	\$ 418,740
Benefits		158,622	165,717	165,717	170,296	170,296
Capital Outlay		2,369	20,000	20,000	17,000	17,000
Purchase Services & Expenses		1,023,680	1,026,135	1,065,140	1,215,635	1,215,635
Supplies & Materials		109,428	107,253	109,203	118,950	118,950
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>1,693,892</b>	<b>\$ 1,733,673</b>	<b>\$ 1,765,228</b>	<b>\$ 1,940,621</b>	<b>\$ 1,940,621</b>
<b>ANALYSIS</b>						
<p>Budgeted salary and benefit expense is expected to increase due to COLA increases. FY15 salary and benefit expenses are projected below budget due to mid-year vacancies.</p> <p>Budgeted services, expenses and supplies are collectively projected to increase by 17.7% due to the anticipated new Patrol facility. The actual expenditure increase will likely be minimal during FY16 and could be deferred completely until FY17 depending on the actual timeline for the completion of that facility.</p> <p>There is a request for the replacement of one lift truck for this program. This request is a slight reduction from prior year requests.</p> <p>Revenues are budgeted to rise slightly due to marginal inflationary increases.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Custodial Services (1507)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
238-A Custodial & Security Coordinator	1.00	-	-	-	-
198-A Custodial Coordinator		1.00	1.00	1.00	1.00
162-C Lead Custodial Worker	-	-	-	-	-
130-C Custodial Worker	10.60	11.50	11.50	11.50	11.50
<b>TOTAL POSITIONS</b>	<b>11.60</b>	<b>12.50</b>	<b>12.50</b>	<b>12.50</b>	<b>12.50</b>

<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$ 543	\$ 55,685	\$ 55,685	\$ 56,386	\$ 56,386
Miscellaneous	9,750	700	700	650	650
<b>TOTAL REVENUES</b>	<b>\$10,293</b>	<b>\$56,385</b>	<b>\$56,385</b>	<b>\$57,036</b>	<b>\$57,036</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$420,698	\$443,588	\$442,688	\$436,316	\$436,316
Benefits	159,504	187,276	187,276	166,956	166,956
Capital Outlay	3,940	4,540	4,540	2,550	2,550
Purchase Services & Expenses	3,050	10,490	9,600	9,100	9,100
Supplies & Materials	34,970	36,525	36,525	36,525	36,525
<b>TOTAL APPROPRIATIONS</b>	<b>\$622,162</b>	<b>\$682,419</b>	<b>\$680,629</b>	<b>\$651,447</b>	<b>\$651,447</b>

#### **ANALYSIS**

Budgeted salary and benefit expenses are projected to decline slightly despite expected COLA increases.

All other expense categories are requested at lower levels from the prior FY. Total program budgeted savings are at 4.5%. These savings are attributed to process improvements and less equipment requests.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Support Services (1509)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
252-A Purchasing Specialist	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services	2.00	2.00	2.00	2.00	2.00
141-C Clerk II/Scanning	3.00	3.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>7.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$33,850	\$52,500	\$45,500	\$13,000	\$13,000
Charges for Services	2,786	13,500	17,500	53,500	53,500
Miscellaneous	44,116	250	200	200	200
<b>TOTAL REVENUES</b>	<b>\$80,752</b>	<b>\$66,250</b>	<b>\$63,200</b>	<b>\$66,700</b>	<b>\$66,700</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$254,310	\$289,488	\$305,235	\$219,717	\$219,717
Benefits	110,292	118,495	118,495	94,485	94,485
Capital Outlay	\$14,305	\$0	\$0	\$0	\$0
Purchase Services & Expenses	366,964	391,675	377,150	365,625	365,625
Supplies & Materials	6,117	80,375	78,375	80,375	80,375
<b>TOTAL APPROPRIATIONS</b>	<b>\$751,988</b>	<b>\$880,033</b>	<b>\$879,255</b>	<b>\$760,202</b>	<b>\$760,202</b>
<b>ANALYSIS</b>					
<p>Revenues for this program are expected to increase slightly in FY 16.</p> <p>Budgeted salary and benefit expenses are expected to decrease substantially (24%) due to one full time position expected to be held vacant until the strategic direction regarding document and record scanning is clarified.</p> <p>Purchased services are expected to decrease by 8% due to expected postal expense decrease in FY16. That is likely a one year decrease and is largely related to cyclical activities.</p> <p>There are no equipment requests for this program during FY16.</p>					

# Health Department



Ed Rivers, Director

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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b> Health/1000		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$1,485,691	
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Annual Report	1	1	1	1
Minutes of the BOH Meeting	12	10	10	10
BOH Contact and Officer Informational Report	1	1	1	1
Number of grant contracts awarded.	16	14	16	16
Number of subcontracts issued.	10	9	9	7
Number of subcontracts issued according to funder guidelines.	10	9	9	7
Number of subcontractors.	6	6	6	4
Number of subcontractors due for an annual review.	4	4	4	4
Number of subcontractors that received an annual review.	5	1	4	4
Total number of consumers reached with education.	8394	5217	5217	5217
Number of consumers receiving face-to-face educational information about physical, behavioral, environmental, social, economic or other issues affecting health.	3417	3301	3301	3301
Number of consumers receiving face-to-face education reporting the information they received will help them or someone else to make healthy choices.	3308	3041	3041	3041

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
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.	12	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.	125%	25%	100%	100%
Scott County residents will be educated on issues affecting health.	Consumers receiving face-to-face education report that the information they received will help them or someone else to make healthy choices.	97%	92%	95%	92%

<b>ACTIVITY/SERVICE:</b>	Animal Bite Rabies Risk Assessment and Recommendations for Post Exposure Prophylaxis	<b>DEPARTMENT:</b> Health/2015			
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$76,427.00		
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of exposures that required a rabies risk assessment.		136	128	130	130
Number of exposures that received a rabies risk assessment.		136	128	124	124
Number of exposures determined to be at risk for rabies that received a recommendation for rabies post-exposure prophylaxis.		136	128	124	124
Number of health care providers notified of their patient's exposure and rabies recommendation.		61	44	58	58
Number of health care providers sent a rabies treatment instruction sheet at the time of notification regarding their patient's exposure.		61	44	58	58

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide a determination of rabies risk exposure and recommendations.	Reported exposures will receive a rabies risk assessment.	100%	100%	95%	95%
Provide a determination of rabies risk exposure and recommendations.	Exposures determined to be at risk for rabies will have a recommendation for rabies post-exposure prophylaxis.	100%	100%	100%	100%
Health care providers will be informed about how to access rabies treatment.	Health care providers will be sent an instruction sheet on how to access rabies treatment at the time they are notified of their patient's bite/exposure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Childhood Lead Poisoning Prevention	<b>DEPARTMENT:</b> Health/2016		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$132,594.00
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015 -16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl.	14	32	20	20
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl who receive a venous confirmatory test.	14	32	19	19
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl.	5	14	15	15
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.	5	14	15	15
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	4	8	4	4
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl who have a complete medical evaluation from a physician.	4	8	4	4
Number of environmental investigations completed for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	4	7	6	6
Number of environmental investigations completed, within IDPH timelines, for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	4	7	6	6
Number of environmental investigations completed for children who have two confirmed blood lead levels of 15-19 ug/dl.	5	6	8	8
Number of environmental investigations completed, within IDPH timelines, for children who have two confirmed blood lead levels of 15-19 ug/dl.	5	6	8	8
Number of open lead properties.	18	24	20	20
Number of open lead properties that receive a reinspection.	41	47	41	41
Number of open lead properties that receive a reinspection every six months.	41	47	41	41
Number of lead presentations given.	7	5	5	5

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015 -16
		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%	95%	95%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with confirmed blood lead levels greater than or equal to 15 ug/dl receive a home nursing or outreach visit.	100%	100%	100%	100%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with venous blood lead levels greater than or equal to 20 ug/dl receive a complete medical evaluation from a physician.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations for children having a single venous blood lead level greater than or equal to 20 ug/dl according to required timelines.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations of homes associated with children who have two venous blood lead levels of 15-19 ug/dl according to required timelines.	100%	100%	100%	100%
Ensure that lead-based paint hazards identified in dwelling units associated with an elevated blood lead child are corrected.	Ensure open lead inspections are re-inspected every six months.	100%	100%	100%	100%
Assure the provision of a public health education program about lead poisoning and the dangers of lead poisoning to children.	By June 30, five presentations on lead poisoning will be given to target audiences.	120%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Communicable Disease	<b>DEPARTMENT:</b> Health/2017		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$90,553.00
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015 -16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of communicable diseases reported.	2273	1792	2400	2100
Number of reported communicable diseases requiring investigation.	317	300	292	295
Number of reported communicable diseases investigated according to IDPH timelines.	317	300	292	295
Number of reported communicable diseases required to be entered into IDSS.	317	300	292	295
Number of reported communicable diseases required to be entered into IDSS that were entered within 3 business days.	317	300	277	289
Number of cases of perinatal Hepatitis B reported.	4	4	3	3
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention.	4	4	3	3
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention within 5 business days.	4	4	3	3
Number of cases of perinatal Hepatitis B who received education that have recommendations sent to birthing facility and pediatrician.	4	4	3	3

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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%	95%	98%
Prevent perinatal transmission of Hepatitis B.	Reported perinatal cases will receive verbal and written communication on HBV and HBV prevention for the baby within 5 business days.	100%	100%	100%	100%
Prevent perinatal transmission of Hepatitis B.	Perinatal Hep B cases will have recommendations sent to birthing facility and pediatrician.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Community Transformation	<b>DEPARTMENT:</b>		Health/2038	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$85,911
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015 -16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Be Healthy QC Committee and Subcommittee meetings related to Community Transformation efforts held.		10	15	17	14
Number of Be Healthy QC Committee and Subcommittee meeting related to Community Transformation efforts held that are attended by a Scott County Health Department staff member.		10	15	17	14
Number of worksites where a wellness assessment is completed.		3	4	3	3
Number of worksites that made a policy or environmental improvement identified in a workplace wellness assessment.		3	4	3	3
Number of communities where a community wellness assessment is completed.		1	1	1	1
Number of communities where a policy or environmental improvement identified in a community wellness assessment is implemented.		1	1	1	1

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015 -16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Efforts of the Community Transformation Grant will be guided by a diverse community coalition.	A Scott County Health Department staff person will attend Nutrition, Physical Activity, and Weight Panel Committee and Subcommittee meetings to assure the groups are updated on CTG activities.	100%	100%	100%	100%
Workplaces will implement policy or environmental changes to support employee health and wellness.	Workplaces will implement policy or environmental changes to support employee health and wellness.	100%	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.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Correctional Health	<b>DEPARTMENT:</b> Health/2006		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,405,816
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of inmates in the jail greater than 14 days.		1000	1131	1093
Number of inmates in the jail greater than 14 days with a current health appraisal.		992	1059	1060
Number of inmate health contacts.		12466	16586	12656
Number of inmate health contacts provided in the jail.		12226	16426	12407
Number of medical requests received.		6451	8192	7192
Number of medical requests responded to within 48 hours.		6446	8187	7182

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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).	99%	94%	97%	98%
Medical care is provided in a cost-effective, secure environment.	Maintain inmate health contacts within the jail facility.	98%	99%	98%	98%
Assure timely response to inmate medical requests.	Medical requests are reviewed and responded to within 48 hours.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Child Health Program	<b>DEPARTMENT:</b> Health/2032		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$217,477
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2014-15</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of families who were informed/reinformed.		7252	7179	7380
Number of families who received an inform/reinform completion.		3319	3511	3735
Number of children in agency home.		1079	952	1200
Number of children with a medical home as defined by the Iowa Department of Public Health.		916	887	1025
Number of developmental screens completed for children under the age of 5.		NA	NA	45
Number of developmental screens completed for children under the age of 5 that identify an area of concern and the need for a referral.		NA	NA	20
Number of referrals made to the Mississippi Bend Area Education Agency for children identified with an area of concern.		NA	NA	20

**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>2012-13</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure Scott County families (children) are informed of the services available through the Early Periodic Screening Diagnosis and Treatment (EPSDT) Program.	Families will be contacted to ensure they are aware of the benefits available to them through the EPSDT program through the inform/reinform completion process.	46%	49%	51%	47%
Ensure EPSDT Program participants have a routine source of medical care.	Children in the EPSDT Program will have a medical home.	85%	93%	85%	92%
Areas of potential developmental delay will be identified.	Children identified through the EPSDT with a potential developmental delay will be referred for early intervention services.	NA	NA	100%	100%

<b>ACTIVITY/SERVICE:</b>	Emergency Medical Services	<b>DEPARTMENT:</b>		Health/2007	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$114,449
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	
Number of ambulance services required to be licensed in Scott County.	8	7	7	7	
Number of ambulance service applications delivered according to timelines.	8	7	7	7	
Number of ambulance service applications submitted according to timelines.	8	7	7	7	
Number of ambulance service licenses issued prior to the expiration date of the current license.	8	7	7	7	

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide licensure assistance to all ambulance services required to be licensed in Scott County.	Applications will be delivered to the services at least 90 days prior to the requested effective date of the license.	100%	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/2019		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$38,745	
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of employees eligible to receive annual hearing tests.	102	183	183	183
Number of employees who receive their annual hearing test or sign a waiver.	102	183	183	183
Number of employees eligible for Hepatitis B vaccine.	21	14	16	14
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.	21	14	15	13
Number of eligible new employees who received blood borne pathogen training.	14	49	16	25
Number of eligible new employees who received blood borne pathogen training within 3 weeks of their start date.	14	49	15	23
Number of employees eligible to receive annual blood borne pathogen training.	223	257	257	257
Number of eligible employees who receive annual blood borne pathogen training.	223	257	257	257
Number of employees eligible for tuberculosis screening who receive a pre-employment physical.	10	13	16	12
Number of employees eligible for tuberculosis screening who receive a pre-employment physical that includes a tuberculosis screening.	10	10	16	12
Number of employees eligible for tuberculosis screening who receive a booster screening within four weeks of their pre-employment screening.	10	7	15	11
Number of employees eligible to receive annual tuberculosis training.	223	257	257	257
Number of eligible employees who receive annual tuberculosis training.	223	257	257	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		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
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%	94%	93%
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%	94%	92%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive blood borne pathogen education annually.	100%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new hires will be screened for tuberculosis during pre-employment physical.	100%	77%	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%	70%	94%	92%
Early identification of employees for possible exposure to tuberculosis.	Eligible employees will receive tuberculosis education annually.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Food Establishment Licensing and Inspection	<b>DEPARTMENT:</b>	Health/2040	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$304,297
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of inspections required.	1530	1503	1530	1515
Number of inspections completed.	1530	1503	1530	1515
Number of inspections with critical violations noted.	695	570	689	606
Number of critical violation reinspections completed.	685	533	689	606
Number of critical violation reinspections completed within 10 days of the initial inspection.	627	526	620	545
Number of inspections with non-critical violations noted.	520	488	536	500
Number of non-critical violation reinspections completed.	508	454	536	500
Number of non-critical violation reinspections completed within 90 days of the initial inspection.	507	448	525	490
Number of complaints received.	94	132	127	130
Number of complaints investigated according to Nuisance Procedure timelines.	94	132	127	130
Number of complaints investigated that are justified.	57	79	75	78
Number of temporary vendors who submit an application to operate.	379	258	342	350
Number of temporary vendors licensed to operate prior to the event.	375	255	338	347

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		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.	100%	100%	100%	100%
Ensure compliance with the food code.	Critical violation reinspections will be completed within 10 days of the date of inspection.	92%	92%	90%	90%
Ensure compliance with the food code.	Non-critical violation reinspections will be completed within 90 days of the date of inspection.	98%	92%	98%	98%
Ensure compliance with the food code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%
Temporary vendors will be conditionally approved and licensed based on their application.	Temporary vendors will have their license to operate in place prior to the event.	99%	99%	99%	99%

<b>ACTIVITY/SERVICE:</b>	<i>hawk-i</i>	<b>DEPARTMENT:</b> Health/2035		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$15,743	
	<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2015-16</b>		<b>PROJECTED</b>
Number of schools targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	59	62	59	62
Number of schools where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	59	62	59	62
Number of medical provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	77	97	60	75
Number of medical providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	77	97	60	75
Number of dental provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	30	30	30	40
Number of dental providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	30	30	30	40
Number of faith-based organizations targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	134	147	134	90
Number of faith-based organizations where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	134	147	134	90

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
School personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Schools will be contacted according to grant action plans.	100%	100%	100%	100%
Medical provider office personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Medical provider offices will be contacted according to grant action plans.	100%	100%	100%	100%
Dental provider office personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Dental provider offices will be contacted according to grant action plans.	100%	100%	100%	100%
Faith-based organization personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Faith-based organizations will be contacted according to grant action plans.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Healthy Child Care Iowa	<b>DEPARTMENT:</b> Health/2022		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$111,680
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of technical assistance requests received from centers.	130	196	150	150
Number of technical assistance requests received from child care homes.	54	48	55	55
Number of technical assistance requests from centers responded to.	130	196	150	150
Number of technical assistance requests from day care homes responded to.	54	48	55	55
Number of technical assistance requests from centers that are resolved.	130	196	148	148
Number of technical assistance requests from child care homes that are resolved.	54	48	53	53
Number of child care providers who attend training.	92	145	88	120
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.	92	142	86	118

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are responded to.	100%	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are responded to.	100%	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are resolved.	100%	100%	99%	99%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are resolved.	100%	98%	96%	96%
Safe, healthy child care environments for all children, including those with special health needs.	Child care providers attending trainings report that the training will enable them to make their home/center/ preschool safer and healthier.	100%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Hotel/Motel Program	<b>DEPARTMENT:</b> Health/2042			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$4,462	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of licensed hotels/motels.		39	39	41	41
Number of licensed hotels/motels requiring inspection.		22	17	23	20
Number of licensed hotels/motels inspected by June 30.		22	19	23	20
Number of inspected hotels/motels with violations.		4	7	5	4
Number of inspected hotels/motels with violations reinspected.		4	7	5	4
Number of inspected hotels/motels with violations reinspected within 30 days of the inspection.		4	7	5	4
Number of complaints received.		10	14	8	16
Number of complaints investigated according to Nuisance Procedure timelines.		10	14	8	16
Number of complaints investigated that are justified.		5	8	5	8

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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%	112%	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/2024		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$207,555
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of two year olds seen at the SCHD clinic.	41	38	40	50
Number of two year olds seen at the SCHD clinic who are up-to-date with their vaccinations.	39	35	38	48
Number of doses of vaccine shipped to SCHD.	4206	2792	3100	3100
Number of doses of vaccine wasted.	1	3	31	31
Number of school immunization records audited.	29645	30471	29442	30058
Number of school immunization records up-to-date.	29641	30211	29322	29926
Number of preschool and child care center immunization records audited.	4906	4123	4654	4123
Number of preschool and child care center immunization records up-to-date.	4889	4101	4527	4101

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	95%	92%	95%	95%
Assure that vaccine is used efficiently.	Vaccine wastage as reported by the Iowa Department of Public Health will not exceed contract guidelines.	0.02%	0.11%	1.00%	1.00%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	School records will show up-to-date immunizations.	100%	99.1%	100%	99.6%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	Preschool and child care center records will show up-to-date immunizations.	99.7%	99.5%	97%	99.5%

<b>ACTIVITY/SERVICE:</b>	Injury Prevention	<b>DEPARTMENT:</b>		Health/2008	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$8,118
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of community-based injury prevention meetings and events.		32	26	30	26
Number of community-based injury prevention meetings and events with a SCHD staff member in attendance.		32	26	30	26

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure a visible presence for the Scott County Health Department at community-based injury prevention initiatives.	A SCHD staff member will be present at community-based injury prevention meetings and events. (Safe Kids/Safe Communities, Senior Fall Prevention, CARS)	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	I-Smile Dental Home Project		<b>DEPARTMENT:</b>	Health/2036	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride		<b>FUND:</b>	01 General	<b>BUDGET:</b> \$116,686
<b>OUTPUTS</b>			<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
			<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of practicing dentists in Scott County.			110	105	110
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients.			24	19	24
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients only with an I-Smile referral and/or accepting dental vouchers.			33	29	33
Number of children in agency home.			1079	952	1200
Number of children with a dental home as defined by the Iowa Department of Public Health.			547	511	631
Number of kindergarten students.			2398	2286	2293
Number of kindergarten students with a completed Certificate of Dental Screening.			2378	2286	2275
Number of ninth grade students.			2170	2191	2312
Number of ninth grade students with a completed Certificate of Dental Screening.			2043	1990	2220

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	22%	18%	22%	20%
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.	30%	28%	30%	27%
Ensure EPSDT Program participants have a routine source of dental care.	Children in the EPSDT Program will have a dental home.	51%	52%	53%	56%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering kindergarten will have a valid Certificate of Dental Screening.	99%	100%	99%	99%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering ninth grade will have a valid Certificate of Dental Screening.	94%	91%	96%	96%

<b>ACTIVITY/SERVICE:</b>	Medical Examiner	<b>DEPARTMENT:</b>	Health/2001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$324,919	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of deaths in Scott County.		1645	1647	1600	1646
Number of deaths in Scott County deemed a Medical Examiner case.		195	239	200	200
Number of Medical Examiner cases with a cause and manner of death determined.		195	239	198	198

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Deaths which are deemed to potentially affect the public interest will be investigated according to Iowa Code.	Cause and manner of death for medical examiner cases will be determined by the medical examiner.	100%	100%	99%	99%

<b>ACTIVITY/SERVICE:</b>	Mosquito Surveillance	<b>DEPARTMENT:</b> Health/2043		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$13,113
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of weeks in arboviral disease surveillance season.		17	17	18
Number of weeks in arboviral disease surveillance season where mosquitoes are collected every week day and sent to ISU.		17	17	18

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Conduct environmental surveillance of mosquitoes and sentinel chickens in order to detect the presence of arboviruses to help target prevention and control messages.	Mosquitoes are collected from the New Jersey light traps every week day during arboviral disease surveillance season and the mosquitoes are sent weekly to Iowa State University for speciation.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Non-Public Health Nursing	<b>DEPARTMENT:</b>		Health/2026	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$85,528
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of students identified with a deficit through a school-based screening.		72	53	65	60
Number of students identified with a deficit through a school-based screening who receive a referral.		72	53	65	60
Number of requests for direct services received.		184	110	194	180
Number of direct services provided based upon request.		184	110	194	180

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Deficits that affect school learning will be identified.	Students identified with a deficit through a school-based screening will receive a referral.	100%	100%	100%	100%
Provide direct services for each school as requested.	Requests for direct services will be provided.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Onsite Wastewater Program	<b>DEPARTMENT:</b> Health/2044		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$119,412
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of septic systems installed.	84	102	110	90
Number of septic systems installed which meet initial system recommendations.	82	102	108	88
Number of septic samples collected.	176	257	300	257
Number of septic samples deemed unsafe.	2	10	10	10
Number of unsafe septic sample results retested.	0	0	10	10
Number of unsafe septic sample results retested within 30 days.	0	0	5	5
Number of complaints received.	0	5	5	5
Number of complaints investigated.	0	5	5	5
Number of complaints investigated within working 5 days.	0	5	5	5
Number of complaints investigated that are justified.	0	3	3	3
Number of real estate transactions with septic systems.	5	0	5	2
Number of real estate transactions which comply with the Time of Transfer law.	5	0	5	2
Number of real estate inspection reports completed.	5	0	5	2
Number of completed real estate inspection reports with a determination.	5	0	5	2

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure the proper installation of septic systems.	Approved installations will meet initial system recommendations.	98%	100%	98%	98%
Assure the safe functioning of septic systems.	Unsafe septic sample results will be retested within 30 days.	0%	0%	50%	50%
Assure the safe functioning of septic systems.	Complaints will be investigated within 5 working days of the complaint.	NA	100%	100%	100%
Assure safe functioning septic systems.	Real estate transaction inspections will comply with the Time of Transfer law.	100%	NA	100%	100%
Assure proper records are maintained.	Real estate transaction inspection reports will have a determination.	100%	NA	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Nuisance	<b>DEPARTMENT:</b>		Health/2047	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$69,523
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of complaints received.		174	240	175	200
Number of complaints justified.		79	158	131	120
Number of justified complaints resolved.		73	151	126	114
Number of justified complaints requiring legal enforcement.		6	1	8	5
Number of justified complaints requiring legal enforcement that were resolved.		6	1	8	5

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure compliance with state, county and city codes and ordinances.	Justified complaints will be resolved.	92%	96%	96%	95%
Ensure compliance with state, county and city codes and ordinances.	Justified complaints requiring legal enforcement will be resolved.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Preparedness	<b>DEPARTMENT:</b> Health/2009		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$209,190
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of drills/exercises held.		2	1	2
Number of after action reports completed.		2	1	2
Number of employees with a greater than .5 FTE status.		42	41	42
Number of employees with a greater than .5 FTE status with position appropriate NIMS training.		42	41	42
Number of newly hired employees with a greater than .5 FTE status.		3	3	1
Number of newly hired employees with a greater than .5 FTE status who provide documentation of completion of position appropriate NIMS training.		2	3	1

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure efficient response to public health emergencies.	Department will participate in two emergency response drills or exercises annually.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Existing employees with a greater than .5 FTE status have completed position appropriate NIMS training.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Newly hired employees with a greater than .5 FTE status will provide documentation of completion of position appropriate NIMS training by the end of their 6 MONTH probation period.	67%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Recycling	<b>DEPARTMENT:</b> Health/2048		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$99,249
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of tons of recyclable material collected.		607.22	598.05	598.05
Number of tons of recyclable material collected during the same time period in previous fiscal year.		647.69	607.22	598.05

**PROGRAM DESCRIPTION:**

Provide recycling services for unincorporated Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	-6%	-2%	0%	0%

<b>ACTIVITY/SERVICE:</b>	Septic Tank Pumper	<b>DEPARTMENT:</b>		Health/2059	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,522
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of septic tank cleaners servicing Scott County.		8	10	8	10
Number of annual septic tank cleaner inspections of equipment, records and land application sites (if applicable) completed.		8	10	8	10

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Control the danger to public health, safety and welfare from the unauthorized pumping, transport, and application of septic waste.	Individuals that clean septic tanks, transport any septic waste, and land apply septic waste will operate according to Iowa Code.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Solid Waste Hauler Program	<b>DEPARTMENT:</b>	Health/2049		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$6,014
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of individuals that collect and transport solid waste to the Scott County Landfill.		174	131	157	150
Number of individuals that collect and transport solid waste to the Scott County Landfill that are permitted.		174	131	157	150

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Control the danger to public health, safety and welfare from the unauthorized disposal/disposition of solid waste.	Individuals that collect and transport any solid waste to the Scott County Landfill will be permitted according to Scott County Code.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	STD/HIV Program	<b>DEPARTMENT:</b> Health/2028		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$400,622
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of people who present to the Health Department for any STD/HIV service (general information, risk reduction, results, referrals, etc).	1517	1461	1525	1475
Number of people who present for STD/HIV services.	1353	1290	1325	1325
Number of people who receive STD/HIV services.	1315	1238	1290	1290
Number of clients positive for STD/HIV.	1232	1093	1200	1200
Number of clients positive for STD/HIV requiring an interview.	244	134	247	180
Number of clients positive for STD/HIV who are interviewed.	211	115	214	155
Number of partners (contacts) identified.	294	208	185	235
Reported cases of gonorrhea, Chlamydia and syphilis treated.	1223	1082	1235	1200
Reported cases of gonorrhea, Chlamydia and syphilis treated according to treatment guidelines.	1214	1080	1211	1164
Number of gonorrhea tests completed at SCHED.	579	610	610	595
Number of results of gonorrhea tests from SHL that match SCHED results.	572	604	604	589
Number lab proficiency tests interpreted.	15	15	15	15
Number of lab proficiency tests interpreted correctly.	15	12	14	14

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2012-13 ACTUAL	2013-14 ACTUAL	2014-15 PROJECTED	2015-16 PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure access to testing, treatment and referral for STDs and HIV.	Provide needed clinical services to people seen at the STD clinic (testing, counseling, treatment, results and referral)	97%	96%	97%	97%
Contacts (partners) to persons positive will be identified, tested and treated for an STD in order to stop the spread of STDS.	Positive clients will be interviewed.	86%	86%	87%	86%
Ensure that persons diagnosed with gonorrhea, Chlamydia and syphilis are properly treated.	Reported cases of gonorrhea, Chlamydia, and syphilis will be treated according to guidelines.	99%	99%	98%	97%
Ensure accurate lab testing and analysis.	Onsite gonorrhea results will match the State Hygienic Laboratory (SHL) results.	99%	99%	99%	99%
Ensure accurate lab testing and analysis.	Proficiency tests will be interpreted correctly.	100%	80%	93%	93%

<b>ACTIVITY/SERVICE:</b>	Swimming Pool/Spa Inspection Program	<b>DEPARTMENT:</b>	Health/2050	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$50,008
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of seasonal pools and spas requiring inspection.		51	52	55
Number of seasonal pools and spas inspected by June 15.		51	52	55
Number of year-round pools and spas requiring inspection.		80	74	79
Number of year-round pools and spas inspected by June 30.		80	72	79
Number of swimming pools/spas with violations.		105	119	120
Number of inspected swimming pools/spas with violations reinspected.		105	119	120
Number of inspected swimming pools/spas with violations reinspected within 30 days of the inspection.		105	119	120
Number of complaints received.		2	1	5
Number of complaints investigated according to Nuisance Procedure timelines.		2	1	5
Number of complaints investigated that are justified.		2	1	3

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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%	97%	100%	97%
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%	100%	100%	100%
Swimming pool/spa facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timeline established in the Nuisance Procedure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tanning Program	<b>DEPARTMENT:</b> Health/2052		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$10,678
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of tanning facilities requiring inspection.	47	48	50	46
Number of tanning facilities inspected by April 15.	47	48	50	46
Number of tanning facilities with violations.	11	14	11	11
Number of inspected tanning facilities with violations reinspected.	11	14	11	11
Number of inspected tanning facilities with violations reinspected within 30 days of the inspection.	11	14	11	11
Number of complaints received.	1	0	2	2
Number of complaints investigated according to Nuisance Procedure timelines.	1	0	2	2
Number of complaints investigated that are justified.	0	0	2	2

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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%	100%	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.	100%	na	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tattoo Establishment Program	<b>DEPARTMENT:</b> Health/2054			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$10,382	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of tattoo facilities requiring inspection.		17	19	19	18
Number of tattoo facilities inspected by April 15.		17	19	19	18
Number of tattoo facilities with violations.		2	2	3	2
Number of inspected tattoo facilities with violations reinspected.		2	2	3	2
Number of inspected tattoo facilities with violations reinspected within 30 days of the inspection.		2	2	3	2
Number of complaints received.		0	0	3	1
Number of complaints investigated according to Nuisance Procedure timelines.		0	0	3	1
Number of complaints investigated that are justified.		0	0	3	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	na	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tobacco Program	<b>DEPARTMENT:</b> Health/2037			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$104,972	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of reported violations of the SFAA letters received.		7	0	7	2
Number of reported violations of the SFAA letters responded to.		7	0	7	2
Number of assessments of targeted facility types required.		2	1	1	1
Number of assessments of targeted facility types completed.		2	1	1	
Number of community-based tobacco meetings.		23	16	20	16
Number of community-based tobacco meetings with a SCHD staff member in attendance.		23	16	20	16

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure understanding of the Smokefree Air Act.	Respond to letters received as reported violations of the Smokefree Air Act.	100%	100%	100%	100%
Identify current smoke-free policies throughout Scott County.	Assessments of targeted facility types will be completed according to IDPH contract requirements.	100%	100%	100%	100%
Assure a visible presence for the Scott County Health Department at community-based tobacco initiatives.	A SCHD staff member will be present at community-based tobacco meetings (TFQC Coalition, education committee, legislation/policy).	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Transient Non-Community Public Water Supply	<b>DEPARTMENT:</b>	Health/2056		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,797	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of TNC water supplies.		28	25	28	25
Number of TNC water supplies that receive an annual sanitary survey or site visit.		28	25	28	25

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the safe functioning of transient non-community public water supplies.	TNCs will receive a sanitary survey or site visit annually.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Vending Machine Program	<b>DEPARTMENT:</b> Health/2057			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$4,580	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of vending companies requiring inspection.		8	8	8	8
Number of vending companies inspected by June 30.		8	8	8	8

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete annual inspections	Licensed vending companies will be inspected according to established percentage by June 30.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Water Well Program	<b>DEPARTMENT:</b> Health/2058		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$123,711
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of wells permitted.		36	28	32
Number of wells permitted that meet SCC Chapter 24.		36	28	32
Number of wells plugged.		27	17	30
Number of wells plugged that meet SCC Chapter 24.		27	17	30
Number of wells rehabilitated.		2	20	8
Number of wells rehabilitated that meet SCC Chapter 24.		2	20	8
Number of wells tested.		89	127	90
Number of wells test unsafe for bacteria or nitrate.		34	36	30
Number of wells test unsafe for bacteria or nitrate that are corrected.		4	8	6

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure proper water well installation.	Wells permitted will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Assure proper water well closure.	Plugged wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Assure proper well rehabilitation.	Permitted rehabilitated wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Promote safe drinking water.	Wells with testing unsafe for bacteria or nitrates will be corrected.	12%	22%	20%	30%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Administration (20.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A Health Director	1.00	1.00	1.00	1.00	1.00
571-A Deputy Director	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
162-A Resource Specialist	2.00	2.00	2.00	2.00	2.00
141-A Resource Assistant	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>REVENUE SUMMARY:</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	48	25	25	50	50
Miscellaneous	398	-	250	250	250
<b>TOTAL REVENUES</b>	<b>\$446</b>	<b>\$25</b>	<b>\$275</b>	<b>\$300</b>	<b>\$300</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$445,233	\$463,027	\$463,027	\$484,201	\$484,201
Benefits	\$184,944	\$199,179	\$199,179	\$204,039	\$204,039
Purchase Services & Expenses	5,184	22,635	22,635	22,710	22,710
Supplies & Materials	15,373	8,350	8,350	8,560	8,560
<b>TOTAL APPROPRIATIONS</b>	<b>\$650,734</b>	<b>\$693,191</b>	<b>\$693,191</b>	<b>\$719,510</b>	<b>\$719,510</b>
<b>ANALYSIS</b>					
.No changes to the Authorized Positions for 2016					
Small increase in revenue is projected from photocopy fees and refunds/reimbursements.					
After reviewing their budget, the Health Department is "shifting" some expense monies from different accounts - this has caused a nominal increase in expenses for this Program but still keeps the department as a whole within budget guidelines					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Public Health Safety (2001-2009)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
417-A Public Health Services Coordinator	1.00	1.00	1.00	1.00	1.00
417-A Correctional Health Coordinator	1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse	4.00	4.00	4.00	4.00	4.00
355-A Community Health Consultant	1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00
141-A Resource Assistant	0.45	0.45	0.45	0.45	0.45
Z Health Services Professional	1.20	1.35	1.35	1.35	1.35
<b>TOTAL POSITIONS</b>	<b>9.65</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$159,009	\$129,000	\$157,280	\$152,720	\$152,720
Miscellaneous	10,527	4,250	10,460	10,450	10,450
<b>TOTAL REVENUES</b>	<b>\$169,536</b>	<b>\$133,250</b>	<b>\$167,740</b>	<b>\$163,170</b>	<b>\$163,170</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$598,124	\$692,585	\$692,585	\$722,676	\$722,676
Benefits	\$204,676	\$210,804	\$211,879	\$219,493	\$219,493
Purchase Services & Expenses	999,191	1,082,623	1,099,593	1,099,002	1,099,002
Supplies & Materials	19,172	19,620	21,620	21,320	21,320
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,821,163</b>	<b>\$2,005,632</b>	<b>\$2,025,677</b>	<b>\$2,062,491</b>	<b>\$2,062,491</b>
<b>ANALYSIS</b>					
No changes to Authorized Positions for 2016					
Revenues are up but can be variable for grants in this program area. At times some of the increases are due to "carry-over" dollars but also depend on what is awarded from the State.					
After reviewing their budget, the Health Department is "shifting" some expense monies from different accounts - this has caused a nominal increase in expenses for this Program but still keeps the department as a whole within budget guidelines. Also, the department has been authorized to increase the amount of money they contribute to the Bennett and Wheatland ambulance services for the work they do in northern Scott County. Additionally, dollars have been increased for Jail Medical supplies as the number of inmates continue to grow.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Clinical Services (3010)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
470-A Clinical Services Coordinator	1.00	1.00	1.00	1.00	1.00
397-A Clinical Nurse Specialist	1.00	1.00	1.00	1.00	1.00
366-A Child Care Nurse Consultant	1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse	4.00	4.00	4.00	4.00	4.00
355-A Community Health Intervention Specialist	1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00
198-A Lab Technician	0.75	0.75	0.75	0.75	0.75
Z Health Services Professional	0.72	0.72	0.72	0.72	0.72
<b>TOTAL POSITIONS</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>

<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$185,422	\$170,700	\$177,523	\$167,224	\$167,224
Charges for Services	10,977	11,800	11,800	11,200	11,200
Miscellaneous	782	500	500	500	500
<b>TOTAL REVENUES</b>	<b>\$197,181</b>	<b>\$183,000</b>	<b>\$189,823</b>	<b>\$178,924</b>	<b>\$178,924</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	623,549	\$683,682	\$683,682	\$674,116	\$674,116
Benefits	202,269	207,897	207,897	221,971	221,971
Purchase Services & Expenses	110,268	133,154	125,700	122,240	122,240
Supplies & Materials	10,538	15,730	15,730	15,830	15,830
<b>TOTAL APPROPRIATIONS</b>	<b>\$946,624</b>	<b>\$1,040,463</b>	<b>\$1,033,009</b>	<b>\$1,034,157</b>	<b>\$1,034,157</b>

**ANALYSIS**

No changes to Authorized Positions for 2016

Most revenues for this program area have slight decreases due to less allocations from the State. Although a Child Care Nurse Consultant grant has been increased which now fully funds a staff person - this is a local grant through Scott County Kids/Early Childhood Iowa.

After reviewing their budget, the Health Department is "shifting" some expense monies from different accounts - this has caused a decrease in expenses for this Program. Decreases are possible due to a vendor that assists with lead testing being efficient in getting insurance billed. Also they do not need to purchase as much hepatitis b vaccine as the number of people needing this has decreased as it is a 15+ year vaccine.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Community Relations &amp; Planning (2031-2038)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
417-A Community Health Coordinator	1.00	1.00	1.00	1.00	1.00
355-A Community Health Consultant	2.00	2.00	2.00	2.00	2.00
355-A Community Tobacco Consultant	1.00	1.00	1.00	1.00	1.00
355-A Community Transformation Consultant	1.00	1.00	1.00	1.00	1.00
271-A Community Dental Consultant	1.00	1.00	1.00	1.00	1.00
323-A Child Health Consultant	2.00	2.00	2.00	2.00	2.00
Z Dental Hygienist	-	-	0.42	0.42	0.42
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.42</b>	<b>8.42</b>	<b>8.42</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$975,533	\$1,013,150	\$1,031,245	\$1,014,330	\$1,014,330
Miscellaneous	\$93	\$0	\$80	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$975,626</b>	<b>\$1,013,150</b>	<b>\$1,031,325</b>	<b>\$1,014,330</b>	<b>\$1,014,330</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$410,939	\$464,754	\$464,754	\$496,041	\$496,041
Benefits	\$134,702	\$149,861	\$151,936	\$152,883	\$152,883
Purchase Services & Expenses	596,505	680,890	673,416	655,045	655,045
Supplies & Materials	1,524	1,800	2,700	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,143,670</b>	<b>\$1,297,305</b>	<b>\$1,292,806</b>	<b>\$1,306,969</b>	<b>\$1,306,969</b>
<b>ANALYSIS</b>					
<p>No changes to Authorized Positions for 2016</p> <p>The Community Transformation grant that was funded in this program area will not be funded in FY16 (\$65,500) also there was a \$15,000 reduction in the Care For Yourself grant which will carry over to FY16. Other grants in this program dealing with medicaid and child health have received small increases for FY16. An I-Smile Silver grant is funded in FY16 for \$60,800 along with a \$19,531 increase for the Tobacco Prevention grant. Overall revenues are up slightly for this Program area but there could be a lot of fluctuation.</p> <p>After reviewing their budget, the Health Department is "shifting" some expense monies from different accounts - this has caused a small increase in expenses for this Program. This is partially because of increases in Medicaid line items and some increase in vehicle expenses as with the ending of the Community Transformation grant travel to support the department's activities will be coming from the budget rather than the grant as it had been in the past. Even with these expenses, the department as a whole keeps within budget guidelines.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Environmental Health (3020)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
417-A Environmental Health Coordinator	1.00	1.00	1.00	1.00	1.00
355-A Environmental Health Specialist	7.00	7.00	7.00	7.00	7.00
Z Summer Health Worker	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>REVENUE SUMMARY:</b>					
Intergovernmental	\$43,923	\$36,520	\$34,745	\$40,500	\$40,500
Licenses and Permits	290,370	291,870	300,570	293,100	293,100
Charges for Services	65,320	72,678	69,980	69,480	69,480
Miscellaneous	525	700	700	600	600
<b>TOTAL REVENUES</b>	<b>\$400,138</b>	<b>\$401,768</b>	<b>\$405,995</b>	<b>\$403,680</b>	<b>\$403,680</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$505,374	\$547,070	\$547,070	\$556,667	\$556,667
Benefits	173,137	177,014	177,514	197,277	197,277
Purchase Services & Expenses	130,083	162,850	156,900	160,600	160,600
Supplies & Materials	9,665	14,253	14,298	14,753	14,753
<b>TOTAL APPROPRIATIONS</b>	<b>\$818,259</b>	<b>\$901,187</b>	<b>\$895,782</b>	<b>\$929,297</b>	<b>\$929,297</b>
<b>ANALYSIS</b>					
<b>No changes to Authorized Positions for 2016</b>					
<p>There are many grants in this Program area dealing with Lead Inspections/Abatement, Food Service, Hotel/Motel, Sewage System Permits, Water Well Permits, Swimming Pool Inspections, Tanning Facility Inspections that increase and decrease depending on funding. An example is \$2,000 that was budgeted for lead that will not be received as the City of Davenport no longer has the grant. Overall in FY16 the Department is projecting a small decrease in revenue for these grants.</p> <p>After reviewing their budget, the Health Department is "shifting" some expense monies from different accounts - this has caused a decrease in expenses for this Program area. Decreases are possible due to reduction in maintenance and vehicle fuel costs and reducing the professional fees line item as the department is no longer using "sentinel chickens" from ISU or the mosquito surveillance program.</p>					

# HUMAN RESOURCES



Mary Thee, Assistant County Administrator/HR Director

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

<b>ACTIVITY/SERVICE:</b>	Labor Management	<b>DEPT/PROG:</b>		HR 24.1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 106,964.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of bargaining units		6	6	6	6
% of workforce unionized		51%	51%	51%	51%
# meeting related to Labor/Management		60	49	50	50

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Improve relations with bargaining units	Conduct regular labor management meetings	21	23	20	20

<b>ACTIVITY/SERVICE:</b>	Recruitmt/EEO Compliance	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 97,759.00
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of retirements	5	8	6	6
# of employees eligible for retirement	40	41	45	45
# of jobs posted	65	76	60	65
# of applications received	2194	4093	3000	4000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measure the rate of countywide employee separations not related to retirements.	Decrease countywide turnover rate not related to retirements.	5.10%	5.10%	5.00%	5.00%
Measure the number of employees hired in underutilized areas.	Increase the number of employees hired in underutilized areas.	2	1	2	2

<b>ACTIVITY/SERVICE:</b>	Compensation/Performance Appraisal	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 36,824.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of supervisors w/reduced merit increases or bonuses		1	0	1
# of organizational change studies conducted		2	9	3

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measures timely submission of evaluations by supervisors.	% of reviews not completed within 30 days of effective date.	35%	43%	30%	35%
# of job descriptions reviewed	Review 5% of all job descriptions to ensure compliance with laws and accuracy.	1	3	5	5

<b>ACTIVITY/SERVICE:</b>	Benefit Administration	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 70,141.00
	<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	Cost of health benefit PEPM	\$856	\$946	\$900
	money saved by the EOB policy	0	\$238.50	0
	% of family health insurance to total	58%	59%	58%

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measures the utilization of the Deferred Comp plan	% of benefit eligible employees enrolled in the Deferred Compensation Plan.	61%	62%	65%	65%
Measures the utilization of the Flexible Spending plan	% of benefit eligible employees enrolled in the Flexible Spending accounts.	28%	30%	28%	30%

<b>ACTIVITY/SERVICE:</b>	Policy Administration	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 18,411.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of Administrative Policies		69	71	70
# policies reviewed		10	14	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review policies at minimum every 5 years to ensure compliance with laws and best practices.	Review 5 policies annually	10	14	5	7

<b>ACTIVITY/SERVICE:</b>	Employee Development	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 108,280.00
	<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2015-16</b>		<b>PROJECTED</b>
# of employees in Leadership program		83	99	100
# of training opportunities provided by HR		29	33	25
# of Leadership Book Clubs		2	1	1
# of 360 degree evaluation participants		33	18	15
# of all employee training opportunities provided		6	6	6
# of hours of Leadership Recertification Training provided		53	33.75	25

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Effectiveness/utilization of County sponsored supervisory training	% of Leadership employees attending County sponsored supervisory training	55%	52%	50%	50%
New training topics offered to County employee population.	Measures total number of new training topics.	13	15	10	10

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Human Resources Management (24.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A Assistant County Administrator/HR Director	0.50	0.50	0.50	0.50	0.50
323-A Human Resources Generalist	2.00	2.00	2.00	2.00	2.00
198-A Benefits Coordinator	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$3,596	\$0	\$3,500	\$3,500	\$3,500
<b>TOTAL REVENUES</b>	<b>\$3,596</b>	<b>\$0</b>	<b>\$3,500</b>	<b>\$3,500</b>	<b>\$3,500</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$220,724	\$227,157	\$227,157	\$239,607	\$239,607
Benefits	\$82,411	\$87,462	\$87,462	\$90,072	\$90,072
Purchase Services & Expenses	63,392	105,400	109,990	105,400	105,400
Supplies & Materials	3,224	3,300	3,300	3,300	3,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$369,751</b>	<b>\$423,319</b>	<b>\$427,909</b>	<b>\$438,379</b>	<b>\$438,379</b>
<b>ANALYSIS</b>					
<p>FY16 non-salary costs for this program are recommend to remain unchanged from current budgeted levels.</p> <p>During budget preparation for FY15 this program's budgeted revenue was moved to a different fund. For FY16 that revenue will be returned to Human Resources, resulting in a \$3,500 increase to revenues.</p> <p>There are no issues within this program and no capital, personnel or vehicle changes were requested.</p>					

# Department of Human Services

Director: Charles M. Palmer

Phone: 515-281-5454

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



## MISSION STATEMENT:

<b>ACTIVITY/SERVICE:</b>	Assistance Programs	<b>DEPARTMENT:</b>	21.1000		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	1,800		
<b>BOARD GOAL:</b>	Foster Healthy Comrn	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$77,252
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
The number of documents scanned and emailed		26,400 pages	27,200 pages	6,600	8,000
The number of cost comparisons conducted		48 for year	24	12	10
The number of cost saving measures implemented		3 for year	3	2	2

### PROGRAM DESCRIPTION:

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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% of expenses remained within budget	100% of expenses will remain within budget	100% of expenses will remain within budget

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Administrative Support (21.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>REVENUE SUMMARY:</b>					
Social Services Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	26,491	-	27,000	27,000	27,000
Miscellaneous	-	-	-	-	-
		-			
<b>TOTAL REVENUES</b>	<b>\$ 26,491</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Capital	\$ -	\$ 100	\$ 100	\$ -	\$ -
Purchase Services & Expenses	58,040	55,799	55,799	60,800	60,800
Supplies & Materials	18,525	21,353	21,353	16,452	16,452
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 76,565</b>	<b>\$ 77,252</b>	<b>\$ 77,252</b>	<b>\$ 77,252</b>	<b>\$ 77,252</b>

**ANALYSIS**

The FY16 costs for the administrative support of DHS are recommended to remain flat with the current budgeted levels. The revenues for FY16 are recommended to remain flat as well. The county is reimbursed a percentage of the costs based on a federal rate. There will be discussions at the state's legislative level as to why the counties are expected to pay for the state's services. This is seen as an unfunded mandate and is not consistent across the state. Scott County is concerned about having to pay for building space, furniture and other expenses for DHS workers/services for other counties south of Scott County.

Issues:

1. Unfunded mandate- paying for costs not tied to Scott County

# Information Technology

Matt Hirst, IT Director



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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>		I.T.	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$150,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Authorized personnel	(FTE's)	12.4	12.4	14.4	15
Departmental budget		2,043,284	2,058,239	2,511,408	2,525,218
Electronic equipment capital budget		911,967	1,172,025	1,027,905	960,005
Reports with training goals	(Admin / DEV / GIS / INF)	(4 / 1 / 2 / 5)	5 / 1 / 2 / 5	5 / 2 / 2 / 5	5 / 2 / 2 / 5
Users supported	(County/Other)	528/387	567/455	560/455	575/500

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Keep department skills current with technology.	Keep individuals with training goals at or above 95%.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Application/Data Delivery	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$185,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of custom systems supported	(DEV/GIS)	31 / 28	27 / 26	31 / 27	31 / 27
# of custom system DB's supported	(DEV/GIS)	20 / 59	24 / 49	20 / 59	20 / 59
# of COTS supported	(DEV/GIS/INF)	12 / 22 / 65	16 / 20 / ??	12 / 21 / 65	12 / 21 / 65
# of COTS DB's supported	(DEV/GIS/INF)	10 / 0 / 5	14 / 0 / ??	10 / 0 / 5	10 / 0 / 5

**PROGRAM DESCRIPTION:**

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

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

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

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide action on work orders submitted concerning data/ applications per Service Level Agreement (SLA).	% of change requests assigned within SLA.	100%	100%	90%	90%
# application support requests completed within Service Level Agreement (SLA).	% of application support requests closed within SLA.	95%	98%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Communication Services	<b>DEPT/PROG:</b>	I.T.
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General
		<b>BUDGET:</b>	\$140,000.00

OUTPUTS		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of quarterly phone bills	(Admin)	11	11	11	11
\$ of quarterly phone bills	(Admin)	17,727	19,093	20,000	20,000
# of cellular phone and data lines supported	(Admin)	247	248	250	250
# of quarterly cell phone bills	(Admin)	5	5	5	5
\$ of quarterly cell phone bills	(Admin)	21,866	17,184	17,500	17,500
# of VoIP phones supported	(INF)	977	959	1000	1000
# of voicemail boxes supported	(INF)	507	510	525	525
% of VoIP system uptime	(INF)	100	100	100	100
# of e-mail accounts supported	(County/Other)(INF)	596	625	650	650
GB's of e-mail data stored	(INF)	275	422	250	250
% of e-mail system uptime	(INF)	99%	99%	99%	99%

**PROGRAM DESCRIPTION:**

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

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide verification of received Trouble Support Request per SLA	% of requests responded to within SLA guidelines	N/A	93%	90%	90%
Complete change requests per SLA guidelines	% of change requests completed within SLA guidelines	N/A	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	GIS Management	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$140,000.00
<b>OUTPUTS</b>		<b>2012-13 ACTUAL</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 PROJECTED</b>
# internal ArcGIS Desktop users.	(GIS)	51	51	55	55
# avg daily unique visitors, avg daily pageviews, avg daily visits (external GIS webapp).	(GIS)	315, 879, 372	311,891,367	300, 850,350	300, 850,350
# SDE feature classes managed	(GIS)	58	57	55	55
# Non-SDE feature classes managed	(GIS)	757	760	750	750
# ArcServer and ArcReader applications managed	(GIS)	18	16	20	20
# Custodial Data Agreements	(GIS)	0	0	2	2
# of SDE feature classes with metadata	(GIS)		14	20	20

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13 ACTUAL</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Custodial Data Agreements	% of custodial data agreements active and current.	0%	0%	25%	25%
# of SDE feature classes with metadata	% of SDE features that have metadata.	25%	25%	25%	25%
# enterprise SDE and non-SDE feature classes managed	# of additional enterprise GIS feature classes added per year.	879	817	825	825

<b>ACTIVITY/SERVICE:</b>	Infrastructure - Network Management	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Financially Sound Gov't	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$210,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of network devices supported	(INF)	89	89	90	90
# of network connections supported	(INF)	2776	2776	2800	2800
% of overall network up-time	(INF)	99.0%	99%	99.0%	99.0%
% of Internet up-time	(INF)	99%	99%	99%	99%
GB's of Internet traffic	(INF)	9350	15600	14000	20000
# of filtered Internet users	(INF)	544	532	560	600
# of restricted Internet users	(INF)	103	121	100	100

**PROGRAM DESCRIPTION:**

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

**Internet Connectivity:** Provide Internet access.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
% of network up-time	Keep % of network up-time > x%	99.0%	99.0%	99.0%	99.0%

<b>ACTIVITY/SERVICE:</b>	Infrastructure Management	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$210,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of PC's	(INF)	414	413	415	415
# of Printers	(INF)	155	160	150	150
# of Laptops	(INF)	210	175	150	150
# of Thin Clients	(INF)	41	41	50	50

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Efficient use of technology.	Keep # of devices per employee <= 1.75	1.64	1.59	1.50	1.50

<b>ACTIVITY/SERVICE:</b>	Infrastructure Management	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$210,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
GB's of user data stored	(INF)	1100GB	1123GB	1400	1400
GB's of departmental data stored	(INF)	644gb	737GB	800	800
GB's of county data stored	(INF)	88gb	97GB	125	125
% of server uptime	(INF)	98%	98%	98%	98%
# of physical servers	(INF)	15	14	16	16
# of virtual servers	(INF)	85	90	100	150

**PROGRAM DESCRIPTION:**

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

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
% server uptime	Keep server uptime >=95%	>=95%	98%	>=95%	>=95%

<b>ACTIVITY/SERVICE:</b>	Open Records	<b>DEPT/PROG:</b>	I.T. 14A, 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$30,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# Open Records requests	(DEV/GIS/INF)	8 / 55 / 0	15 / 48 / 0	1 / 12 / 6	1 / 12 / 6
# of Open Records requests fulfilled within SLA	(DEV/GIS/INF)	8 / 54 / 0	15 / 48 / 0	1 / 12 / 6	1 / 12 / 6
avg. time to complete Open Records requests	(DEV/GIS/INF)	2 / .88 days / 0	1 / 0.23 days / 0	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Open Records requests within 10 days.	100% of Open Records requests closed within 10 days.	100%	100%	100%	100%
Avg. time to complete Open Records requests.	Average time to close Open Records requests <= x days.	~2 Days	.23 days	< = 5 Days	< = 5 Days

<b>ACTIVITY/SERVICE:</b>	Project Management	<b>DEPT/PROG:</b>	I.T. 14A, 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$900,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of projects requested	(DEV/GIS/INF)	9 / 63 / 5	8 / 41 / 15	8 / 20 / 12	8 / 20 / 12
# of projects in process	(DEV/GIS/INF)	2 / 22 / 20	3 / 22 / 11	6 / 20 / 9	6 / 20 / 9
# of projects completed	(DEV/GIS/INF)	1 / 48 / 18	5 / 41 / 8	3 / 30 / 20	3 / 30 / 20
# of planned project hours completed	(DEV/GIS/INF)	2130 / NA / NA	2090 / NA / NA	2090 / NA / NA	2090 / NA / NA

**PROGRAM DESCRIPTION:**

**Project Management/Capital Improvement Program:** Manage CIP planning, budgeting, and prioritization of current and future projects.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Effective project planning	Estimated project hours less than one (1) year of available IT man hours.	35%	50%	50%	50%

<b>ACTIVITY/SERVICE:</b>	Security	<b>DEPT/PROG:</b>	I.T.
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General <b>BUDGET:</b> \$150,000.00

OUTPUTS		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of DB's backed up	(DEV)	31	35	34	34
# of SQL DB transaction logs backed up	(DEV)	31	35	34	34
# enterprise data layers archived	(GIS)	815	817	815	815
# of backup jobs	(INF)	917	266	710	710
GB's of data backed up	(INF)	1.6TB	1.1 TB	2.0TB	
# of restore jobs	(INF)	12	20	10	10

**PROGRAM DESCRIPTION:**

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

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

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Data restore related support requests.	% of archival support requests closed within SLA.	100%	100%	100%	100%
Backup Databases to provide for Disaster Recovery.	% of databases on a backup schedule to provide for data recovery.	100%	100%	100%	100%
Backup Database transaction files to provide for point in time recovery	% of high transaction volume databases on a transaction log backup schedule to provide for point in time recovery.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Technology Support	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$125,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of after hours calls	(DEV/GIS/INF)	11 / 0 / 130	7 / 0 / 145	11 / 0 / 130	11 / 0 / 130
avg. after hours response time (in minutes)	(DEV/GIS/INF)	15 / NA / 30	15 / NA / 30	15/ 0 / 30	15/ 0 / 30
# of change requests	(DEV/GIS/INF)	48 / 213 / 0	78/180/0	60 / 200 / 0	60 / 200 / 0
avg. time to complete change request	(DEV/GIS/INF)	2 / 2.7 days / 0	2 days / 2.2 days / 0	2 /3.4/0	2 /3.4/0
# of trouble ticket requests	(DEV/GIS/INF)	57 / 44 / 2193	53/35/2295	50 /40/2500	50 /40/2500
avg. time to complete Trouble ticket request	(DEV/GIS/INF)	4.5hr/1.36 days/24hr	1.6hrs / 5.5 days /24hr	1.5hr/	1.5hr/

**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.

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of requests completed within SLA.	% of work requests closed within SLA.	90%/ 81% / 85	90 / 81 / 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>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$75,000.00
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
avg # daily visits	(Web)	17,065	18,131	13,563	15,000
avg # daily unique visitors	(Web)	10,124	10,793	7,981	8,000
avg # daily page views	(Web)	73,331	78,931	63,769	65,000
eGov avg response time	(Web)	0.59	.79 days	0.61 days	<1 day
eGov items (Webmaster)	(Web)	51	49	52	50
# dept/agencies supported	(Web)	26	26	25	25

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
eGov average response time	Average time for response to Webmaster feedback.	0.59	.79 days	0.6	0.6
# dept/agencies supported	% of departments and agencies contacted on a quarterly basis.	75%	77%	65%	65%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: IT Administration (14.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
725-A Information Technology Director	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.40	0.40	0.40	0.40	0.40
<b>TOTAL POSITIONS</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>
<b>REVENUE SUMMARY:</b>					
Charges for Services	\$5,628	\$0	\$3,000	\$0	\$0
Miscellaneous	42,997	-	58,000	-	-
<b>TOTAL REVENUES</b>	<b>\$48,625</b>	<b>\$0</b>	<b>\$61,000</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$119,859	\$122,743	\$122,743	\$124,989	\$124,989
Benefits	\$35,327	\$39,339	\$39,339	\$37,545	\$37,545
Purchase Services & Expenses	3,573	4,300	4,300	4,300	4,300
Supplies & Materials	387	400	400	400	400
<b>TOTAL APPROPRIATIONS</b>	<b>\$159,146</b>	<b>\$166,782</b>	<b>\$166,782</b>	<b>\$167,234</b>	<b>\$167,234</b>
<b>ANALYSIS</b>					
<p>FY16 non-salary costs for this program are recommended to remain unchanged from previous levels.</p> <p>There are no revenues budgeted for this program. Projected revenues for FY15 consist primarily of recovered costs from the GIS aerial photography project. These collections began in FY14 and will end in the current year. Additional revenue listed as Charges for Services will be reflected under the Information Technology program going forward.</p> <p>There are no budget issues associated with this program and no capital, personnel, or vehicle requests.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Information Technology (14.1401)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
556-A Geographic Information Systems Coordinator	1.00	1.00	1.00	1.00	1.00
519-A Network Infrastructure Supervisor	1.00	1.00	1.00	1.00	1.00
511-A Senior Programmer Analyst	1.00	1.00	1.00	1.00	1.00
455-A Webmaster	1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst II	2.00	2.00	2.00	2.00	2.00
406-A Network Systems Administrator	5.00	5.00	5.00	5.00	5.00
323-A GIS Analyst	1.00	1.00	1.00	1.00	1.00
187-A Help Desk Specialist	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>

<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$200,857	\$302,124	\$302,124	\$302,124	\$302,124
Charges for Services	\$13,821	\$12,000	\$12,000	\$12,000	\$12,000
Miscellaneous	4,157	2,500	2,500	2,500	2,500
<b>TOTAL REVENUES</b>	<b>\$218,835</b>	<b>\$316,624</b>	<b>\$316,624</b>	<b>\$316,624</b>	<b>\$316,624</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$775,999	\$958,357	\$966,357	\$930,312	\$930,312
Benefits	262,749	336,269	337,269	317,672	317,672
Capital Outlay	541	6,000	6,000	6,000	6,000
Purchase Services & Expenses	856,297	1,038,500	1,038,500	1,098,500	1,098,500
Supplies & Materials	3,206	5,500	5,500	5,500	5,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,898,792</b>	<b>\$2,344,626</b>	<b>\$2,353,626</b>	<b>\$2,357,984</b>	<b>\$2,357,984</b>

#### **ANALYSIS**

FY16 non-salary costs are increasing 5.7% primarily due to increases in computer software charges. Several other expense line items were reduced to mitigate this increase as much as possible.

The budgeted capital outlay of \$6,000 is unchanged from previous years.

Budgeted revenues are recommended to remain at last year's level.

There were no personnel changes or vehicle requests made by this department.

# 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 Service		<b>RESIDENTS SERVED:</b>	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$499,988
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of persons admitted		183	183	190
Average daily detention population		10.6	10.1	11
# of days of adult-waiver juveniles		1006	995	1000
# of total days client care		3884	3683	3750

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To safely detain youthful offenders according to state licensing regulations/best practices, and in a fiscally responsible manner.	To serve all clients for less than \$220 per day after revenues are collected.	204	218	210	210

<b>ACTIVITY/SERVICE:</b>	Safety and Security	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$475,236
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of escape attempts		0	0	0
# of successful escapes		0	0	0
# of critical incidents		32	31	20
# of critical incidents requiring staff physical intervention		5	7	2

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To de-escalate children in crisis through verbal techniques.	To diffuse crisis situations without the use of physical force 90% of the time.	84%	77%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Dietary Program	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$34,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Revenue generated from CNP reimbursement		19046	18463	20000
Grocery cost		30442	33442	32000

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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 after CNP revenue.	2.93	4.06	3.75	3.75

<b>ACTIVITY/SERVICE:</b>	Communication	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$74,998
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of visitors to the center		2528	2304	2500

**PROGRAM DESCRIPTION:**

Allow and assist children with communicating via telephone, visits, and mail correspondence with family members, court personnel, and service providers. Inform court personnel and parents of behavior progress and critical incidents.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To inform parents/guardians and court personnel quickly and consistently of critical incidents.	To communicate critical incidents to parents/court personnel within one hour of the incident 90% of the time.	85%	82%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Documentation	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$50,000	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of intakes processed		183	183	190
# of discharges processed		180	182	190

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To reduce error rate in case - file documentation	To have 5% or less error rate in case-file documentation	18%	13%	10%	9%

<b>ACTIVITY/SERVICE: G.E.D. Resources</b>		<b>DEPARTMENT:</b> JDC 22B		
Semi-core service		<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	\$28,749
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of residents testing for G.E.D.		10	3	4
# of residents successfully earn G.E.D.		9	3	4

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To ensure all residents who are at-risk of dropping out of formal education are able to earn G.E.D., while in custody.	86% or more of those who are referred for G.E.D. services, earn G.E.D. in custody or community.	90%	100%	90%	90%

<b>ACTIVITY/SERVICE: In home Detention Program</b>		<b>DEPARTMENT JDC 22B</b>			
Semi-core service		<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	\$20,000	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# residents referred for IHD program		0	0	20	20
# of residents who complete IHD program successfully		0	0	18	18

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To ensure that all juveniles who are referred for In Home Detention supervision are given every opportunity to successfully complete the program.	90% or more of juveniles who are referred for In Home Detention complete the program successfully.	n/a	n/a	90%	90%

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

<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$240,281	\$245,000	\$245,000	\$245,000	\$245,000
Charges for Services	78,450	100,000	100,000	100,000	100,000
Miscellaneous	73	100	100	100	100
<b>TOTAL REVENUES</b>	<b>\$318,804</b>	<b>\$345,100</b>	<b>\$345,100</b>	<b>\$345,100</b>	<b>\$345,100</b>

<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$811,440	\$814,360	\$831,432	\$851,228	\$851,228
Benefits	262,156	283,019	286,203	275,643	275,643
Capital Outlay	1,711	400	1,600	1,600	1,600
Purchase Services & Expenses	20,909	7,200	9,800	9,800	9,800
Supplies & Materials	23,696	42,500	44,300	44,700	44,700
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,119,912</b>	<b>\$1,147,479</b>	<b>\$1,173,335</b>	<b>\$1,182,971</b>	<b>\$1,182,971</b>

#### **ANALYSIS**

The number of Detention Youth Supervisors are recommended to increase by .80. The department is using more part-time staff to decrease overtime costs.

FY16 non-salary costs for this program are recommended to remain unchanged from FY15 projected.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Emergency Youth Shelter (2202)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
<b>TOTAL POSITIONS</b>	-	-	-	-	-
<b>REVENUE SUMMARY:</b>					
Charges for Services	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$0	\$0	\$0	\$0	\$0
Benefits	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Purchase Services & Expenses	-	50,000	40,000	50,000	50,000
Supplies & Materials	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$40,000</b>	<b>\$50,000</b>	<b>\$50,000</b>

**ANALYSIS**

For FY16 the Emergency Youth Shelter budget was separated from the Juvenile Detention program page, but it is not new to the budget.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: In-Home Care (2203)</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	\$0	\$0	\$0	\$0	\$0
Charges for Services	-	-	18,000	18,000	18,000
Miscellaneous	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$0	\$17,072	\$13,000	\$13,000	\$13,000
Benefits	-	2,684	2,000	2,000	2,000
Capital Outlay	-	1,200	-	-	-
Purchase Services & Expenses	-	4,600	1,800	1,800	1,800
Supplies & Materials	-	200	200	200	200
<b>TOTAL APPROPRIATIONS</b>	<b>\$0</b>	<b>\$25,756</b>	<b>\$17,000</b>	<b>\$17,000</b>	<b>\$17,000</b>
<b>ANALYSIS</b>					
For FY16 the In-Home Care Program is new to the JDC budget. This is our first Community-Based supervision program.					

# Planning and Development

Tim Huey, Director



**MISSION STATEMENT:** To provide professional planning, development and technical assistance to the Board of Supervisors, the Planning and Zoning Commission and the Zoning Board of Adjustment in order to draft, review and adopt land use policies and regulations that guide and control the growth of Scott County by balancing the need to identify areas appropriate for development with the need to preserve productive farm land and protect farming operations and also to fairly enforce County building, subdivision and zoning codes for the protection of the public health, safety and welfare of Scott County citizens by efficiently and effectively interpreting and implementing the regulations.

<b>ACTIVITY/SERVICE:</b>	Planning & Development Administration	<b>DEPARTMENT:</b>	P & D 25A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	Entire County		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$40,990
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Appropriations expended	\$ 353,767	\$ 369,223	\$ 370,718	\$ 409,902	
Revenues received	\$ 281,761	\$ 446,821	\$ 250,000	\$ 225,000	

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain expenditures within approved budget	To expend less than 100% of approved budget expenditures	93%	102%	95%	95%
Implementation of adopted County Comprehensive Plan	Land use regulations adopted and determinations made in compliance with County Comprehensive Plan	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Building Inspection/code enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp/28E Cities	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$277,460
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total number of building permits issued		783	865	850
Total number of new house permits issued		150	171	100
Total number of inspections completed		2,938	4,071	4,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	783	865	850	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	150	171	100	100
Complete inspection requests within two days of request	All inspections are completed in within two days of request	2938	4071	4000	4000

<b>ACTIVITY/SERVICE:</b>	Zoning and Subdivision Code Enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$60,964
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Review of Zoning applications		8	9	12
Review of Subdivision applications		3	11	10
Review Plats of Survey		51	42	40
Review Board of Adjustment applications		8	10	12

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	16	20	22	22
Review and present Zoning Board of Adjustment applications	All applications are reviewed in compliance with Scott County Zoning Ordinance	8	10	12	12
Investigate zoning violation complaints and determine appropriate enforcement action in timely manner	% of complaints investigated within three days of receipt	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Floodplain Administration	<b>DEPARTMENT:</b>	P & D 25B		
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp/28E Cities		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$2,372
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Floodplain permits issued		9	9	10	10

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and issue floodplain development permit applications for unincorporated areas of the County	Permits are issued in compliance with floodplain development regulations	9	9	10	10

<b>ACTIVITY/SERVICE:</b>	E-911 Addressing Administration	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 2,372
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of new addresses issued		43	62	40

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	43	62	40	40

<b>ACTIVITY/SERVICE:</b>	Tax Deed Administration	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$15,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Tax Deed taken		60	37	35
Number of Tax Deeds disposed of		54	55	12

**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>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2015-16</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	60	37	35	35
Hold Tax Deed Auction	Number of County tax deed properties disposed of	54	55	12	20

<b>ACTIVITY/SERVICE:</b>	Housing	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$10,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Amount of funding for housing in Scott County		\$ 1,504,646	\$ 1,485,000	\$ 1,600,000
Number of units assisted with Housing Council funding		551	385	400

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	\$ 1,504,646	\$ 1,485,000	\$ 1,600,000	\$ 1,750,000
Housing units developed or rehabbed with Housing Council assistance	Number of housing units	551	345	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	\$ 3,581,451	\$ 4,455,000	\$ 3,200,000	\$ 3,480,000

<b>ACTIVITY/SERVICE:</b>	Riverfront Council & Riverway Steering Comm	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Regional Leadership	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 372
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Quad Citywide coordination of riverfront projects		13	18	18

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attend meetings of the Riverfront Council	Quad Citywide coordination of riverfront projects	6	6	6	6
Attend meetings of the Riverway Steering Committee	Quad Citywide coordination of riverfront projects	7	12	7	12

<b>ACTIVITY/SERVICE:</b>	Partners of Scott County Watershed	<b>DEPARTMENT:</b>	P & D 25A		
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Entire County		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 372	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Conduct educational forums on watershed issues		12	12	12	12
Provide technical assistance on watershed projects		127	121	150	150

**PROGRAM DESCRIPTION:**

Participation and staff support with Partners of Scott County Watersheds

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
2013	Number of forums and number of attendees at watershed forums	12 with 375 attendees	12 with 285 attendees	12 with 450 attendees	12 with 450 attendees
Provide technical assistance on watershed projects	Number of projects installed and amount of funding provided	127	121	150	150

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Planning &amp; Development Admin (25.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
608-A Planning & Development Director	0.40	0.60	0.60	0.60	0.60
314-C Building Inspector	0.05	0.05	0.05	0.05	0.05
252-A Planning & Development Specialist	0.25	0.25	0.25	0.25	0.25
162-A Clerk III	0.05	-	0.05	0.25	0.25
Z Planning Intern	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.15</b>	<b>1.20</b>	<b>1.40</b>	<b>1.40</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$0	\$0	\$0	\$0	\$0
Sale of Fixed Assets	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$65,849	\$79,236	\$79,236	\$92,061	\$92,061
Benefits	22,699	25,793	24,793	35,231	35,231
Purchase Services & Expenses	26,737	27,950	27,950	27,950	27,950
Supplies & Materials	920	2,000	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$116,205</b>	<b>\$134,979</b>	<b>\$133,979</b>	<b>\$157,242</b>	<b>\$157,242</b>
<b>ANALYSIS</b>					
<p>Non-salary FY16 expenditures are expected to remain unchanged from the FY15 budgeted amount.</p> <p>Salary expenditures are recommended to increase due to the Clerk III position increasing from .05 to .25 fte's.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Code Enforcement (2501 &amp; 2502)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
608-A Planning & Development Director	0.60	0.40	0.40	0.40	0.40
314-C Building Inspector	0.95	0.95	0.95	0.95	0.95
252-A Planning & Development Specialist	0.75	0.75	0.75	0.75	0.75
162-A Clerk III	0.20	-	0.25	0.25	0.25
Z Enforcement Officer	0.58	0.58	0.58	0.58	0.58
<b>TOTAL POSITIONS</b>	<b>3.08</b>	<b>2.68</b>	<b>2.93</b>	<b>2.93</b>	<b>2.93</b>
<b>REVENUE SUMMARY:</b>					
Licenses and Permits	\$412,993	\$225,120	\$250,120	\$225,120	\$225,120
Intergovernmental	\$1,560	\$5,000	\$5,000	\$5,000	\$5,000
Charges for Services	3,314	3,100	2,800	3,100	3,100
Other Financing Sources	23,300	5,000	5,000	5,000	5,000
<b>TOTAL REVENUES</b>	<b>\$441,167</b>	<b>\$238,220</b>	<b>\$262,920</b>	<b>\$238,220</b>	<b>\$238,220</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$175,006	\$156,857	\$157,197	\$166,522	\$166,522
Benefits	60,323	53,432	53,432	60,689	60,689
Purchase Services & Expenses	13,214	24,250	24,250	24,250	24,250
Supplies & Materials	4,474	1,200	1,200	1,200	1,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$253,017</b>	<b>\$235,739</b>	<b>\$236,079</b>	<b>\$252,661</b>	<b>\$252,661</b>
<b>ANALYSIS</b>					
<p>FY16 revenues are expected to remain unchanged from FY15 budgeted amount; however, FY15 estimated revenues are anticipated to increase due to building activity in LeClaire.</p> <p>Non-salary FY16 expenditures are expected to remain unchanged from FY15 budgeted amount. Salary expenditures are recommended to increase due to the Clerk III position increasing from .20 to .25 fte's.</p>					

# Recorder's Office

Rita Vargas, Recorder



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

<b>ACTIVITY/SERVICE:</b>	Recording of Instruments	<b>DEPARTMENT:</b>	Recorder 26	<b>ADMIN</b>	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$153,650
	<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total Department Appropriations		\$732,864	\$764,399	\$803,580	\$749,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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 twelve times per year or as needed to openly discuss changes and recommended solutions.	12	11	12	12
Provide notary service to customers	Ensure the notary section of legal documents, request forms to the state and paternity affidavits are correct.	100%	100%	100%	100%
Provide protective covers for recreational vehicles registrations and hunting and fishing license.	Ensures the customer will not lose or misplace documents required for identity. Also protects from the weather.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Records	<b>DEPARTMENT:</b> Recorder 26B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$461,690
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of real estate documents recorded		34697	26954	33041
Number of electronic recordings submitted		10189	7714	9452
Number of transfer tax transactions processed		3884	3889	3589
Conservation license & recreation regist		13246	8221	9928
				10734

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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%
Percent of total real estate documents recorded electronically through e-submission	Available for search by the public and funds are transferred to checking account the same day as processed or early next day.	29%	100%	29%	25%
Ensure outbound mail is returned to customer within four (4) working days	Customer will have record that document was recorded and can be used for legal purposes.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Vital Records	<b>DEPARTMENT:</b> Recorder 26D		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$189,916
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of certified copies requested		15172	14435	14977
Number of Marriage applications processed		1221	1752	1223
Number of passports processed		1177	1300	1159
Number of births and death registered		5293	4022	4799

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Register birth and deaths certificates as requested by IA Dept of Public Health and funeral homes.	Ensure we maintain accurate index, issue certificates and make available immediately to public.	100%	100%	100%	100%
Accept Marriage Applications in person or via mail. These are entered into the database the same day as received .	Immediately process and issue the Marriage Certificate. This eliminates the customer having to return in 3 days to pick up certificate.	100%	100%	100%	100%
Ensure all customers passport applicatons are properly executed the same day the customer submits paperwork.	If received before 2:00 PM the completed applications and transmittal form are mailed to the US Dept of State the same day.	100%	100%	100%	100%
Offer photo service	Customer can have one-stop shopping with passports, and birth or marrige certificate if required plus the photo for passport.	100%	100%	100%	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Recorder Administration (26.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Recorder	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>REVENUE SUMMARY:</b>					
Charges for Services	\$19	\$0	\$25	\$25	\$25
Use of Money & Property	0	275	250	250	250
Miscellaneous	197	17	175	175	175
<b>TOTAL REVENUES</b>	<b>\$216</b>	<b>\$292</b>	<b>\$450</b>	<b>\$450</b>	<b>\$450</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$108,971	\$112,500	\$112,500	\$115,255	\$115,255
Benefits	\$35,519	\$38,900	\$38,900	\$38,613	\$38,613
Purchase Services & Expenses	2,215	2,200	2,200	2,200	2,200
Supplies & Materials	832	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$147,537</b>	<b>\$153,600</b>	<b>\$153,600</b>	<b>\$156,068</b>	<b>\$156,068</b>
<b>ANALYSIS</b>					
No changes in authorized positions for 2016					
Small decline in Use of Money & Property revenue due to declining interest rates					
Appropriations (not including salaries & benefits) for 2016 remain flat					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Public Records (26.2601/2602)</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
496-A Operations Manager	0.50	0.50	0.50	0.50	0.50
191-C Real Estate Specialist	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>
<b>REVENUE SUMMARY:</b>					
Charges for Services	\$1,039,090	\$1,265,000	\$1,087,500	\$1,091,000	\$1,091,000
Use of Money & Property	91	150	100	150	150
Miscellaneous	2,712	3,250	2,975	2,975	2,975
<b>TOTAL REVENUES</b>	<b>\$1,041,893</b>	<b>\$1,268,400</b>	<b>\$1,090,575</b>	<b>\$1,094,125</b>	<b>\$1,094,125</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$285,716	\$274,971	\$286,550	\$289,460	289,460
Benefits	\$124,268	\$132,019	\$144,500	\$147,586	147,586
Purchase Services & Expenses	44,464	46,000	46,200	46,200	46,200
Supplies & Materials	8,827	8,700	8,700	8,700	8,700
<b>TOTAL APPROPRIATIONS</b>	<b>\$463,275</b>	<b>\$461,690</b>	<b>\$485,950</b>	<b>\$491,946</b>	<b>\$491,946</b>
<b>ANALYSIS</b>					
No changes in Authorized Positions for 2016					
Decrease in recording of instruments revenue due to re-evaluating strength of the Quad City real estate market as revenue in this line item for FY15 was budgeted too high relative to QC market conditions. The increase in documentary stamps revenue is in line with the revised budget dollars for the recording of instruments.					
Increase in recreational vehicle fees as every 3rd year owners are required to re-license and FY16 is a year this will be done.					
Overall expenses for this program area are projected to increase slightly due to maintenance fees for the COTT system.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Vital Records (2603)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
191-C Vital Records Specialist	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>REVENUE SUMMARY:</b>					
Charges for Services	\$96,299	\$95,000	\$94,000	\$94,000	\$94,000
<b>TOTAL REVENUES</b>	<b>\$96,299</b>	<b>\$95,000</b>	<b>\$94,000</b>	<b>\$94,000</b>	<b>\$94,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$103,631	\$127,954	\$126,954	\$119,426	\$119,426
Benefits	\$47,997	\$56,762	\$65,841	\$66,202	\$66,202
Purchase Services & Expenses	-	1,700	2,000	2,000	2,000
Supplies & Materials	1,960	3,500	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$153,588</b>	<b>\$189,916</b>	<b>\$197,795</b>	<b>\$190,628</b>	<b>\$190,628</b>
<b>ANALYSIS</b>					
No changes in Authorized Positions for 2016					
Decline in revenue to vital records is to offset a new State initiative where death records can be obtained at any County Recorder office instead of having to actually have the county where the event occurred process the document (issuing County receives the fees). At this time only records 2011 to present can be obtained at any Recorders office (uses the IVES system - Iowa Vital Event System). The State is planning on expanding this to 1954 once all program glitches are resolved. Note: It is expected that this system is also going to be available to obtain birth certificates in the near future.					
Very small decline in expenses & supply line items (\$200)					

## Secondary Roads

Jon Burgstrum, County Engineer



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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>	Secondary Roads 27A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$248,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Resident Contacts		250	260	250
Permits		1200	1000	1200

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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>	Construction	<b>DEPT/PROG:</b>	Secondary Roads 27L	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$1,010,000
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Bridge Replacement	4	2	2	3
Federal and State Dollars	\$2,900,000	\$4,100,000	\$280,000	\$280,000
Pavement Resurfacing	1	1	1	1
Culvert Replacement	4	4	3	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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>	Snow and Ice Control	<b>DEPT/PROG:</b>	Secondary Roads 27E	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$468,000
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Tons of salt used	1000	1640	1200	1700
Number of snowfalls less than 2"	10	20	10	15
Number of snowfalls between 2" and 6"	4	2	4	6
Number of snowfalls over 6"	2	0	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
In accordance with our snow policy, call in staff early after an over night snow event	All snow routes will have one round complete within 2 hours of start time when event is 4 inches or less, within 3 hours when between 4 and 6 inches	100%	100%	100%	100%
Keep adequate stores of deicing materials and abrasives	Storage facilities not to be less than 20% of capacity	100%	100%	100%	100%
To make efficient use of deicing and abrasive materials.	Place deicing and abrasive materials on snow pack and ice within 2 hours of snow clearing.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Traffic Control	<b>DEPT/PROG:</b>	Secondary Roads 27 D	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$227,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Signs		7101	7101	7101
Miles of markings		183	183	183

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	100.00%	100%	100%	100%
Maintain pavement markings to Federal standards	Paint all centerline each year and half of all edge line per year	100%	100%	100%	100%
Maintain all sign reflectivity to Federal Standards	Replace 95% of all signs at end of reflective coating warranty	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Road Clearing / Weed Spray	<b>DEPT/PROG:</b>	Secondary Roads 27G	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$155,000
	<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	Roadside Miles	1148	1148	1148
	Percent of Road Clearing Budget Expended	101.60%	78.00%	90.00%

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Remove brush from County Right of way at intersections	Keep brush clear for sight distance at all intersections per AASHTO Standards	95%	95%	95%	95%
Remove brush from County Right of way on Gravel Roads to remove snow traps and improve drainage	Keep brush from causing snow traps on Gravel roads	80%	80%	80%	80%
Remove brush from County Right of way on Paved Roads to remove snow traps and improve drainage	Keep brush from causing snow traps on Paved roads	95%	95%	95%	95%
To maintain vegetation free shoulders on paved roads	Maintain a program that eliminates vegetation on all paved road shoulders	90%	90%	90%	90%
To stay within State requirements on Noxious weeds	Keep all noxious weeds out of all county right of way	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Roadway Maintenance	<b>DEPT/PROG:</b>	Secondary Roads 27D	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$430,000
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Miles of Roadside	1148	1148	1148	1148
Number of Bridges and Culverts over 48"	650	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain an active ditch cleaning program	Clean a minimum of 5500 lineal feet of ditch per year	100%	100%	100%	100%
Blade shoulders to remove edge rut	Bring up shoulders on all paved roads at least twice a year	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Macadam	<b>DEPT/PROG:</b>	Secondary Roads 27D	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	ALL	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$185,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of potential Macadam projects		24	25	25
Cost of Macadam stone per ton		\$7.65	\$7.65	\$7.75
Number of potential Stabilized Base projects		0	na	10
Cost per mile of Stabilized Projects			na	\$50,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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 and Size	Extend short culverts or increase size as per hydrolic review	100%	100%	100%	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Admin &amp; Eng (2701)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
864-A County Engineer	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Engineer	1.00	1.00	1.00	1.00	1.00
300-A Engineering Aide II	2.00	2.00	2.00	2.00	2.00
204-A Office Leader	-	-	-	-	-
230-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00
162-A Office Assistant	-	1.00	-	1.00	1.00
162-A Clerk III	0.25	-	0.25	-	-
Z Seasonal Engineering Intern	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>5.50</b>	<b>6.25</b>	<b>5.50</b>	<b>6.25</b>	<b>6.25</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$3,223,343	\$3,280,110	\$3,310,110	\$3,501,702	\$3,501,702
Licenses and Permits	7,570	10,000	7,500	10,000	10,000
Charges for Services	27,589	4,000	1,000	1,000	1,000
Miscellaneous	24,075	9,000	20,000	13,000	13,000
Other Financing Sources	-	157,000	-	157,000	157,000
Sale of Fixed Assets	-	-	-	-	-
General Basic Transfer					
Rural Service Basic Transfer					
<b>TOTAL REVENUES</b>	<b>\$3,282,577</b>	<b>\$3,460,110</b>	<b>\$3,338,610</b>	<b>\$3,682,702</b>	<b>\$3,682,702</b>
<b>APPROPRIATION SUMMARY:</b>					
Administration (7000)	\$171,649	\$199,500	\$189,000	\$248,000	\$248,000
Engineering (7010)	\$450,935	\$471,500	\$484,000	\$449,500	\$449,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$622,584</b>	<b>\$671,000</b>	<b>\$673,000</b>	<b>\$697,500</b>	<b>\$697,500</b>
<b>ANALYSIS</b>					
FY16 revenues are recommended to increase 6.4% over current budgeted amounts for this program.					
List issues for FY16 budget:					
1. Revenue projections to increase \$222,590 more than FY15 primarily due to increase in intergovernmental revenues from bridge funds and road use taxes.					
2. Administrative appropriations increase by \$59,000 due to adding a new employee and purchase of furniture for new Secondary Roads building.					
3. Engineering appropriations decrease by \$34,500 due to a reduction in outside engineering costs and less overtime.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Roadway Construction (2702)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>APPROPRIATION SUMMARY:</b>					
Bridges/Culverts (7100)	\$ 71,633	\$ 240,000	\$ 205,000	\$ 205,000	\$ 205,000
Road Maintenance (7110)	1,584,016	1,911,500	2,142,000	2,048,500	2,048,500
Snow/Ice Control (7120)	331,201	453,000	483,000	468,000	468,000
Traffic Control (7130)	193,616	227,000	227,000	227,000	227,000
Road Clearing (7140)	140,038	180,000	155,000	155,000	155,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,320,504</b>	<b>\$3,011,500</b>	<b>\$3,212,000</b>	<b>\$3,103,500</b>	<b>\$3,103,500</b>

**ANALYSIS**

FY16 costs for this program are recommended to increase 3.1% (\$92,000) from FY15 budgeted costs.

List issues for FY16 budget:

1. Bridge and culvert costs are projected to decrease by \$35,000 from FY15 budgeted costs.
2. Road maintenance costs are projected to increase by \$137,000 from FY15 budgeted costs.
3. Snow and ice control costs are projected to increase \$15,000 from FY15 costs budgeted costs.
4. Road clearing costs are projected to decrease \$25,000 from FY15 budgeted costs.

These changes between fiscal years are typical changes based on the needs of the road system.

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

<b>APPROPRIATION SUMMARY:</b>					
New Equipment (7200)	\$ 330,740	\$ 653,000	\$ 556,000	\$ 675,000	\$ 675,000
Equipment Operation (7210)	1,047,207	1,196,500	1,196,500	1,196,500	1,196,500
Tools/Maintenance/Supplies (7220)	42,205	96,000	88,500	93,500	93,500
Property Assessment (7230)	40,386	1,625,000	1,625,000	225,000	225,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,460,538</b>	<b>\$3,570,500</b>	<b>\$3,466,000</b>	<b>\$2,190,000</b>	<b>\$2,190,000</b>

**ANALYSIS**

FY16 costs for this program are recommended to decrease \$1,380,500 from FY15.

List issues for FY16 budget:

1. Property assessment will decrease by \$1,400,000 due to completion of the new Secondary Road building.
2. New equipment costs are projected to increase by \$22,000 from FY15 budgeted costs.
3. Tool and supply costs are projected to increase by \$2,500 from FY15 costs budgeted costs.
4. Total number of positions remains the same from FY15.

Increase in budgeted amount for new equipment cost should be viewed in light of significant decrease in FY15 budgeted versus projected costs (projected costs are \$97,000 less than budgeted).

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: General Roadway Exp (2704)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
233-A Shop Supervisor	1.00	1.00	1.00	1.00	1.00
187-B Mechanic	2.00	2.00	2.00	2.00	2.00
187-B Shop Control Clerk	1.00	1.00	1.00	1.00	1.00
Z Eldridge Garage Caretaker	0.30	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>

<b>APPROPRIATION SUMMARY:</b>					
Construction (0200)	\$1,048,169	\$820,000	\$605,000	\$1,010,000	\$1,010,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,048,169</b>	<b>\$820,000</b>	<b>\$605,000</b>	<b>\$1,010,000</b>	<b>\$1,010,000</b>

#### **ANALYSIS**

FY16 costs for this program are recommended to increase 23.2% (\$190,000) from FY15.

List issues for FY16 budget:

1. Total number of positions remains the same as FY15.
2. Appropriations for construction increase by \$190,000 compared to FY15.

The increase in appropriations are for the construction program and reflect an increase in the number of bridges to be replaced.

# Sheriff's Office

Dennis Conard, Sheriff



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

<b>ACTIVITY/SERVICE:</b>	Sheriff's Administration	<b>DEPARTMENT:</b>	Sheriff 28.1		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 422,761
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Ratio of administrative staff to personnel of < or = 3.5%		2.16	2.8	3.0	3.0

**PROGRAM DESCRIPTION:**

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase cost savings on supply orders	All supply orders >\$50 will be cross-referenced against 3 suppliers to ensure lowest price and greatest value.	3	3	3	3
Decrease the number of exceptions on purchase card exception report	2% of PC purchases will be included on the exception report, with all exceptions being cleared by the next PC cycle.	<2%	<2%	<2%	<2%
All payroll will be completed and submitted by deadline.	100% of Sheriff's Office payroll will be completed by the end of business on the Tuesday following payroll Monday.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Traffic Enforcement	<b>DEPARTMENT:</b>	Sheriff 28.2801	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 3,145,948
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of traffic contacts	2481	2965	2500	3000

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To increase the number of hours of traffic safety enforcement/seat belt enforcement.	Complete 600 hours of traffic safety enforcement/seat belt enforcement.	1306.75	874	1500	1200
Reduce the amount of traffic accidents in Scott County.	Reduce the number of traffic accidents from fiscal year 2010 in Scott County by 5%.	284	257	208	220
Respond to calls for service in a timely manner	Respond to calls for service within 7.5 minutes	5.7	6.6	7.0	7.0

<b>ACTIVITY/SERVICE:</b>	Jail	<b>DEPARTMENT:</b> Sheriff 28.2802		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	8,688,404
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Inmate instances of programming attendance		26,686	29,188	30,625
The number of inmate and staff meals prepared		302,929	326,015	340,575
Jail occupancy		263	291	305
Number of inmate/prisoner transports		817	1139	1350

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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	1	0
Classification of prisoners	100 % of all prisoners booked into the Jail will be classified per direct supervision standards.	100	100	100	100

<b>ACTIVITY/SERVICE:</b>	Civil	<b>DEPARTMENT:</b> Sheriff 28.2802		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	393,671
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of attempts of service made.		20,452	20,429	21,000
Number of papers received.		11,755	12,591	12,500
Cost per civil paper received.		\$30.30	\$28.33	\$28.00

**PROGRAM DESCRIPTION:**

Serve civil paperwork in a timely manner.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Timely service for mental injunctions and protective orders	All mental injunctions and protective orders will be attempted the same day of receipt.	1	1	1	1
No escapes during transportation of mental committals	Zero escapes of mental committals during transportation to hospital facilities	0	0	0	0
Timely service of civil papers	All civil papers will be attempted at least one time within the first 7 days of receipt	2.4	3	2.5	2
Increase percentage of papers serviced	Successfully serve at least 93% of all civil papers received	98.7%	97.0%	93.0%	93.0%

<b>ACTIVITY/SERVICE:</b>	Investigations	<b>DEPARTMENT:</b> Sheriff 28.2805		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	1,066,390
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Crime Clearance Rate		54%	60%	60%

**PROGRAM DESCRIPTION:**

Investigates crime for prosecution.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete home compliance checks on sex offenders in Scott County.	Complete 300 home compliance checks annually on sex offenders	367	383	350	300
To increase drug investigations by the Special Operations Unit	Investigate 15 new drug related investigations per quarter	78	143	160	120
To increase the number of follow up calls with victims of cases of sexual assault, child abuse and domestic violence.	Increase the number of follow up calls with reviewed sexual assault, child abuse and domestic violence cases by 15 per quarter	85	99	80	80
Conduct thorough investigations of thefts and burglaries.	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 28.2806		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	910,240
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of prisoners handled by bailiffs		8097	8476	9200
Number of warrants served by bailiffs		806	832	700

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
No escapes during transporting inmates to and from court	Allow zero escapes when transporting inmates to and from court in the Scott County Complex	0	0	0	0
No escapes when transporting inmates from one facility to another	Allow zero escapes when transporting inmates from one facility to another	0	0	0	0
No weapons will be allowed in the Scott County Courthouse or Administration Building	Allow zero weapons into the Scott County Courthouse or Administration Building beginning January 1, 2011	0	0	0	0
No injuries to courthouse staff or spectators during trial proceedings	Ensure zero injuries to courthouse staff or spectators during trial proceedings	0	0	0	0

<b>ACTIVITY/SERVICE:</b>	Civil Support	<b>DEPARTMENT:</b> Sheriff 28.2804		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	378,733
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain administrative costs to serve paper of < \$30		\$27.96	\$26.50	\$27.00
Number of civil papers received for service		11,755	12,591	12,500

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Timely process of civil papers.	Civil papers, excluding garnishments, levys and sheriff sales, will be entered and given to a civil deputy within 3 business days.	<3	<3	<3	<3
Respond to weapons permit requests in a timely fashion.	All weapons permit requests will be completed within 30 days of application.	<30	2	<30	<30
Timely process of protective orders and mental injunctions.	All protective orders and mental injunctions will be entered and given to a civil deputy for service the same business day of receipt.	1	1	1	1
Timely response to requests for reports/records	All report and record requests will be completed within 72 hours of receipt	<72	<72	<72	<72

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Sheriff Administration (28.1000)</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
Y Chief Deputy	1.00	1.00	1.00	1.00	1.00
316-A Office Administrator	0.60	0.60	0.60	0.60	0.60
271-A Office Supervisor	-	-	-	-	-
198-A Senior Clerk	-	-	-	-	-
220-A Senior Accounting Clerk/Receptionist	1.00	1.00	1.00	1.00	1.00
451-E Sergeant	-	1.00	1.00	-	-
<b>TOTAL POSITIONS</b>	<b>3.60</b>	<b>4.60</b>	<b>4.60</b>	<b>3.60</b>	<b>3.60</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$780	\$300	\$300	\$300	\$300
<b>TOTAL REVENUES</b>	<b>\$780</b>	<b>\$300</b>	<b>\$300</b>	<b>\$300</b>	<b>\$300</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$275,930	\$356,714	\$399,849	\$292,595	\$292,595
Benefits	84,528	124,247	124,247	98,223	98,223
Capital Outlay	670	670	670	670	670
Purchase Services & Expenses	17,451	19,570	19,570	19,570	19,570
Supplies & Materials	11,878	12,403	12,403	11,703	11,703
<b>TOTAL APPROPRIATIONS</b>	<b>\$390,457</b>	<b>\$513,604</b>	<b>\$556,739</b>	<b>\$422,761</b>	<b>\$422,761</b>
<b>ANALYSIS</b>					
<p>FTE's in 28.1000 has been reduced by 1 FTE. This is a temporary move of 1 technology sergeant from Administration to Patrol until staffing levels are re-established in Patrol. Currently there are 2 patrol deputies in the FTO (field training officer) program.</p> <p>Because of this temporary transfer, the total appropriations for 28.1000 have been reduced by \$133,278, which is the salary and benefits for the technology sergeant.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Patrol (28.2801)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
519-A Captain	1.00	1.00	1.00	1.00	1.00
464-A Lieutenant	3.00	3.00	3.00	3.00	3.00
451-E Sergeant	4.00	3.00	3.00	4.00	4.00
451-E Training Sergeant	-	-	1.00	1.00	1.00
329-E Deputy	18.00	19.00	19.00	19.00	19.00
<b>TOTAL POSITIONS</b>	<b>26.00</b>	<b>26.00</b>	<b>27.00</b>	<b>28.00</b>	<b>28.00</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$37,868	\$39,550	\$44,300	\$39,550	\$39,550
Charges for Services	1,140	650	650	650	650
Miscellaneous	145,955	136,000	136,000	136,000	136,000
<b>TOTAL REVENUES</b>	<b>\$184,963</b>	<b>\$176,200</b>	<b>\$180,950</b>	<b>\$176,200</b>	<b>\$176,200</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$1,847,824	\$1,930,922	\$1,930,922	\$2,043,566	\$2,043,566
Benefits	633,537	629,965	629,965	718,938	718,938
Capital Outlay	26,517	25,305	25,305	25,305	25,305
Purchase Services & Expenses	194,131	183,070	183,070	183,070	183,070
Supplies & Materials	203,471	174,369	174,369	174,369	175,069
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,905,480</b>	<b>\$2,943,631</b>	<b>\$2,943,631</b>	<b>\$3,145,248</b>	<b>\$3,145,948</b>
<b>ANALYSIS</b>					
<p>FTE's in 28.2801 has increased by 2 FTE's, 1 technology sergeant moving temporarily from 28.1000 and an additional sergeant who is in charge of training.</p> <p>Appropriations for 28.2801 has increased by \$201,617 which is the salary and benefits for the additional 2 sergeants in Patrol.</p> <p>Revenues for this program are expected to decrease by \$4,750 from FY2014-2015 projections, due to a slight decrease in grant funding.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Corrections Division (28.2802/2806)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
705-A Jail Administrator	1.00	1.00	-	-	-
540-A Assistant Jail Administrator	1.00	1.00	1.00	1.00	1.00
449-A Corrections Captain	-	-	-	-	-
406-A Shift Commander (Corrections Lieutenant)	2.00	2.00	2.00	2.00	2.00
400-A Support/Program Supervisor	-	-	-	-	-
353-A Corrections Lieutenant	-	-	-	-	-
332-A Corrections Sergeant	14.00	14.00	14.00	14.00	14.00
332-A Food Service Manager	1.00	1.00	1.00	1.00	1.00
323-A Program Services Coordinator	2.00	2.00	2.00	2.00	2.00
289-A Classification Specialist	2.00	2.00	2.00	2.00	2.00
262-A Lead Bailiff	1.00	1.00	1.00	1.00	1.00
246-H Correction Officer	59.00	59.00	59.00	59.00	59.00
220-A Bailiffs	12.40	12.40	11.60	11.60	11.60
220-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00
198-A Alternative Sentence Coordinator	1.00	1.00	1.00	1.00	1.00
198-A Senior Clerk	-	-	-	-	-
177-C Inmate Services Clerk	1.00	1.00	1.00	1.00	1.00
176-H Jail Custodian/Correction Officer	4.00	4.00	4.00	4.00	4.00
176-C Cook	3.60	3.60	3.60	3.60	3.60
141-C Clerk II	-	-	-	-	-
Laundry Officer	-	-	-	-	-
198-Court Compliance Officer	-	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>106.00</b>	<b>108.00</b>	<b>106.20</b>	<b>106.20</b>	<b>106.20</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$63,297	\$7,000	\$7,000	\$7,000	\$7,000
Charges for Services	1,101,696	738,250	758,250	748,250	748,250
Miscellaneous	7,000	1,000	1,000	1,000	1,000
<b>TOTAL REVENUES</b>	<b>\$1,171,993</b>	<b>\$746,250</b>	<b>\$766,250</b>	<b>\$756,250</b>	<b>\$756,250</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$5,773,912	\$6,064,083	\$6,066,583	\$6,153,204	\$6,153,204
Benefits	2,093,389	2,178,942	2,231,059	2,278,686	2,278,686
Capital Outlay	34,376	34,715	34,715	34,715	34,715
Purchase Services & Expenses	372,607	424,850	424,850	424,850	424,850
Supplies & Materials	655,776	667,389	667,387	707,189	707,189
<b>TOTAL APPROPRIATIONS</b>	<b>\$8,930,060</b>	<b>\$9,369,979</b>	<b>\$9,424,594</b>	<b>\$9,598,644</b>	<b>\$9,598,644</b>
<b>ANALYSIS</b>					
<p>FTE's in 28.2802 has decreased by 1.0 FTE and 28.2806 was decreased by .8 FTE's which were two temporary bailiff positions. The Jail Administrator position became vacant during FY2014-2015, a decision was made to eliminate this position and in-turn, increase the salaries of the Assistant Jail Administrator and 2 lieutenants, because of an increase in hay points and responsibilities. An additional training sergeant position was also added to Patrol (28.2801) in lieu of filling the Jail Administrator position.</p> <p>Revenues have increased from FY2014-FY2015 budgeted figures by \$10,000, due to an increase in care and keep of inmates.</p> <p>An increase of \$39,802 for supplies &amp; materials is attributed to an increase in radio access fees and clothing expenses.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Support Services Division (28.2804)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
464-A Lieutenant	-	-	-	-	-
300-A Chief Telecommunications Operator	-	-	-	-	-
316-A Office Administrator	0.40	0.40	0.40	0.40	0.40
271-A Office Administrator	-	-	-	-	-
271 -Lead Public Safety Dispatcher	-	-	-	-	-
252-A Public Safety Dispatcher	-	-	-	-	-
191-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00
162-A Warrant Clerk	-	-	-	-	-
162-A Clerk III	3.50	3.50	3.60	3.60	3.60
<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>REVENUE SUMMARY:</b>					
Licenses & Permits	25,808	100,000	100,000	100,000	100,000
Charges for Services	305	600	600	600	600
Miscellaneous	1,310	200	200	200	200
<b>TOTAL REVENUE</b>	<b>27,423</b>	<b>100,800</b>	<b>100,800</b>	<b>100,800</b>	<b>100,800</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$232,002	\$244,427	\$244,427	\$251,422	\$251,422
Benefits	91,196	100,972	100,972	114,316	114,316
Capital Outlay	2,190	2,325	2,325	2,325	2,325
Purchase Services & Expenses	1,632	3,995	3,995	3,995	3,995
Supplies & Materials	6,627	6,395	6,395	6,675	6,675
<b>TOTAL APPROPRIATIONS</b>	<b>\$333,647</b>	<b>\$358,114</b>	<b>\$358,114</b>	<b>\$378,733</b>	<b>\$378,733</b>
<b>ANALYSIS</b>					
<p>FTE's for 28.2804 have increased by only \$20,589 due to the increase in salary and benefits for 6.0 FTE's and an additional \$280 in supplies and materials. Revenues have remained the same.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Criminal Investigations Division (28.2803/2805)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
519-A Captain	-	-	-	-	-
451-E Sergeant	2.00	2.00	2.00	2.00	2.00
329-E Deputy	13.00	12.00	11.00	11.00	11.00
Civil Evidence Technician	-	-	-	-	-
464-A Lieutenant	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>16.00</b>	<b>15.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>

<b>REVENUE SUMMARY:</b>					
Intergovernmental	\$90,472	\$42,810	\$42,810	\$42,810	\$42,810
Charges for Services	288,893	224,000	244,000	239,000	239,000
Miscellaneous	64,265	22,500	22,500	22,500	22,500
<b>TOTAL REVENUES</b>	<b>\$443,630</b>	<b>\$289,310</b>	<b>\$309,310</b>	<b>\$304,310</b>	<b>\$304,310</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	989,637	\$1,040,112	\$1,040,112	\$1,007,476	\$1,007,476
Benefits	395,366	391,418	393,868	353,482	353,482
Purchase Services & Expenses	31,421	43,062	44,437	43,062	43,062
Supplies & Materials	103,023	56,041	56,041	56,041	56,041
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,519,447</b>	<b>\$1,530,633</b>	<b>\$1,534,458</b>	<b>\$1,460,061</b>	<b>\$1,460,061</b>

#### **ANALYSIS**

FTE's in 28.2803 have remained at 4.0 FTE's while FTE's in 28.2805 was decreased by 1. A grant funded deputy position became vacant, due to a retirement, and because the grant had expired, this 1 FTE deputy position was not filled.

Due to the reduction of 1 FTE position in 28.2805, salaries, benefits and purchase services & expenses have decreased by \$74,397.

Revenues for 28.2803 were reduced by \$5,000, due to the reduction of charges for services of serving civil papers.

# Board of Supervisors



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

<b>ACTIVITY/SERVICE:</b>	Legislative Policy and Policy Dev	<b>DEPT/PROG:</b> BOS 29A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	All	<b>FUND:</b> 01 General	<b>BUDGET:</b>	188,868
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of special meetings with brds/comm and agencies	28	42	25	40
Number of agenda discussion items	69	82	75	75
Number of agenda items for Board goals	63	58	75	60
Number of special non-biweekly meetings	36	51	45	50

**PROGRAM DESCRIPTION:**

Formulate clear vision, goals and priorities for County Departments. Legislate effective policies and practices that benefit and protect County residents. Plan for and adopt policies and budgets that provide for long term financial stability.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	97%	94%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	BOS 29A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> 125,912
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Attendance of members at Bi-State Regional Commission	34/36	30/36	36/36	36/36
Attendance of members at State meetings	89%	100%	95%	95%
Attendance of members at boards and commissions mtgs	95%	97%	95%	95%
Attendance of members at city council meetings	n/a	16/16	N/A	16/16
Number of proclamation or letters of support actions	4	13	10	10

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	89%	95%	95%	95%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Legislation &amp; Policy (29.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Chair, Board of Supervisors	1.00	1.00	1.00	1.00	1.00
X Member, Board of Supervisors	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>REVENUE SUMMARY:</b>					
Miscellaneous	\$55	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$55</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$203,725	\$213,000	\$213,000	\$211,501	\$211,501
Benefits	\$69,656	\$90,255	\$90,765	\$73,856	\$73,856
Purchase Services & Expenses	7,141	10,700	10,700	30,700	30,700
Supplies & Materials	416	825	825	825	825
<b>TOTAL APPROPRIATIONS</b>	<b>\$280,938</b>	<b>\$314,780</b>	<b>\$315,290</b>	<b>\$316,882</b>	<b>\$316,882</b>
<b>ANALYSIS</b>					
Non-salary expenses are recommended to increase in purchase services and expenses for the bi-annual Scott County economic conference.					

## Treasurer

Bill Fennelly, County Treasurer



**MISSION STATEMENT: To provide consistent policies and procedures for all citizens by offering skillful, efficient, responsive, versatile, involved, courteous and excellent customer service (SERVICE).**

<b>ACTIVITY/SERVICE:</b>	Tax Collections	<b>DEPARTMENT:</b>	Treasurer 30.3001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	475,874
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Issue tax/SA statements and process payments		197,579	195,586	198,000	198,000
Issue tax sale certificates		1,728	1,659	1,700	1,700
Process elderly tax credit applications		888	785	890	800

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	93.68%	96.18%	94.00%	95.00%

<b>ACTIVITY/SERVICE:</b>	Motor Vehicle Reg - Courthouse	<b>DEPARTMENT:</b> Treasurer 30.30043		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	520,040
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of vehicle renewals processed		159,292	161,497	160,000
Number of title and security interest trans. processed		69,097	65,465	69,000
Number of junking & misc. transactions processed		11,758	9,762	10,000

**PROGRAM DESCRIPTION:**

Provide professional motor vehicle service for all citizens. The Treasurer shall issue, renew, and replace lost or damaged vehicle registration cards or plates and issue and transfer certificates of title for vehicles.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	93.68%	96.18%	94.00%	95.00%
Retain \$1.2 million in Motor Vehicle revenues.	Maximize revenue retained by the County.	\$1,425,288.17	\$1,432,048.91	\$1,425,000	\$1,440,000

<b>ACTIVITY/SERVICE:</b>	County General Store	<b>DEPARTMENT:</b> Treasurer 30.3003		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	402,916
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total dollar amount of property taxes collected		12,324,861	13,086,576	12,400,000
Total dollar amount of motor vehicle plate fees collected		6,697,275	6,100,813	6,700,000
Total dollar amt of MV title & security interest fees collected		2,530,186	2,421,899	2,530,000

**PROGRAM DESCRIPTION:**

Professionally provide any motor vehicle and property tax services as well as other County services to all citizens at a convenient location through versatile, courteous and efficient customer service skills.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	87.90%	91.05%	87%	87.00%
Process at least 4.5% of property taxes collected.	Provide an alternative site for citizens to pay property taxes.	4.42%	4.78%	4.50%	4.50%
Process at least 29% of motor vehicle plate fees collected.	Provide an alternative site for citizens to pay MV registrations.	27.07%	26.18%	27%	27.00%

	<b>DT</b>	<b>CGS</b>
Property Taxes	266,731,556	12,324,861
MV Fees	18,047,154	6,697,275
MV Fixed Fees	17,286,250	2,530,186

<b>ACTIVITY/SERVICE:</b>	Accounting/Finance	<b>DEPARTMENT:</b>	Treasurer 30.3004	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> 413,647
	<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	Number of receipts issued	3,852	7,167	3,800
	Number of warrants/checks paid	11,315	11,384	11,000
	Dollar amount available for investment annually	401,322,904	411,566,630	400,000,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Investment earnings at least 10 basis points above Federal Funds rate.	Invest all idle funds safely, with proper liquidity, and at a competitive rate.	100%	100%	100%	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Treasurer Administration (30.1000)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
X Treasurer	1.00	1.00	1.00	1.00	1.00
611-A Financial Management Supervisor	0.30	0.30	0.30	0.30	0.30
556-A Operations Manager	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>APPROPRIATION SUMMARY:</b>					
Salaries	\$121,881	\$140,500	\$140,500	\$140,499	\$140,499
Benefits	\$40,950	\$48,715	\$48,715	\$60,582	\$60,582
Purchase Services & Expenses	5,116	8,180	8,180	8,180	8,180
Supplies & Materials	4,716	1,350	1,350	1,350	1,350
<b>TOTAL APPROPRIATIONS</b>	<b>\$172,663</b>	<b>\$198,745</b>	<b>\$198,745</b>	<b>\$210,611</b>	<b>\$210,611</b>

**ANALYSIS**

The FY16 salary costs for this program are recommended to remain unchanged from the current budgeted levels. There are no revenues credited to this program.

FY16 Non-salary expenses are to remain unchanged.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Tax Collection (3001)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
556-A Operations Manager	0.30	0.30	0.30	0.30	0.30
332-A Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50
151-C Multi-Service Clerk	6.50	6.50	6.50	6.50	6.50
<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>REVENUE SUMMARY:</b>					
Penalties & Interest on Taxes	\$930,986	\$800,000	\$800,000	\$800,000	\$800,000
Charges for Services	111,692	191,200	201,200	201,200	201,200
Miscellaneous	(1,643)	5,000	-	-	-
<b>TOTAL REVENUES</b>	<b>\$1,041,035</b>	<b>\$996,200</b>	<b>\$1,001,200</b>	<b>\$1,001,200</b>	<b>\$1,001,200</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$409,330	\$309,867	\$310,367	\$315,908	\$315,908
Benefits	\$157,098	\$125,859	\$126,859	\$130,346	\$130,346
Purchase Services & Expenses	8,414	15,170	15,170	15,170	15,170
Supplies & Materials	13,538	14,450	14,450	14,450	14,450
<b>TOTAL APPROPRIATIONS</b>	<b>\$588,380</b>	<b>\$465,346</b>	<b>\$466,846</b>	<b>\$475,874</b>	<b>\$475,874</b>
<b>ANALYSIS</b>					
<p>Revenue Summary-</p> <p>The FY16 costs for this program are recommended to remain unchanged from the current budgeted levels.</p> <p>FY16 Non-salary expenses are to remain unchanged.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Motor Vehicle Courthouse (3002)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
556-A Operations Manager	0.30	0.30	0.30	0.30	0.30
332-A Motor Vehicle Supervisor	1.00	1.00	1.00	1.00	1.00
151-C Multi-clerk	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>REVENUE SUMMARY:</b>					
Charges for Services	\$1,440,782	\$1,421,550	\$1,433,550	\$1,448,550	\$1,448,550
Miscellaneous	60	2,000	-	-	-
<b>TOTAL REVENUES</b>	<b>\$1,440,842</b>	<b>\$1,423,550</b>	<b>\$1,433,550</b>	<b>\$1,448,550</b>	<b>\$1,448,550</b>
<b>APPROPRIATION SUMMARY</b>					
Salaries	\$259,295	\$343,391	\$343,391	\$347,596	\$347,596
Benefits	\$101,020	\$142,593	\$142,593	\$145,614	\$145,614
Purchase Services & Expenses	1,664	3,680	3,680	3,680	3,680
Supplies & Materials	25,905	23,150	23,150	23,150	23,150
<b>TOTAL APPROPRIATIONS</b>	<b>\$387,884</b>	<b>\$512,814</b>	<b>\$512,814</b>	<b>\$520,040</b>	<b>\$520,040</b>
<b>ANALYSIS</b>					
<p>Revenue Summary-</p> <p>The FY16 costs for this program will see a slight growth due to an increase in motor vehicle fees.</p> <p>FY16 Non-salary expenses are to remain unchanged.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: County General Store (3003)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
556-A Operations Manager	0.10	0.10	0.10	0.10	0.10
382-A County General Store Manager	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
151-C Multi-Service Clerk	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>REVENUE SUMMARY:</b>					
Miscellaneous	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$286,072	\$278,954	\$278,954	\$277,914	\$277,914
Benefits	\$98,386	\$106,260	\$106,260	\$86,917	\$86,917
Purchase Services & Expenses	28,381	35,460	35,460	35,460	35,460
Supplies & Materials	1,965	2,625	2,625	2,625	2,625
<b>TOTAL APPROPRIATIONS</b>	<b>\$414,804</b>	<b>\$423,299</b>	<b>\$423,299</b>	<b>\$402,916</b>	<b>\$402,916</b>
<b>ANALYSIS</b>					
<p>The FY16 costs for this program are recommended to remain unchanged from the current budgeted levels. There are no revenues credited to this program.</p> <p>FY16 Non-salary expenses are to remain unchanged.</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Accounting/Finance (3004)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
611-A Financial Management Supervisor	0.70	0.70	0.70	0.70	0.70
332-A Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50
191-C Cashier	1.00	1.00	1.00	1.00	1.00
177-C Accounting Clerk	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>REVENUE SUMMARY:</b>					
Use of Money & Property	\$94,698	\$140,000	\$100,000	\$100,000	\$100,000
Miscellaneous	128,227	5,000	22,250	22,250	22,250
<b>TOTAL REVENUES</b>	<b>\$222,925</b>	<b>\$145,000</b>	<b>\$122,250</b>	<b>\$122,250</b>	<b>\$122,250</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$235,468	\$271,571	\$271,571	\$281,085	\$281,085
Benefits	\$69,875	\$78,606	\$78,606	\$80,762	\$80,762
Purchase Services & Expenses	46,666	49,250	49,250	49,250	49,250
Supplies & Materials	2,674	2,550	2,550	2,550	2,550
<b>TOTAL APPROPRIATIONS</b>	<b>\$354,683</b>	<b>\$401,977</b>	<b>\$401,977</b>	<b>\$413,647</b>	<b>\$413,647</b>
<b>ANALYSIS</b>					
<p>Revenue Summary-</p> <p>The FY16 costs for this program will see a decrease due to a reduction in interest rates during this period.</p> <p>FY16 Non-salary expenses are to remain unchanged.</p>					

## BI-STATE REGIONAL COMMISSION

Director: Denise Bulat, Phone: 309-793-6300, Website: [bistateonline.org](http://bistateonline.org)

**MISSION STATEMENT: To serve as a forum for intergovernmental cooperation and delivery of regional programs and to assist member local governments in planning and project development.**

<b>ACTIVITY/SERVICE:</b>	Metropolitan Planning Organization (MPO)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$26,543
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Urban Transportation Policy & Technical Committee meetings		17	19	12	14
Urban Transportation Improvement Program document		1	1	1	1
Mississippi River Crossing meetings		5	6	6	6
Bi-State Trail Committee & Air Quality Task Force meetings		5	9	8	8

**PROGRAM DESCRIPTION:**

Regional Urban Transportation Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	\$16.28 Million of transportation improvement programmed	\$7.2 Million of transportation improvement programmed	\$7.2 Million of transportation improvement programmed	\$9.7 Million of transportation improvement programmed

<b>ACTIVITY/SERVICE:</b>	Regional Planning Agency (RPA)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,275	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Region 9 Transportation Policy & Technical Committee meetings		3	7	4	5
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>2012-13</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Road & trail construction; air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$2.97 Million of transportation improvement programmed	\$2.5 Million of transportation improvement programmed	\$2.5 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed

<b>ACTIVITY/SERVICE:</b>	Regional Economic Development Planning	<b>DEPARTMENT</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$12,893
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
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	2	3	2
Small Business Loans in region		6	2	3	4

**PROGRAM DESCRIPTION:**

Regional Economic Development Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Census Data Repository, region data portal, EDA funded projects in the region	Maintain the region's eligibility for federal economic development funds.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Regional Services	<b>DEPARTMENT:</b> Bi-State			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			All Urban
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$34,127	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Joint purchasing bids and purchases		19	19	19	149
Administrator/Elected/Department Head meetings		29	34	25	25

**PROGRAM DESCRIPTION:**

Coordination of Intergovernmental Committees & Regional Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Regional coordination, cooperation and communication for implementation of joint efforts	Maintain the region's cooperation and cost savings in joint efforts	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Legislative Technical Assistance	<b>DEPARTMENT:</b>		Bi-State	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		All Urban	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$13,400
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Legislative technical assistance contract		1	1	1	1
Legislative technical assistance contractor meetings		1	3	2	2

**PROGRAM DESCRIPTION:**

Coordination of Regional Legislative Technical Assistance Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect and expand existing Rock Island Arsenal functions and support systems	Regional coordination, cooperation and communication for legislative technical assistance contracts	100%	100%	100%	100%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>					
<b>PROGRAM: Regional Plan/Tech Assistance (3600)</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 BUDGET</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 REQUEST</b>	<b>2015-16 ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
<b>TOTAL POSITIONS</b>	<b>22.30</b>	<b>22.30</b>	<b>22.30</b>	<b>22.30</b>	<b>22.30</b>
<b>REVENUE SUMMARY:</b>					
Membership Fees	305,114	304,330	310,823	317,040	317,040
Charges for Services	509,754	598,953	500,979	470,117	470,117
Federal/State Funding	149,674	231,671	188,475	115,225	115,225
Transportation	1,020,173	1,049,212	1,063,135	934,036	934,036
<b>SUB-TOTAL REVENUES</b>	<b>\$1,984,715</b>	<b>\$2,184,166</b>	<b>\$2,063,412</b>	<b>\$1,836,418</b>	<b>\$1,836,418</b>
Scott County Contribution	89,351	89,351	89,351	89,351	89,238
<b>TOTAL REVENUES</b>	<b>\$2,074,066</b>	<b>\$2,273,517</b>	<b>\$2,152,763</b>	<b>\$1,925,769</b>	<b>\$1,925,656</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	1,652,216	1,784,070	1,754,913	1,682,734	1,682,734
Equipment	24,310	14,000	4,000	4,000	4,000
Expenses	178,872	247,764	254,303	245,632	245,623
Occupancy	55,421	55,421	55,421	55,421	55,421
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,910,819</b>	<b>\$2,101,255</b>	<b>\$2,068,637</b>	<b>\$1,987,787</b>	<b>\$1,987,778</b>
<b>ANALYSIS</b>					
<p>The dues for participating member governments are set by the Bi-State Board. The Budget numbers submitted show a 5% reduction in the appropriation and revenue budget from FY'15 to FY'16. This reduction is due to the end of two grants staffed by 1.75 FTEs. At this time Bi-State has not determined if those staff will continue with other funding sources and therefore the budget is shown as being reduced.</p>					

## Center for Active Seniors, Inc. (CASI)

President/CEO: Laura Kopp, Phone: 563-386-7477, Website: www.casiseniors.org

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

<b>ACTIVITY/SERVICE:</b>	Outreach	<b>DEPARTMENT:</b>	39.3901	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	700	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$227,114
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Unduplicated # Served (enrolled and not enrolled)		1,168	1,231	1,158
# of clients at low or extremely low income (federal stds/enrolled clients)		N/A	985	926
Total Client Contacts (directly with and on behalf of clients enrolled and not enrolled)		10,468	13,502	10,400
# of clients contacted (mental health issues/resources requested)		N/A	N/A	N/A

### 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		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of individuals being enrolled in Federal and State benefit programs including: Medicare, Medicaid, FASE, Elderly Waiver, Food Assist, Home Delivered Meals; Rent Reimbursement/Property Tax Assistance, VA Benefits...etc.	Total enrolled will increase 5% from previous year.	N/A	507	532	600
Client maintains a level of independence and remains at home for a longer length of time.	80% of the clients enrolled in the program will be in their home at the end of the fiscal year.	999	1098	926	1020
Client reports a stable or improved quality of life as a direct result of services provided through CASI's Senior Advocacy program.	80% of the clients enrolled in the program will report, annually, a stable or improved quality of life.	N/A	N/A	N/A	80%

<b>ACTIVITY/SERVICE:</b>	Adult Day Services	<b>DEPARTMENT:</b> CASI 29.3903			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 228			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$48,136		
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Unduplicated Participants		116	105	111	117
Participant Hours		55,104	48,720	76,900	80,745
Admissions		39	36	47	50

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Program will increase the caregivers' quality of life by providing caregiver respite.	95% of caregivers will be satisfied with program and report improved quality of life. Results will be measured by surveys done twice a year.	95%	96%	95%	97%
Increased enrollment will delay premature nursing home placement and/or result in additional caregiver respite.	Individuals enrolled in program will increase 5% from previous year.	N/A	105	111	117
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.	98%	96%	95%	95%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Outreach to Older Persons (39.3901)</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
Senior Advocates	5.00	5.00	5.75	7.00	7.00
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.75</b>	<b>8.00</b>	<b>8.00</b>
<b>REVENUE SUMMARY:</b>					
Title III B	\$18,400	\$17,500	\$15,400	\$15,400	\$15,400
Generations Senior Living	\$0	\$0	\$0	\$0	\$0
United Way	38,769	38,769	39,900	39,900	39,900
Contributions	850	250	500	500	500
Miscellaneous	152,277	155,000	157,500	162,225	162,225
CDBG	27,250	27,250	16,500	16,500	16,500
Admin Revenue Allocation	133,305	72,200	80,056	89,556	89,556
<b>SUB-TOTAL REVENUES</b>	<b>\$370,851</b>	<b>\$310,969</b>	<b>\$309,856</b>	<b>\$324,081</b>	<b>\$324,081</b>
Scott County Contribution	\$117,317	\$117,317	\$117,317	\$227,114	\$227,114
<b>TOTAL REVENUES</b>	<b>\$488,168</b>	<b>\$428,286</b>	<b>\$427,173</b>	<b>\$551,195</b>	<b>\$551,195</b>
<b>APPROPRIATION SERVICES</b>					
Personal Services	\$431,913	\$456,678	\$460,448	\$487,155	\$487,155
Expenses	3,112	5,787	4,700	5,200	5,200
Supplies	1,177	1,030	1,600	2,400	2,400
Occupancy	5,063	6,000	6,000	6,300	6,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$441,265</b>	<b>\$469,495</b>	<b>\$472,748</b>	<b>\$501,055</b>	<b>\$501,055</b>
<b>ANALYSIS</b>					
<p>CASI is looking at other senior center models across the state and nationally as they develop a new strategic plan. There are several new board members who are very involved. The center is looking at the membership costs and income based models to address financial issues and the need to create stable funding. CASI is working on an accreditation process. A new marketing initiative is being developed. CASI wants to partner with the county in terms of providing mental health resources. The county is interested in the Outreach program and providing additional funds to expand that service. The Department of Human Services is wanting the AAAs/LifeLong Links to partner with the mental health regions to ensure no one is overlooked regardless of age or disability. The mental health region will work with CASI and the AAAs/LifeLong Links to provide mental health information/services to seniors.</p> <p>The FY16 <u>total budget</u> for CASI is showing an increase in appropriations and an increase in revenue. The overall budget continues to show a deficit of (\$50,140). The county will fund two programs instead of five in FY16, devoting funding to Outreach and Jane's Place/Adult Day Care. The mental health region will provide an additional \$61,500 for outreach/advocacy regarding mental health issues for seniors.</p> <p>The Outreach Program within CASI has five staff- three are funded through HUD and two are funded through CASI. The mental health region will provide additional funding for another outreach worker who can work from the Community Services Department to be a resource for the mental health region and CASI. A total of \$30,000 will be reallocated from the Congregate Meals program and the Volunteer Program and another \$18,297 from the Activities program to the Outreach Program to increase the funding level to \$165,614. The mental health region will provide \$61,500 in funding to support an outreach worker for the region to address seniors with mental health issues. The new total for the Outreach program is \$227,114.</p> <p>Issues for FY16:</p> <ol style="list-style-type: none"> <li>1. Stable funding</li> <li>2. National Accreditation and Strategic Planning for vision and long term goals</li> </ol>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Day Care/Older Persons (39.3903)</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
Adult Day Center Assistant Coordinator	1.00	1.00	1.00	1.00	1.00
Adult Day Center Nursing Assistant	-	-	-	-	-
Adult Day Center Facilitators	6.00	6.30	6.50	7.50	7.50
Adult Day Center Aides	-	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.30</b>	<b>8.50</b>	<b>9.50</b>	<b>9.50</b>
<b>REVENUE SUMMARY:</b>					
Medicaid Waiver	\$105,912	\$140,000	\$123,000	\$126,700	\$126,700
Elder Care	-	11,750	-	-	-
Title III B	20,680	11,750	20,700	20,700	20,700
Title V	-	-	-	-	-
Veteran's Administration	77,637	100,000	110,000	113,300	113,300
United Way	12,063	12,063	12,400	12,400	12,400
Contributions	5,672	5,000	6,000	6,000	6,000
Miscellaneous	-	1,000	-	-	-
Project Income	159,967	180,000	200,800	205,500	205,500
Supplemental Grants	6,205	1,000	8,400	5,300	5,300
ADC Meals	10,600	10,000	11,000	12,000	12,000
Scott County Regional Authority					
Admin Revenue Allocation	280,643	152,000	168,540	188,540	188,540
Transportation/ADC	1,968	3,500	3,500	4,500	4,500
<b>SUB-TOTAL REVENUES</b>	<b>\$681,347</b>	<b>\$628,063</b>	<b>\$664,340</b>	<b>\$694,940</b>	<b>\$694,940</b>
Scott County Contribution	\$26,586	\$26,586	\$26,586	\$48,136	\$48,136
<b>TOTAL REVENUES</b>	<b>\$707,933</b>	<b>\$654,649</b>	<b>\$690,926</b>	<b>\$743,076</b>	<b>\$743,076</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$573,252	\$599,238	\$569,480	\$605,800	\$605,800
Equipment	-	-	-	-	-
Expenses	74,439	68,886	82,500	85,100	85,100
Supplies	4,092	7,750	9,500	9,800	9,800
Occup	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$651,783</b>	<b>\$675,874</b>	<b>\$661,480</b>	<b>\$700,700</b>	<b>\$700,700</b>
<b>ANALYSIS</b>					
<p>The FY16 budget for the Day Care for Older Adults (Jane's Place) shows revenues exceeding the appropriations. The revenues are increasing by 10.2% due to grants, project income and contributions. The county funding of \$26,586 plus reallocated funds of \$21,550 from the Volunteers Program will provide a funding level of \$48,136 for FY16. The FY16 appropriations are increasing by 8.3% due to salaries, benefits and supplies.</p> <p>Jane's Place is a low cost alternative to nursing homes. Individuals can receive a wide range of supervised therapeutic services in a group setting. This program allows individuals to remain at home and gives the caregivers respite. The agency deals with the low Medicaid and Medicare reimbursement rates.</p> <p>Issues for FY16:</p> <ol style="list-style-type: none"> <li>1. Increase awareness of this service/increase access</li> <li>2. Low reimbursement rates from a variety of funders</li> </ol>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Volunteer Serv/Older Persons (39.3904)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteer/Life Options Coordinator	1.00	1.00	1.00	1.00	1.00
Listen-To-Me-Read Coordinator	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>REVENUE SUMMARY:</b>					
United Way	-	-	-	-	-
Contributions	-	500	-	-	-
Project Income	-	1,000	-	-	-
Supplemental Grants	-	250	-	-	-
Admin Revenue Allocation	63,145	34,200	37,922	42,422	42,422
<b>SUB-TOTAL REVENUES</b>	<b>\$63,145</b>	<b>\$35,950</b>	<b>\$37,922</b>	<b>\$42,422</b>	<b>\$42,422</b>
Scott County Contribution	\$41,550	\$41,550	\$41,550	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$104,695</b>	<b>\$77,500</b>	<b>\$79,472</b>	<b>\$42,422</b>	<b>\$42,422</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$90,380	\$88,828	\$92,905	\$60,022	\$60,022
Expenses	-	750	-	-	-
Supplies	-	1,100	-	-	-
Occupancy	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$90,380</b>	<b>\$90,678</b>	<b>\$92,905</b>	<b>\$60,022</b>	<b>\$60,022</b>
<b>ANALYSIS</b>					
<p>The county will no longer be funding the Volunteer Services for Older Persons program. The funding will be reallocated to two other programs within CASI: the Outreach Program (\$20,000) and Jane's Place/Adult Day Care program (\$21,550).</p>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Activities for Older Persons (39.3905)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Receptionist	-	-	1.00	1.00	1.00
Fitness Center Assistant	4.00	4.00	4.00	4.00	4.00
Assistant Activity Manager	1.00	1.00	1.00	1.00	1.00
Site Managers	-	-	-	-	-
Meal Site Assistant	-	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>REVENUE SUMMARY:</b>					
Title III C	-	-	-	-	-
Title V	0	-	-	-	-
United Way	0	-	-	-	-
Contributions	10,756	3,500	20,000	20,000	20,000
Miscellaneous	-	-	-	-	-
CDBG	-	-	-	-	-
Project Income	103,308	82,691	109,800	113,100	113,100
Supplemental Grants	-	-	-	-	-
Admin Revenue Allocation	224,514	121,600	134,832	150,832	150,832
<b>SUB-TOTAL REVENUES</b>	<b>\$338,578</b>	<b>207,791</b>	<b>\$264,632</b>	<b>\$283,932</b>	<b>\$283,932</b>
Scott County Contribution	\$18,297	\$18,297	\$18,297	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$356,875</b>	<b>\$226,088</b>	<b>\$282,929</b>	<b>\$283,932</b>	<b>\$283,932</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$367,828	\$326,372	\$361,144	\$386,440	\$386,440
Equipment	-	-	-	-	-
Expenses	1,605	1,400	1,400	1,500	1,500
Supplies	24,124	30,400	14,600	15,100	15,100
Occupancy	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$393,557</b>	<b>\$358,172</b>	<b>\$377,144</b>	<b>\$403,040</b>	<b>\$403,040</b>
<b>ANALYSIS</b>					
The county will no longer be funding the Activities for Older Persons program. The funding (\$18,297) will be reallocated to the Outreach Program within CASI.					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>					
<b>PROGRAM: Congregate Meals (39.3906)</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Site Managers	-	1.00	0.33	-	-
Meal Site Assistant	-	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>-</b>	<b>2.00</b>	<b>1.33</b>	<b>1.00</b>	<b>1.00</b>
<b>REVENUE SUMMARY:</b>					
Title III C	6,100	9,000	-	-	-
CDBG	-	-	-	-	-
Scott County Contribution	10,000	10,000	10,000	-	-
<b>TOTAL REVENUES</b>	<b>\$16,100</b>	<b>\$19,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>
<b>APPROPRIATION SUMMARY:</b>					
Personnel Services	\$19,058	\$27,278	\$12,500	\$12,500	\$12,500
Supplies	-	\$2,400	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$19,058</b>	<b>\$29,678</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>
<b>ANALYSIS</b>					
<p>The county will no longer be funding the Congregate Meals program. The funding (\$10,000) will be reallocated to the Outreach Program within CASI.</p>					

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

Director: Joe Cowley, phone: 563-322-2667, Website: [www.cads-ia.com](http://www.cads-ia.com)



**MISSION STATEMENT:** The Center for Alcohol & Drug Services, Inc. is a non-profit organization established to provide quality substance abuse education, prevention, assessment, treatment, and referral services.

<b>ACTIVITY/SERVICE:</b>	Detoxification, Evaluation & Treatment	<b>DEPARTMENT:</b>			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 975			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> 295,432		
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of admissions to the detoxification unit.		939	901	975	975

### 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		2012-13	2013-14	2014-15	2015-16
		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.	94%	98%	90%	92%
Clients will successfully complete detoxification.	Clients who complete detoxification will transition to a lower level of care.	52%	56%	45%	47%

<b>ACTIVITY/SERVICE:</b> Criminal Justice Program	<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Semi-Core Service	<b>RESIDENTS SERVED:</b> 225			
<b>BOARD GOAL:</b> Foster Healthy Communities	<b>FUND:</b> Choose One	<b>BUDGET:</b> 352,899		
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of criminal justice clients provided case management.	651	605	500	500
Number of Clients admitted to the Jail Based Treatment Program.	131	133	114	114
Number of Scott County Jail inmates referred to Country Oaks.	56	45	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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	5	7	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.	136	123	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.	94%	95%	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.	75%	57%	55%	55%
Inmates referred from the Scott County jail will successfully complete treatment.	Scott County Jail inmates referred to residential, half way house, outpatient, or continuing care will successfully complete that program.	85%	93%	85%	85%

<b>ACTIVITY/SERVICE:</b> Prevention	<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Service Enhancement	<b>RESIDENTS SERVED:</b> 1500			
<b>BOARD GOAL:</b> Foster Healthy Communities	<b>FUND:</b> Choose One	<b>BUDGET:</b> 40,000		
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Scott County Residents receiving indicated or selective prevention services.	1587	1748	1600	1700

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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.	89%	91%	87%	87%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Outpatient Services (3801, 3805)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>TOTAL POSITIONS</b>	<b>38.24</b>	<b>38.24</b>	<b>38.24</b>	<b>38.24</b>	<b>38.24</b>
<b>REVENUE SUMMARY:</b>					
I.D.S.A. Treatment	\$ 1,337,012	\$ 1,371,551	\$ 1,341,573	\$ 1,341,573	\$ 1,341,573
I.D.S.A. Prevention	156,742	173,198	167,742	167,742	167,742
United Way	19,115	20,950	20,950	20,950	20,950
Client Fees	94,083	109,097	92,106	92,106	92,106
Insurance Payments	382,611	392,786	354,036	354,036	354,036
Interest	92,934	12,458	14,104	14,104	14,104
Seventh Judicial District	125,756	125,445	145,945	145,945	145,945
Contributions	2,614	800	2,222	2,222	2,222
Scott County Jail	-				
Local Schools	49,290	44,290	48,890	48,890	48,890
U S Fed Probation	109,277	110,556	138,556	138,556	138,556
Contractual Fees/Payment	100,298	96,379	109,700	109,700	109,700
<b>SUB-TOTAL REVENUES</b>	<b>\$ 2,469,732</b>	<b>\$ 2,457,510</b>	<b>\$ 2,435,824</b>	<b>\$ 2,435,824</b>	<b>\$ 2,435,824</b>
Scott County Contribution	30,000	30,000	30,000	30,000	30,000
IDPH Substance Abuse Funds	10,000	10,000	10,000	10,000	10,000
Tobacco Use Prevention	12,000	12,000	13,000	13,000	13,000
Case Manger	98,000	98,000	98,000	98,000	98,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>150,000</b>	<b>150,000</b>	<b>151,000</b>	<b>151,000</b>	<b>151,000</b>
<b>TOTAL REVENUES</b>	<b>\$2,619,732</b>	<b>\$2,607,510</b>	<b>\$2,586,824</b>	<b>\$2,586,824</b>	<b>\$2,586,824</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$ 1,822,553	\$ 1,722,494	\$ 1,921,492	\$ 1,921,492	\$ 1,921,492
Equipment	10,153	42,052	15,901	15,901	15,901
Expenses	471,431	470,259	531,529	531,529	531,529
Supplies	59,646	43,233	50,476	50,476	50,476
Occupancy	66,446	54,103	60,180	60,180	60,180
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,430,229</b>	<b>\$2,332,141</b>	<b>\$2,579,578</b>	<b>\$2,579,578</b>	<b>\$2,579,578</b>
<b>ANALYSIS</b>					
<p>FY16 non-salary costs for this program are recommended to increase/decrease \$1000 under current budgeted levels, due to an increase in the IDPH tobacco grant funding.</p> <p>FY16 revenues are recommended to increase/decrease \$1000 over current budgeted amounts for this program due to IDPH tobacco grant funding increase.</p> <p>Issues for FY16 budget:</p> <ol style="list-style-type: none"> <li>1. Slight increase non-Scott County revenue.</li> <li>2. Small increase in revenue over expenses.</li> <li>3. Funding from federal sources remains stable.</li> </ol>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Residential Services (3802, 3804)</b>		<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
		38.87	38.87	38.87	38.87	38.87
<b>TOTAL POSITIONS</b>		<b>35.78</b>	<b>36.17</b>	<b>36.17</b>	<b>36.17</b>	<b>36.17</b>
<b>REVENUE SUMMARY:</b>						
I.D.S.A. Treatment	\$	938,740	\$ 946,926	\$ 946,506	\$ 946,506	\$ 946,506
United Way		14,072	12,173	12,173	12,173	12,173
Client Fees		58,130	64,254	61,442	61,442	61,442
Insurance Payments		540,017	487,513	708,842	708,842	708,842
Interest		90,117	13,844	13,576	13,576	13,576
Contributions		1,797	1,300	1,001	1,001	1,001
County Commitments		47,497	66,058	58,000	58,000	58,000
Contractual Fees		25,790	24,003	24,052	24,052	24,052
<b>SUB-TOTAL REVENUES</b>		<b>1,716,160</b>	<b>1,616,071</b>	<b>1,825,592</b>	<b>1,825,592</b>	<b>1,825,592</b>
Scott County Contribution		295,432	295,432	295,432	295,432	295,432
Scott County Jail		100,000	100,000	100,000	100,000	100,000
<b>TOTAL REVENUES</b>		<b>395,432</b>	<b>395,432</b>	<b>395,432</b>	<b>395,432</b>	<b>395,432</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$	1,634,061	\$ 1,699,736	\$ 1,788,062	\$ 1,788,062	\$ 1,788,062
Equipment		12,839	34,095	13,720	13,720	13,720
Expenses		419,182	374,503	397,098	397,098	397,098
Supplies		172,125	150,720	168,470	168,470	168,470
Occupancy		118,746	97,197	96,477	96,477	96,477
<b>TOTAL APPROPRIATIONS</b>		<b>\$ 2,356,953</b>	<b>\$ 2,356,251</b>	<b>\$ 2,463,827</b>	<b>\$ 2,463,827</b>	<b>\$ 2,463,827</b>
<b>ANALYSIS</b>						
<p>FY16 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels.</p> <p>FY16 revenues are recommended to increase/decrease 0% under current budgeted levels.</p> <p>Issues for FY16 budget:</p> <ol style="list-style-type: none"> <li>1. Slight increase non-Scott County revenue.</li> <li>2. Small increase in revenue over expenses.</li> <li>3. Funding from federal sources remains stable.</li> </ol>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>					
<b>PROGRAM: Jail Based Assessment and Treatment (3803)</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 BUDGET</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 REQUEST</b>	<b>2015-16 ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Counselors	7.00	7.00	7.00	7.00	7.00
Program Managers	1.00	1.00	1.00	1.00	1.00
<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>REVENUE SUMMARY:</b>					
IDSA Treatment	\$ 664				
Scott County Jail Based Project Interest	10,129	975	975	1,171	1,171
7th Judicial Contributions	479	300	300	350	350
Contractual Fees	728	2,943	1,055	1,288	1,288
<b>SUB-TOTAL REVENUES</b>	<b>11,272</b>	<b>4,218</b>	<b>2,330</b>	<b>2,809</b>	<b>2,809</b>
Scott County Contribution (38A)	154,899	154,899	154,899	154,899	154,899
<b>TOTAL REVENUES</b>	<b>\$ 166,171</b>	<b>\$ 159,117</b>	<b>\$ 157,229</b>	<b>\$ 157,708</b>	<b>\$ 157,708</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$ 211,519	\$ 199,732	\$ 153,589	\$ 153,589	\$ 153,589
Scott County Contribution	1,169	5,863	2,713	2,713	2,713
Equipment	43,754	43,960	46,577	46,577	46,577
Expenses	5,279	4,502	7,166	7,166	7,166
Supplies	3,061	1,941	2,617	2,617	2,617
Occupancy					
<b>TOTAL APPROPRIATIONS</b>	<b>\$264,782</b>	<b>\$255,998</b>	<b>\$212,662</b>	<b>\$212,662</b>	<b>\$212,662</b>
<b>ANALYSIS</b>					
<p>FY16 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels. FY16 revenues are recommended to increase/decrease 0% under current budgeted levels.</p> <p>Issues for FY16 budget:</p> <ol style="list-style-type: none"> <li>1. Slight increase non-Scott County revenue.</li> <li>2. Small increase in revenue over expenses.</li> <li>3. Funding from federal sources remains stable.</li> </ol>					

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: All others/CADS (38D)</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
Treatment Supervisor	0.63	0.63	0.65	0.65	0.65
Fiscal Officer/Finance Manager	0.23	0.22	0.22	0.22	0.22
Human Resource Officer	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
Client Accts Receivable Spec	0.22	-	0.22	0.22	0.22
Administrative Assistant	0.20	0.22	0.44	0.44	0.44
Clerical	7.00	7.00	7.00	7.00	7.00
Maintenance	0.66	0.66	0.66	0.66	0.66
QA/UR Program	0.50	0.50	0.50	0.50	0.50
Counselors	10.00	9.00	9.00	9.00	9.00
Program Managers	1.00	1.00	1.00	1.00	1.00
RN/LPN	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>22.10</b>	<b>20.89</b>	<b>21.35</b>	<b>21.35</b>	<b>21.35</b>
<b>REVENUE SUMMARY:</b>					
IDSA Treatment	\$ 174,760	\$ 178,825	\$ 175,150	\$ 175,150	\$ 175,150
DASA	403,051	489,471	466,859	466,859	466,859
Rock Island County	59,854	59,660	59,660	59,660	59,660
United Way	39,050	41,500	41,500	41,500	41,500
Client Fees	147,430	157,197	175,196	175,196	175,196
Insurance Payments	100,461	94,066	68,550	68,550	68,550
Interest	41,716	6,276	4,484	4,484	4,484
Contributions	727	580	540	540	540
Medicaid, Illinois	78,809	97,864	87,257	87,257	87,257
Contractual Fees/Payment	7,357	27,413	25,005	25,005	25,005
<b>SUB-TOTAL REVENUES</b>	<b>1,053,215</b>	<b>1,152,852</b>	<b>1,104,201</b>	<b>1,104,201</b>	<b>1,104,201</b>
Scott County Contribution (38A)	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,053,215</b>	<b>\$ 1,152,852</b>	<b>\$ 1,104,201</b>	<b>\$ 1,104,201</b>	<b>\$ 1,104,201</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$ 740,946	\$ 707,310	\$ 558,885	\$ 558,885	\$ 558,885
Equipment	5,259	11,504	3,565	3,565	3,565
Expenses	209,320	193,736	166,613	166,613	166,613
Supplies	58,298	45,516	47,175	47,175	47,175
Occupancy	77,420	26,634	37,452	37,452	37,452
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,091,243</b>	<b>\$984,700</b>	<b>\$813,690</b>	<b>\$813,690</b>	<b>\$813,690</b>
<b>ANALYSIS</b>					
<p>FY16 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels.  FY16 revenues are recommended to increase/decrease 0% under current budgeted levels.</p> <p>Issues for FY16 budget:</p> <ol style="list-style-type: none"> <li>1. Slight increase non-Scott County revenue.</li> <li>2. Small increase in revenue over expenses.</li> <li>3. Funding from federal sources remains stable.</li> </ol>					

# Community Health Care



CEO: Tom Bowman 563-336-3000 website chcqca.org

**MISSION STATEMENT:** Community Health Care serves the Quad Cities with quality health care for all people in need.

<b>ACTIVITY/SERVICE:</b>	Scott County Population Data	<b>DEPARTMENT:</b>	40.4001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	142		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$302,067	
OUTPUTS		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Visits of clients below 100% Federal Poverty Level		N/A	N/A	2796	6000
Visits of clients below 101 - 138% Federal Poverty Level		N/A	N/A	792	950
Visits of clients above 138% Federal Poverty Level		N/A	N/A	756	756
Number of prescriptions filled for those living in Scott County and using the sliding fee scale		N/A	5929	6200	6200

**PROGRAM DESCRIPTION:**

CHC provides comprehensive primary health care for the Quad City Population in need on a sliding fee scale basis.

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Scott County citizens will benefit from the sliding fee scale to make health care more affordable.	CHC will offer the sliding fee discount to all Scott County residents to ensure they have access to affordable health care services.	N/A	N/A	\$142,342 (first six months of FY15)	\$300,000

<b>ACTIVITY/SERVICE:</b>	Affordable Care Act Assistance	<b>DEPARTMENT:</b> CHC 40.4002		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 37,865		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$52,946
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Scott County Resident Affordable Care Act Assisted		N/A	N/A	1,050
Scott County Resident Affordable Care Act Enrolled - Marketplace		N/A	N/A	30
Scott County Resident Affordable Care Act Enrolled - Medicaid Expansion		N/A	N/A	200
				550

**PROGRAM DESCRIPTION:**

CHC provides comprehensive primary health care for the Quad City Population in need on a sliding fee scale basis. CHC Navigators will assist individuals enroll in some form of insurance program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Scott County citizens will have insurance coverage: private, Medicaid or Medicare	75% of the citizens seen at CHC will have some form of insurance coverage	N/A	N/A	65%	75%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Health Serv-Comm Services (40.4001)</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>6.21</b>	<b>8.05</b>	<b>6.33</b>	<b>6.33</b>	<b>6.33</b>
<b>REVENUE SUMMARY:</b>					
Scott County Contribution	\$302,067	\$302,067	\$302,067	\$302,067	\$302,067
<b>TOTAL REVENUE</b>	<b>\$302,067</b>	<b>\$302,067</b>	<b>\$302,067</b>	<b>\$302,067</b>	<b>\$302,067</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$275,157	\$275,157	\$275,157	\$275,157	\$275,157
Expenses	26,130	43,070	28,000	28,000	28,000
Supplies	13,162	35,000	35,000	35,000	35,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$314,449</b>	<b>\$353,227</b>	<b>\$338,157</b>	<b>\$338,157</b>	<b>\$338,157</b>

**ANALYSIS**

The FY16 non-salary costs and revenues for the program, Health Services- Community Services, are recommended to remain flat compared to the current budgeted level.

CHC provides medical care to Scott County citizens regardless of ability to pay. CHC navigators have assisted over 1200 people apply for insurance either through DHS or the marketplace. CHC provides primary care services so individuals dont have to use more expensive services such as the local emergency rooms. Patients are establishing care and receiving preventative services in their medical home. CHC will be partnering with a local mental health provider to expand their behavioral health program and working on other partnerships to provide onsite services like pain management. CHC has received recognition from the National Committee of Quality Assurance as a Level 3 Patient Centered Medical Home.

Issues:

1. Ensuring all Scott County citizens are offered discounts for medical care and prescriptions
2. Assisting individuals to apply for health insurance
3. Continue to build partnerships in order to provide more services- create one stop shop
4. Future funding from the county

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Health Serv-Other (40.4002)</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>193.69</b>	<b>218.52</b>	<b>204.60</b>	<b>204.60</b>	<b>204.60</b>
Iowa State Dept Health/Child Health	-	\$33,798	\$33,798	\$33,798	\$33,798
HHS-UHI	3,383,024	3,240,000	3,240,000	3,240,000	3,240,000
Patient Fees	15,615,474	15,046,600	15,500,000	15,500,000	15,500,000
HHS-Homeless	216,194	216,194	216,194	216,194	216,194
Other	1,152,721	850,566	1,150,000	1,150,000	1,150,000
<b>SUB-TOTAL REVENUES</b>	<b>\$20,367,413</b>	<b>\$19,387,158</b>	<b>\$20,139,992</b>	<b>\$20,139,992</b>	<b>\$20,139,992</b>
Scott County Contribution	\$52,946	\$52,946	\$52,946	\$52,946	\$52,946
<b>TOTAL REVENUE</b>	<b>\$20,420,359</b>	<b>\$19,440,104</b>	<b>\$20,192,938</b>	<b>\$20,192,938</b>	<b>\$20,192,938</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$13,666,242	\$13,109,596	\$13,666,242	\$13,666,242	\$13,666,242
Equipment	974,604	980,000	994,604	994,604	994,604
Expenses	3,710,230	2,740,659	2,740,659	3,327,774	3,327,774
Supplies	1,691,481	2,061,656	2,061,656	1,685,000	1,685,000
Occupancy	726,090	760,862	720,000	720,000	720,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$20,768,647</b>	<b>\$19,652,773</b>	<b>\$20,183,161</b>	<b>\$20,393,620</b>	<b>\$20,393,620</b>
<b>ANALYSIS</b>					
<p>The FY16 the non-salary costs and revenues for the program, Health Services, have increased significantly compared to the FY15 budgeted levels. The increased revenue is due to grant monies and patient fees. CHC has had a significant increase in the number of patients due to the expanded Medicaid.</p> <p>Scott County citizens have the ability to use the sliding fee scale when purchasing medical care or prescriptions. This is vital for those with private insurance or marketplace insurance as the deductables or co-pays can be very high. CHC continues to have a Navigator to help anyone enroll in health insurance. CHC is tracking how much of a discount individuals are provided through the sliding fee discounts.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Enrolling people in health insurance</li> <li>2. Significant loss of federal health center funding (75%)</li> <li>3. Implementation of ICD-10- billing changes</li> </ol>					

# DURANT AMBULANCE



Mark Heuer 563-785-4526 www.durantfire.org

<b>ACTIVITY/SERVICE:</b>	Durant Ambulance		<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Semi-Core Service		<b>RESIDENTS SERVED:</b> 3000		
<b>BOARD GOAL:</b>	Health Safe Community	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$20,000		
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of 911 calls responded to.		631	670	670	670
Number of 911 calls answered.		635	680	675	680
Average response time.		10.8 minutes	11.6	12 minutes	12 minutes

**PROGRAM DESCRIPTION:**

Emergency medical treatment and transport

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Respond to all 911 requests in our area	Responded to 99% of all 911 requests in our area	635/639--99.4%	98%	670/675--99%	98%
Respond within 15 minutes to 90% of 911 calls	Responded within 15 minutes to 90% of the 911 requests in our area.	Responded within 15 minutes to 86.3% of calls	83%	Respond within 15 minutes to 88% of calls.	Respond within 15 minutes to 85% of calls

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>20014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Emergency Care &amp; Transfer (4200)</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
Volunteers	17.00	17.00	15.00	17.00	17.00
<b>TOTAL POSITIONS</b>	<b>17.00</b>	<b>17.00</b>	<b>15.00</b>	<b>17.00</b>	<b>17.00</b>
<b>REVENUE SUMMARY:</b>					
Political Subdivision Contracts	14,308	15,000	15,000	15,000	15,000
Services	204,981	212,000	225,000	225,000	225,000
Contributions	38,791	10,000	10,000	10,000	10,000
Other	(11,738)	(8,700)	(11,200)	(11,200)	(11,200)
<b>SUB-TOTAL REVENUES</b>	<b>\$246,342</b>	<b>\$228,300</b>	<b>\$238,800</b>	<b>\$238,800</b>	<b>\$238,800</b>
Scott County Contribution	20,000	20,000	20,000	20,000	20,000
<b>TOTAL REVENUES</b>	<b>\$266,342</b>	<b>\$248,300</b>	<b>\$258,800</b>	<b>\$258,800</b>	<b>\$258,800</b>
<b>APPROPRIATION SUMMARY:</b>					
Equipment	\$ 28,589	\$ 10,000	\$ 40,000	\$ 10,000	\$ 10,000
Expenses	238,027	237,500	257,200	275,700	275,700
Supplies	20,859	18,500	20,000	20,000	20,000
Occupancy	6,672	7,000	7,000	7,000	7,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$294,147</b>	<b>\$273,000</b>	<b>\$324,200</b>	<b>\$312,700</b>	<b>\$312,700</b>

#### ANALYSIS

FY16 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels.

List issues for FY16 budget:

1. Volume of calls remains steady at previous years' levels.
2. Revenue remains sufficient to sustain operations.
3. On-time percentage for calls reduced for FY16 BFO. (88% to 85%)
4. Overall response expectation reduced from 99% to 98%.

**EMA**

Ross Bergen, 563-344-4054, www.iascema.com



**MISSION STATEMENT: The Scott County Emergency Management Agency exists under Iowa Code 29C for the purposes of county-wide preparedness, mitigation, response, recovery, detection, protection and prevention of natural or man-made disasters.**

<b>ACTIVITY/SERVICE:</b>	Emergency Planning	<b>DEPARTMENT:</b>	68A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	80 EMA		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	<b>BUDGET:</b>	\$38,250	
<b>OUTPUTS</b>		<b>2012-13 ACTUAL</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 PROJECTED</b>
Revise multihazard plan to reflect ESF format		20%	20%	20%	20%
Update Radiological Emergency Response Plans		100%	100%	100%	100%
Update QCSACP ( Mississippi Response) annually		100%	100%	100%	100%
Achieve county-wide mitigation plan		completed and approved	completed and approved	na	prep for 5 year uodate

**PROGRAM DESCRIPTION:**

IAW Iowa Code 29C.9(6) Emergency planning means the annual maintenance of: the Scott County Multi-Hazard Emergency Operations Plan; Scott County Radiological Emergency Response Plans, and; the Quad Cities Sub-Area Contingency Plan for incidents on the Mississippi River

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13 ACTUAL</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
5 year project. Re-write emergency plan to reflect 15 emergency support functions	Achieving the desired outcome ensures coordinated response and recovery operations for any hazard event in Scott County	20%	20%	20%	20%
Annual update of Scott County Off-Site Radiological Emergency Response Plan (risk county Exelon)	Achieving the desired outcome ensures coordinated response operations and safety for Scott County citizens	100%	100%	100%	100%
Annual update of Scott County Off-Site Radiological Emergency Response Plan (host county DAEC)	Achieving the desired outcome ensures coordinated response operations to support evacuees from Linn County	100%	100%	100%	100%
Mitigation Planning	Assist County in producing a mitigation plan that is accepted by FEMA Plan completed pending local, state and federal approval	100%	100%	na	coordination with stakeholders to update information for 5 year plan update

<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b>		EMA 68A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		Responders	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$31,875
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
EMA Coordinator Training		100%	100%	100%	100%
Coordinate annual RERP training		100%	100%	100%	100%
Coordinate or provide other training as requested		100%	100%	meet requests	support 100% of requests

**PROGRAM DESCRIPTION:**

Maintenance of dissemination of training and exercise opportunities for Scott County responders

<b>PERFORMANCE MEASUREMENT</b>		<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>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	provided and coordinated as requested or needed	provided and coordinated as requested or needed	provide/ coordinate as requested or needed	support 100% of requests from responders

<b>ACTIVITY/SERVICE:</b> Organizational		<b>DEPARTMENT:</b> EMA 68A		
<b>BUSINESS TYPE:</b> Core Service		<b>RESIDENTS SERVED:</b> 80 EMA		County-wide
<b>BOARD GOAL:</b> Core Service with PRIDE	<b>FUND:</b>		<b>BUDGET:</b>	\$44,625
<b>OUTPUTS</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 PROJECTED</b>
Grant coordination activities	100	100%		
Information dissemination	all completed as information was received	100%	daily dissemination of information received	daily dissemination of information received
Support to responders	all requests met	met expectations	meet all requests as possible	meet all requests as possible
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>2012-13 ACTUAL</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
This program includes information dissemination made through this agency to public and private partners meetings.		100%	disseminate information to all jurisdictions / agencies	disseminate information to all jurisdictions / agencies	disseminate information to all jurisdictions / agencies
This agency has also provided support to fire and law enforcement personnel via EMA volunteer's use of our mobile response vehicles.		100%	provided support at requested / needed	provided support at requested / needed	provided support at requested / needed

<b>ACTIVITY/SERVICE:</b> Exercises		<b>DEPARTMENT:</b> EMA 68A			
<b>BUSINESS TYPE:</b> Core Service		<b>RESIDENTS SERVED:</b> Choose One		County-wide	
<b>BOARD GOAL:</b> Core Service with PRIDE		<b>FUND:</b>	<b>BUDGET:</b>	\$12,750	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>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%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Emergency Preparedness (68.6801)</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
<b>TOTAL POSITIONS</b>		<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental		\$39,000	39,000	\$39,000	\$39,000	39,000
Miscellaneous		53,966	49,000	49,000	49,000	49,000
<b>SUB-TOTAL REVENUES</b>		<b>\$92,966</b>	<b>\$88,000</b>	<b>\$88,000</b>	<b>\$88,000</b>	<b>\$88,000</b>
Scott County Contribution		38,000	38,000	38,000	38,000	\$38,000
<b>TOTAL REVENUES</b>		<b>\$130,966</b>	<b>\$126,000</b>	<b>\$126,000</b>	<b>\$126,000</b>	<b>\$126,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries		\$68,426	\$69,870	\$69,870	\$69,774	\$69,774
Benefits		25,547	27,984	27,984	18,995	18,995
Capital Outlay			1,500	1,500	2,000	2,000
Purchase Services & Expenses		17,306	17,150	17,150	26,281	26,281
Supplies & Materials		2,359	6,450	6,450	7,450	7,450
Other Financing		-	3,000	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>		<b>\$113,638</b>	<b>\$125,954</b>	<b>\$125,954</b>	<b>\$127,500</b>	<b>\$127,500</b>
<b>ANALYSIS</b>						
<p>Scott County's contribution to EMA is \$38,000 or 30% of the total budget. The remainder of the revenue comes from federal and state/private sources. According to the EMPG (Emergency Management Program Grant) agreement between the County and Iowa's Homeland Security Emergency Management Division, each county is to, at a minimum, match the \$39,000 grant, listed under the Revenue Summary, marked Intergovernmental.</p> <p>Changes to the Appropriations Summary are as follows: The Other Equipment/Capital Outlay increase is due to the need to purchase new DVD recorders for the Mobile Command Center, with large hard drive components. The current DVD devices are 10 years old. The \$9,000 increase in Purchase Services &amp; Expenses includes additional funding resources for training, exercise and conferences. These additional funds are now available to off-set previous year requests in these areas of training, exercises and conferences which could not be funded in previous years. The Supplies and Materials increased by \$1,000 and the Capital Outlay increased by \$500, based upon an increase in actual costs in previous years.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>					
<b>PROGRAM: Scott Emergency Communication Center (68.6802)</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 BUDGET</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 REQUEST</b>	<b>2015-16 ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
805-A SECC Director	1.00	1.00	1.00	1.00	1.00
505-A Deputy Director	1.00	1.00	1.00	1.00	1.00
332-A Technical Support Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Training/Quality Manager	1.00	1.00	1.00	1.00	1.00
Shift Supervisor	6.00	6.00	6.00	6.00	6.00
Dispatchers	42.00	42.00	42.00	42.00	42.00
Warrant Clerk	2.00	2.00	2.00	2.00	2.00
Part-time	2.50	2.50	2.50	2.50	2.50
<b>TOTAL POSITIONS</b>	<b>57.50</b>	<b>57.50</b>	<b>57.50</b>	<b>57.50</b>	<b>57.50</b>
<b>REVENUE SUMMARY:</b>					
Intergovernmental	144,304.00	140,376	140,376	139,036	139,036
Use of Money and Property	-	-	-	-	-
Miscellaneous	8,319	-	-	250	250
<b>SUB-TOTAL REVENUES</b>	<b>\$152,623</b>	<b>\$140,376</b>	<b>\$140,376</b>	<b>\$139,286</b>	<b>\$139,286</b>
Scott County Contribution	7,291,323	7,212,184	7,212,184	6,850,000	6,850,000
<b>TOTAL REVENUES</b>	<b>\$7,443,946</b>	<b>\$7,352,560</b>	<b>\$7,352,560</b>	<b>\$6,989,286</b>	<b>\$6,989,286</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	\$2,946,269	\$3,168,520	\$2,985,840	\$3,190,837	\$3,190,837
Benefits	1,069,597	1,104,535	971,830	1,119,273	1,119,273
Capital	-	(69,201)	202,500	420,500	420,500
Purchase Services & Expenses	2,022,682	1,678,111	1,745,290	1,980,335	1,980,335
Supplies	19,717	21,300	20,300	20,825	20,825
Debt Services	920,133	1,354,635	1,354,635	838,828	838,828
<b>TOTAL APPROPRIATIONS</b>	<b>\$6,978,398</b>	<b>\$7,257,900</b>	<b>\$7,280,395</b>	<b>\$7,570,598</b>	<b>\$7,570,598</b>
<b>ANALYSIS</b>					
Revenues in FY2016 are expected to decrease by \$363,274, due to Scott County's decreased contribution. This is due to SECC using its fund balance, to bring the fund balance down to a more acceptable level.					
Total appropriations are expected to increase by \$290,203. \$200,00 is attributed to an increase in capital that is actually being transferred from FY2015 to FY2016. The other \$90,000 is mostly attributed to salaries and benefits, as this number is a truer reflection of actual costs. Costs were down in FY2015 because SECC was operating with 7 vacancies, and these vacancies have been or will be filled by FY2016.					
Debt Services will decrease in FY2016 by \$515,807 due to the City of Davenport paying its bond debt in January, 2015.					
There are no expected position changes for FY2016.					

# HUMANE SOCIETY

Director: Pam Arndt, Phone: 563-388-6655, Website: hssc.us



**MISSION STATEMENT:** The Humane Society of Scott County is committed to providing humane care and treatment for all animals entrusted to us. to care for homeless animals and protect those that are abused and neglected. To educate the communities we serve about spay/neuter and responsible ownership.

<b>ACTIVITY/SERVICE:</b>	Animal bite quarantine and follow-up	<b>DEPARTMENT:</b>	20U		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	640		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET: \$12,478</b>	
OUTPUTS		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of bite reports handled		581	585	580	585
Number of animals received rabies vaccinations at the clinics		243	327	290	325

**PROGRAM DESCRIPTION:**

Complete the bite reports, assure quarantine of the bite animal and follow up after the quarantine period is over. Issue citations when necessary. Iowa Code Chapter 351

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Bites have follow up.	90% of quarantined animals involved in a bite are followed up within 24 hours of the end of quarantine.	71.00%	89.00%	75.00%	89.00%
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	5 Clinics	5 clinics	5 Clinics
Ensure owned cats and dogs involved in bites get current rabies vaccination	Citations issued to 75% of pet owners for non compliance of rabies vaccination.	62.00%	86.00%	75.00%	80.00%

<b>ACTIVITY/SERVICE:</b>	Quarantine of Unowned animals at HSSC	<b>DEPARTMENT:</b>	Humane Society 20U	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	67	
<b>BOARD GOAL:</b>	Health Safe Community	<b>FUND:</b>	01 General	
		<b>BUDGET:</b>	\$4,500	
<b>OUTPUTS</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of bite cats and dogs quarantined at the HSSC	107	105	100	110
Number of bat exposures	58	26	40	30
Number of Dog vs Dog bites	50	78	60	65
Number of cats & dogs with current rabies vacc when bite occurred	230	259	240	260

**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.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect bite victims from possible rabies infection.	Rabies status is known for 100% of HSSC confined animals.	100.00%	100.00%	100.00%	100.00%

<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b>	Humane Society	44A
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	450	
<b>BOARD GOAL:</b>	Health Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$33,317
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Cost per animal shelter day		\$7.50	\$7.45	\$9.00
Cost per county call handled		\$40.00	\$40.00	\$40.00
Total number of animals adopted		22.00%	24.00%	22.00%
Total number of animals returned to owner		19.00%	21.00%	20.00%

**PROGRAM DESCRIPTION:**

House stray animals brought in from unincorporated Scott County. Scott County Code, Chapter 34.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Animals will be placed back into their home	20% of strays from unincorporated Scott County are returned to their owner.	16.00%	14.00%	16.00%	15.00%
Animals will be placed in a home	15% of strays from unincorporated Scott County are adopted.	19.00%	19.00%	19.00%	19.00%
Animals will be placed back into their home	90% of strays returned to their owner from unincorporated Scott County are returned within 6 days.	91.00%	88.00%	90.00%	90.00%
Return more stray animals to their owners by offering micro-chipping clinics along with the rabies clinics.	Increase the number of animals micro-chipped at clinics by 10%	N/a	32	35	39

<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b>		Humane Society 20U
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		162
<b>BOARD GOAL:</b>	Health Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$8,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total number of animals brought in from rural Scott County		248	290	245
Number of calls animal control handle in rural Scott County		303	306	305
Total number of stray animals brought in from rural SC		240	289	245

**PROGRAM DESCRIPTION:**

Respond to complaints and pick up strays that are running loose or are confined in unincorporated Scott County. Return strays to their owners when claimed. Scott County Code Chapter 34

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect public and animals from injury	57% of dispatched calls for animals running at large will result in the animal being secured.	56.00%	63.00%	65.00%	70.00%
Protect public and animals from injury	75% of dispatched calls for animals running at large will result in the animal being confined and impounded.	N/A	N/A	75.00%	75.00%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Animal Shelter (4400)</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>21.00</b>	<b>18.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
<b>REVENUE SUMMARY:</b>					
Adoptions	59,412	58,000	60,000	60,000	60,000
Board	27,097	28,000	29,500	30,000	30,000
City of Davenport	203,905	207,983	207,983	212,143	212,143
City of Bettendorf	39,863	39,740	39,740	39,800	39,800
Contributions	121,473	119,000	121,000	125,000	125,000
Education & Volunteers	163				
Euthanasia	9,170	10,000	10,000	10,000	10,000
Excessive Animal Permit	40	60	60	60	60
Fund Raising Events	16,333	15,000	16,500	17,000	17,000
Golden Companion	2,900	2,500	2,500	2,900	2,900
Grants	10,420	5,000	6,500	8,000	8,000
Heartworm Test	2,120	2,000			
Impound	40,839	45,000	45,000	47,000	47,000
Memberships	2,300	2,100	2,100	2,200	2,200
Miscellaneous	2,184	1,400	1,500	2,000	2,000
Notice of Violation	4,120	6,500	6,500	6,500	6,500
Out of County	160	1,000	500	500	500
Rabbit	740	1,000	750	800	800
Retail	9,670	11,000	11,000	11,000	11,000
Spay and Neuter	22,544	23,000	23,000	23,000	23,000
Surrender	5,918	7,000	6,000	6,500	6,500
City Animal Licensing	36,782	35,000	36,000	36,500	36,500
Transfer frm Capital/NB	49,950	40,000	40,000	40,000	40,000
<b>SUB-TOTAL REVENUES</b>	<b>668,103</b>	<b>660,283</b>	<b>\$666,133</b>	<b>\$680,903</b>	<b>\$680,903</b>
Scott County Health Dept	15,353	15,873	15,873	15,873	15,873
Scott County Contribution	33,137	33,137	33,137	33,137	33,137
<b>TOTAL REVENUES</b>	<b>\$716,593</b>	<b>\$709,293</b>	<b>\$715,143</b>	<b>\$729,913</b>	<b>\$729,913</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	530,032	496,300	515,075	520,575	520,575
Equipment	133,464	144,800	141,700	144,050	144,050
Supplies	19,955	23,500	22,500	22,500	22,500
Occupancy	54,136	48,900	50,600	51,500	51,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$737,587</b>	<b>\$713,500</b>	<b>\$729,875</b>	<b>\$738,625</b>	<b>\$738,625</b>
<b>ANALYSIS</b>					
<p>FY16 non-salary costs for this program are recommended to increase/decrease <u>  0  </u>% under current budgeted levels.</p> <p>FY16 revenues are recommended to increase/decrease <u>  n/a  </u>% over current budgeted amounts for this program.</p> <p>List issues for FY16 budget:</p> <ol style="list-style-type: none"> <li>1. Projection for number of animals returned to owner or adopted remains low, at 16%.</li> <li>2. Non-Scott County revenue projection up 3.1%.</li> <li>3. Overall expenses up 3.5%, yielding slight shortfall of revenue over expenses.</li> <li>4. Improving economy may temper financial challenges caused by animal abandonment and low adoption and increase revenue from contributions.</li> </ol>					

# County Library

Director: Tricia Kane, Phone: 563-285-4794, Website: scottcountylibrary.org



**MISSION STATEMENT:** It is the mission of the Scott County Library System to make available library materials and information in a variety of formats to people of all ages.

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$491,748	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# materials checked out		179,202	179,259	181,899	190,999

**PROGRAM DESCRIPTION:**

Circulation – Access to materials

PERFORMANCE MEASUREMENT		2012-13 ACTUAL	2013-14 ACTUAL	2014-15 PROJECTED	2015-16 PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# materials checked out	Increase physical materials used by 1%	185,382 or -2%	187,286 or 1%	189,108 or 1%	190,999 or 1%

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of downloads - digital materials		6,160	6,027	7,209	7,930
# of streamed items - digital materials		0	0	500	550
# of items accessed, not downloads or streaming - digital materials		29,776	26,312	28,000	30,800

**PROGRAM DESCRIPTION:**

Go Digital initiative – Access to digital materials

PERFORMANCE MEASUREMENT		2012-13	2013-14	2014-15	2015-16
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of digital materials downloaded, streamed or accessed	Increase digital materials used by 10%	35,936	32,339	35,709	39,280 or 10%

Note: Due to the changing nature of digital media, SCLS is keeping track of the various ways users can gain access to materials via platforms including Overdrive, Zinio, OneClick, Freegal and TumbleBooks. This is separate from the more traditional database use.

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b> Library 67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 27,864		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$60,870	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of customer service contacts		23,145	25,358	24,436

**PROGRAM DESCRIPTION:**

Reference and directional questions, in person, phone, e-mail

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of customers service contacts	Effectiveness: Increase staff customer interactions by 3%	23,145 or -33%	25,358 or 10%	24,436 or 3%	25,658 or 3%

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$7,873
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of Library computer uses		17,796	15,100	18,605
# of Library wireless uses		4,679	6,761	5,466

**PROGRAM DESCRIPTION:**

Public computer use and library wireless use

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of Library computer uses and # of Library wireless uses	Increase computer and internet use by 1%	22,475 or 7%	21,861 or -3%	24,071 or 2%	24,312 or 1%

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$54,851
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of page loads on website		110,402	111,252	129,049
# of database hits		46,104	50,068	63,765
# of social media followers		635	873	784

**PROGRAM DESCRIPTION:**

Access to and interaction with website, subscription databases, social media outlets

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of database hits and # of page loads on website and # of social media followers	Increase online interacting by 10%	157,141 or -1%	162,193 or 3%	193,598 or 12%	212,958 or 10%

Note for FY16: Some usage counted on Measure 2, Go Digital, was previously included in the # of database hits, therefore this number is expected to go down.

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	24,864	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$247,902
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of items added to collection		10,016	15,726	6,112
# of items withdrawn from the collection		10,862	3,402	2,445
# of items in the collection		122,787	137,567	128,910
				131,488

**PROGRAM DESCRIPTION:**

Provide a current and well-maintained collection of physical items.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of items in the physical collection	Maintain number of items in collection within 2%	122,787 or -1%	137,567 or 12%	128,910 or 2%	131,488 or 2%

Note: Based on guidelines from the State Library of Iowa, data from FY13 - FY15 included digital materials. Starting with FY16, these measures only include physical materials to get a more accurate portrayal of collection size.

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$178,879
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Visitor Count		166,697	191,571	171,731

**PROGRAM DESCRIPTION:**  
 Facility and operations management

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Door Count	Increase visitor count 2%	166,697 or 7%	161,571 or -3%	171,731 or 2%	175,166 or 2%

<b>ACTIVITY/SERVICE:</b>	Programming	<b>DEPARTMENT:</b>	67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$82,545
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Library program attendance		9,613	9,896	10,099
Outreach contacts by library staff		3,984	2,624	2,703
School visit contacts		3,638	4,044	4,165

**PROGRAM DESCRIPTION:**

Juvenile, young adult and adult attendance at library programs and increasing awareness of the library in the community by outreach for all ages, including school visits

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Library program attendance, outreach contacts by library staff, school visit contacts	Increase attendance by 3%	9,613 or 17%	9,896 or 3%	16,967 or 3%	17,476 or 3%

<b>ACTIVITY/SERVICE:</b>	Programming	<b>DEPARTMENT</b>		67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		27,864	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	Choose One	<b>BUDGET:</b>	\$82,545
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Summer Reading Finishers		983	1,097	1,037	1,320
Summer Reading Registrations		1,824	2,034	2,141	2,200
% Finished		54%	54%	48%	60%

**PROGRAM DESCRIPTION:**

Percentage of summer reading registrations who finish - includes juvenile, young adult and adult

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Percentage of registered summer reading participants who finish	Meet a 60% finish rate	54%	54%	48%	60%

Note: Due to the nature of the Summer Reading Program, these numbers are only tallied once a year, not quarterly

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Library Resources &amp; Services (67.1000)</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
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Reference Librarian	1.00	1.00	1.00	1.00	1.00
Children's Librarian	1.00	1.00	1.00	1.00	1.00
Bookmobile Librarian	1.00	1.00	1.00	1.00	1.00
Technical Processing Clerk	1.00	1.00	1.00	1.00	1.00
Circulation Librarian	1.00	1.00	1.00	1.00	1.00
Reserve Librarian	1.00	1.00	1.00	1.00	1.00
Processing Clerk	1.25	1.25	1.25	1.25	1.25
Library Page	1.00	1.00	1.00	1.00	1.00
Bookmobile Driver	1.00	1.00	1.00	1.00	1.00
Station Attendants	3.94	3.94	3.94	3.94	3.94
Data Entry Clerk	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>REVENUE SUMMARY:</b>					
Grants and Reimbursements	-	-	-	-	-
Intergovernmental	541,943	565,446	565,446	566,446	566,446
Charges for Services	13,309	12,000	12,000	12,000	13,000
Miscellaneous	2,667	8,000	5,606	7,000	7,000
<b>SUB-TOTAL REVENUES</b>	<b>\$557,919</b>	<b>\$585,446</b>	<b>\$583,052</b>	<b>\$585,446</b>	<b>\$586,446</b>
Scott County Contribution	551,588	561,697	561,697	561,697	561,697
<b>TOTAL REVENUES</b>	<b>\$1,109,507</b>	<b>\$1,147,143</b>	<b>\$1,144,749</b>	<b>\$1,147,143</b>	<b>\$1,148,143</b>
<b>APPROPRIATION SUMMARY:</b>					
Salaries	605,269	668,421	625,000	645,000	645,000
Benefits	139,634	155,283	145,440	151,991	151,991
Capital Outlay	103,727	95,190	120,324	114,500	114,500
Purchase Services & Expenses	179,682	185,249	210,379	192,652	192,652
Supplies & Materials	47,023	43,000	46,000	43,000	43,000
<b>TOTAL APPROPRIATIONS</b>	<b>1,075,335</b>	<b>\$1,147,143</b>	<b>\$1,147,143</b>	<b>\$1,147,143</b>	<b>\$1,147,143</b>
<b>ANALYSIS</b>					
The FY 16 Revenue and Appropriations budgets for the Library are the same as the adopted and projected FY 15 budgets.					

## Medic Ambulance



Director: Linda Frederiksen, Phone: 563-323-1000, Website: www.medicems.com

**MISSION STATEMENT: The mission of MEDIC EMS is to improve the health, safety, and security of our community by providing high quality emergency medical services and healthcare transportation**

<b>ACTIVITY/SERVICE:</b>	911 Ambulance Response	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Choose One	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$0
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Requests for ambulance service		28,021	28,538	28,800
Total number of transports		21,753	21,682	21,759
Community CPR classes provided		345	153	150
Child passenger safety seat inspections performed		30	30	30

**PROGRAM DESCRIPTION:**

Provide advanced level pre hospital emergency medical care and transport.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Urban response times will be < 7 minutes 59 seconds	Response time targets will be achieved at > 90% compliance	88.03%	89.44%	90.00%	90.00%
Rural response times will be <14minutes 59 seconds	Response time targets will be achieved at > 90% compliance	89.100%	91.570%	91.000%	90.000%
Increase the likelihood of functional neurologic outcomes post cardiac arrest for non-traumatic and non-pediatric cardiac arrest	% of non-traumatic and non-pediatric cardiac arrest patients receiving pre-hospital hypothermia treatment at >80%	86%	94%	90%	90%
Increased cardiac survivability from pre-hospital cardiac arrest	% of cardiac arrest patients discharged alive	14%	all arrests-17%, VF/VT arrests-57%	40%	All arrests-16%, VF/VT 45%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Medic Emergency Medical Services (47)</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
Supervisor Paramedic, EMT	66.00	56.00	56.00	56.00	56.00
Medical Director	0.20	0.20	0.20	0.20	0.20
Secretary/Bookkeeper	1.00	1.00	1.00	1.00	1.00
Manager	5.00	6.00	6.00	6.00	6.00
System Status Controller	12.00	14.50	14.50	14.50	14.50
Support Staff	1.00	-	-	-	-
Wheelchair/Shuttle Operator	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>87.20</b>	<b>79.70</b>	<b>79.70</b>	<b>79.70</b>	<b>79.70</b>
<b>REVENUE SUMMARY:</b>					
Net Patient Revenue	7,155,367	8,010,262	7,624,947	8,075,336	8,075,336
Other Support	847,990	768,273	909,577	881,010	881,010
Genesis Medical Center	-	-	-	-	-
Trinity Medical Center	-	-	-	-	-
<b>SUB-TOTAL REVENUE</b>	<b>\$8,003,357</b>	<b>\$8,778,535</b>	<b>\$8,534,524</b>	<b>\$8,956,346</b>	<b>\$8,956,346</b>
Scott County Contribution	155,210	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$8,158,567</b>	<b>\$8,778,535</b>	<b>\$8,534,524</b>	<b>\$8,956,346</b>	<b>\$8,956,346</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$ 5,725,921	\$ 5,944,874	\$ 6,315,204	\$ 6,573,955	\$ 6,573,955
Equipment	18,973	23,500	30,000	24,000	24,000
Expenses	2,130,161	2,447,777	2,340,796	2,485,178	2,485,178
Supplies	222,293	214,000	253,974	254,000	254,000
Occupancy	138,281	140,000	146,640	148,000	148,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$8,235,629</b>	<b>\$8,770,151</b>	<b>\$9,086,614</b>	<b>\$9,485,133</b>	<b>\$9,485,133</b>
<b>ANALYSIS</b>					
FY16 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels.					
List issues for FY16 budget:					
1. Excess of expenses over revenue in excess of \$500K projected for FY16, following fiscal year losses in FY14.					
2. Iowa Health and Wellness Plan roll out is not increasing revenue, as transportation benefit in plan is an elective decision by purchaser.					
3. Holdback for FY16 has increased to 55% (45 cents on dollar billed as revenue).					

# QC Convention/Visitors Bureau

Director: Joe Taylor, Phone:

Website: [www.visitquadcities.com](http://www.visitquadcities.com)



**MISSION STATEMENT: To enhance the quality of life and economic development for residents and visitors by marketing the Quad Cities region as an outstanding Midwest convention and tourism destination.**

<b>ACTIVITY/SERVICE:</b>	External Marketing to Visitors	<b>DEPARTMENT:</b>	QCCVB	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$70,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
				<b>2015-16</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		2012-13	2013-14	2014-15	2015-16
		ACTUAL	PROJECTED	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase Hotel/Motel taxes and Retail Sales Taxes to the County	Increase of 2% over previous Fiscal Year	3,436,016.00	\$ 3,216,012.00	\$ 3,680,000.00	\$ 3,980,000.00
Increase visitor inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	297,482.00	\$ 291,245.00	\$ 312,000.00	\$ 325,000.00
Increase group tour operator inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	1,752.00	\$ 1,492.00	\$ 1,350.00	\$ 1,377.00
Increase convention/meeting planner and trade show leads	Increase of 2% over previous Fiscal Year	2,514.00	\$ 2,392.00	\$ 2,900.00	\$ 2,958.00

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2015-16</b>
<b>PROGRAM: Regional Tourism Development (5400)</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>13.50</b>	<b>13.50</b>	<b>13.50</b>	<b>13.00</b>	<b>13.00</b>
<b>REVENUE SUMMARY:</b>					
Davenport	\$ 478,616	\$ 425,000	\$ 450,000	\$ 450,000	\$ 450,000
Bettendorf	180,875	200,000	200,000	195,000	195,000
Moline	220,268	220,000	220,000	230,000	230,000
Rock Island	81,332	83,000	85,000	93,000	93,000
East Moline	3,000	3,000	3,000	3,000	3,000
Rock Island County	14,250	15,000	15,000	15,000	15,000
Silvis	1,000	1,000	1,000	1,000	1,000
LeClaire	10,000	10,000	10,000	10,000	10,000
Carbon Cliff	5,000	5,000	1,250	5,000	5,000
Eldridge	5,000	1,000	1,750	3,000	3,000
State of Illinois/LTCB Grant	239,118	230,000	241,000	239,118	239,118
State of Illinois/Marketing Partnership Grant	73,610	75,000	77,000	75,000	75,000
State of Illinois/International Grant	120,617	90,000	127,100	75,000	75,000
Other Grants	72,202	50,000	30,000	10,000	10,000
Interest	3,554	3,500	3,700	4,000	4,000
Miscellaneous Income	173,279	50,000	50,000	67,350	67,350
Mississippi Valley Welcome Center					
Membership Income	64,118	57,000	55,000	60,000	60,000
Publications Income	10,560	10,000	10,000	10,000	10,000
Joint Projects Income	8,370	10,000	8,500	5,000	5,000
Friends of QC Grant	32,400	10,000	30,000	62,000	62,000
Corporate Donations	10,000	10,000	10,000	10,000	10,000
QC Sports Commission Income	119,926	15,000	75,000	135,050	135,050
<b>SUB-TOTAL REVENUES</b>	<b>\$1,927,095</b>	<b>\$1,573,500</b>	<b>\$1,704,300</b>	<b>\$1,757,518</b>	<b>\$1,757,518</b>
Scott County Contribution	70,000	70,000	70,000	70,000	70,000
<b>TOTAL REVENUES</b>	<b>\$1,997,095</b>	<b>\$1,643,500</b>	<b>\$1,774,300</b>	<b>\$1,827,518</b>	<b>\$1,827,518</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$ 786,373	\$ 766,000	\$ 857,000	\$ 836,865	\$ 836,865
Equipment	14,289	10,000	5,000	5,000	5,000
Expenses	1,107,555	760,850	822,966	883,390	883,390
Supplies	4,215	10,000	10,000	8,000	8,000
Occupancy	96,012	80,000	79,616	93,000	93,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,008,444</b>	<b>\$1,626,850</b>	<b>\$1,774,582</b>	<b>\$1,826,255</b>	<b>\$1,826,255</b>
<b>ANALYSIS</b>					
<p>FY'15 revenue projections show a 8% increase over the original FY'15 adopted budget. The revenue for the FY'16 adopted budget shows a 3% increase over than higher FY'15 projections. The appropriation budget figures for FY'15 (projected) and FY'16 (adopted) show a similar proportional increase.</p>					

# Quad Cities First

Director: Tara Barney, Phone: 563-322-1706, Website: [quadcitiesfirst.com](http://quadcitiesfirst.com)



**MISSION STATEMENT: Quad Cities First is the regional economic development organization charged with marketing the Quad Cities region to companies looking to relocate or expand in our market.**

<b>ACTIVITY/SERVICE:</b>	Business Attraction	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Choose One	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$70,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2015-16</b>
				<b>PROJECTED</b>
New Prospects				60
Businesses Attracted				2
Number of Jobs				190
Capital Investment				\$40M
Company Visits		125	10	75
Industry Trade Shows/Conferences		11	6	3
Site Selector Meetings		65	26	30
Marketing - Website Visits		10029/5	10,228/746	10,000 / 6

**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>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects					60
Businesses Attracted					2
Number of Jobs					190
Capital Investment					\$40M
Company Visits	Exceeded goal of 70 prospect meetings by end of 3rd quarter.	125	10	75	100
Industry Trade Shows/Conferences	Met goal of 7 industry trade shows/conferences.	11	6	3	6
Site Selector Meetings	Exceeded 2011-12 actual, and 2012-13 goal.	65	26	30	65
Marketing - Website Visits	Worked with web developer to enhance SEO to drive additional traffic to the website, met 2012-2013 goal.	10029/5	10,228 Unique web visits / 746 Site selector E-news	10,000 Unique Visits / 6 Site Selector E-News	10,000

<b>ACTIVITY/SERVICE:</b>	Business Retention & Expansion	<b>DEPARTMENT:</b>	QC First		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Choose One	<b>FUND:</b>	01 General	<b>BUDGET:</b>	
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Prospects					45
Businesses Retained & Expanded					8
Number of Jobs					760
Capital Investment					\$160M
Number of BRE / Company Visits					150
Number of Businesses Assisted					250
Number of Assists Made					400

**PROGRAM DESCRIPTION:** Business Retention & Expansion  
Helping retain and expand existing companies in the Quad Cities

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects					45
Businesses Retained & Expanded					8
Number of Jobs					760
Capital Investment					\$160M
Number of BRE / Company Visits					150
Number of Business Assisted					250
Number of Assists Made					400

### Greater Davenport Redevelopment Corporation - GDRC



Executive Director: Tim Wilkinson Phone: 563/884-7559 Website: gotodavenport.com

**MISSION STATEMENT: The GDRC is a non-profit, public-private industrial development organization for the City of Davenport. It provides arms-length real estate transactions with privacy and confidentiality.**

<b>ACTIVITY/SERVICE:</b>	Business Attraction / Expansion	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Choose One	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,000
<b>OUTPUTS</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Market & manage EIIC & other industrial properties		See below	See below	See below

**PROGRAM DESCRIPTION:**

GDRC provides arms-length real estate transactions for any industrial property for sale in Davenport. The principal offering is the Eastern Iowa Industrial Center at I-80 and NW Blvd. in north Davenport.

<b>PERFORMANCE MEASUREMENT</b>		<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Market and manage the EIIC and other industrial sites throughout Davenport/Scott County	GDRC has had a successful fiscal year with 5 land sales completed - exceeding expectations for FYTD.	Total acres sold 50.66 for \$2,190,541. Purchased 70 acres of new land.	4 prospects; 21 sales presentations to 176 individuals; Iowa Site Certification research	Make sales calls to 10 current & active prospects. Make 20 sales calls to ED sources & prospects. Complete IA's site certification. Redesign GDRC web site.	Make sales calls to 10 current & active prospects. Make 20 sales calls to ED sources & prospects. Complete IA's site certification. Redesign GDRC web site.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>					
<b>PROGRAM: Regional Economic Development (4901, 4903)</b>	<b>2013-14 ACTUAL</b>	<b>2014-15 BUDGET</b>	<b>2014-15 PROJECTED</b>	<b>2015-16 REQUEST</b>	<b>2015-16 ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>					
<b>CEO</b>	0.20	0.10	0.10	0.10	0.10
President	0.50	0.55	0.55	0.55	0.55
Vice-President	1.00	1.00	1.00	1.00	1.00
Business Attraction Staff	1.75	1.40	1.40	1.40	1.40
Administrative Secretary	0.35	0.50	0.50	0.50	0.50
Database Specialist	0.25	-	-	-	-
Accounting/HR/Admin Staff	0.65	0.55	0.55	0.55	0.55
Marketing Staff	0.85	0.80	0.80	0.80	0.80
<b>TOTAL POSITIONS</b>	<b>5.55</b>	<b>4.90</b>	<b>4.90</b>	<b>4.90</b>	<b>4.90</b>
<b>REVENUE SUMMARY:</b>					
Private Sector Members	\$462,450	\$625,000	\$625,000	\$625,000	\$625,000
Public Sector Members	290,375	305,000	305,000	305,000	305,000
Other	6,840	-	1,894	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$759,665</b>	<b>\$930,000</b>	<b>\$931,894</b>	<b>\$930,000</b>	<b>\$930,000</b>
Arsenal Lobbying Funding					
Scott County Contribution-GDRC	-	30,000	30,000	30,000	30,000
Scott County Contribution - QC First	70,000	70,000	70,000	70,000	70,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>70,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL REVENUES</b>	<b>\$829,665</b>	<b>\$1,030,000</b>	<b>\$1,031,894</b>	<b>\$1,030,000</b>	<b>\$1,030,000</b>
<b>APPROPRIATION SUMMARY:</b>					
Personal Services	\$ 409,988	\$ 495,269	\$ 495,269	\$ 495,269	\$ 495,269
Equipment	-	-	-	-	-
Allocated Overhead	80,029	89,931	89,931	89,931	89,931
Total Direct Overhead	23,800	-	-	-	-
Total Business Attractins	105,419	412,500	412,500	412,500	412,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$619,236</b>	<b>\$997,700</b>	<b>\$997,700</b>	<b>\$997,700</b>	<b>\$997,700</b>
<b>ANALYSIS</b>					
Quad City First shows no significant change in the FY'16 budget compared to the budget adopted in FY'15.					

# **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 budgeting purposes, any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget should be considered a major fund. The format includes basic fund types as follows:

### **MAJOR GOVERNMENTAL FUNDS (budgeted):**

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

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

**Mental Health & Disabilities Services Fund** - This fund accounts for state revenues allocated to the County to be used to provide mental health, and disability services. The Mental Health & Disabilities Service Fund is a special revenue fund.

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

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

### **NONMAJOR GOVERNMENTAL FUNDS (budgeted): (the following funds are special revenue funds)**

**Rural Services Fund** – To account for taxes levied to benefit the rural residents of the County.

**Secondary Roads Fund** – To account for State revenue allocated to the County to be used to maintain and improve the County's roads.

**Recorder's Record Management Fund** – To account for the added fee collected for each recorded transaction to be used for the purpose of preserving and maintaining public records.

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

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

- Public Safety and Legal Services
- Physical Health and Social Services
- Mental Health & Disabilities Services
- County Environment and Education Services
- Roads and Transportation Services
- Government Services to Residents
- Administration (interprogram) Services
- Debt Service
- Capital Projects

The blended component units of the County, the Scott Emergency Communication Center and the Public Safety Authority, and the discretely presented component units of the County, the Emergency Management Agency and County Library, are not included in this budget document. Funding for these entities are treated as authorized agencies and expenditures of the County Budget. The component unit entities have separate budgeting processes and supervisory boards which are not included the County's budget making process.

## SCOTT COUNTY BUDGET CALENDAR

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

## BUDGET PREPARATION PROCESS

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

The County's budgetary process begins nine months prior to July 1st, the beginning of the County's fiscal year. In early October the Board of Supervisors meets with the County Administrator and the Budget Manager to identify specific areas to be reviewed during the budget process. 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 January, discusses and identify target issues for the overall operation of the County. These biennial target issues are reviewed mid-term for possible changes or refinements. A complete listing of the target issues appears in the Board Chairman and County Administrator's budget message included in the budget document.

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

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

The summary information for the departments includes a history of financial data in addition to a revised

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

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

After the general budget meetings with County staff and department/agency directors as necessary, the Board of Supervisors meets to discuss the County's services and items of concern to the operation of the County. These discussions basically entail a balancing of proposed requests and potential revenue sources. The Board of Supervisors identifies items that they had previously discussed which were to be considered as additions or deletions to the proposed budget. The Board then has the task of weighing certain services or programs within the organization in light of available resources. After the Board of Supervisors agrees upon a proposed level of services, and likewise an appropriation level, the Board sets a public hearing. Notice of such public hearing is made in the local official newspapers and a summary of proposed expenditure and revenue levels is included in that publication. According to state law, the tax rate 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 2008, the Board of Supervisors set a goal to revise their performance based budget system. The County decided to adopt budgeting for outcomes as their new budgeting method. Budgeting for outcomes challenges public leaders to determine what outcomes citizens most value, prioritize their tax dollars to purchase those results, and rethink the way their departments and agencies go about producing them. Our old performance based budget system asked the question, what programs can we cut to keep the budget in balance? The new budget method asks, how can government increase the value it delivers to citizens with the money that is available?

There are huge benefits of using the budgeting for outcomes method of budgeting. First, it allows the

government to see or eliminate obsolete or low value activities. Next, it helps find money for important new investment or activities – if an investment is important, it will rise to the top of the list. Other spending with less value falls off of the list. It ensures the general interest trump special ‘pet’ projects. Outcome based budgeting ensures accountability for performance – programs MUST deliver results or they don’t get funded. It also talks about the budget in common sense terms – Traditional budgets are difficult for citizens to read. BFO budgets are designed for anyone to understand – and they allow citizens to understand exactly the services that its government provides with additional transparency.

What is an outcome?

- It must be specific and address the customers’ needs (internal or external)

- It must be measurable

- It must be aggressive but attainable

- It must be results oriented

- It must be time bound (it must have a deadline or timeline) i.e. one year, etc

In order to change from traditional performance based budgeting to outcome based budgeting, departments had to change their thinking entirely. First, each department identified their services. This had never been done before. Next, departments identified outputs from our old budgeting system – and some departments created new outputs. Next, departments aligned each service with a goal of the Board of Supervisors to ensure that the Board goals were reflected in the activities of the County departments. Next, each service was identified as either a core service, semi-core service or a service enhancement. Then, each department identified outcome and effectiveness measures for each service. From this process, we have our new budgeting for outcomes for Scott County, first successfully implemented in FY 12.

**MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY**

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

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

**Area in Square Miles** 468.2

**Median Age of Population** 37

**Miles of Roads and Streets:**

Interstate Highways	90
State Highways	97
Non-Urban	394
Urban	<u>1094</u>
Total Miles	<u>1675</u>

**Acres of Industrial Lands -unincorporated** 396

**Farming Acres** 226,400

**Number of Farms** 730

**County Employees:**

Board Members	5
Elected Officials	5
Full time equivalents	476.52

**Schools Within the County: Public Schools**

Elementary	35
Junior High	9
Senior High	7
Total Students	27,506

**Private Schools:**

K-8	6
High School	1
Total Students	2,038

**Higher Education:**

University	2
Colleges	1
Junior College	1
Vocational Schools	3

**Recreation: Parks**

County Recreation Areas	10
Number of Acres	2,795

**Golf Courses:**

Private	2
Public	7
Municipal	3

**Snowmobile Trails, Total Miles** 86

**State Wildlife Preserve Open to Public**

**Hunting and Fishing** 2,785/Acres

**Number of Lakes** 5

**Number of Boat Launches** 4

**Number of Beaches** 2

**Number of Swimming Pools** 1

**Number of Zoos** 0

**Number of Baseball Diamonds** 2

**Public Safety:**

County Sheriff Department	1
City Police Department	8
Fire Department:	
Full-time	2
Volunteer	11
Rescue Squads	5

**Elections: Last General Election - 2014**

Registered Voters	127,378
Votes Cast	61,894
Percent	49%

**Elections: Last School Board Election - 2013**

Registered Voters	119,627
Votes Cast	6388
Percent	5.34%

**Building Permits (non City of Davenport / City of Bettendorf):**

Issued in the Year Ended	
June 30, 2014	864
Value of Issued Permits	\$37,158,394

**MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)**

**Ten Principal Taxpayers as of June 30, 2014**

BUDGET	Organization	Taxable Value	% of Total Taxable Value
	MidAmerican Energy	233,956,408	3.03%
	Isle of Capri	80,752,204	1.05%
	Iowa American Water Company	58,960,052	0.76%
	Macerich North Park Mall, LLC	55,488,075	0.72%
	ALCOA	37,944,196	0.49%
	Qwest	26,520,800	0.34%
	Deere & Company Inc.	26,300,475	0.34%
	Northern Border Pipeline Co.	22,877,800	0.30%
	LaFarge Corporation	21,371,986	0.28%
	Continental 203 Fund	20,982,954	0.27%
	<b>Total</b>	<b>\$585,154,950</b>	<b>7.58%</b>

Source: County tax rolls.

## FINANCIAL MANAGEMENT POLICIES

The following financial policies and relevant sections from the Code of Iowa have been adopted by the Scott County Board of Supervisors and have been developed and assembled here to provide guidance to the County's financial management system. The County's intent is to support a sound and efficient financial management system which best utilizes available resources and provides an acceptable service level to the citizens of Scott County. A Financial Review Committee (FRC) consisting of the County Administrator, Budget Coordinator, 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.

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<b>Excerpts From the Code of Iowa:</b>	
Chapter 24 - Local Budget Law	401
Chapter 331 - County Home Rule (Sections 421-437 - County Levies, Funds, Budgets, and Expenditures)	405

**EXCERPTS FROM SCOTT COUNTY CODE**

**CHAPTER 3  
APPOINTED OFFICERS AND DEPARTMENTS**

**SEC. 3-1. OFFICE OF THE ADMINISTRATOR**

- A. There shall be an Office of the Administrator responsible for the general administration of the County.
- B. The Office of the Administrator shall be headed by a County Administrator appointed by, and serving at the pleasure of the Board of Supervisors.
- C. The County Administrator shall report to, and be accountable to, the Board of Supervisors for the performance of the office's duties and responsibilities.
- D. The County Administrator shall be a full time employee of the County.
- E. The County Administrator may serve as head of one or more Departments of County Government not under the direct control of an elected official.

**SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR**

- A. The County Administrator serves as the principal advisor to the Board of Supervisors in all matters relating to the overall management of county government operations.
- B. The County Administrator shall have direct administrative authority over all operating departments within the scope of responsibility of the Board of Supervisors.
- C. The County Administrator shall prescribe the accepted standards of administrative practice for all operating departments within the scope of responsibility of the Board of Supervisors.
- D. The County Administrator shall execute and enforce all resolutions and orders of the Board of Supervisors and see that all laws required to be enforced through the Board of Supervisors or by operating departments subject to its control are faithfully executed.
- E. The County Administrator is authorized by the Board of Supervisors to take any reasonable ministerial action necessary in carrying out the responsibilities assigned to him, and to act at his discretion, upon matters not covered by Board policy or strictly prohibited by the Code of Iowa or this code. Such action will be reported to the Board of Supervisors as soon as practicable thereafter.

SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR (con't)

- 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.

SEC. 3-2.           AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR (con't)

- 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, 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.

### **33. BUDGET AND FINANCIAL MANAGEMENT POLICIES**

Board Adopted 11/6/14

#### **GENERAL POLICY**

The following budget and financial policies have been developed to provide guidance to the County's budget and financial management system.

#### **SCOPE**

This policy is applicable to all offices and departments within Scott County government.

#### **PURPOSE**

The County's intent is to support a sound and efficient financial management system which best utilizes available resources and provides an acceptable service level to the citizens of Scott County. The following statements are not intended to restrict Scott County's authority in determining service needs and/or activities of Scott County. These financial policies do not limit the Scott County Board of Supervisors ability and responsibility to respond to service delivery needs above or beyond these policies. The Scott County Board of Supervisors as a policy making group is still accountable for the efficient and responsive operation of Scott County.

#### **SPECIFIC POLICY PROVISIONS**

##### **REVENUE POLICY**

1. Scott County will initiate efforts to maintain diversified and stable revenues in an attempt to limit the impact of short run fluctuations in any one revenue source.
2. Annual revenues will be estimated by an objective, and whenever possible analytical process.
3. Existing revenue sources will be re-examined with new revenue sources investigated during the annual budget preparation process.
4. Revenues may exceed expenditures if the fund balance of any funds needs to be increased to meet minimum balance requirements. Additionally, surplus fund balances may supplement revenues in order to fund onetime expenditures or capital costs.
5. Property tax revenue collections will be established through a tax levy rate for general operations which will not generally exceed the cost of living of the previous year.
6. In relation to enterprise funds which have been established to support expenditure levels, user fees and charges will be established to fund direct and indirect cost of the activity whenever feasible.

7. User fees in other governmental areas such as health and recreational services will be established at a level which will not inhibit participation by all.
8. All user fees and charges will be re-evaluated on an annual basis during the budget preparation process.
9. One-time or special purpose revenues such as grant funds will be utilized to fund capital expenditures or expenditures required by that revenue. Such revenues will generally not be used to subsidize reoccurring personnel, operating and maintenance costs and if approved will be qualified by stating such on-going program may be ended once grant funds or other revenue sources no longer exist.
10. Scott County will on a continuous basis seek methods to reduce the County's reliance on the property tax through seeking legislative support for additional hotel motel tax and for higher reimbursement rates or funding of state housed services, investigating additional non-property tax revenue sources, and encouraging the expansion and diversification of the County's tax base with commercial and industrial development.

#### **OPERATING BUDGET/EXPENDITURE POLICY**

1. The County Administrator will compile and submit to the Scott County Board of Supervisors a balanced budget by the first of February of each year.
2. The balanced budget will reflect expenditures which will not exceed estimated resources and revenues. Routine expenditures will not be greater than the previous year's expenditure level by more than the estimated annual percentage increase in the cost of living.
3. The operating budget for Scott County will be developed and established on a service level basis. Any additions, deletions and/or alterations in the operating budget will be related to services to be provided to the general public.
4. The operating budget will emphasize productivity of human resources in providing services, efficient use of available revenue sources, and quality of services to be provided.
5. New service levels including requests from outside agencies for ongoing program support will be considered when additional revenues or offsetting reductions of expenditures are identified, and the new services fall within the broad framework of the County operation, or when such services are mandated by the State of Iowa or the federal government.
6. Requests for startup or pilot projects or programs with no more than a three year duration will be considered if it contributes to the economic vitality of the County and has more than 75% of the program costs funded by other sources. Projects or programs in economic development that are to be funded regionally by other local governments in collaboration with the County will be considered in annual requests.

7. Current County expenditures will be funded by current revenues unless specifically approved by the Board of Supervisors.
8. The County will avoid the postponement of current expenditures to future years, accruing future year revenues, or utilization of short term debt to fund operating expenditures.
9. The operating budget will provide funding for the on-going maintenance and replacement of fixed assets and equipment. These expenditures will be funded from current revenues transferred to the Capital Improvement Funds.
10. Each year the County will revise current year expenditure projections during the succeeding year's budget preparation process. Costs of operating future capital improvements included in the capital projects budget will be included in the operating budget.
11. The County will participate in a risk management program to minimize losses and reduce costs. This program will protect the County against catastrophic losses through the combination of insurance, self-insurance and various federal and state programs. To be assured that the county continues to get the best rates from time to time the insurance will be bid through the Purchasing Division of Facilities and Support Services including the insurance consultant support services.
12. The County will maintain a budgetary control system to monitor its adherence to the approved operating budget.
13. All departments will have access to expense and revenue reports comparing actual revenues and expenditures to budgeted amounts. These reports will be updated through the financial management ERP system to allow departments to regularly review their financial position.

## **CAPITAL IMPROVEMENT BUDGET POLICY**

1. The County will make all capital improvements in accordance with the adopted Capital Improvement Program except for emergency capital improvements which are deemed necessary by the County staff and approved individually by the Board of Supervisors.
2. Capital improvements will be identified on the basis of long-range projected needs rather than on immediate needs in order to minimize future maintenance, replacement and capital costs.
3. A capital improvement program will be developed for a five-year period and updated annually.
4. Estimated costs of each capital improvement projected for each year will be included in the plan.
5. Revenue sources for capital improvements will be identified in the plan whenever possible.

6. Intergovernmental funding sources from the federal, state and private sector will be actively sought and used as available to assist in financing of capital improvements.
7. Future operating costs associated with the capital improvement will be projected and included as a part of the budget submission in the capital improvement budget.
8. Capital Funding Requests From Outside Agencies
  - Capital funding requests (greater than \$5,000) from outside agencies will only be considered during the Board's regular annual budget review cycle.
  - Said requests must be submitted to the County Administrator on or before December 1<sup>st</sup> for the following budget year.
  - Said requests for the next fiscal year will only be accepted for consideration if the County's unassigned General Fund balance exceeds the minimum required level, 15% of operating expenses. (The 15% minimum required level shall be based on the audited beginning unassigned General Fund balance amount of the current fiscal year less any planned uses of fund balance included in the current fiscal year budget compared with current year budgeted general fund operating expenses).
  - Said request shall describe the project in detail and shall include the following minimum information:
    - Project impact on community (economic development, quality of life, etc.)
    - Total cost of project
    - % of request from County to total project cost
    - Listing of other revenue sources
  - The Board of Supervisors recognizes a commitment of county funds can be necessary from the County to be awarded certain grants from the State. Capital requests for infrastructure will only be matched if submitted to the State as a Community Attraction Tourism grant, a Resource Enhancement and Protection grant or similar state grant request. Funding is dependent on monies available in the designated project fund for these grant matches. The County must approve its commitment prior to the grant submittal to the State. The project must have a regional impact.
  - Approved funding allotments will be made beginning with the next fiscal year being budgeted and after property taxes have been received in October and may be made over a multi-year period.
  - No allotment will be given until the requesting organization informs the County in writing that all funding commitments have been made and that the project has begun (this action must be completed prior to December 31st of the next fiscal year being budgeted, if not, the County's funding commitment will end). Note: Agencies may request an extension to this provision. The extension request should be submitted in writing detailing reasons for the extension and the extension timeframe requested.

- Any approved funding commitment from the County for a project should be considered final with no subsequent funding request to be made to the County on that project.
- Any future State action such as program funding reductions, increased unfunded State mandates, or the enactment of property tax limitation legislation may not allow the County to consider or, complete fulfillment of these types of capital funding requests.

## 9. Bike Trail Funding

- The Board of Supervisors supports the development and construction of bike trails that will connect communities within the County. The Board encourages state and federal legislators to fund grant opportunities to fund these bike trails. The Board will support grant applications to appropriate state and federal agencies for grant funding of these trails.
- The Board will participate in funding the local match grant requirement of bike trail development and construction that connect non-contiguous cities within Scott County. The Board will also consider allowing the use of the County's right of way for portions of proposed trails along County roads.
- The Board of Supervisors will fund 10% of the local match grant requirement (up to a 30% grant local match requirement). For example, if the grant award is for \$1 million with a 30% local-70% federal/state split the County would fund \$30,000 of the local match. If the same \$1 million grant had a 40% local-60% federal/state split the County would still only fund \$30,000 of the local match. If this is a multi-county grant application the 10% County local match funding amount will be based on the percentage of bike trail mileage in Scott County.
- The County encourages communities to secure additional local grant funding toward the local match requirement (i.e., riverboat grants, foundations, businesses, etc.). The County will not reduce its 10% local match commitment by any additional funding secured by the communities toward their 90% share of the local match.
- The County will not participate in any ongoing maintenance costs of the bike trails.

## DEBT ADMINISTRATION POLICY

1. The County will limit its long-term borrowing to capital improvements or projects which cannot be financed from current revenues or for which current revenues are not adequate.
2. Long-term borrowing will only be utilized to fund capital improvements and not operating expenditures.
3. The payback period of the bonds issued to fund a particular capital project will not exceed the expected useful life of the project.
4. It is recognized that the State of Iowa sets the debt limitation for municipalities at 5 percent of actual property valuation.

5. Whenever possible, special assessment, revenue bonds and/or general obligation bonds abated by enterprise revenues will be issued instead of general obligation bonds funded by property tax.
6. For those general obligation bonds issued and funded by property taxes, debt service and interest payment schedules shall be established whenever possible in such a manner to provide equalization of debt and interest payments each year for the life of the total outstanding general obligation bonds.
7. The County shall encourage and maintain good relations with the financial and bond rating agencies and prepare any reports so requested by these agencies. Full and open disclosure on every financial report and bond prospectus will be maintained.

## FINANCIAL REPORTING POLICY

1. The County will establish and maintain a high standard of accounting practices and procedures which adhere to the concept of full and open public disclosure of all financial activity.
2. The accounting system will be maintained on a basis consistent with accepted standards for governmental accounting.
3. Quarterly financial statements reported on a budget basis of accounting will be presented to the Board of Supervisors on a regular basis.
4. The County's independent public accounting firm will publicly issue an audit opinion regarding the financial statements to the County. The annual audit will be made available to the general public, bonding and financial consultants, and any other interested citizens and organizations. The annual audit will be posted on the county website.
5. The Comprehensive Annual Financial Report and accompanying audit opinion will be completed and submitted to the Board of Supervisors by December 31 and following the close of the preceding fiscal year.

## FUND BALANCE POLICY

Government Accounting Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement is effective for the County beginning with fiscal year ending June 30, 2011. The objective of this statement is to improve the usefulness and understandability of governmental fund balance information. The Statement provides more clearly defined categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The Statement impacts governmental fund types, however, in non-governmental funds; the County may decide to assign funds for specific purposes.

1. The fund balance will be reported in five categories: Nonspendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance.

- a) Nonspendable Fund Balance - Amounts cannot be spent because they are not in spendable form or legally or contractually required to be maintained intact.
- b) Restricted Fund Balance - Amounts are restricted by external parties (i.e. creditors, grantors, contributors) or laws / regulations of other governments or restricted by law through constitutional provisions or enabling legislation, such as an ordinance.
- c) Committed Fund Balance - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Supervisors. The formal action must occur prior to the end of the reporting period. The amount, which will be subject to the constraint, may be determined in the subsequent period.
- d) Assigned Fund Balance - Amounts constrained by the government's intent to be used for specific purposes that are neither restricted or committed. The intent can be expressed by the County Administrator.
- e) Unassigned Fund Balance - Is a residual classification for the general fund. The total fund balance less amounts categorized as non-spendable, restricted, committed and assigned equals unassigned fund balance. The general fund is the only fund that should report a positive unassigned fund balance amount. A negative unassigned fund balance is possible in other funds.

Minimum year-end fund balances will be maintained for all governmental and proprietary funds as follows:

<u>Governmental Fund Types</u>	<u>Minimum Fund Balance</u>
General	Unassigned, 15% of Annual Operating Expenses
Secondary Roads	Restricted, Between 5% & 10% of Annual Operating Expenses
MH-DD	Restricted, 25% Minimum is Recommended
Rural Services	Restricted, \$25,000 Minimum Balance
Recording Management Fees	Restricted, No Minimum Required
Debt Service	Restricted, \$25,000 Minimum Balance
Capital Projects	No Minimum Required
<u>Proprietary Fund Types</u>	<u>Minimum Fund Equity</u>
Self-Insurance	\$1,000,000 Minimum Balance
Golf Course	Positive Unrestricted Net Assets

2. Flow of Funds Policy:

The County will spend the most restricted dollars before less restricted, in the following order:

- 1) Nonspendable (if funds become spendable)
- 2) Restricted
- 3) Committed
- 4) Assigned
- 5) Unassigned

## **2. CASH HANDLING PROCEDURES POLICY**

Board Adopted 7/23/09

### **POLICY**

It is the policy of Scott County to properly account for all funds received or collected by county offices and departments for fees, taxes, fines, costs, etc. It is recognized that there is an administrative cost to processing refunds and correcting accounting entries when over payments have been received. It is the policy of Scott County to allow County Departments to retain nominal excess payments of less than \$5.00, unless the payor has requested a refund of the overpayment to avoid further administrative costs.

### **SCOPE**

This policy is applicable to all county offices and departments.

### **TECHNICAL ACCOUNTING ASSISTANCE**

Request for assistance in establishing or enhancing departments' internal accounting systems should be made to the Finance Review Committee.

### **ADMINISTRATIVE PROCEDURES**

1. All monies received or collected should be accounted for and balanced daily.
2. Daily deposits to the County Treasurer or appropriate financial institution as allowed by law and/or Board policy, should be made whenever cash on hand exceeds \$250. This amount may be extended to \$1,000 if a safe is used. In all cases deposits should be made at least once a week.
3. Bank reconciliation's should be performed by someone other than the person collecting or receiving said funds.
4. The use of I.O.U.'s is strictly prohibited.
5. All checks received should be restrictively endorsed when received.
6. The County Auditor may make unannounced cash counts of funds on hand throughout the fiscal year.
7. All nominal excess payments of less than \$5.00 retained by County Departments shall be accounted for in a separate departmental General Ledger revenue account so designated "Nominal Excess Payments".

## **18. INVESTMENT POLICY**

Board Adopted 7/23/09

### **SCOPE**

The Investment Policy of Scott County shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the County. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

The investment of bond funds or sinking funds shall comply not only with this Investment Policy, but also be consistent with any applicable bond resolution.

This Investment Policy is intended to comply with Iowa Code.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

1. The Board of Supervisors and all County officials to which the Investment Policy applies.
2. All depository institutions or fiduciaries for public funds of the County.
3. The auditor engaged to audit any fund of the County.

In addition, a copy of this Investment Policy shall be delivered to every fiduciary or third party assisting with or facilitating investment of the funds of the County.

### **DELEGATION OF AUTHORITY**

In accordance with Iowa Code, the responsibility for conducting investment transactions resides with the Treasurer of Scott County. Only the Treasurer and those authorized by resolution may invest public funds and a copy of any empowering resolution shall be attached to this Investment Policy.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for the County shall require the outside person to notify the County in writing within thirty days of receipt of all communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the County by the outside person.

The records of investment transactions made by or on behalf of the County are

public records and are the property of the County whether in the custody of the County or in the custody of a fiduciary or other third party.

The Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of the County responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for the County:

1. Investing County funds.
2. Advising on the investment of County funds.
3. Directing the deposit or investment of County funds.
4. Acting in a fiduciary capacity for the County.

A Bank, Savings and Loan Association or Credit Union providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

## **OBJECTIVES**

The primary objectives, in order of priority, of all investment activities involving the financial assets of the County shall be the following:

1. **Safety:** Safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. **Liquidity:** Maintaining the necessary liquidity to match expected liabilities is the second investment objective.
3. **Return:** Obtaining a reasonable return is the third investment objective.

## **PRUDENCE**

The Treasurer of Scott County, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the above investment objectives. This standard requires that when making investment decisions, the Treasurer shall consider the role that the investment or deposit plays within the portfolio of assets of the County and the investment objectives stated above.

The Treasurer shall request competitive investment proposals for comparable credit and term investments from investment providers.

## INSTRUMENTS ELIGIBLE FOR INVESTMENT

Assets of the County may be invested in the following:

- Interest bearing savings accounts, interest bearing money market accounts, and interest bearing checking accounts at any bank, savings and loan association or credit union in Scott County or an adjoining Iowa county. Each bank must be on the most recent Approved Bank List as distributed by the Treasurer of the State of Iowa or as amended as necessary by notice inserted in the monthly mailing by the Rate Setting Committee. Each financial institution shall be properly declared as a depository by the Board of Supervisors of Scott County. Deposits in any financial institution shall not exceed the limit approved by the Board of Supervisors.
- Obligations of the United States government, its agencies and instrumentalities.
- Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Iowa Code.
- Iowa Public Agency Investment Trust (IPAIT).
- Prime bankers' acceptances that mature within 270 days of purchase and that are eligible for purchase by a federal reserve bank.
- Commercial paper or other short-term corporate debt that matures within 270 days of purchase and is rated within the two highest classifications, as established by at least one of the standard rating services approved by the superintendent of banking.
- Repurchase agreements, provided that the underlying collateral consists of obligations of the United States government, its agencies and instrumentalities and the County takes delivery of the collateral either directly or through an authorized custodian.
- An open-end management investment company registered with the Securities & Exchange Commission under the federal Investment Company Act of 1940, 15 U.S.C. Section 80(a) and operated in accordance with 17 C.F.R. Section 270.2a-7, whose portfolio investments are limited to those instruments individually authorized in this Investment Policy.

All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including investment maturity limitations and diversification requirements.

## **PROHIBITED INVESTMENTS AND INVESTMENT PRACTICES**

Assets of the County shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.
3. Inverse floaters.
4. Stripped securities, including principal-only and interest-only strips.

Assets of the County shall not be invested pursuant to the following investment practices:

1. Trading of securities for the purpose of speculation and the realization of short-term trading gains.
2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the County fails to produce requested records when requested by the County within a reasonable time, the County shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.
4. Purchase of securities on margin.
5. Pledging of County owned securities as collateral for any purpose.

## **INVESTMENT MATURITY LIMITATIONS**

Operating Funds must be identified and distinguished from all other funds available for investment. Operating funds are defined as those funds which are reasonably expected to be expended during a current budget year or within fifteen months of receipt.

All investments authorized in this policy are further subject to the following investment maturity limitations:

1. Operating Funds may only be invested in instruments authorized in this Investment Policy that mature within three hundred ninety-seven (397) days.

2. The Treasurer may invest funds of the County that are not identified as Operating Funds in investments with maturities longer than three hundred ninety-seven (397) days. However, all investments of the County shall have maturities that are consistent with the needs and uses of the County.

## **DIVERSIFICATION**

Investments of the County are subject to the following diversification requirements:

Prime bankers' acceptances:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the County shall be invested in prime bankers' acceptances, and
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the County shall be invested in the securities of a single issuer.

Commercial paper or other short-term corporate debt:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the County shall be in commercial paper or other short-term corporate debt,
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the County shall be invested in the securities of a single issuer, and
3. At the time of purchase, no more than five percent (5%) of all amounts invested in commercial paper and other short-term corporate debt shall be invested in paper and debt rated in the second highest classification.

Where possible, it is the policy of the County to diversity its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from overconcentration of assets in a specific maturity, a specific issuer, or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply:

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.
3. Liquidity practices to ensure that the next disbursement date and payroll date are covered through maturing investments, marketable U.S. Treasury bills or cash on hand shall be used at all times.

## **SAFEKEEPING AND CUSTODY**

All invested assets of the County involving the use of a public funds custodial agreement, as defined in Iowa Code, shall comply with all rules adopted pursuant to Iowa Code. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the State of Iowa.

All invested assets of the County eligible for physical delivery shall be secured by having them held at a third party custodian. All purchased investments shall be held pursuant to a written third party custodial agreement requiring delivery versus payment and compliance with all rules set out elsewhere in this section of this Investment Policy.

## **ETHICS AND CONFLICT OF INTEREST**

The Treasurer and all officers and employees of the County involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

## **REPORTING**

The Treasurer shall quarterly submit to the Board of Supervisors an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The investment report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with the budgetary expectations.

## **INVESTMENT POLICY REVIEW AND AMENDMENT**

This Investment Policy shall be reviewed every two years or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in the Scope section of this policy.

## **GLOSSARY OF TERMS**

**Agency:** securities issued by government-sponsored corporations such as Federal Home Loan Banks or Federal Land Banks. Agency securities are exempt from Securities and Exchange Commission (SEC) registration requirements.

**Agent:** individual authorized by another person, called the principal, to act in

the latter's behalf in transactions involving a third party.

**Banker's Acceptance:** time draft drawn on and accepted by a bank, the customary means of effecting payment for merchandise sold in import-export transactions and a source of financing used extensively in international trade.

**Commercial Paper:** short-term obligations with maturities ranging from 2 to 270 days issued by banks, corporations, and other borrowers to investors with temporarily idle cash. Such instruments are unsecured and usually discounted, although some are interest-bearing.

**Delivery Versus Payment (DVP):** securities industry procedure, common with institutional accounts, whereby delivery of securities sold is made to the buying customer's bank in exchange for payment, usually in the form of cash.

**Fiduciary:** person, company, or association holding assets in trust of a beneficiary.

**Futures Contract:** agreement to buy or sell a specific amount of a commodity or financial instrument at a particular price on a stipulated future date.

**Inverse Floaters:** investment securities whose coupon payment rate floats opposite market interest rates.

**Open-End Management Company:** investment company that sells Mutual Funds to the public. The terms arises from the fact that the firm continually creates new shares on demand. Mutual fund shareholders buy the shares at Net Asset Value and can redeem them at any time at the prevailing market price, which may be higher or lower than the price at which the investor bought.

**Option:** right to buy or sell property that is granted in exchange for an agreed upon sum. If the right is not exercised after a specific period, the option expires and the option buyer forfeits the money.

**Portfolio:** combined holding of more than one stock, bond, commodity, real estate investment, Cash Equivalent, or other asset by an individual or institutional investor.

**Repurchase Agreement:** agreement between a seller and a buyer, usually of U.S. Government securities, whereby the seller agrees to repurchase the securities at an agreed upon price and, usually, at a stated time.

**Safekeeping:** storage and protection of a customer's financial assets, valuables, or documents, provided as a service by an institution serving as Agent and, where control is delegated by the customer, also as

custodian.

**Speculation:** assumption of risk in anticipation of gain but recognizing a higher than average possibility of loss.

**Stripping:** dividing a security into its principal and interest payments and selling the claims to these payments as new and separate securities. The principal portion is called a principal-only (PO) strip and the interest portion is called an interest-only (IO) strip.

## 24.1 Short title.

This chapter shall be known as the "*Local Budget Law*".

## 24.2 Definition of terms.

As used in this chapter and unless otherwise required by the context:

1. "*Book*", "*list*", "*record*", or "*schedule*" kept by a county auditor, assessor, treasurer, recorder, sheriff, or other county officer means the county system as defined in section 445.1.

2. The words "*certifying board*" shall mean any public body which has the power or duty to certify any tax to be levied or sum of money to be collected by taxation.

3. The words "*fiscal year*" shall mean the period of twelve months beginning on July 1 and ending on the thirtieth day of June. The fiscal year of cities, counties, and other political subdivisions of the state shall begin July 1 and end the following June 30.

4. The words "*levying board*" shall mean board of supervisors of the county and any other public body or corporation that has the power to levy a tax.

5. "*Municipality*" means a public body or corporation that has power to levy or certify a tax or sum of money to be collected by taxation, except a county, city, drainage district, township, or road district.

6. The words "*state board*" shall mean the state appeal board as created by section 24.26.

7. The word "*tax*" shall mean any general or special tax levied against persons, property, or business, for public purposes as provided by law, but shall not include any special assessment nor any tax certified or levied by township trustees.

## 24.3 Requirements of local budget.

No municipality shall certify or levy in any fiscal year any tax on property subject to taxation unless and until the following estimates have been made, filed, and considered, as hereinafter provided:

1. The amount of income thereof for the several funds from sources other than taxation.

2. The amount proposed to be raised by taxation.

3. The amount proposed to be expended in each and every fund and for each and every general purpose during the fiscal year next ensuing, which in the case of municipalities shall be the period of twelve months beginning on the first day of July of the current calendar year.

4. A comparison of such amounts so proposed to be expended with the amounts expended for like purposes for the two preceding years.

## 24.4 Time of filing estimates.

All such estimates and any other estimates required by law shall be made and filed a sufficient length of time in advance of any regular or special meeting of the certifying board or levying board, as the case may be, at which tax levies are authorized to be made to permit publication, discussion, and consideration thereof and action thereon as hereinafter provided.

## 24.5 Estimates itemized.

The estimates herein required shall be fully itemized and classified so as to show each particular class of proposed expenditure, showing under separate heads the amount required in such manner and form as shall be prescribed by the state board.

## 24.6 Emergency fund — levy.

1. A municipality may include in the estimate required, an estimate for an emergency fund. A municipality may assess and levy a tax for the emergency fund at a rate not to exceed twenty-seven cents per thousand dollars of assessed value of taxable property of the municipality. However, an emergency tax levy shall not be made until the municipality has first petitioned the state board and received its approval.

2. *a.* Transfers of moneys may be made from the emergency fund to any other fund of the municipality for the purpose of meeting deficiencies in a fund arising from any cause. However, a transfer shall not be made except upon the written approval of the state board, and then only when that approval is requested by a two-thirds vote of the governing body of the municipality.

*b.* Notwithstanding the requirements of paragraph "*a*", if the municipality is a school corporation, the school corporation may transfer money from the emergency fund to any other fund of the school corporation for the purpose of meeting deficiencies in a fund arising within two years of a disaster as defined in section 29C.2, subsection 4. However, a transfer under this paragraph "*b*" shall not be made without the written approval of the school budget review committee.

## 24.7 Supplemental estimates.

Supplemental estimates for particular funds may be made for levies of taxes for future years when the same are authorized by law. Such estimates may be considered, and levies made therefor at any time by filing the same, and upon giving notice in the manner required in section 24.9. Such estimates and levies shall not be considered as within the provisions of section 24.8.

## 24.8 Estimated tax collections.

The amount of the difference between the receipts estimated from all sources other than taxation and the estimated expenditures for all purposes, including the estimates for emergency expenditures, shall be the estimated amount to be raised by taxation upon the assessable property within the municipality for the next ensuing fiscal year. The estimate shall show the number of dollars of taxation for each thousand dollars of the assessed value of all property that is assessed.

## 24.9 Filing estimates — notice of hearing — amendments.

1. *a.* Each municipality shall file with the secretary or clerk thereof the estimates required to be made in sections 24.3 to 24.8, at least twenty days before the date fixed by law for certifying the same to the levying board and shall forthwith fix a date for a hearing thereon, and shall publish such estimates and any annual levies previously authorized as provided in section 76.2, with a notice of the time when and the place where such hearing shall be held not less than ten nor more than twenty days before the hearing. Provided that in municipalities of less than two hundred population such estimates and the notice of hearing thereon shall be posted in three public places in the district in lieu of publication. For any other

municipality such publication shall be in a newspaper published therein, if any, if not, then in a newspaper of general circulation therein.

b. The department of management shall prescribe the form for public hearing notices for use by municipalities.

2. Budget estimates adopted and certified in accordance with this chapter may be amended and increased as the need arises to permit appropriation and expenditure during the fiscal year covered by the budget of unexpended cash balances on hand at the close of the preceding fiscal year and which cash balances had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended, and also to permit appropriation and expenditure during the fiscal year covered by the budget of amounts of cash anticipated to be available during the year from sources other than taxation and which had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended. Such amendments to budget estimates may be considered and adopted at any time during the fiscal year covered by the budget sought to be amended, by filing the amendments and upon publishing them and giving notice of the public hearing in the manner required in this section. Within ten days of the decision or order of the certifying or levying board, the proposed amendment of the budget is subject to protest, hearing on the protest, appeal to the state appeal board and review by that body, all in accordance with sections 24.27 to 24.32, so far as applicable. A local budget shall be amended by May 31 of the current fiscal year to allow time for a protest hearing to be held and a decision rendered before June 30. An amendment of a budget after May 31 which is properly appealed but without adequate time for hearing and decision before June 30 is void. Amendments to budget estimates accepted or issued under this section are not within section 24.14. Section amended

#### **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. Section amended

#### **24.14 Tax limited.**

A greater tax than that so entered upon the record shall not be levied or collected for the municipality proposing the tax for the purposes indicated and a greater expenditure of public money shall not be made for any specific purpose than the amount estimated and appropriated for that purpose, except as provided in sections 24.6 and 24.15. All budgets set up in accordance with the statutes shall take such funds, and allocations made by sections 123.53 and 452A.79, into account, and all such funds, regardless of their source, shall be considered in preparing the budget.

#### **24.15 Further tax limitation.**

No tax shall be levied by any municipality in excess of the estimates published, except such taxes as are approved by a vote of the people, but in no case shall any tax levy be in excess of any limitation imposed thereon now or hereafter by the Constitution and laws of the state.

Tax limit, Iowa Constitution, Art. XI, §3

#### **24.16 Expenses — how paid.**

The cost of publishing the notices and estimates required by this chapter, and the actual and necessary expenses of preparing the budget shall be paid out of the general funds of each municipality respectively.

#### **24.17 Budgets certified.**

The local budgets of the various political subdivisions shall be certified by the chairperson of the certifying board or levying board, as the case may be, in duplicate to the county auditor not later than March 15 of each year on forms, and pursuant to instructions, prescribed by the department of management. However, if the political subdivision is a school district, as defined in section 257.2, its budget shall be certified not later than April 15 of each year.

One copy of the budget shall be retained on file in the office by the county auditor and the other shall be certified by the county auditor to the state board. The department of management shall certify the taxes back to the county auditor by June 15.

#### **24.18 Summary of budget.**

Before forwarding copies of local budgets to the state board, the county auditor shall prepare a summary of each budget, showing the condition of the various funds for the fiscal year, including the budgets adopted as herein provided. Said summary shall be printed as a part of the annual financial report of the county auditor, and one copy shall be certified by the county auditor to the state board.

#### **24.19 Levying board to spread tax.**

At the time required by law the levying board shall spread the tax rates necessary to produce the amount required for the various funds of the municipality as

certified by the certifying board, for the next succeeding fiscal year, as shown in the approved budget in the manner provided by law. One copy of said rates shall be certified to the state board.

#### **24.20 Tax rates final.**

The several tax rates and levies of a municipality that are determined and certified in the manner provided in sections 24.1 through 24.19, except such tax rates and levies as are authorized by a vote of the people, shall stand as the tax rates and levies of said municipality for the ensuing fiscal year for the purposes set out in the budget.

#### **24.21 Transfer of inactive funds.**

Subject to the provisions of any law relating to municipalities, when the necessity for maintaining any fund of the municipality has ceased to exist, and a balance remains in said fund, the certifying board or levying board, as the case may be, shall so declare by resolution, and upon such declaration, such balance shall forthwith be transferred to the fund or funds of the municipality designated by such board, unless other provisions have been made in creating such fund in which such balance remains. In the case of a special fund created by a city or a county under section 403.19, such balance remaining in the fund shall be allocated to and paid into the funds for the respective taxing districts as taxes by or for the taxing district into which all other property taxes are paid.

#### **24.22 Transfer of funds.**

Upon the approval of the state board, it is lawful to make temporary or permanent transfers of money from one fund to another fund of the municipality. The certifying board or levying board shall provide that money temporarily transferred shall be returned to the fund from which it was transferred within the time and upon the conditions the state board determines. However, it is not necessary to return to the emergency fund, or to any other fund no longer required, any money transferred to any other fund.

#### **24.23 Supervisory power of state board.**

The state board shall exercise general supervision over the certifying boards and levying boards of all municipalities with respect to budgets and shall prescribe for them all necessary rules, instructions, forms, and schedules. The best methods of accountancy and statistical statements shall be used in compiling and tabulating all data required by this chapter.

#### **24.24 Violations.**

Failure on the part of a public official to perform any of the duties prescribed in chapter 73A, and this chapter, and sections 8.39 and 11.1 to 11.5, constitutes a simple misdemeanor, and is sufficient ground for removal from office.

**24.25** Repealed by 83 Acts, ch 123, §206, 209.

#### **24.26 State appeal board.**

1. The state appeal board in the department of management consists of the following:

- a. The director of the department of management.
- b. The auditor of state.
- c. The treasurer of state.

2. The annual meeting of the state board shall be held on the second Tuesday of January in each year. At each annual meeting the state board shall organize by the election from its members of a chairperson and a vice chairperson; and by appointing a secretary. Two members of the state board constitute a quorum for the transaction of any business.

3. The state board may appoint one or more competent and specially qualified persons as deputies, to appear and act for it at initial hearings. Each deputy appointed by the state board is entitled to receive the amount of the deputy's necessary expenses actually incurred while engaged in the performance of the deputy's official duties. The expenses shall be audited and approved by the state board and proper receipts filed for them.

4. The expenses of the state board shall be paid from the funds appropriated to the department of management.

#### **24.27 Protest to budget.**

Not later than March 25 or April 25 if the municipality is a school district, a number of persons in any municipality equal to one-fourth of one percent of those voting for the office of governor, at the last general election in the municipality, but the number shall not be less than ten, and the number need not be more than one hundred persons, who are affected by any proposed budget, expenditure or tax levy, or by any item thereof, may appeal from any decision of the certifying board or the levying board by filing with the county auditor of the county in which the municipal corporation is located, a written protest setting forth their objections to the budget, expenditure or tax levy, or to one or more items thereof, and the grounds for their objections. If a budget is certified after March 15 or April 15 in the case of a school district, all appeal time limits shall be extended to correspond to allowances for a timely filing. Upon the filing of a protest, the county auditor shall immediately prepare a true and complete copy of the written protest, together with the budget, proposed tax levy or expenditure to which objections are made, and shall transmit them forthwith to the state board, and shall also send a copy of the protest to the certifying board or to the levying board, as the case may be.

#### **24.28 Hearing on protest.**

The state board, within a reasonable time, shall fix a date for an initial hearing on the protest and may designate a deputy to hold the hearing, which shall be held in the county or in one of the counties in which the municipality is located. Notice of the time and place of the hearing shall be given by certified mail to the appropriate officials of the local government and to the first ten property owners whose names appear upon the protest, at least five days before the date fixed for the hearing. At all hearings, the burden shall be upon the objectors with reference to any proposed item in the budget which was included in the budget of the previous year and which the

objectors propose should be reduced or excluded; but the burden shall be upon the certifying board or the levying board, as the case may be, to show that any new item in the budget, or any increase in any item in the budget, is necessary, reasonable, and in the interest of the public welfare.

#### **24.29 Appeal.**

The state board may conduct the hearing or may appoint a deputy. A deputy designated to hear an appeal shall attend in person and conduct the hearing in accordance with section 24.28, and shall promptly report the proceedings at the hearing, which report shall become a part of the permanent record of the state board.

#### **24.30 Review by and powers of board.**

It shall be the duty of the state board to review and finally pass upon all proposed budget expenditures, tax levies and tax assessments from which appeal is taken and it shall have power and authority to approve, disapprove, or reduce all such proposed budgets, expenditures, and tax levies so submitted to it upon appeal, as herein provided; but in no event may it increase such budget, expenditure, tax levies or assessments or any item contained therein. Said state board shall have authority to adopt rules not inconsistent with the provisions of this chapter, to employ necessary assistants, authorize such expenditures, require such reports, make such investigations, and take such other action as it deems necessary to promptly hear and determine all such appeals; provided, however, that all persons so employed shall be selected from persons then regularly employed in some one of the offices of the members of said state board.

#### **24.31 Rules of procedure — record.**

The manner in which objections shall be presented, and the conduct of hearings and appeals, shall be simple and informal and in accordance with the rules prescribed by the state board for promptly determining the merits of all objections so filed, whether or not such rules conform to technical rules of procedure. Such record shall be kept of all proceedings, as the rules of the state board shall require.

#### **24.32 Decision certified.**

After a hearing upon the appeal, the state board shall certify its decision to the county auditor and to the parties to the appeal as provided by rule, and the decision shall be final. The county auditor shall make up the records in accordance with the decision and the levying board shall make its levy in accordance with the decision. Upon receipt of the decision, the certifying board shall correct its records accordingly, if necessary. Final disposition of all appeals shall be made by the state board on or before April 30 of each year.

**24.33** Repealed by 77 Acts, ch 44, §1.

#### **24.34 Unliquidated obligations.**

A city, county, or other political subdivision may establish an encumbrance system for any obligation not liquidated at the close of the fiscal year in which the obligation has been encumbered. The encumbered obligations may be

retained upon the books of the city, county, or other political subdivision until liquidated, all in accordance with generally accepted governmental accounting practices.

**24.35 and 24.36** Repealed by 85 Acts, ch 67, §63.

**24.37 and 24.38** Repealed by 81 Acts, ch 117, §1097.

**24.39 through 24.47** Repealed by 84 Acts, ch 1067, §51.

#### **24.48 Appeal to state board for suspension of limitations.**

1. If the property tax valuations effective January 1, 1979, and January 1 of any subsequent year, are reduced or there is an unusually low growth rate in the property tax base of a political subdivision, the political subdivision may appeal to the state appeal board to request suspension of the statutory property tax levy limitations to continue to fund the present services provided. A political subdivision may also appeal to the state appeal board where the property tax base of the political subdivision has been reduced or there is an unusually low growth rate for any of the following reasons:

*a.* Any unusual increase in population as determined by the preceding certified federal census.

*b.* Natural disasters or other emergencies.

*c.* Unusual problems relating to major new functions required by state law.

*d.* Unusual staffing problems.

*e.* Unusual need for additional funds to permit continuance of a program which provides substantial benefit to its residents.

*f.* Unusual need for a new program which will provide substantial benefit to residents, if the political subdivision establishes the need and the amount of the necessary increased cost.

2. The state appeal board may approve or modify the request of the political subdivision for suspension of the statutory property tax levy limitations.

3. Upon decision of the state appeal board, the department of management shall make the necessary changes in the total budget of the political subdivision and certify the total budget to the governing body of the political subdivision and the appropriate county auditors.

4. *a.* The city finance committee shall have officially notified any city of its approval, modification or rejection of the city's appeal of the decision of the director of the department of management regarding a city's request for a suspension of the statutory property tax levy limitation prior to thirty-five days before March 15.

*b.* The state appeals board shall have officially notified any county of its approval, modification or rejection of the county's request for a suspension of the statutory property tax levy limitation prior to thirty-five days before March 15.

5. *a.* For purposes of this section only, "*political subdivision*" means a city, school district, or any other special purpose district which certifies its budget to the county auditor and derives funds from a property tax levied against taxable property situated within the political subdivision.

*b.* For the purpose of this section, when the political subdivision is a city, the director of the department of management, and the city finance committee on appeal of the director's decision, shall be the state appeal board.

<https://www.legis.iowa.gov/law/iowaCode>

### 331.421 Definitions.

As used in this part, unless the context otherwise requires:

1. *"Basic levy"* means a levy authorized and limited by section 331.423 for general county services and rural county services.
2. *"Committee"* means the county finance committee established in chapter 333A.
3. *"Debt service"* means expenditures for servicing the county's debt.
4. *"Debt service levy"* means a levy authorized and limited by section 331.422, subsection 3.
5. *"Emergency services levy"* means a levy authorized and limited by section 331.424C.
6. *"Fiscal year"* means the period of twelve months beginning July 1 and ending on the following June 30.
7. *"General county services"* means the services which are primarily intended to benefit all residents of a county, including secondary road services, but excluding services financed by other statutory funds.
8. *"Rural county services"* means the services which are primarily intended to benefit those persons residing in the county outside of incorporated city areas, including secondary road services, but excluding services financed by other statutory funds.
9. *"Secondary road services"* means the services related to secondary road construction and maintenance, excluding debt service and services financed by other statutory funds.
10. *"Supplemental levy"* means a levy authorized and limited by section 331.424 for general county services and rural county services.

### 331.422 County property tax levies.

Subject to this section and sections 331.423 through 331.426 or as otherwise provided by state law, the board of each county shall certify property taxes annually at its March session to be levied for county purposes as follows:

1. Taxes for general county services shall be levied on all taxable property within the county.
2. Taxes for rural county services shall be levied on all taxable property not within incorporated areas of the county.
3. Taxes in the amount necessary for debt service shall be levied on all taxable property within the county, except as otherwise provided by state law.
4. Other taxes shall be levied as provided by state law.

### 331.423 Basic levies-maximums.

Annually, the board may certify basic levies, subject to the following limits:

1. For general county services, three dollars and fifty cents per thousand dollars of the assessed value of all taxable property in the county.
2. For rural county services, three dollars and ninety-five cents per thousand dollars of the assessed value of taxable property in the county outside of incorporated city areas.

### 331.424 Supplemental levies.

To the extent that the basic levies are insufficient to meet the county's needs for the following services, the board may certify supplemental levies as follows:

1. *a.* For general county services, an amount sufficient to pay the charges for the following:
  - (1) To the extent that the county is obligated by statute to pay the charges for:
    - (a) The costs of inpatient or outpatient substance abuse admission, commitment, transportation, care, and treatment at any of the following:
      - (i) The alcoholic treatment center at Oakdale. However, the county may require that an admission to the center shall be

reported to the board by the center within five days as a condition of the payment of county funds for that admission.

(ii) A state mental health institute, or a community-based public or private facility or service.

(b) Care of children admitted or committed to the Iowa juvenile home at Toledo.

(c) Clothing, transportation, medical, or other services provided persons attending the Iowa braille and sight saving school, the Iowa school for the deaf, or the university of Iowa hospitals and clinics' center for disabilities and development for children with severe disabilities at Iowa City, for which the county becomes obligated to pay pursuant to sections 263.12, 269.2, and 270.4 through 270.7.

(2) Foster care and related services provided under court order to a child who is under the jurisdiction of the juvenile court, including court-ordered costs for a guardian ad litem under section 232.71C.

(3) Elections, and voter registration pursuant to chapter 48A.

(4) Employee benefits under chapters 96, 97B, and 97C, which are associated with salaries for general county services.

(5) Tort liability insurance, property insurance, and any other insurance that may be necessary in the operation of the county, costs of a self-insurance program, costs of a local government risk pool, and amounts payable under any insurance agreements to provide or procure such insurance, self-insurance program, or local government risk pool.

(6) The maintenance and operation of the courts, including but not limited to the salary and expenses of the clerk of the district court and other employees of the clerk's office, and bailiffs, court costs if the prosecution fails or if the costs cannot be collected from the person liable, costs and expenses of prosecution under section 189A.17, salaries and expenses of juvenile court officers under chapter 602, court-ordered costs in domestic abuse cases under section 236.5, the county's expense for confinement of prisoners under chapter 356A, temporary assistance to the county attorney, county contributions to a retirement system for bailiffs, reimbursement for judicial magistrates under section 602.6501, claims filed under section 622.93, interpreters' fees under section 622B.7, uniform citation and complaint supplies under section 805.6, and costs of prosecution under section 815.13.

(7) Court-ordered costs of conciliation procedures under section 598.16.

(8) Establishment and maintenance of a joint county indigent defense fund pursuant to an agreement under section 28E.19.

(9) The maintenance and operation of a local emergency management agency established pursuant to chapter 29C.

*b.* The board may require a public or private facility, as a condition of receiving payment from county funds for services it has provided, to furnish the board with a statement of the income, assets, and legal residence including township and county of each person who has received services from that facility for which payment has been made from county funds under paragraph *"a"*, subparagraphs (1) and (2). However, the facility shall not disclose to anyone the name or street or route address of a person receiving services for which commitment is not required, without first obtaining that person's written permission.

*c.* Parents or other persons may voluntarily reimburse the county or state for the reasonable cost of caring for a patient or an inmate in a county or state facility.

2. For rural county services, an amount sufficient to pay the charges for the following:

*a.* Employee benefits under chapters 96, 97B, and 97C, which are associated with salaries for rural county services.

*b.* An aviation authority under chapter 330A, to the extent that the county contributes to the authority under section 330A.15.

**331.424A County mental health and disabilities services fund.**

1. For the purposes of this chapter and chapter 426B, unless the context otherwise requires:

a. "Base year expenditures for mental health and disabilities services" means the same as defined in section 331.438, Code Supplement 2011, minus the amount the county received from the property tax relief fund pursuant to section 426B.1, Code 2011, for the fiscal year beginning July 1, 2008.

b. "County population expenditure target amount" means the product of the statewide per capita expenditure target amount multiplied by a county's general population.

c. "County services fund" means a county mental health and disabilities services fund created pursuant to this section.

d. "Per capita growth amount" means the amount by which the statewide per capita expenditure target amount may grow from one year to the next.

e. "Statewide per capita expenditure target amount" means the dollar amount of a statewide expenditure target per person as established by statute.

2. The county finance committee created in section 333A.2 shall consult with the department of human services and the department of management in adopting rules and prescribing forms for administering the county services funds.

3. County revenues from taxes and other sources designated by a county for mental health and disabilities services shall be credited to the county mental health and disabilities services fund which shall be created by the county. The board shall make appropriations from the fund for payment of services provided under the regional service system management plan approved pursuant to section 331.393. The county may pay for the services in cooperation with other counties by pooling appropriations from the county services fund with appropriations from the county services fund of other counties through the county's regional administrator, or through another arrangement specified in the regional governance agreement entered into by the county under section 331.392.

4. An amount shall be reserved in the county services fund to address cash flow obligations in the next fiscal year. The cash flow amount shall not exceed twenty-five percent of the gross expenditures budgeted from the county services fund for the fiscal year in progress. The cash flow amount for a county's services fund shall be specified in the regional governance agreement entered into by the county under section 331.392.

5. Receipts from the state or federal government for the mental health and disability services administered or paid for by a county shall be credited to the county services fund, including moneys distributed to the county from the department of human services and moneys allocated under chapter 426B.

6. For each fiscal year, the county shall certify a levy for payment of services. For each fiscal year, county revenues from taxes imposed by the county credited to the services fund shall not exceed an amount equal to the amount of base year expenditures for mental health and disability services. A levy certified under this section is not subject to the appeal provisions of section 331.426 or to any other provision in law authorizing a county to exceed, increase, or appeal a property tax levy limit.

7. Appropriations specifically authorized to be made from the mental health and disabilities services fund shall not be made from any other fund of the county.

8. Notwithstanding subsection 6, for the fiscal years beginning July 1, 2013, and July 1, 2014, and July 1, 2015, county revenues from taxes levied by the county and credited to the county services fund shall not exceed the lower of the following amounts:

a. The amount of the county's base year expenditures for mental health and disabilities services.

b. The amount equal to the product of the statewide per capita expenditure target for the fiscal year beginning July 1, 2013, multiplied by the county's general population for the same fiscal year.

**331.424B Cemetery levy.**

The board may levy annually a tax not to exceed six and three-fourths cents per thousand dollars of the assessed value of all taxable property in the county to repair and maintain all cemeteries under the jurisdiction of the board including pioneer cemeteries and to pay other expenses of the board or the cemetery commission as provided in section 331.325. The proceeds of the tax levy shall be credited to the county general fund.

**331.424C Emergency services fund.**

A county that is providing fire protection service or emergency medical service to a township pursuant to section 331.385 shall establish an emergency services fund and may certify taxes for levy in the township not to exceed the amounts authorized in section 359.43. The county has the authority to use a portion of the taxes levied and deposited in the fund for the purpose of accumulating moneys to carry out the purposes of section 359.43, subsection 4.

**331.425 Additions to levies-special levy election.**

The board may certify an addition to a levy in excess of the amounts otherwise permitted under sections 331.423, 331.424, and 331.426 if the proposition to certify an addition to a levy has been submitted at a special levy election and received a favorable majority of the votes cast on the proposition. A special levy election is subject to the following:

1. The election shall be held only if the board gives notice to the county commissioner of elections, not later than February 15, that the election is to be held.

2. The election shall be held on the first Tuesday in March and be conducted by the county commissioner of elections in accordance with the law.

3. The proposition to be submitted shall be substantially in the following form:

Vote for only one of the following:

Shall the county of ..... levy an additional tax at a rate of \$..... each year for ..... years beginning next July 1 in excess of the statutory limits otherwise applicable for the (general county services or rural county services) fund?

or  
The county of ..... shall continue the (general county services or rural county services fund) under the maximum rate of \$.....

4. The canvass shall be held on the second day that is not a holiday following the special levy election, and shall begin no earlier than 1:00 p.m. on that day.

5. Notice of the proposed special levy election shall be published at least twice in a newspaper as specified in section 331.305 prior to the date of the special levy election. The first notice shall appear as early as practicable after the board has decided to seek a special levy.

### **331.426 Additions to basic levies.**

If a county has unusual circumstances, creating a need for additional property taxes for general county services or rural county services in excess of the amount that can be raised by the levies otherwise permitted under sections 331.423 through 331.425, the board may certify additions to each of the basic levies as follows:

1. The basis for justifying an additional property tax under this section must be one or more of the following:

- a.* An unusual increase in population as determined by the preceding certified federal census.
- b.* A natural disaster or other emergency.
- c.* Unusual problems relating to major new functions required by state law.
- d.* Unusual staffing problems.
- e.* Unusual need for additional moneys to permit continuance of a program which provides substantial benefit to county residents.
- f.* Unusual need for a new program which will provide substantial benefit to county residents, if the county establishes the need and the amount of necessary increased cost.
- g.* A reduced or unusually low growth rate in the property tax base of the county.

2. *a.* The public notice of a hearing on the county budget required by section 331.434, subsection 3, shall include the following additional information for the applicable class of services:

(1) A statement that the accompanying budget summary requires a proposed basic property tax rate exceeding the maximum rate established by the general assembly.

(2) A comparison of the proposed basic tax rate with the maximum basic tax rate, and the dollar amount of the difference between the proposed rate and the maximum rate.

(3) A statement of the major reasons for the difference between the proposed basic tax rate and the maximum basic tax rate.

*b.* The information required by this subsection shall be published in a conspicuous form as prescribed by the committee.

### **331.427 General Fund.**

1. Except as otherwise provided by state law, county revenues from taxes and other sources for general county services shall be credited to the general fund of the county, including revenues received under sections 91.11, 101A.3, 101A.7, 123.36, 123.143, 142D.9, 176A.8, 321.105, 321.152, 321G.7, 321I.8, section 331.554, subsection 6, sections 341A.20, 364.3, 368.21, 423A.7, 428A.8, 433.15, 434.19, 445.57, 453A.35, 458A.21, 483A.12, 533.329, 556B.1, 583.6, 602.8108, 904.908, and 906.17, and the following:

- a.* License fees for business establishments.
- b.* Moneys remitted by the clerk of the district court and received from a magistrate or district associate judge for fines and forfeited bail imposed pursuant to a violation of a county ordinance.
- c.* Other amounts in accordance with state law.

2. Fees and charges including service delivery fees, credit card fees, and electronic funds transfer charges payable to a third party, not to the county, that are imposed for completing an electronic financial transaction with the county are not considered county revenues for purposes of subsection 1.

3. The board may make appropriations from the general fund for general county services, including but not limited to the following:

- a.* Expenses of a local emergency management commission under chapter 29C.
- b.* Development, operation, and maintenance of memorial buildings or monuments under chapter 37.
- c.* Purchase of voting systems and equipment under chapter

52.

*d.* Expenses incurred by the county conservation board established under chapter 350, in carrying out its powers and duties.

*e.* Local health services. The county auditor shall keep a complete record of appropriations for local health services and shall issue warrants on them only on requisition of the local or district health board.

*f.* Expenses relating to county fairs, as provided in chapter 174.

*g.* Maintenance of a juvenile detention home under chapter 232.

*h.* Relief of veterans under chapter 35B.

*i.* Care and support of the poor under chapter 252.

*j.* Operation, maintenance, and management of a health center under chapter 346A.

*k.* For the use of a nonprofit historical society organized under chapter 504, Code 1989, or current chapter 504, a city-owned historical project, or both.

*l.* Services listed in section 331.424, subsection 1, and section 331.554.

*m.* Closure and postclosure care of a sanitary disposal project under section 455B.302.

4. Appropriations specifically authorized to be made from the general fund shall not be made from the rural services fund, but may be made from other sources.

### **331.428 Rural Services Fund.**

1. Except as otherwise provided by state law, county revenues from taxes and other sources for rural county services shall be credited to the rural services fund of the county.

2. The board may make appropriations from the rural services fund for rural county services, including but not limited to the following:

*a.* Road clearing, weed eradication, and other expenses incurred under chapter 317.

*b.* Maintenance of a county library and library contracts under chapter 336.

*c.* Planning, operating, and maintaining sanitary disposal projects under chapter 455B.

*d.* Services listed under section 331.424, subsection 2.

3. Appropriations specifically authorized to be made from the rural services fund shall not be made from the general fund, but may be made from other sources.

### **331.429 Secondary Road Fund.**

1. Except as otherwise provided by state law, county revenues for secondary road services shall be credited to the secondary road fund, including the following:

*a.* Transfers from the general fund not to exceed in any year the dollar equivalent of a tax of sixteen and seven-eighths cents per thousand dollars of assessed value on all taxable property in the county multiplied by the ratio of current taxes actually collected and apportioned to the general basic levy to the total general basic levy for the current year, and an amount equivalent to the moneys derived by the general fund from military service tax credits under chapter 426A, manufactured or mobile home taxes under section 435.22, and delinquent taxes for prior years collected and apportioned to the general basic fund in the current year, multiplied by the ratio of sixteen and seven-eighths cents to three dollars and fifty cents. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

*b.* Transfers from the rural services fund not to exceed in any year the dollar equivalent of a tax of three dollars and three-eighths cents per thousand dollars of assessed value on all taxable property not located within the corporate limits of a city in the county multiplied by the ratio of current taxes

actually collected and apportioned for the rural services basic levy to the total rural services basic levy for the current year and an amount equivalent to the moneys derived by the rural services fund from military service tax credits under chapter 426A, manufactured or mobile home taxes under section 435.22, and delinquent taxes for prior years collected and apportioned to the rural services basic fund in the current year, multiplied by the ratio of three dollars and three-eighths cents to three dollars and ninety-five cents. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

*c.* Moneys allotted to the county from the state road use tax fund.

*d.* Moneys provided by individuals from their own contributions for the improvement of any secondary road.

*e.* Other moneys dedicated to this fund by law including but not limited to sections 306.15, 309.52, 311.23, 311.29, and 313.28.

2. The board may make appropriations from the secondary road fund for the following secondary road services:

*a.* Construction and reconstruction of secondary roads and costs incident to the construction and reconstruction.

*b.* Maintenance and repair of secondary roads and costs incident to the maintenance and repair.

*c.* Payment of all or part of the cost of construction and maintenance of bridges in cities having a population of eight thousand or less and all or part of the cost of construction of roads which are located within cities of less than four hundred population and which lead to state parks.

*d.* Special drainage assessments levied on account of benefits to secondary roads.

*e.* Payment of interest and principal on bonds of the county issued for secondary roads, bridges, or culverts constructed by the county.

*f.* A legal obligation in connection with secondary roads and bridges, which obligation is required by law to be taken over and assumed by the county.

*g.* Secondary road equipment, materials, and supplies, and garages or sheds for their storage, repair, and servicing.

*h.* Assignment or designation of names or numbers to roads in the county and erection, construction, or maintenance of guideposts or signs at intersections of roads in the county.

*i.* The services provided under sections 306.15, 309.18, 309.52, 311.7, 311.23, 313A.23, 316.14, 468.43, 468.108, 468.341, and 468.342, or other state law relating to secondary roads.

### **331.430 Debt Service Fund.**

1. Except as otherwise provided by state law, county revenues from taxes and other sources for debt service shall be credited to the debt service fund of the county. However, moneys pledged or available to service general obligation bonds, and received from sources other than property taxes, shall be deposited in the fund from which the debt is to be retired.

2. The board may make appropriations from the debt service fund for the following debt service:

*a.* Judgments against the county, except those authorized by law to be paid from sources other than property tax.

*b.* Interest as it becomes due and the amount necessary to pay, or to create a sinking fund to pay, the principal at maturity of all general obligation bonds issued by the county.

*c.* Payments required to be made from the debt service fund under a lease or lease-purchase agreement.

*d.* Payments authorized to be made from the debt service fund to a flood project fund under section 418.14, subsection 4.

3. A tax levied for the debt service fund is not invalid if it raises moneys in excess of those needed for a specific

purpose. Only excess moneys remaining after retirement of all indebtedness payable from the debt service fund may be transferred from the fund to the fund most closely related to the project for which the indebtedness arose, or to the general fund, subject to the terms of the original bond issue. This subsection shall not be construed to give a county board of supervisors authority to increase the debt service levy for the purpose of creating excess moneys in the fund to be used for purposes other than those related to retirement of debt.

4. When the amount in the hands of the treasurer belonging to the debt service fund, after setting aside the sum required to pay interest maturing before the next levy, is sufficient to redeem one or more bonds which by their terms are subject to redemption, the treasurer shall notify the owner of the bonds. If the bonds are not presented for payment or redemption within thirty days after the date of notice, the interest on the bonds shall cease, and the amount due shall be set aside for payment when presented. Redemptions shall be made in the order of the bond numbers.

5. For the purposes of this section, warrants issued by a county in anticipation of revenue, refunding or refinancing of such warrants, and judgments based on a default in payment of such warrants shall not be considered debt payable from the debt service fund.

6. The taxes realized from the tax levy imposed under section 346.27, subsection 22, for a joint county-city building shall be deposited into a separate account in the county's debt service fund for the payment of the annual rent and shall be disbursed pursuant to section 346.27, subsection 22.

### **331.431 Additional Funds.**

A county may establish other funds in accordance with generally accepted accounting principles. Taxes may be levied for those funds as provided by state law. The condition and operations of each fund shall be included in the annual financial report required in section 331.403.

### **331.432 Interfund Transfers.**

1. It is unlawful to make permanent transfers of money between the general fund and the rural services fund.

2. Moneys credited to the secondary road fund for the construction and maintenance of secondary roads shall not be transferred.

3. Except as authorized in section 331.477, transfers of moneys between the county mental health and disabilities services fund created pursuant to section 331.424A and any other fund are prohibited.

4. Other transfers, including transfers from the debt service fund made in accordance with section 331.430, and transfers from the general or rural services fund to the secondary road fund in accordance with section 331.429, subsection 1, paragraphs "a" and "b", are not effective until authorized by resolution of the board.

5. The transfer of inactive funds is subject to section 24.21.

### **331.433 Estimates Submitted by Departments.**

1. On or before January 15 of each year, each elective or appointive officer or board, except tax certifying boards as defined in section 24.2, subsection 2, having charge of a county office or department, shall prepare and submit to the auditor or other official designated by the board an estimate, itemized in the detail required by the board and consistent with existing county accounts, showing all of the following:

*a.* The proposed expenditures of the office or department for the next fiscal year.

*b.* An estimate of the revenues, except property taxes, to be collected for the county by the office during the next fiscal year.

2. On or before January 20 of each year, the auditor or other designated official shall compile the various office and department estimates and submit them to the board. In the preparation of the county budget the board may consult with any officer or department concerning the estimates and requests and may adjust the requests for any county office or department.

### **331.434 County Budget-Notice and Hearing-Appropriations.**

Annually, the board of each county, subject to section 331.403, subsection 4, sections 331.423 through 331.426, and other applicable state law, shall prepare and adopt a budget, certify taxes, and provide appropriations as follows:

1. The budget shall show the amount required for each class of proposed expenditures, a comparison of the amounts proposed to be expended with the amounts expended for like purposes for the two preceding years, the revenues from sources other than property taxation, and the amount to be raised by property taxation, in the detail and form prescribed by the director of the department of management. For each county that has established an urban renewal area, the budget shall include estimated and actual tax increment financing revenues and all estimated and actual expenditures of the revenues, proceeds from debt and all estimated and actual expenditures of the debt proceeds.

2. Not less than twenty days before the date that a budget must be certified under section 24.17 and not less than ten days before the date set for the hearing under subsection 3 of this section, the board shall file the budget with the auditor. The auditor shall make available a sufficient number of copies of the budget to meet the requests of taxpayers and organizations and have them available for distribution at the courthouse or other places designated by the board.

3. The board shall set a time and place for a public hearing on the budget before the final certification date and shall publish notice of the hearing not less than ten nor more than twenty days prior to the hearing in the county newspapers selected under chapter 349. A summary of the proposed budget, in the form prescribed by the director of the department of management, shall be included in the notice. Proof of publication shall be filed with and preserved by the auditor. A levy is not valid unless and until the notice is published and filed. The department of management shall prescribe the form for the public hearing notice for use by counties.

4. At the hearing, a resident or taxpayer of the county may present to the board objections to or arguments in favor of any part of the budget.

5. After the hearing, the board shall adopt by resolution a budget and certificate of taxes for the next fiscal year and shall direct the auditor to properly certify and file the budget and certificate of taxes as adopted. The board shall not adopt a tax in excess of the estimate published, except a tax which is approved by a vote of the people, and a greater tax than that adopted shall not be levied or collected. A county budget and certificate of taxes adopted for the following fiscal year becomes effective on the first day of that year.

6. The board shall appropriate, by resolution, the amounts deemed necessary for each of the different county officers and departments during the ensuing fiscal year. Increases or decreases in these appropriations do not require a budget amendment, but may be provided by resolution at a regular meeting of the board, as long as each class of proposed expenditures contained in the budget summary published under subsection 3 of this section is not increased. However, decreases in appropriations for a county officer or department of more than ten percent or five thousand dollars, whichever is greater, shall not be effective unless the board sets a time and place for a public hearing on the proposed decrease and

publishes notice of the hearing not less than ten nor more than twenty days prior to the hearing in the county newspapers selected under chapter 349.

7. Taxes levied by a county whose budget is certified after March 15 shall be limited to the prior year's budget amount. However, this penalty may be waived by the director of the department of management if the county demonstrates that the March 15 deadline was missed because of circumstances beyond the control of the county.

### **331.435 Budget Amendment.**

The board may amend the adopted county budget, subject to sections 331.423 through 331.426 and other applicable state law, to permit increases in any class of proposed expenditures contained in the budget summary published under section 331.434, subsection 3.

The board shall prepare and adopt a budget amendment in the same manner as the original budget, as provided in section 331.434, and the amendment is subject to protest as provided in section 331.436, except that the director of the department of management may by rule provide that amendments of certain types or up to certain amounts may be made without public hearing and without being subject to protest. A county budget for the ensuing fiscal year shall be amended by May 31 to allow time for a protest hearing to be held and a decision rendered before June 30. An amendment of a budget after May 31 which is properly appealed but without adequate time for hearing and decision before June 30 is void.

### **331.436 Protest.**

Protests to the adopted budget must be made in accordance with sections 24.27 through 24.32 as if the county were the municipality under those sections except that the number of people necessary to file a protest under this section shall not be less than one hundred.

### **331.437 Expenditures exceeding appropriations.**

It is unlawful for a county official, the expenditures of whose office come under this part, to authorize the expenditure of a sum for the official's department larger than the amount which has been appropriated for that department by the board.

A county official in charge of a department or office who violates this law is guilty of a simple misdemeanor. The penalty in this section is in addition to the liability imposed in section 331.476.

### **331.438 County mental health, intellectual disability, and developmental disabilities services expenditures-joint state-county planning, implementing, and funding.**

Repealed by its own term

### **331.439 Eligibility for state payment.**

Repealed by its own terms

### **331.440 Mental health, intellectual disability, and developmental disabilities services- central point of coordination process- state case services.**

Repealed by its own terms

### **331.440A Adult mental health, mental retardation, and developmental disabilities services funding decategorization pilot project.**

Repealed by 2007 Acts, ch 218

<https://www.legis.iowa.gov/law/iowaCode>

## Scott County Pay Plan

<u>GROUP</u>	<u>DESCRIPTION</u>	<u>CODE</u>	<u>PAGE</u>
Non-Represented	Employees of various occupational classes not affiliated with any collective bargaining unit. Salary tables are set by the Board of Supervisors.	A	412
Secondary Roads Unit	Clerical, labor and trades employees in the Engineering Department represented by the Public Professional and Maintenance Employees. Salary tables established through collective bargaining.	B	409
AFSCME Unit	Clerical, technical and maintenance employees represented by the American Federation of State, County and Municipal Association. Salary tables established through collective bargaining.	C	420
Deputy Sheriff Unit	Deputy Sheriff's and Sergeants in the Sheriff's Office represented by the Scott County Deputy Sheriff's Association. Salary tables established through collective bargaining.	E	422
Corrections Unit	Jail staff in the Sheriff's Office represented by the Scott County Corrections Association, Chauffeurs, Teamsters and Helpers Local 238. Salary tables established through collective bargaining.	H	423
Bailiffs Unit	Bailiff staff in the Sheriff's Office represented by the Scott County Bailiff's Association. Salary tables established through collective bargaining.	J	424
Elected Officials	Elected office holders and the Board of Supervisors. Salary set by the Board of Supervisors upon recommendation of the County Compensation Board.	X	425
Deputy Office Holders	Self explanatory. Salaries set by the Board of Supervisors.	Y	426
Temporary Staff	Self explanatory. Salaries set by the Board of Supervisors unless otherwise noted.	Z	427

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
County Administrator*	N/A	N/A	N/A	N/A
* This is a contract position appointed by the Board of Supervisors				
County Engineer	864	93,642 45.02	110,157 52.96	126,680 60.90
Assistant County Administrator	805	88,587 42.59	104,208 50.10	119,839 57.62
Health Director	805	88,587 42.59	104,208 50.10	119,839 57.62
Conservation Director	775	85,987 41.34	101,171 48.64	116,347 55.94
Community Services Director	725	81,723 39.29	96,138 46.22	110,558 53.15
Facilities & Support Services Director	725	81,723 39.29	96,138 46.22	110,558 53.15
Information Technology Director	725	81,723 39.29	96,138 46.22	110,558 53.15
Accounting & Tax Manager	677	77,584 37.30	91,270 43.88	104,961 50.46
Assistant Engineer	634	73,882 35.52	86,923 41.79	99,965 48.06
Attorney II	611	71,926 34.58	84,614 40.68	97,307 46.78
Financial Management Supervisor	611	71,926 34.58	84,614 40.68	97,307 46.78
Planning & Development Director	608	71,656 34.45	84,302 40.53	96,948 46.61
Budget Manager	597	70,720 34.00	83,200 40.00	95,680 46.00
Deputy Health Director	571	68,474 32.92	80,558 38.73	92,642 44.54
Juvenile Detention Center Director	571	68,474 32.92	80,558 38.73	92,642 44.54
Assistant Jail Administrator	556	67,205 32.31	79,061 38.01	90,920 43.71
GIS Coordinator	556	67,205 32.31	79,061 38.01	90,920 43.71
Operations Manager - Auditor	556	67,205 32.31	79,061 38.01	90,920 43.71
Operations Manager - Treasurer	556	67,205 32.31	79,061 38.01	90,920 43.71
Deputy Director - Conservation	540	65,832 31.65	77,438 37.23	89,045 42.81

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Sheriff's Captain	540	65,832 31.65	77,438 37.23	89,045 42.81
Network Infrastructure Supervisor	519	64,002 30.77	75,296 36.20	86,590 41.63
Office Administrator - County Attorney	511	63,315 30.44	74,485 35.81	85,658 41.18
Senior Programmer Analyst	511	63,315 30.44	74,485 35.81	85,658 41.18
Risk Manager	505	62,816 30.20	73,902 35.53	84,989 40.86
Sheriff's Lieutenant	505	62,816 30.20	73,902 35.53	84,989 40.86
Clinical Services Coordinator	470	59,821 28.76	70,366 33.83	80,921 38.90
Park Manager	470	59,821 28.76	70,366 33.83	80,921 38.90
Attorney I	464	59,301 28.51	69,763 33.54	80,228 38.57
Golf Course Superintendent	462	59,114 28.42	69,555 33.44	79,997 38.46
Golf Course Pro/Manager	462	59,114 28.42	69,555 33.44	79,997 38.46

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Operations Manager - FSS	462	59,114 28.42	69,555 33.44	79,997 38.46
Correctional Health Coordinator	455	58,531 28.14	68,848 33.10	79,175 38.07
Webmaster	455	58,531 28.14	68,848 33.10	79,175 38.07
Programmer/Analyst II	445	57,658 27.72	67,829 32.61	78,003 37.50
Case Aide Supervisor	430	56,368 27.10	66,310 31.88	76,253 36.66
Corrections Lieutenant	430	56,368 27.10	66,310 31.88	76,253 36.66
Mental Health Coordinator	430	56,368 27.10	66,310 31.88	76,253 36.66
Secondary Roads Superintendent	430	56,368 27.10	66,310 31.88	76,253 36.66
Community Health Coordinator	417	55,245 26.56	65,000 31.25	74,755 35.94
Environmental Health Coordinator	417	55,245 26.56	65,000 31.25	74,755 35.94
Operations Manager - Recorder	417	55,245 26.56	65,000 31.25	74,755 35.94
Public Health Services Coordinator	417	55,245 26.56	65,000 31.25	74,755 35.94
Network Systems Administrator	406	54,309 26.11	63,898 30.72	73,486 35.33
Clinical Services Specialist	397	53,539 25.74	62,982 30.28	72,426 34.82
County General Store Manager	382	52,250 25.12	61,464 29.55	70,678 33.98
Programmer/Analyst I	382	52,250 25.12	61,464 29.55	70,678 33.98
Naturalist/Director	382	52,250 25.12	61,464 29.55	70,678 33.98
Public Health Nurse	366	50,856 24.45	59,842 28.77	68,827 33.09
Child Care Nurse Consultant	366	50,856 24.45	59,842 28.77	68,827 33.09
Community Health Consultant	355	49,920 24.00	58,739 28.24	67,558 32.48
Community Health Intervention Specialist	355	49,920 24.00	58,739 28.24	67,558 32.48
Community Tobacco Consultant	355	49,920 24.00	58,739 28.24	67,558 32.48

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Community Transformation Consultant	355	49,920 24.00	58,739 28.24	67,558 32.48
Environmental Health Specialist	355	49,920 24.00	58,739 28.24	67,558 32.48
Corrections Sergeant	332	47,944 23.05	56,410 27.12	64,875 31.19
ERP/ECM Budget Analyst	332	47,944 23.05	56,410 27.12	64,875 31.19
Food Service Supervisor	332	47,944 23.05	56,410 27.12	64,875 31.19
Motor Vehicle Supervisor	332	47,944 23.05	56,410 27.12	64,875 31.19
Tax Accounting Specialist	332	47,944 23.05	56,410 27.12	64,875 31.19
Case Expeditor	323	47,174 22.68	55,494 26.68	63,814 30.68

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Child Health Consultant	323	47,174 22.68	55,494 26.68	63,814 30.68
GIS Analyst	323	47,174 22.68	55,494 26.68	63,814 30.68
Human Resources Generalist	323	47,174 22.68	55,494 26.68	63,814 30.68
Program Services Coordinator	323	47,174 22.68	55,494 26.68	63,814 30.68
Shift Supervisor - Juvenile Detention	323	47,174 22.68	55,494 26.68	63,814 30.68
Office Administrator - Sheriff	316	46,571 22.39	54,787 26.34	63,003 30.29
Paralegal - Audio-Visual Production Specialist	316	46,571 22.39	54,787 26.34	63,003 30.29
Engineering Aide II	300	45,198 21.73	53,165 25.56	61,131 29.39
Maintenance Coordinator	300	45,198 21.73	53,165 25.56	61,131 29.39
Administrative Assistant	298	45,011 21.64	52,957 25.46	60,902 29.28
Veteran's Affairs Director/Case Aide	298	45,011 21.64	52,957 25.46	60,902 29.28
Elections Supervisor	291	44,408 21.35	52,250 25.12	60,091 28.89
Classification Specialist	289	44,262 21.28	52,062 25.03	59,862 28.78
Executive Secretary / Paralegal	282	43,659 20.99	51,355 24.69	59,051 28.39
Paralegal	282	43,659 20.99	51,355 24.69	59,051 28.39
Administrative Office Assistant - Health	271	42,723 20.54	50,253 24.16	57,782 27.78
Community Dental Consultant	271	42,723 20.54	50,253 24.16	57,782 27.78
Naturalist	271	42,723 20.54	50,253 24.16	57,782 27.78
Office Manager - Community Services	271	42,723 20.54	50,253 24.16	57,782 27.78
GIS Parcel Maintenance & Election Systems Tech	268	42,453 20.41	49,941 24.01	57,429 27.61

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Tax Parcel Specialist	268	42,453 20.41	49,941 24.01	57,429 27.61
Bailiff Sergeant	262	41,933 20.16	49,338 23.72	56,742 27.28
Park Ranger	262	41,933 20.16	49,338 23.72	56,742 27.28
Administrative Assistant - Conservation	252	41,080 19.75	48,339 23.24	55,598 26.73
Payroll Specialist	252	41,080 19.75	48,339 23.24	55,598 26.73
Planning & Development Specialist	252	41,080 19.75	48,339 23.24	55,598 26.73
Purchasing Specialist	252	41,080 19.75	48,339 23.24	55,598 26.73
Detention Youth Counselor	238	39,894 19.18	46,925 22.56	53,955 25.94
Shop Supervisor (see Note 1) Note 1: Salary for this position adjusted to meet prevailing market rates - July 1976	233	50,814 24.43	59,779 28.74	68,744 33.05
Administrative Assistant - Engineer	230	39,187 18.84	46,093 22.16	52,998 25.48
Public Health Nurse - LPN	230	39,187 18.84	46,093 22.16	52,998 25.48
Assistant Golf Course Superintendent	220	38,334 18.43	45,094 21.68	51,854 24.93
Park Crew Leader	220	38,334 18.43	45,094 21.68	51,854 24.93
Senior Accounting Clerk - Sheriff/Jail	220	38,334 18.43	45,094 21.68	51,854 24.93
Medical Assistant	209	37,398 17.98	43,992 21.15	50,586 24.32
Engineering Aide I	199	36,525 17.56	42,973 20.66	49,421 23.76
Alternative Sentencing Coordinator	198	36,442 17.52	42,869 20.61	49,296 23.70
Benefits Coordinator	198	36,442 17.52	42,869 20.61	49,296 23.70
Court Compliance Coordinator	198	36,442 17.52	42,869 20.61	49,296 23.70

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Custodial Coordinator	198	36,442 17.52	42,869 20.61	49,296 23.70
Medical Lab Technician - Health	198	36,442 17.52	42,869 20.61	49,296 23.70
Senior Clerk - Sheriff/Admin	198	36,442 17.52	42,869 20.61	49,296 23.70
Equipment Specialist - Conservation	187	35,485 17.06	41,746 20.07	48,006 23.08
Desktop Support Technician	187	35,485 17.06	41,746 20.07	48,006 23.08
Park Maintenance Technician	187	35,485 17.06	41,746 20.07	48,006 23.08
Pioneer Village Site Coordinator	187	35,485 17.06	41,746 20.07	48,006 23.08
Turf Equipment Specialist	187	35,485 17.06	41,746 20.07	48,006 23.08
Inmate Services Clerk	177	34,632 16.65	40,747 19.59	46,862 22.53
Official Records Clerk	177	34,632 16.65	40,747 19.59	46,862 22.53
Senior Clerk	177	34,632 16.65	40,747 19.59	46,862 22.53
Clerk III	162	33,342 16.03	39,229 18.86	45,115 21.69
Golf Course Maintenance Technician	162	33,342 <b>16.03</b>	39,229 18.86	45,115 21.69
Resource Specialist - Health	162	33,342 16.03	39,229 18.86	45,115 21.69
Clerk II	141	31,554 15.17	37,128 17.85	42,702 20.53
Resource Assistant - Health	141	31,554 15.17	37,128 17.85	42,702 20.53
Cody Homestead Site Coordinator	99	27,976 13.45	32,906 15.82	37,835 18.19
Garage Caretaker	99	27,976 13.45	32,906 15.82	37,835 18.19

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 1 year</u>	<u>Step 3 2 years</u>	<u>Step 4 3 years</u>	<u>Step 5 4 years</u>	<u>Step 6 7 years</u>	<u>Step 7 13 years</u>	<u>Step 8 18 years</u>
Crew Leader/Equipmt. Operator I	213	46,696 22.45	48,776 23.45	50,814 24.43	52,998 25.48	54,454 26.18	54,600 26.25	55,307 26.59	55,890 26.87
Sign Crew Leader	199	44,949 21.61	47,008 22.60	48,963 23.54	51,022 24.53	52,416 25.20	52,582 25.28	53,206 25.58	53,789 25.86
Heavy Equipmt Operator II	187	43,576 20.95	45,427 21.84	47,445 22.81	49,338 23.72	50,710 24.38	50,918 24.48	51,542 24.78	52,146 25.07
Mechanic	187	43,576 20.95	45,427 21.84	47,445 22.81	49,338 23.72	50,710 24.38	50,918 24.48	51,542 24.78	52,146 25.07
Heavy Equipmt Operator III	174	41,891 20.14	43,742 21.03	45,594 21.92	47,424 22.80	48,797 23.46	48,880 23.50	49,566 23.83	50,128 24.10
Sign Crew Technician	174	41,891 20.14	43,742 21.03	45,594 21.92	47,424 22.80	48,797 23.46	48,880 23.50	49,566 23.83	50,128 24.10
Truck Crew Coordinator	163	40,622 19.53	42,474 20.42	44,158 21.23	45,885 22.06	47,216 22.70	47,299 22.74	47,986 23.07	48,568 23.35
Truck Driver/Laborer	153	39,437 18.96	41,205 19.81	42,806 20.58	44,470 21.38	45,864 22.05	46,010 22.12	46,592 22.40	47,174 22.68
Shop Control Clerk	187	34,549 16.61	36,088 17.35	37,544 18.05	38,917 18.71	40,123 19.29	40,227 19.34	40,789 19.61	41,371 19.89

<u>Position Title</u>		<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 12 mos.</u>	<u>Step 4 18 mos.</u>	<u>Step 5 24 mos.</u>	<u>Step 6 7 yrs.</u>	<u>Step 7 10 yrs.</u>	<u>Step 8 15 yrs.</u>	<u>Step 9 20 yrs.</u>
Building Insp	314	42,827 20.59	44,658 21.47	46,467 22.34	48,277 23.21	49,774 23.93	51,792 24.90	53,331 25.64	54,933 26.41	56,576 27.20
Maint Electronic Systems Tech	268	39,354 18.92	41,122 19.77	42,494 20.43	44,366 21.33	45,698 21.97	47,507 22.84	46,821 22.51	50,419 24.24	51,958 24.98
Maint Spec	268	39,354 18.92	41,122 19.77	42,494 20.43	44,366 21.33	45,698 21.97	47,507 22.84	46,821 22.51	50,419 24.24	51,958 24.98
Case Aide	252	38,147 18.34	39,811 19.14	41,454 19.93	43,035 20.69	44,366 21.33	46,218 22.22	47,570 22.87	49,005 23.56	50,440 24.25
Accts Payable Spec	252	38,147 18.34	39,811 19.14	41,454 19.93	43,035 20.69	44,366 21.33	46,218 22.22	47,570 22.87	49,005 23.56	50,440 24.25
Fine Collection Coord	223	35,693 17.16	36,878 17.73	38,875 18.69	40,435 19.44	41,704 20.05	43,493 20.91	44,803 21.54	46,197 22.21	47,507 22.84
Victim/Witness Coord	223	35,693 17.16	36,878 17.73	38,875 18.69	40,435 19.44	41,704 20.05	43,493 20.91	44,803 21.54	46,197 22.21	47,507 22.84
Admin Assistant - Juvenile Court	214	35,027 16.84	36,525 17.56	38,126 18.33	39,666 19.07	40,955 19.69	42,578 20.47	43,805 21.06	45,115 21.69	46,550 22.38
Intake Coordinator	214	35,027 16.84	36,525 17.56	38,126 18.33	39,666 19.07	40,955 19.69	42,578 20.47	43,805 21.06	45,115 21.69	46,550 22.38
Legal Secretary - Civil	194	33,946 16.32	35,339 16.99	36,670 17.63	38,064 18.30	39,208 18.85	40,893 19.66	42,141 20.26	43,389 20.86	44,699 21.49
Cashier	191	33,322 16.02	34,736 16.70	36,275 17.44	37,752 18.15	38,979 18.74	40,539 19.49	41,787 20.09	43,035 20.69	44,304 21.30
Real Est Spec	191	33,322 16.02	34,736 16.70	36,275 17.44	37,752 18.15	38,979 18.74	40,539 19.49	41,787 20.09	43,035 20.69	44,304 21.30
Senior Acct. Clerk	191	33,322 16.02	34,736 16.70	36,275 17.44	37,752 18.15	38,979 18.74	40,539 19.49	41,787 20.09	43,035 20.69	44,304 21.30
Vital Records Spec	191	33,322 16.02	34,736 16.70	36,275 17.44	37,752 18.15	38,979 18.74	40,539 19.49	41,787 20.09	43,035 20.69	44,304 21.30
Senior Clerk - Elections	191	33,322 16.02	34,736 16.70	36,275 17.44	37,752 18.15	38,979 18.74	40,539 19.49	41,787 20.09	43,035 20.69	44,304 21.30
Senior Clerk - Victim Witness	191	33,259 15.99	34,403 16.54	35,506 17.07	37,024 17.80	38,147 18.34	39,749 19.11	40,934 19.68	42,162 20.27	43,430 20.88
Maintenance Worker	182	32,677 15.71	33,966 16.33	35,339 16.99	36,566 17.58	37,794 18.17	39,250 18.87	40,435 19.44	41,683 20.04	42,910 20.63
Senior Clerk	177	32,677 15.71	33,966 16.33	35,339 16.99	36,566 17.58	37,794 18.17	39,250 18.87	40,435 19.44	41,683 20.04	42,910 20.63
Platroom Specialist	177	32,677 15.71	33,966 16.33	35,339 16.99	36,566 17.58	37,794 18.17	39,250 18.87	40,435 19.44	41,683 20.04	42,910 20.63
Legal Secretary	177	32,677 15.71	33,966 16.33	35,339 16.99	36,566 17.58	37,794 18.17	39,250 18.87	40,435 19.44	41,683 20.04	42,910 20.63

<u>Position Title</u>		<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 12 mos.</u>	<u>Step 4 18 mos.</u>	<u>Step 5 24 mos.</u>	<u>Step 6 7 yrs.</u>	<u>Step 7 10 yrs.</u>	<u>Step 8 15 yrs.</u>	<u>Step 9 20 yrs.</u>
Acct Clerk - Treas	177	31,574 15.18	32,822 15.78	34,008 16.35	35,381 17.01	36,462 17.53	37,898 18.22	39,021 18.76	40,248 19.35	41,454 19.93
Clerk III	162	31,574 15.18	32,822 15.78	34,008 16.35	35,381 17.01	36,462 17.53	37,898 18.22	39,021 18.76	40,248 19.35	41,454 19.93
Lead Cust Worker	162	30,784 14.80	32,053 15.41	33,238 15.98	34,486 16.58	35,506 17.07	36,941 17.76	38,022 18.28	39,166 18.83	40,331 19.39
Data Clerk /Receptionist County Attorney	151	29,952 14.40	32,053 15.41	33,238 15.98	34,486 16.58	35,506 17.07	36,941 17.76	38,022 18.28	39,166 18.83	40,331 19.39
Multi-Service Clerk	151	29,952 14.40	32,053 15.41	33,238 15.98	34,486 16.58	35,506 17.07	36,941 17.76	38,022 18.28	39,166 18.83	40,331 19.39
Clerk II	141	29,952 14.40	31,242 15.02	32,386 15.57	33,634 16.17	34,528 16.60	35,942 17.28	37,024 17.80	38,106 18.32	39,250 18.87
Maint General Laborer	141	29,952 14.40	31,242 15.02	32,386 15.57	33,634 16.17	34,528 16.60	35,942 17.28	37,024 17.80	38,106 18.32	39,250 18.87
Custodial Worker	130	29,224 14.05	30,243 14.54	31,346 15.07	32,531 15.64	33,550 16.13	35,443 17.04	36,462 17.53	37,565 18.06	38,709 18.61

1-Jul-15

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 1 year</u>	<u>Step 3 2 years</u>	<u>Step 4 3 years</u>	<u>Step 5 4 years</u>	<u>Step 6 5 years</u>	<u>Step 7 7 years</u>	<u>Step 8 10 years</u>	<u>Step 9 12 years</u>	<u>Step 10 15 years</u>	<u>Step 11 20 years</u>
Sergeant	451	68,245 32.81	70,346 33.82		71,718 34.48			72,446 34.83	73,174 35.18			
Deputy	329	49,213 23.66	51,418 24.72	53,477 25.71	56,118 26.98	58,677 28.21	59,800 28.75	61,006 29.33	62,192 29.90	62,858 30.22	63,502 30.53	64,147 30.84

<b><u>Position Title</u></b>	<b><u>Hay Points</u></b>	<b><u>Step 1 Entry</u></b>	<b><u>Step 2 6 mos.</u></b>	<b><u>Step 3 1 year</u></b>	<b><u>Step 4 2 years</u></b>	<b><u>Step 5 3 years</u></b>	<b><u>Step 6 4 years</u></b>	<b><u>Step 7 7 years</u></b>	<b><u>Step 8 10 years</u></b>	<b><u>Step 9 15 years</u></b>
Corr Ofcr	246	36,920 17.75	37,544 18.05	41,995 20.19	43,950 21.13	48,298 23.22	49,525 23.81	50,648 24.35	51,355 24.69	52,146 25.07
Jail Custodian/ Correction Officer	176	31,075 14.94	32,032 15.40	32,656 15.70	34,091 16.39	37,315 17.94	38,314 18.42	39,042 18.77	40,518 19.48	41,122 19.77
Cook	176	31,075 14.94	32,032 15.40	32,656 15.70	34,091 16.39	37,315 17.94	38,314 18.42	39,042 18.77	40,518 19.48	41,122 19.77

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 6 mos.</u>	<u>Step 3 1 year</u>	<u>Step 4 3 years</u>	<u>Step 5 5 years</u>	<u>Step 6 7 years</u>	<u>Step 7 10 years</u>	<u>Step 8 12 years</u>	<u>Step 9 15 years</u>
Associate/District Court Bailiff	220	37,398 17.98	39,270 18.88	41,226 19.82	42,661 20.51	44,179 21.24	45,698 21.97	47,320 22.75	48,963 23.54	50,690 24.37

Wages have not been determined yet for July 1, 2015; contract is open as of date of publication current rates reflected

<u>ELECTED OFFICIAL</u>	<u>ANNUAL SALARY</u>
Attorney	143,700
Auditor	83,100
Recorder	83,100
Sheriff	108,100
Treasurer	83,100
Chair, Board of Supervisors	44,700
Board Member, Board of Supervisors	41,700

<u>POSITION TITLE</u>	<u>ANNUAL SALARY</u>
First Assistant Attorney	122,145
Deputy Auditor - Tax	62,325
Second Deputy Recorder	70,635
Chief Deputy Sheriff	91,885

<u>POSITION</u>	<u>RATE</u>
Seasonal Health Worker & Planning Intern	\$9.90 to \$12.58/hour depending on skills, education and experience
Enforcement Aide	\$9.90 to \$18.65/hour depending on skills, education and experience
Seasonal Maintenance Worker (Roads)	\$11.97/hour
Summer Law Clerk	Set in cooperation with University Programs
Civil Service Secretary	Set by Civil Service Commission
Mental Health Advocate	Set by Chief Judge
Health Services Professional Immunization Clinic/Jail Health LPN	\$20.02/hour
RN/EMT-P	\$23.62/hour
Election Officials	\$7.92/hour
Election Chairpersons	\$8.71/hour
Election Clerk	\$13.33/hour

**CONSERVATION: \***

**Glynns Creek:**

Seasonal part-time Golf Managers	
Food Service	\$8.75 - \$10.50/hour
Pro Shop	\$9.75 - \$12.50/hour
Seasonal Golf Pro Shop Personnel	\$7.50 - \$11.75/hour
Golf Course Rangers, Starters, Cart Persons	\$7.50 - \$9.75/hour
Concession Stand Workers	\$7.50 - \$10.25/hour
Groundskeepers	\$7.50 - \$11.25/hour

**Scott County & West Lake Parks:**

Beach Manager	\$11.25 - \$16.25/hour
Pool Manager	\$11.25 - \$16.25/hour
Assistant Beach/Pool Managers	\$9.00 - \$11.75/hour
Water Safety Instructors	\$8.00 - \$10.00/hour

<u>POSITION</u>	<u>RATE</u>
Pool/Beach Lifeguards	\$7.50 - \$9.00/hour
Pool/Beach/Boathouse - Concession Workers	\$7.50 - \$8.75/hour
Park Attendant	\$7.50 - \$11.25/hour
Maintenance	\$7.50 - \$10.25/hour
Skilled Maintenance	\$10.75 - \$11.75/hour
Park Patrol (non-certified)	\$12.00 - \$16.50/hour
(certified)	\$15.00 - \$17.00/hour
<b>Pioneer Village:</b>	
Day Camp Counselors	\$7.50 - \$9.75/hour
Apothecary Shop Concession Workers	\$7.50 - \$9.75/hour
Maintenance / Resident Caretaker	\$9.00 - \$11.75/hour
<b>Wapsi Center:</b>	
Assistant Naturalist	\$10.00 - \$12.75/hour
Maintenance / Resident Caretaker	\$10.75 - \$11.75/hour
<b>Cody Homestead:</b>	
Attendants/Concession Workers	\$7.50 - \$11.25/hour

\* Set by Scott County Conservation Board

## GLOSSARY

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

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

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

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

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

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

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

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

**Balanced Budget:** A balanced budget in the public sector is achieved when the government equates the revenues with expenditure over business cycles. In other words, a government's budget is balanced if its income is equal to its expenditures.

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

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

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

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

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

**Budgeting For Outcomes:** A budgeting process that identifies the results citizens want to achieve and focuses on outcomes or future conditions the government wants to achieve through identified services levels.

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

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

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

**Capital Expenditure:** Expenditures that are usually construction projects designed to improve the value of the government assets. Examples of capital expenditures include new roads, buildings, recreational facilities and large scale remodeling. Also included are capital equipment purchases such as vehicles, furniture, machinery, building improvements, microcomputers and special tools, which are usually distinguished from operating items according to their value and projected useful life. One-time agency funding and special consultant studies are also included in the County's definition of capital expenditures.

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

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

**Cash Accounting:** A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services. The annual audit, however, is prepared on an accrual/modified accrual accounting basis.

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

**Core Service:** A core service is a service that has a state or federal mandate, immediate or near term effect on public safety or health, loss of activity has a long term and catastrophic effect on public, beneficial effect on daily lives of a significant segment of population and is not core service of any other entity, provides revenue through a direct function that is in excess of total costs, provides direct support or critical indirect support for core service

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

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

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

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

**Depreciation:** The process of estimating and recording the lost usefulness, expired useful life or diminution

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

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

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

**ERP (Enterprise Resource Planning):** An accounting software system which integrates the general ledger, accounts payable, accounts receivable, budgeting, cash receipts and other planning documents to one software system for decision making and accounting.

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

**Expenses:** This term is used as an appropriation sub-object account category to differentiate from personal services, supplies, capital, and equipment costs.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**MH / 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.

**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.

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

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

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

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

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

**Semi-Core Service:** A service that has the potential and beneficial effect on public safety or health, but the loss of the activity would not have catastrophic effect, portion of core service that exceeds a state or federal mandate, has beneficial effect on the daily lives of a significant segment of population but is the core service of another entity, provides revenue through a direct function that funds most but not all of its costs and that is not generated or collected by another entity, provides direct support for a semi-core service or indirect support for a core service.

**Service Enhancement** - A service that does not fit in either core service or semi-core service definition, these services were created in the interest of the residents of the county, to enhance their quality of life, these services are not provided for by state or federal mandates.

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

**Special Revenue Fund:** A fund utilized to account for revenues derived from specific sources which are usually required by law or regulation to be accounted for as separate funds.

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

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