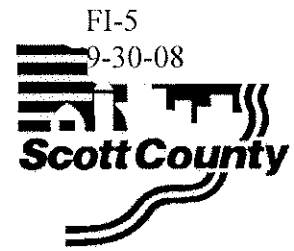


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September 23, 2008

TO: C. Ray Wierson, County Administrator
FROM: Pat Reynolds, Budget Coordinator
SUBJ: Approval of Year-End FY08 Appropriation Transfers for Various County Departments

Kindly find attached a summary showing by department and by sub-object expenditure level the amount of over expenditures that require year-end appropriations transfers.

Most of the transfers were very minor and will be accomplished within each department where the over expenditure occurred. A brief explanation of the cause of each over expenditure within a department is noted on the attached schedule.

It is recommended that the Board approve these FY08 year-end appropriation transfers at their next meeting.

Attachment

**FY08 YEAR-END APPROPRIATION TRANSFER REQUIREMENTS
 FOR VARIOUS COUNTY DEPARTMENTS BY SUB-OBJECT LEVEL**

DEPARTMENT	OVER EXPENDED		TYPE A or B TRANSFER	NOTE
	SUB-OBJECT	AMOUNT		
Attorney	Equipment	15,499	A	1
Community Services	Supplies	346	A	2
Conservation	Supplies	11,419	A	3
Facility & Support Services	Supplies	55,631	A	4
Human Resources	Expenses	5,190	A	5
Human Resources	Supplies	593	A	5
Human Services	Equipment	5,734	A	6
Human Services	Supplies	2,147	A	6
Information Technology	Personal Services	5,858	A	7
Information Technology	Equipment	1,508	A	7
Non-Departmental	Personal Services	6,610	A	8
Planning and Development	Supplies	42	A	9
Secondary Roads	Engineering	1,173	A	10
	Roads Maintenance	35,490	A	10
	Snow and Ice Control	37,386	A	10
	Equipment operations	120,130	A	10
	Roadway Construction	68,909	B	10
Supervisors	Supplies	283	A	11

TYPE A TRANSFER: Total department is not over expended, recommended transfer to be made within departmental budget

TYPE B TRANSFER: Total department budget is over expended, recommended transfer to be made from other department(s) within same service area with unexpended appropriations

Notes:

- Note 1: County Attorney equipment sub-object total over budget to allow for use of SCRA Riverboat Grants to mobile data computers for the QCMEG Unit.
- Note 2: Community Services supplies over slightly due to replenishment purchase of veteran grave markers in Veteran Affairs division.
- Note 3: Conservation supplies over due to higher costs of fuel.
- Note 4: Facility and Support Services over budget for supplies due to centralizing copier supplies and buying more paper in bulk to restore inventory levels as well as higher fuel costs and costs for maintenance and custodial supplies.
- Note 5: Human Resources expenses and supplies over slightly due to the Leadership Series Program implemented to help in succession planning in identifying existing employees and their career path possibilities within our organization and enhancing their skill set and leadership potential. There were also increased recruitment costs in recruiting various management positions during the year.
- Note 6: Human Services expenses and supplies were slightly over due to needed printer, lateral files, and workstation replacements and additions as well as toner and copying machine supplies. It is noted that 50% of these costs are reimbursed to the County through its annual indirect cost recovery program.
- Note 7: Information Technology personal services over slightly due to an internal promotion (from Programmer/Analyst I to Programmer/Analyst II) and various merit increases occurring after budget projections made for FY08. Equipment was over slightly due to purchase of digital camera for Website maintenance.
- Note 8: Non-Departmental personal services over slightly due to risk management costs in paying employee on administrative leave through risk management cost-center instead of departmental cost center while case was being settled.
- Note 9: Planning and Development supplies slightly over due to higher gasoline costs.
- Note 10: Secondary Roads over in various categories as a result of how salaries are charged throughout the various functional areas depending on the amount of work performed in those areas – that is the reason for increased engineering costs. Due to the very harsh winter weather roads and snow and ice control areas were up with increased gasoline and fuel costs affecting equipment operations. Construction costs were over due to increased asphalt prices.
- Note 11: Supervisors supplies over slightly due to the Legislative Service Bureau not invoicing the County for its electronic legislative update service in 2007. Both 2008 and 2007 were paid in FY08.