



**2017-2018**

**Budget Plan**

Adopted February 23, 2017

**SCOTT COUNTY, IOWA**

**BUDGET PLAN**

**JULY 1, 2017 – JUNE 30, 2018**

Document Prepared By

Scott County Administration Office

Mahesh Sharma, County Administrator  
David Farmer, CPA, Director of Budget and Administrative Services  
Chris Berge, ERP / ECM Analyst  
Renee Luze-Johnson, Administrative Assistant  
[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, 2016. 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, 2016**

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 2017-18 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 FY16 status, the budget and projected FY17 status, and the requested and adopted FY18 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.

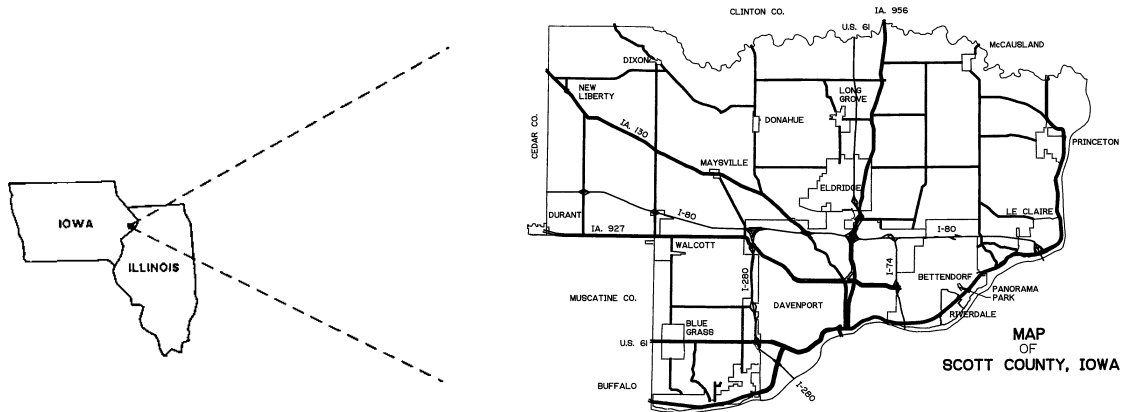
The **Supplemental Information Section** includes such things as a glossary providing definitions of terms used throughout this document, a description of the County's budget process, and the County's pay plan for FY18. The County's basis of accounting, various financial management policies and miscellaneous statistics about Scott County are also located in the Supplemental Information Section.

## Past to the Present



Scott County is a part of the "Quad-Cities": a three county metropolitan area. The counties of Scott (Iowa), Rock Island, Mercer, and Henry (Illinois), make up the Davenport – Rock Island-Moline Metropolitan Statistical Area, DRIM-MSA, with a population of approximately 382,268.

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



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

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



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CAROL EARNHARDT, Chair  
TONY KNOBBE, Vice-Chair  
KEN BECK  
DIANE HOLST  
BRINSON KINZER

May 18, 2017

TO: The Citizens of Scott County

RE: 2017-18 Budget Message

The budget for Fiscal Year 2017-18 is hereby presented as reviewed and adopted by the Board of Supervisors on February 23, 2017, 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, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award this year.

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

## **Scott County Strategic Plan**

During the strategic planning sessions the county renews its commitment to service by updating the vision, mission and culture statements for the County. Every five years a more in depth review takes place with employee group meetings and using voting techniques on the county intranet, the statements are vetted and then approved by the Board. The following vision, mission and PRIDE statements and objectives further informed the staff on the development of programs for the FY17-18 budget, developed from the 2014 strategic plan and updates. The county began a new strategic plan in March, 2017 for fiscal years 2018 - 2032



## **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.

The major themes in the strategic plan that began in March 2017 will be incorporated into action items throughout FY 17 and FY 18 using the resources as designed in the FY 18 budget.

## **SCOTT COUNTY GOALS AND OBJECTIVES FY2017-18**

### **1.0 Extend Our Resources**

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

### **2.0 Improve Communication**

#### *2.1 External Communications*

- 2.1.1 Develop strategic plan for FY 2018 - 2032
- 2.1.2 Develop Roadside Vegetation Management Program

#### *2.2 Internal Communications*

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

#### *2.3 Legislative Communication*

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



### **3.0 Foster Healthy Communities**

#### *3.1 Promote Mental Health*

3.1.1 Implementing crisis stabilization continuum services

3.1.2 Collaborate with senior service providers and state agencies in outreach services

#### *3.2 Support Health and Wellness*

3.2.1 Advance Be Healthy Quad Cities policy initiatives including trail connectivity

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

3.2.3 Expand juvenile detention services programs to reduce detention admissions

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

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

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

A section of the budget planning manual is distributed to department heads and authorized agency directors prior to their start on developing their budget requests which includes a listing of all strategic plan objectives as well as a listing of the specific budget areas identified by the Board of Supervisors to be reviewed during the upcoming budget sessions. Department heads, agency directors and county budget analysts are directed to keep these strategic plan priorities and specific areas of budget review in mind when they are preparing and reviewing their FY18 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 FY18 budget process were:

1. Salary / Benefit adjustments including five union contracts.
2. Budget 0% growth from FY 17; reserve 0.5% to 1.0% growth in non-departmental for outcome based budgeting.
3. Position Requests.
4. Require authorized agencies at 0% growth for county contributions. Review agencies that have new funding sources.
5. Capital Programs – Property tax transfers at \$1,980,000 (General, Vehicle, and Electronic Equipment) and include general fund transfer of \$2,222,142 from FY 16 to be transferred in FY 17. Consolidate Conservation Equipment and general contribution.
6. Develop strategy to absorb property tax backfill reduction of \$1.6 million over five years.

These issues represent the short or near term issues to address within the budget development process. The FY18 Budget Initiatives that addressed or impacted these areas are described below:

#### **Salary Benefit Adjustments including two 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 between 2.0% and 2.5%, while securing funding for salary merit increases. The County entered the budget process with two union groups open for salary and benefit adjustments, and proceeded to close the negotiations within the same range. The budgeted health cost will be at 7.8% for a prospective January 2018 increase, designed to maintain the Health / Dental Insurance fund balance. Health benefit costs will be projected at a 9% increase for January 2018, based on recent trends.

#### **Budget 0% growth from FY 17, reserve 0.5% to 1.0% growth in non-departmental budgeting**

- To maintain limited property tax growth, departments are asked tasked with submitting budgets for supplies, materials, and other purchased services at 0% growth. Line item detail changes are permissible and recommended. Historically the county uses 93-98% of line item expenditures. In order to provide for purchased services and supplies increases in future years, the Board authorized the reserving of 0.5% - 1.0% of revenue for future allocation to departments. These resources may be accessed through the request of dollars based on outcome based objectives.

## **Position Requests**

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

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

- Review authorized agencies for new funding sources to complement or reduce county funding; including Medicaid reimbursements and reduced contracted backfill for agencies.

## **Capital Programs**

- The County began the capital projects indicated in the Master Space Study and Plan in FY15. Continued construction of phase 3 and 4 of the county courthouse master plan will complete in FY 17. Final master plan relocations and building improvement are scheduled to complete in FY 17. Additionally the Sheriff Patrol Headquarters construction began in April, 2016 with an anticipated completion of the 4<sup>th</sup> fiscal quarter of 2017. The capital budget is moving into a period of care and keep on buildings and includes projects HVAC, roofing, Juvenile Detention Center Program improvement, pedestrian walkway, and elevator upkeep. Funding is secured on a pay as you go basis, supported by the capital budgeting master plan.

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

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

Additionally, the FY18 budget was prepared according to certain policies and practices as established by both the Board of Supervisors and the State of Iowa. These policies and practices are described in the Supplemental Information section of the budget. Short term goals are incorporated into each department's budgeting for outcomes to reflect departmental outcomes that will be achieved over one fiscal year basis.

## MEDIUM AND LONG RANGE PLANNING

The County's medium and long range planning is developed through the multi-year strategic plan as approved by the Board. Funding decisions as to the best allocation of financial resources were made with regard to the County's multi-year goals, mission statement, and current year goals and objectives. 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 Board continued the process by starting the strategic planning for FY 2018 and beyond, with an eye toward 2022 and 2032. The Board has begun setting goals with focuses around:

- Local and regional economic growth
- High performing organization = Exceptional county services
- Financially responsible county government
- Great place to live

The specific goals and objectives will be announced in the spring of 2017 and begin implementation in FY 2018.

Work done on the regional governed mental health services delivery system is trying to address funding and create a long term stable system for one of our most important service areas. However, after the adoption of the FY 16 budget, the state eliminated equalization dollar funding with no plan for FY 2017. FY 2017 is funded through the use of fund balance and drawing resources from the Eastern Iowa Mental Health and Disabilities Services Region. In April, 2017 the state legislature approved a funding bill to allow regions to raise taxes based on 2015 per capita spending. The new legislation will allow Scott County to raise additional property taxes in the long term future and allow partner member counties to lower property taxes, thereby creating equalization within the region. However the projected funding for the region still falls short of projected expenditures, creating the short term reliance on a regional fund balance. The fund's expenditures will exceed anticipated revenues and will draw down regional fund balance as approved by the advisory board. The legislation was signed by the governor on May 5, 2017, however Scott County has chosen not to raise the taxes in FY17 – 18 due to a need to utilize region fund balance in the near term. If a long term solution is not found for the structural deficit of the region, the region may force the county out of membership and services will be cut.

Finally, consideration of current economic conditions, as well as past results, guided how resources are allocated by service area. The County's budget process estimates stabilized operating costs using a CPI index over multiple years.

In the 2013 State Legislative session, a new property tax law was passed that has had a multiple year impact on all local governments finances. By addressing these changes through incorporation of strategic flexibility the County government can provide operation flexibility to address current and future service needs. The FY18 budget was prepared in consideration of a permanent loss of commercial and industrial taxable rollback back fill funding by the state of Iowa. Approximately \$300,000 was allocated for one time use monies. Through the multiyear planning, an offsetting tax increase nor service level cuts were required to adapt to the change. In order to prepare for the potential changes in funding due to the elimination of backfill dollars, the County Board has begun work on developing a five-year phase out plan of reliance on back fill supplemental grant dollars.

A minimum taxable value growth of at least 3.0% will lessen the reliance on the backfill dollars over a three year period.

<b>Projected Change in Fund Balance by Fiscal Year</b>				
<b>Funds</b>	<b>Budget 2017-2018</b>	<b>Projected 2018-2019</b>	<b>Projected 2019-2020</b>	<b>Projected 2020-2021</b>
General	\$ -	\$231,078	\$141,471	\$37,946
Mental Health	(\$43,840)	(\$108,682)	(\$10,123)	\$84,479
Debt Service	\$37,232	(\$77,581)	(\$140,560)	(104,490)
Capital Projects	(\$1,226,546)	\$221,530	\$719,030	\$600,030
Non-Major	(\$629,010)	\$234,123	\$1,119,482	\$935,054

The General Fund is projected to maintain fund balance within \$230,000, while maintaining programs and service levels. Key assumptions include 2.5% property tax revenue trend increase based on the current urban and rural tax rate extended across increasing taxable property valuations. The trend considers the valuation growth offset by reducing the tax levy rate to projected needs. Other revenue streams are projected to remain relatively flat within a (-1) - 3% variance. Salary expenditures continue to grow at 2.7% per year, net benefits at 5.1%, while the County’s policy for other expenditure types is to maintain a 0% allowable growth. As purchased services and supplies continue to rise over time, line item or program adjustments will be considered at that time, as well as limited growth for operating departments based on identified outcomes of new money. The projected change in fund balance will be allocated to program goals or property tax adjustments to maintain a balance budget.

The Mental Health Fund currently has a structural deficit. After the budget adoption in 2016, the State determined regional organizations within Iowa have a surplus of fund balance and would not receive further equalization dollars. As such, some individual counties within the state are unable continue to fund the current level of services without the use of fund balance or an increase in the state-mandated tax cap for mental health services levies. Without further changes in State of Iowa law or funding levels from the state, core services will be reduced or eliminated. As noted, a pending bill may allow Scott County individually to raise additional tax dollars, however partner member counties would be required to reduce taxes, thereby maintaining the structural deficit for the region. It is anticipated Scott County will request funding from the five-county regional board to fund fiscal 2017 activities; however, the region will not be able to maintain the subsidizing of services through fund balance for multiple years.

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 2018 is attributable to the restricted revenue contributions for the SECC Equipment Bonds G.O. debt and payment by the Scott Waste Commission for interest debt service on the 2015 debt issuance. The decrease of fund balance in future years is attributable to the use of the loan receivable from the waste commission to pay the principal portion of the outstanding 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 2018 and 2020. After the FY 16 budget was developed for the Secondary Roads Fund, the State of Iowa increased the gas tax by \$0.10 per gallon. The projected increase of intergovernmental revenues is 23.5% for Road Use Tax over the 2016 budget. FY 19 will include the drawdown of intergovernmental grant revenue of \$250,000 for bridge redevelopment. The County’s five year capital plan includes identified road projects, which will be reorganized due to the increased funding from the gas tax. Secondary Road capital projects are expected to increase after preliminary engineering and determination of actual revenues available.

### **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. FY18 is the eighth 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 3<sup>rd</sup> lowest property tax levied for the Center. The increase in levy dollars is directly tied to the Center’s levy request to fund ongoing operations while capital investment is funded through fund balance. These fund balances were generated by conservative approach to personnel funding.

<b>Fiscal Year</b>	<b>SECC / EMA Rate</b>	<b>% Change</b>	<b>Levy Dollars</b>	<b>% Change</b>
2010-11	\$1.05473		\$6,917,154	
2011-12	\$1.05048	<b>-0.4</b>	\$7,175,122	<b>3.7</b>
2012-13	\$1.03361	<b>-1.6</b>	\$7,341,080	<b>2.3</b>
2013-14	\$1.00341	<b>-2.9</b>	\$7,329,290	<b>0.0</b>
2014-15	\$0.94952	<b>-5.4</b>	\$6,964,449	<b>-5.0</b>
2015-16	\$0.89283	<b>-5.9</b>	\$6,613,099	<b>-5.0</b>
2016-17	\$0.89404	<b>0.1</b>	\$6,871,688	<b>3.9</b>
2017-18	\$0.92385	<b>3.3</b>	\$7,084,710	<b>3.1</b>

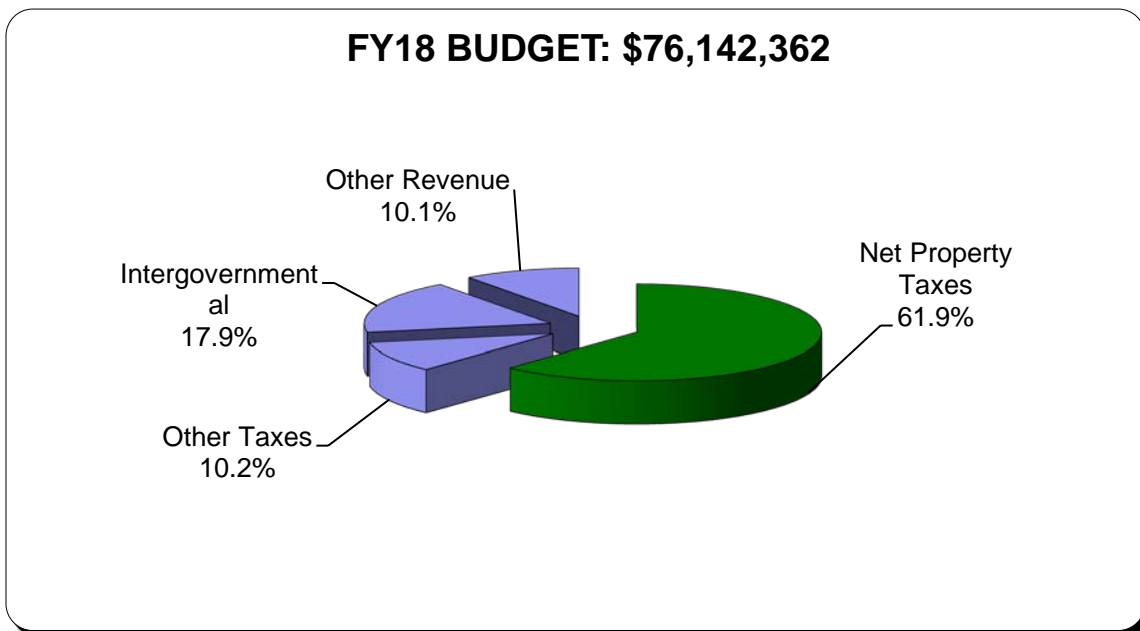
The consolidation allows for improved services with the reliability and interoperability of the most advanced dispatching operation. Over the long term, the service will be delivered at a lower cost than the four entities could provide separately in their own jurisdictions.

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 FY17 budget shows the entire bond payments funded through the taxes on the lines. Approximately \$1,100,000 is generated by these fees.

The center is currently evaluating a consulting and project management service for the procurement of a two-county (Scott County, Iowa and Rock Island County, Illinois) P25 Radio System. The upgrade of radio tower infrastructure and location. The project scope is be designed and replace a leased 800 Mhz EDACs system now in use as identified in a needs assessment plan for hardware nearing the end of life. Increased utilization and interoperability are key features to be considered in the design of the new system. While a timeline or contracted services has not been identified within the FY 18 budget preparation, the project is expected to be material and will affect future capital improvements for the center, and subsequently the county.

### TAX LEVY AND REVENUE OUTLOOK

The property tax continues to be the major revenue source for Scott County. In FY18, 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 share of total revenues are expected to decrease by 0.6%, due to the reduction of the Women’s, Infant, Child Health nutrition grant window completing in the September, 2017 and the renewed funding going directly to a not for profit agency from the state. This is a decrease of about \$600,000 between fiscal years.

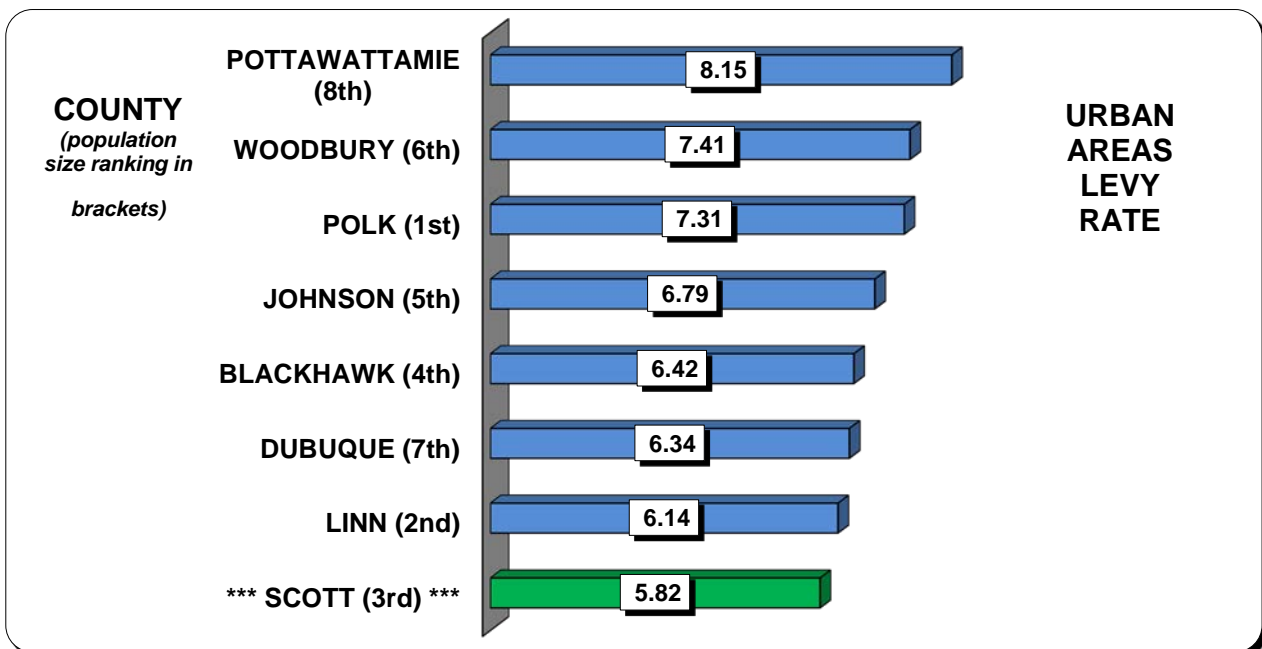


Other revenue sources in the FY18 budget are interest income and local option sales tax. As other revenues fall, the county can continue to rely on local option tax as property tax relief. The County projects a 6.1% increase of projected revenue for FY18 compared to the budget in FY 17. We anticipate this revenue to remain stable in the long term and the increase represents recent actual results.

The tax rate per \$1,000 of taxable valuation for FY18 has decreased to 5.82167 for property located in incorporated areas (cities). The rate has decreased from 8.78518 to 8.76857 for property located in unincorporated areas (townships). Due to the rollback increase, all property owners with the same property valuation will see an increase of county taxes for FY 18.

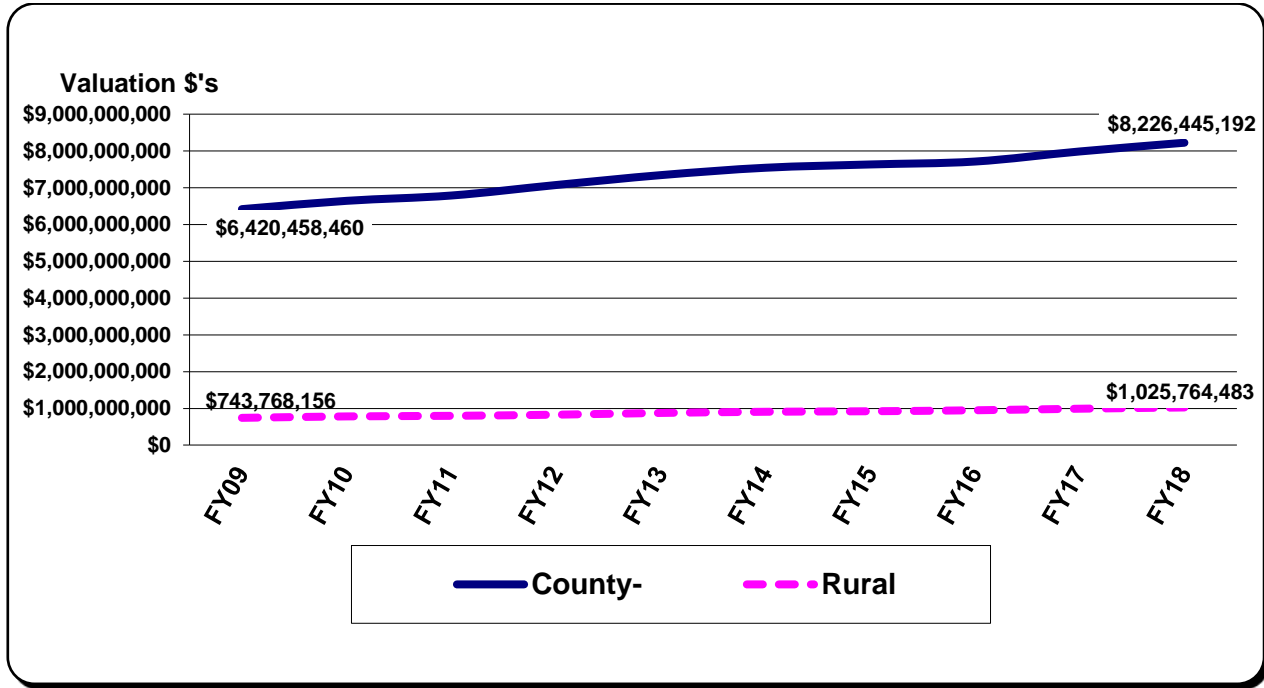
Historical Tax Rates and \$ Change from Previous Year				
Fiscal Year	Urban Rate	% Change	Rural Rate	% Change
2008-09	5.34263	-3.6	8.36217	-3.1
2009-10	5.48399	2.6	8.50353	1.7
2010-11	6.38587	16.4	9.40541	10.6
2011-12	6.37607	0.0	9.51373	1.2
2012-13	6.30156	-1.2	9.43922	-0.8
2013-14	6.23534	-1.1	9.28021	-1.4
2014-15	6.13204	-1.7	9.17153	-1.2
2015-16	6.00377	-2.1	9.01072	-1.8
2016-17	5.82228	-3.0	8.78518	-2.5
2017-18	5.82167	-0.0	8.76857	-0.2

For FY18, Scott County's urban property tax rate ranks the *lowest* respectively among the eight largest urban counties in Iowa even though we rank 3<sup>rd</sup> in population, and even with SECC operational costs and annual debt amortization. Scott County has the *lowest* rural property tax rate among the eight largest urban counties.





The County's tax base has increased at an average rate of 2.8% annually over the past ten years, while the five year average is 2.4% annually, and the one year growth was 3.0%.



Residential taxable valuations also reflect a State imposed rollback computation, currently at 56.9391% of fair market value. The agriculture land / structure rollback computation was 47.4996% for assessment year 2016. The State of Iowa implemented a Commercial, Industrial and Railroad rollback in FY17 of 10% creating a 90% assessment limitation. However, the value lost in this rollback is backfilled by state funding. A new class of Multi-Residential was applied in FY 17. In FY 16 these properties were valued with a 10% rollback as a Commercial property, however in FY 18 the new class is valued at 82.5000% and will continue to decline by 3.75% each year until it equals the residential class. The loss in rollback value for the multi-residential class, from the 100% level, is no longer backfilled by the state. The loss on the multi-residential property is approximately \$200,000. The current county wide taxable valuation base amount of \$8.226 billion dollars reflects a 3.0% increase from last year. For FY18, with the rollbacks, the residential property, commercial, and ag land / structures taxable property assessed values increased, while multi-residential, utility, and industrial property assessed values decreased. The residential class of property represents approximately 64.5% 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 17.9% of the total revenue sources for FY18, which is down 0.6% compared to the previous year. The decrease is related to reduction of regional backfill aid for Mental Health services by about \$0.5 million, and health grant revenue of \$600,000 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 \$100,000, based on actual experience of available state funds. The total amount of \$13,606,716 is made up of \$5,676,559 in grants, reimbursements and draw from regional mental health board, \$4,053,440 in state shared revenues such as motor fuel and franchise taxes, \$2,150,368 in state property tax replacement credits against levied taxes such as homestead replacement, and \$1,726,349 in other State credits including state payments, commercial and industrial property replacement tax credit and military tax credits.

## **OTHER REVENUES**

Fees and charges total \$6,451,317 for FY18, an increase of 0.3% of total revenue as compared to \$6,100,049 for FY17. These revenues consist of various licenses and permits and various departmental charges for services. Many of the fees are established and set by state law. Additional camping fees are expected in FY 18 and thereafter based on recent trend experience and the addition of campground new cabin rentals. The County Conservation Department is in the process of adding two new cabins in FY 17 and 18 to both West Lake and Scott County Parks. The cabins have traditionally had a high occupancy rate. The department also reviewed the rates for general camping and adjusted them accordingly based on a market analysis. The County is expecting an increase in vehicle registration fees within the County. The County has performed several fee study reports over the years to evaluate where fee levels that are within the county's control are in relation to other municipalities and as compared to the cost of providing the service. Fee adjustments are made on a frequent basis to minimize the adverse effect 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.

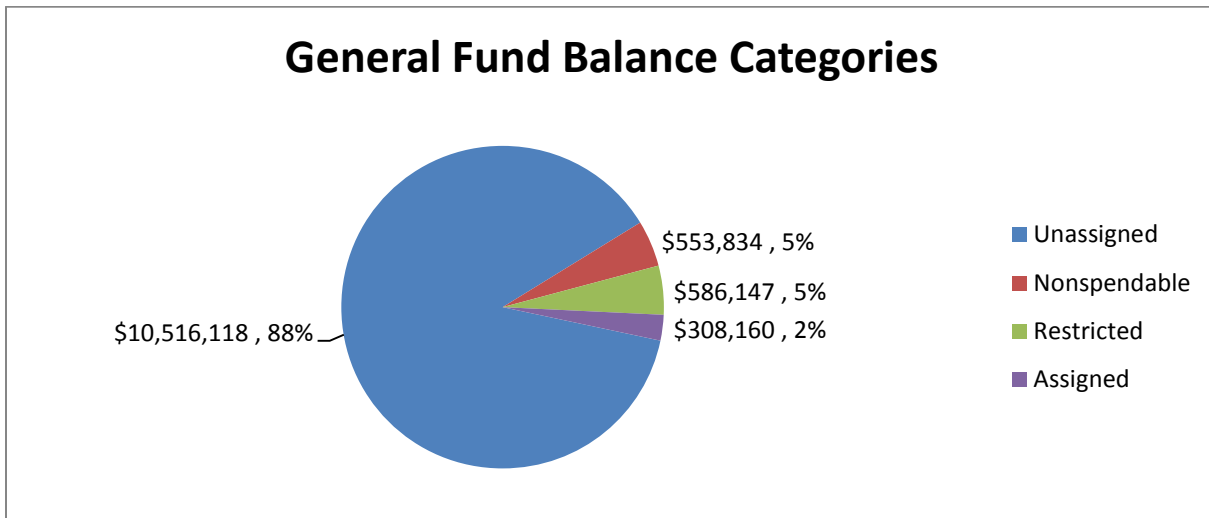
## REVENUE SUMMARY

The following presents a summary of major and non-major fund reserves (excluding capital funds) for the FY18 budget year and the percentage of increases and decreases in relation to the prior year budget amounts.

- **Net property taxes are revenue is increasing from FY 17 by 3.1%.** The net increase was the result of an increased valuation county wide, stable levy rate and compensating local option sales tax and intergovernmental revenues.
- **Interest rates continue to be historically low, which makes this revenue source inconsequential, but trending positively.** 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 due to an increase in recognized local option taxes.** Local option taxes (one cent sales tax) are projected to increase 7.2% compared to the prior year budget based on State projections. Local option taxes are only used for property tax reduction.
- **License and permit fees are projected to remain flat from the previous year budget.** Locations within Scott County are experiencing residential building growth. However, County services for building permit review and inspections are expected to return to annual levels. Weapons permits are increasing due to five year annual renewal rotation.
- **Charges for services are increasing 5.7% from FY17.** This decrease is due to the net budgeting of the camping fees and increasing motor vehicle registration fees.
- **State and Federal Aid is decreasing 0.8% compared to the FY17.** The decrease is directly related to the reduction of regional aid for mental services and reallocation of W.I.C. grant revenue, while commercial and industrial business property tax credit revenue is stabilizing.

## FUND BALANCES

The fund balance of the general fund is projected to be \$11,964,259, which is the same from the re-estimated FY17 balance. Important to the Board is the maintenance of fund balance as we continue to face uncertainty in non-real estate tax revenues during these changing economic times. The Board has nonspendable fund balances prepaid items of \$553,834. The amounts restricted for the other statutory programs is \$586,147. The amount assigned for IBNR claims liabilities is \$308,160. The remaining \$10,516,118 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, 19.6% of FY 18 expenditures is in line with the minimum amount designated by the County's Financial Management policies. All other fund balances meet or exceed recommended levels.

State Mental Health and Disabilities Services funding historically has been an issue across the state. The state legislature approved a redesign for MH/D services and took over full funding of Medicaid services in FY13. Since FY13 the State has approved a three year funding plan for services. This



model was extended without additional funding after the FY 17 budget was adopted. The Board must make funding decisions outside of the budget process because the state is unwilling to provide timely decision on mental health funding. As of July 1, 2014 the County's MH/D services became part of the Eastern Iowa Mental Health – Disability Services Region. The County's local tax levy was frozen in 1996 by State law at \$3,308,032. These tax dollars along with the State's contributed back fill dollars prior to FY18 will support the regions activities; however, the county has budgeted for a contribution from the region for fiscal FY 18 activity. The regional member counties are Cedar, Clinton, Jackson, Muscatine and Scott Counties. Because of these significant factors, the Board has not designated a minimum fund balance policy for the MH/DS fund. Without a change in state law to increase the Scott County levy limit,

eventually the region members will be funding services within Scott County and Scott County's share of regional services. A bill approved and signed into law by the state legislature will allow Scott County to raise the tax levy rate to a new per capita based on 2015 activity, however this still creates a structural deficit for the region, as partner counties would be required to reduce the tax levies by an equal amount. The bill would require regions to spend down fund balance within three years. Scott County has chosen not to recertify taxes for FY 18, due to the law stipulation to spend down region fund balance.

The Capital Projects fund balance will decrease 43% to \$2,234,332 from a projected \$3,926,078. The County is nearing the end of two major redevelopment projects – a courthouse first floor renovation and a new patrol headquarters in FY 17. The fiscal year 2018 features conservation projects, care and keep projects, and continued technology enhancements. 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 \$40,232 to a fund balance of \$10,661,143 due to the continued contributions from the E911 Service Board to provide funding for the Emergency Equipment bonds issued in FY 2010. This debt payment is fully funded by 911 service tax on phone bills.

The Secondary Roads Fund is decreasing by \$639,160 due to a planned capital projects and road maintenance. The County is developing capital maintenance and improvement schedule to reflect the 2015 gasoline tax increase of \$0.10 per gallon.

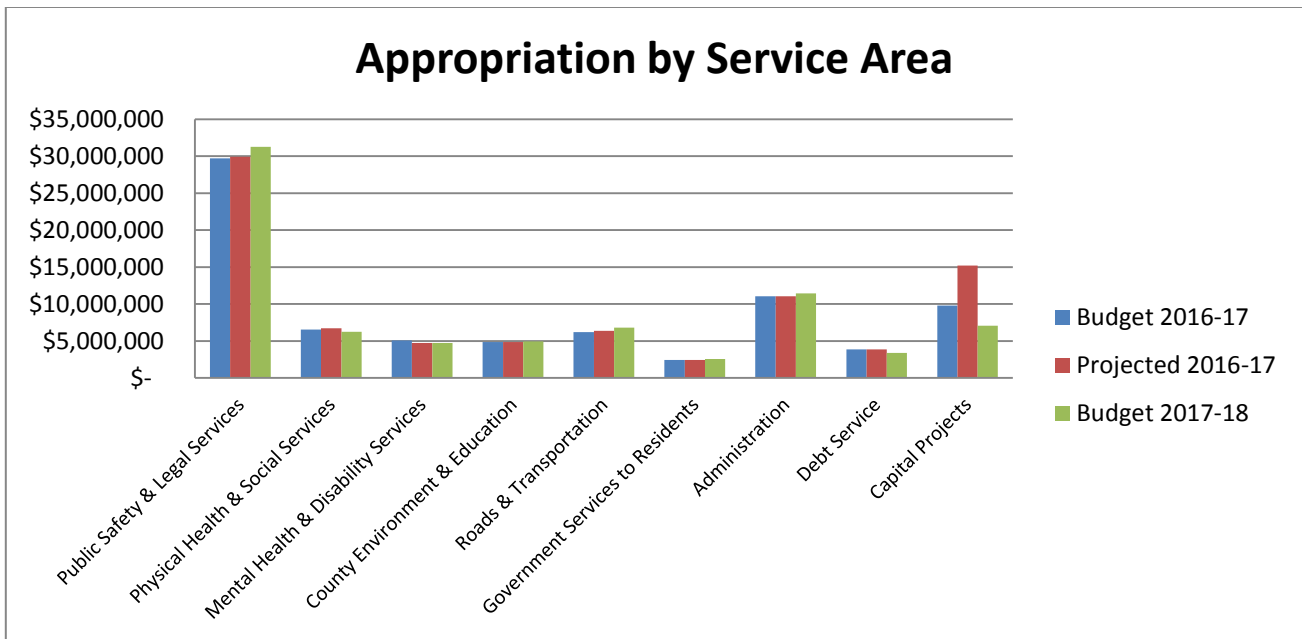
Funds	FY 17 Projected Fund Balance	Change in Fund Balance - Budget 2017-2018	FY 18 Fund Balance
General	\$11,964,259	\$-	\$11,964,259
Mental Health	\$149,335	(\$43,840)	\$105,495
Debt Service	\$10,620,911	\$40,232	\$10,661,143
Capital Projects	\$3,926,078	(\$1,691,746)	\$2,234,332
Non-Major	\$3,465,276	(\$672,850)	\$2,792,426

### PROGRAMS AND SERVICES

As a service organization, the County is people intensive. Over the last ten (10) years the County has increased its work force by only 0.5 FTE's, or 0.1%, to its current level of 484.13 FTE's. During this period, the increase is mostly related to Health and IT to support grant funded outreach programs and technical support for component unit governments. Additionally the Attorney's office has increased 3.5 positions over ten years as the department requested more attorney's based on cased load. A shift of dispatchers from the Sheriff Department to the SECC occurring in FY 12. Recently Secondary Roads and Administration has added a joint fleet manager between the departments. These additions have been offset by attrition in other departments due to efficiencies, including Community Services, Recorder, and Sheriff Departments. For FY17, a net 2.15 positions were added to the County. The Sheriff's Office is adjusted 0.40 FTE for adjustment of bailiff staffing hours. Juvenile Detention Services FTE is increased by a net 1.0 FTE to provide for consistent scheduling based on a time study of staffing levels. Secondary Roads Department increased by 0.75 that provides a roadside vegetation specialist, which is shared 0.25 with the Conservation Department. Additionally 0.75 FTE for clerks were added to Community Services and Planning and Development. The net impact to the additional FTE level is about \$117,000 to the General Fund and \$57,000 to the Secondary Roads Fund.

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, 2017 all unions groups had settled with the county for fiscal the FY 18 budget year.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$78,461,500 which is a decrease of \$1,053,614 or 1.3% from the FY17 budget. The operating budget is up by 3.3% or \$2,140,739, primarily due to support for the SECC, Medic Contracted Services and continuing salary and benefits. Total revenues (net of other financing sources and non-budgeted funds) for the County are \$76,137,136, which is an increase of 2.3% above last fiscal year.



The overall expenditure decrease of 1.3% is the result of several service areas increasing with four decreasing. Capital projects are discussed further below and are decreasing 27.8%. Physical Health and Social Services is decreasing 4.9% due to the removal of pass through grant funding for WIC services while staff compensation is increasing. Government Services to Residents is increasing 6.0% due to local election costs and employee compensation. Administration (interprogram) is increasing 3.5% due to salary and benefits allocations. County Environment & Education is increasing 2.3% due to reallocation of small dollar capital outlay from general to capital expenses offset by increased salary and benefits. Public Safety & Legal Services is increasing 5.1% primarily due to salary and benefit compensation, contracted services with Medic Ambulance, and contributions to SECC for general operations.

Mental Health and Developmental Disabilities Services is decreasing by 6.4% due to state mental health redesign and the funding of some services at the new regional level. This is the third year of budgeting as a region and under ACA funding which is changing the costs structure of the program. Roads & Transportation is a 9.9% increase due to the capital improvements within the road maintenance activities, while Debt Service is increasing by 12.3%. Debt Service includes interest and principal payments on the Solid Waste general obligation bond issued in FY 2016, but paid by the commission, the county issued Emergency Equipment Bonds, and Public Safety Authority capital lease. Additionally, the leasing body, Scott County Public Safety Authority, crossover refunded the debt for future years. FY 18 is the third year of reduced debt service payments by about \$175,000 per year. The expected decrease in debt service requirements from tax levy dollars in FY 18 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 planned to increase its contributions to the capital projects and electronic equipment fund to provide for major improvements, such as the projects in the space utilization plan and technology improvements. FY 17 projects concluded both of these studies. The capital program for FY 19 through FY 22 shows an increased commitment to Conservation Projects, while increasing investment into care and keep of current facilities.

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 FY18 revenues and sources to reflect the change the use of fund balance from conservation CIP Reserve and the use of one time monies from the general fund. In addition, the county was able to transfer prior year budget savings in FY 17 to the fund to support future projects.

Beginning in fiscal year 2014, the County could include the lease payment payable to the Public Safety Authority in the Debt Service Fund. This reallocation of debt service allows a greater access to the entire county taxable valuation and reduces the overall tax rate payable by the taxpayers. Additionally in Fiscal Year 2013, the County Public Safety Authority (PSA) entered into a cross-over refunding arrangement to reduce future debt service by \$2.095 million dollars through FY



2025. This resulted in an amended lease contract between the County and the PSA. The County completed the cross over refunding in FY 15. Additionally the County issued \$8.215 million of Solid Waste Disposal Bonds in FY 2016 to fund single stream recycling center for the Scott County Waste Commission. These bonds are funded by the proceeds from the Waste Commission.

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 the hardware was acquired in FY 17. The FY 18 budget features continued consultation for electronic content management, desktop computers, and a network review study.

The County is currently using only 4.31% of its allowable legal debt margin consisting of two general bond issues and the lease obligations to the Public Safety Authority. These outstanding bond issues are described further under the major governmental funds section of this document. Debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion being approved at the fall 2004 general election. This was refunded in the form of \$17.675 million in refunding bonds in 2012 and 2013. In FY10, the County issued \$10.5 million of Emergency Equipment Bonds to finance acquisition of 911 and radio equipment, towers,

computer equipment, software and hardware for the new Scott Emergency Communication Center (SECC). In FY 16, the County issued \$8.215 million in Solid Waste Disposal Bonds to finance single stream recycling center and equipment.

The capital improvement budget totals \$7,062,376 for fiscal year FY18, with 49% or \$3,430,500 for general projects, 23% or \$1,605,000 for Secondary Roads projects, 5% or \$327,000 for vehicle acquisition and 23% or \$1,699,876 for Conservation parks and recreation projects. The larger, non-routine projects for FY18 include courthouse roof, \$300,000; Jail HVAC \$230,000; Tremont multi use facility, \$235,000; administration center elevator car renovation, \$322,500, and pedestrian safe ADA walkway, lights and signage, \$425,000. The purchase of election equipment, \$750,000, was moved up to fiscal year 17 from fiscal year 18.

The general capital improvements budget of \$3,430,500 is supported by fund balances from various funds including the electronic equipment replacement fund, and the general fund. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund also is supported by gaming boat revenues. Unfortunately, gaming revenues have seen a decline of approximately 40% in over ten years because of the economy. This decline in a critical funding source for our capital budget requires a larger property tax transfer to fund projects. Gaming taxes have started increase in the recent past due to the redevelopment of two boat casinos into land based casinos; however, the net increase is only about \$25,000 a year.

The local Secondary Roads capital program totals \$1,605,000, which is significantly larger than previous years. The County Secondary Roads Department has been planning new and larger projects based upon the use of the \$0.10 gas tax increase in the spring of 2015. Major projects include the Allen's Grove Bridge / 85<sup>th</sup> Avenue, 52<sup>nd</sup> Avenue paving, 102<sup>nd</sup> Avenue paving, 140<sup>th</sup> Avenue Bridge Sheridan Township, and 277<sup>th</sup> Avenue Bridge (LeClaire Township).



The Conservation Department capital plan for FY18 totals \$1,699,873. Conservation capital projects include wastewater treatment upgrades, playgrounds, and maintenance at West Lake Park (\$635,000), and cabin construction, campground design, aquatic pool renovation at Scott County Park (\$610,000). The road to the Wapsi Center will be improved for \$60,000 and general Resource Enhancement and Protection (REAP) improvements of \$62,876 will occur at the nature center. Conservation also has designated a portion, \$253,000,

for small equipment and P25 Radio replacements, \$65,000. The largest FY 18 project for the department is the acquisition and installation of a replacement sewerage treatment plant at West Lake Park.

The fleet manager has completed an initial review of the county wide vehicle fleet, excluding the conservation department. The FY 18 capital plan has designated \$327,000 for general vehicle replacements including eight Sheriff Department patrol and special use vehicles, one motor pool vehicle, one Planning and





Development code enforcement vehicle, and 2 Health Department vehicles. Additionally, the fleet manager has recommend two dump / snow trucks, one road grader and one general road truck to be purchase from the Secondary Roads general operating funds.

The budget document contains a capital improvements section under the tab entitled "Major Governmental Funds". This section is informative and provides a correlation between the operations budget and the five-year capital improvements program. There is also a column for unprogrammed needs to allow identification of needed capital projects in the future when funding becomes available.

## SUMMARY

The preparation of the FY18 budget has been an opportunity to fund important capital projects and set direction for future revenue shortfalls due to the multi-family residential class and the commercial / industrial backfill reduction. The Board is very pleased to have met its goals in both balancing the FY18 operating budget and stabilizing the County's reliance on property tax revenues.

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

These are challenging times which require the Board, elected and appointed department heads, and County staff to develop new methods and ideas in providing services to the community and to continue to improve its public facilities and infrastructure. The continued change of the state/federal/local funding partnerships has placed a greater financial burden on local governments, in addition to providing less flexibility in how we collectively deal with the County's issues and needs. The future property tax limitations approved by the State Legislature will affect economic growth opportunities and may force service reductions. Nonetheless, county officials will continue to work with State senators and representatives to forge partnerships to make Iowa a better place for all its citizens to live.

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

Respectively submitted,



Carol Earnhardt, Chair  
Scott County Board of Supervisors

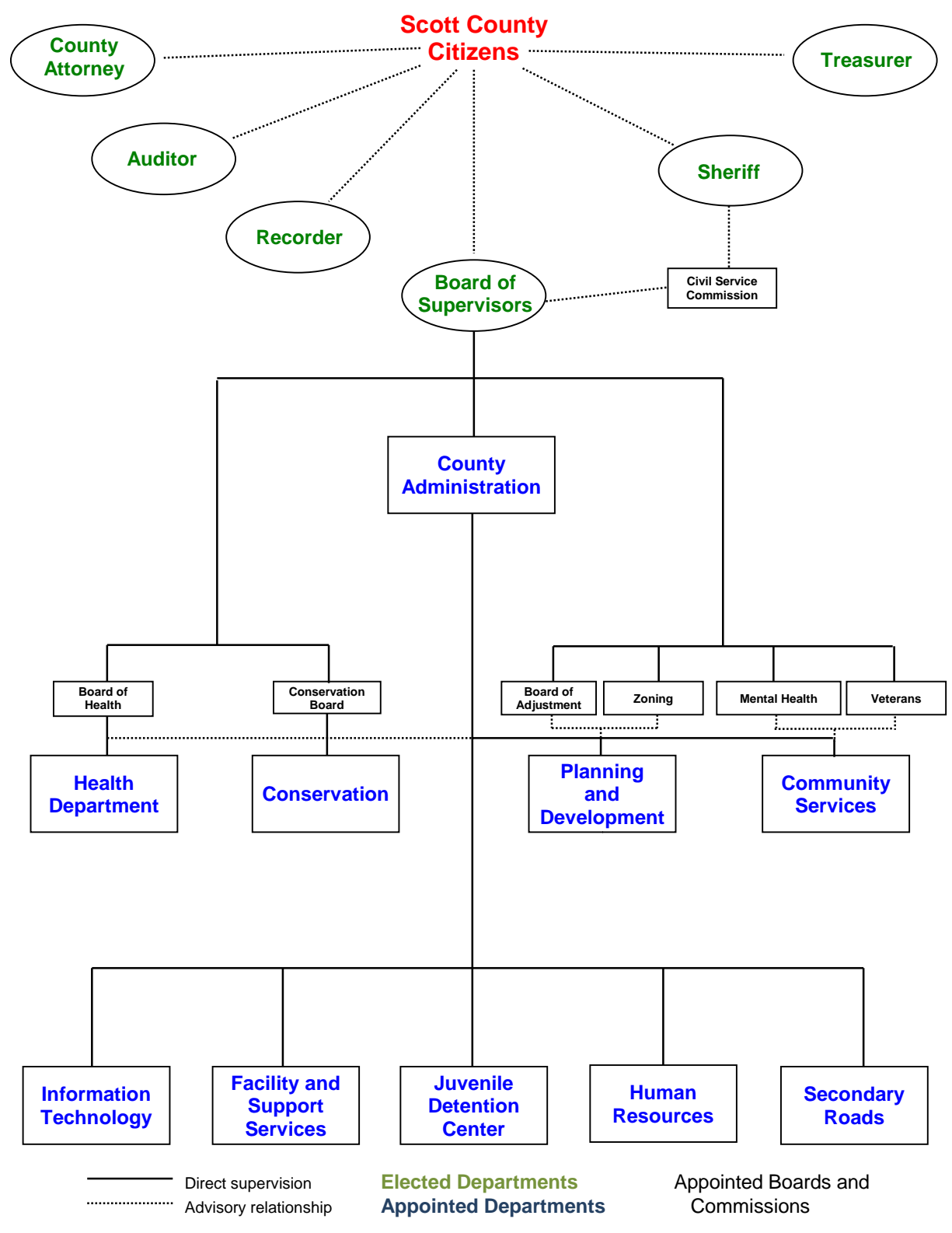


Mahesh Sharma  
County Administrator

## SCOTT COUNTY OFFICIALS

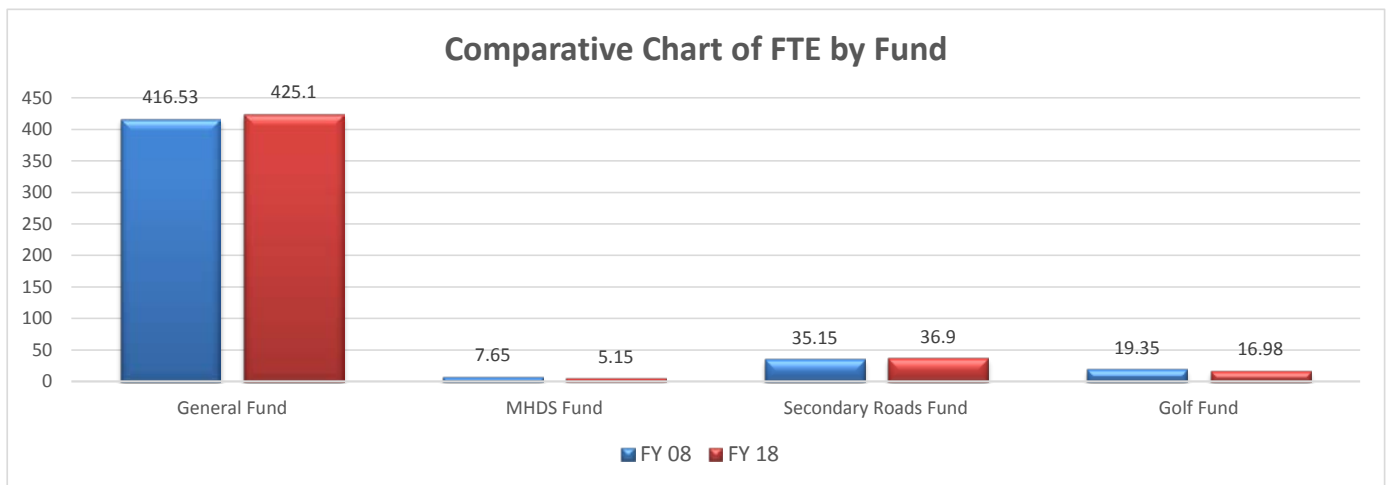
<u>Official Title</u>	<u>Official</u>	<u>Term Expiration Date of Elected Officials</u>
<b>Elected Officials</b>		
Supervisor, Chairperson	Carol T. Earnhardt	2018
Supervisor, Vice Chair	Tony Knobbe	2020
Supervisor	Ken Beck	2020
Supervisor	Diane Holst	2018
Supervisor	Brinson Kinzer	2018
Attorney	Michael J. Walton	2018
Auditor	Roxanna Moritz	2020
Recorder	Rita Vargas	2018
Sheriff	Tim Lane	2020
Treasurer	Bill Fennelly	2018
<b>Administration</b>		
County Administrator	Mahesh Sharma	
<b>Department Heads</b>		
Budget and Administrative Services	David Farmer	
Community Services	Lori Elam	
Conservation	Roger Kean	
Facility and Support Services	Tammy Speidel	
Health	Edward Rivers	
Human Resources	Mary Thee	
Information Technology	Matt Hirst	
Juvenile Detention Center	Jeremy Kaiser	
Planning & Development	Tim Huey	
Secondary Roads	Jon Burgstrum	

# Scott County Government Organizational Chart



## 10 YEAR FTE LISTING

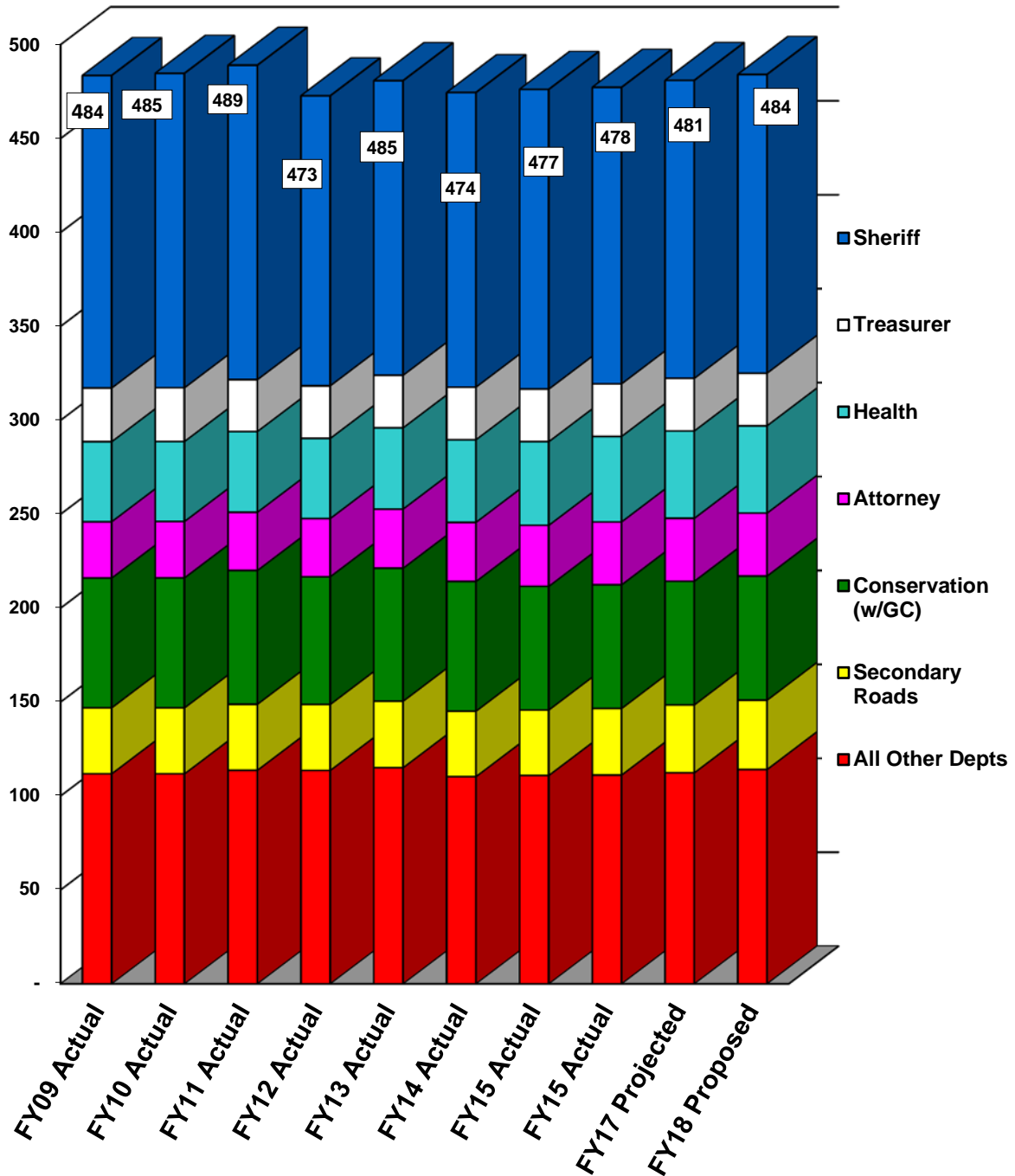
<u>Department</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Administration	3.50	3.50	3.50	3.50	3.50	3.50	3.50	4.90	5.90	5.90
Attorney	30.00	30.00	31.00	31.00	31.00	31.50	32.50	33.50	33.50	33.50
Auditor	15.40	15.40	14.40	14.40	14.05	14.05	14.05	14.05	14.05	14.05
Community Services	12.50	12.50	11.50	11.50	11.50	10.00	10.00	10.00	10.00	10.50
Conservation (net of golf course)	49.71	49.85	51.87	48.62	51.45	49.70	48.85	48.85	48.85	49.10
Facility and Support Services	29.14	29.14	31.04	30.55	30.55	29.60	30.50	28.50	28.70	28.70
Health	42.60	42.60	43.00	42.65	43.25	43.97	44.52	45.52	46.52	46.52
Human Resources	4.50	4.50	4.50	4.50	4.50	3.50	3.50	3.50	3.50	3.50
Information Technology	12.00	12.00	14.00	14.40	15.40	15.40	15.40	15.40	15.00	15.00
Juvenile Court Services	14.20	14.20	14.20	14.20	15.00	14.20	14.20	15.00	15.40	16.40
Planning & Development	4.08	4.08	4.08	4.08	4.08	4.08	3.83	4.33	4.33	4.58
Recorder	11.50	11.50	11.50	11.50	11.50	11.00	11.00	10.50	10.50	10.50
Secondary Roads	35.15	35.15	35.15	35.15	35.40	34.40	34.85	35.45	36.15	36.90
Sheriff	166.35	167.35	167.35	154.35	161.75	156.80	159.50	157.80	158.60	159.00
Supervisors	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Treasurer	28.60	28.60	27.60	28.00	28.00	28.00	28.00	28.00	28.00	28.00
<b>SUBTOTAL</b>	<b>464.23</b>	<b>465.37</b>	<b>469.69</b>	<b>453.40</b>	<b>465.93</b>	<b>454.70</b>	<b>459.20</b>	<b>460.30</b>	<b>464.00</b>	<b>467.15</b>
Golf Course Enterprise	19.35	19.35	19.35	19.35	19.35	19.35	17.98	17.98	16.98	16.98
<b>TOTAL</b>	<b>483.58</b>	<b>484.72</b>	<b>489.04</b>	<b>472.75</b>	<b>485.28</b>	<b>474.05</b>	<b>477.18</b>	<b>478.28</b>	<b>480.98</b>	<b>484.13</b>



# FTE (Full Time Equivalents) STAFFING TRENDS

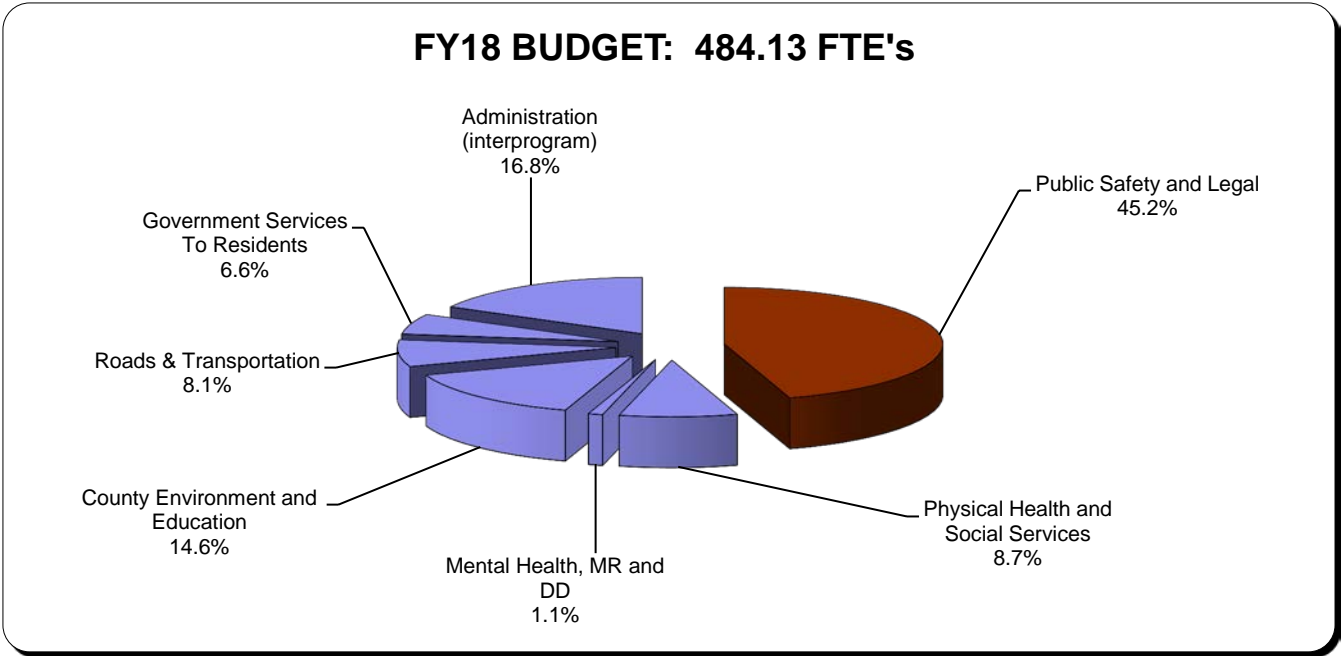
## TEN YEAR COMPARISON

FTE's

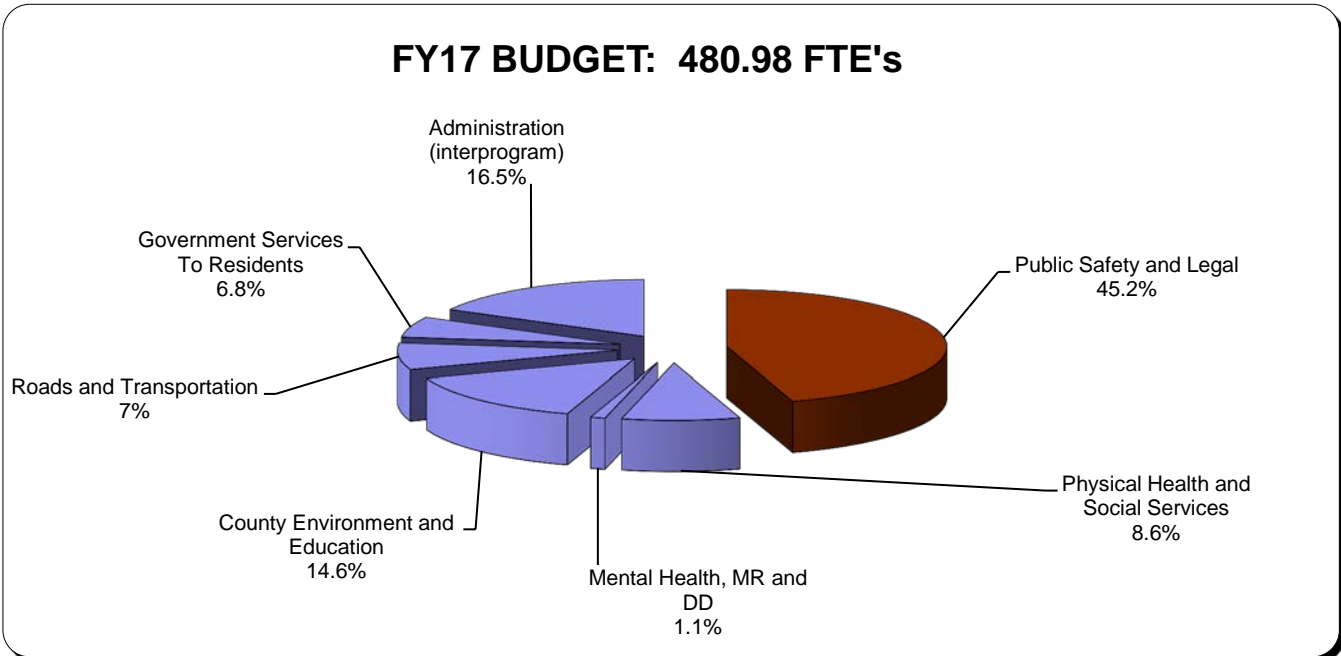


Total FTE's have increased 0.5 positions or 0.1% over the past 10 years. 3.9 positions have been added to the Health Department, primarily grant funded positions or for the Jail Inmate Health program. 3.5 positions have been added to the Attorney's office to support criminal and risk management. Some departments such as Sheriff, Conservation, Community Services, and the Treasurer's office have actually reduced their FTE's over the past 10 years.

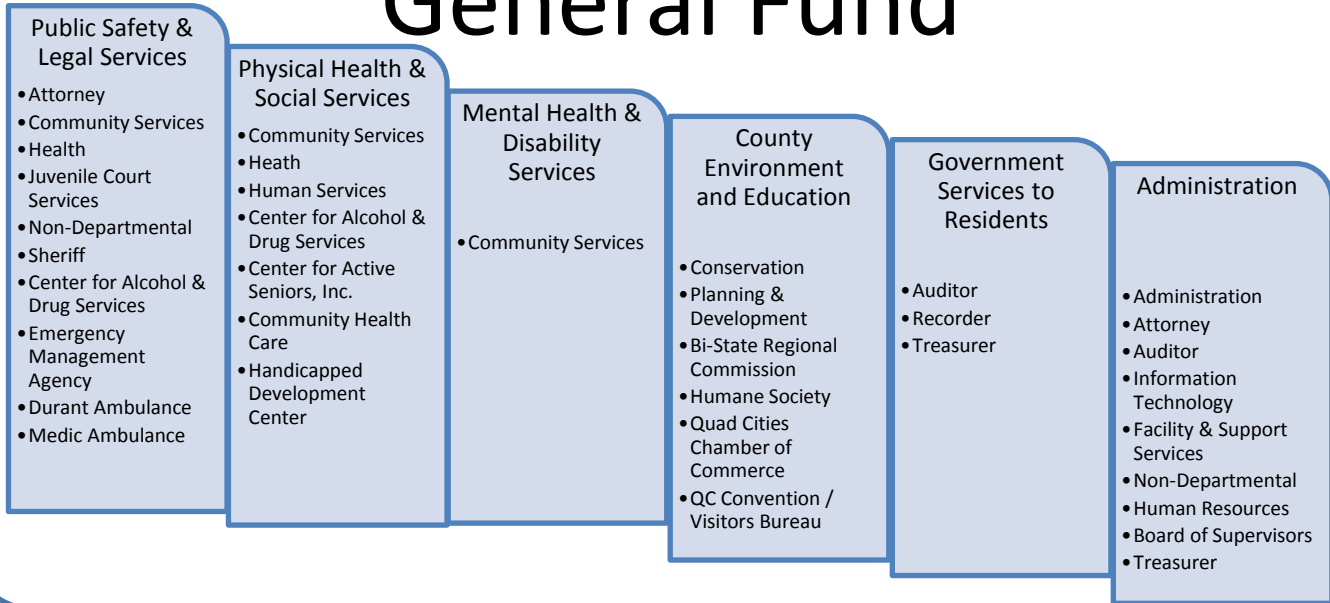
## FTE (Full Time Equivalents) Staffing FY17 vs FY18 - By Service Area



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

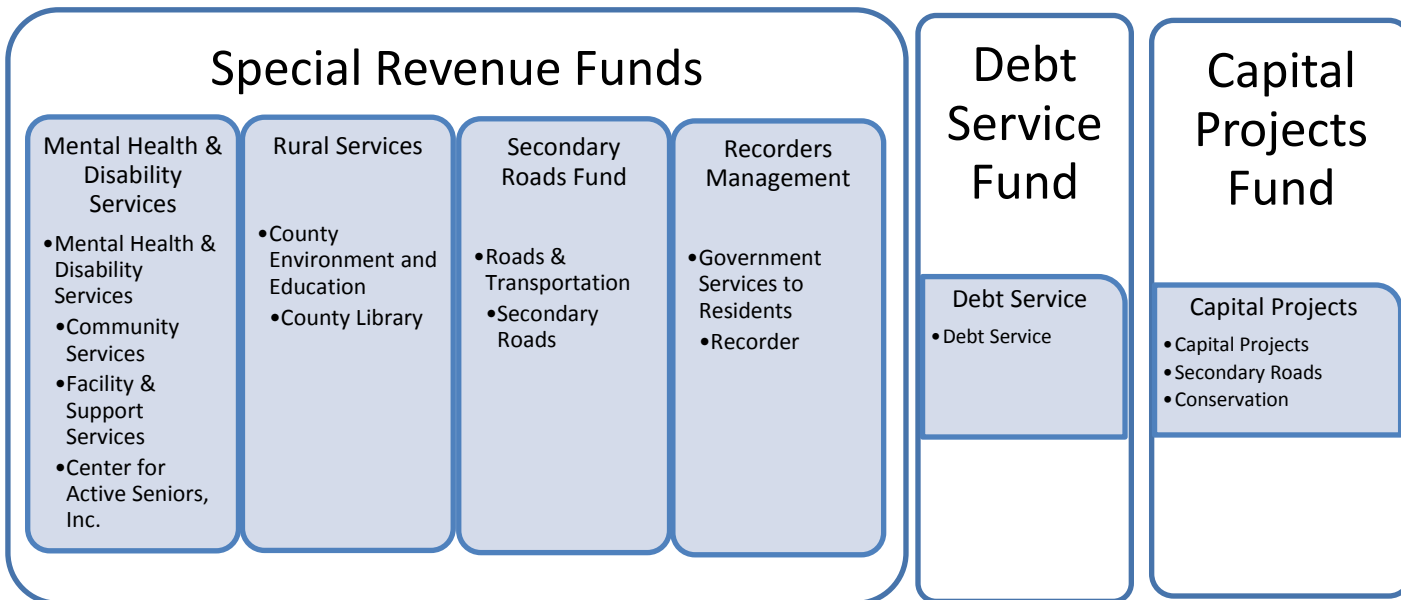


# General Fund



Major Revenue Sources of the **General Fund** are Property Taxes (59%), Other County Taxes (10%), Intergovernmental (10%) and Charges for Services (10%).

## Special Revenue Funds



Major Revenues of **MHDS** are Property Taxes (66%) and Intergovernmental (34%).

Major Revenues of **Rural Services Fund** are Property Taxes (90%)

Major Revenues of **Secondary Roads Fund** are Intergovernmental Road Use Tax (54%) and required transfers from the Rural Services and General Funds (43%)

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

Major Revenues of the **Debt Service Fund** are Property Taxes (56%) and Intergovernmental fees and credits (41%)

Major Revenues of the **Capital Projects Fund** are transfers from the General Fund (84%) and Gaming Taxes (14%)

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

# SCOTT COUNTY FUND STATEMENT

## ALL FUNDS

<u>Fund</u>	<u>Estimated Balance 06/30/17</u>	<u>Revenues*</u>	<u>Expenditures*</u>	<u>Estimated Balance 06/30/18</u>
<b>Major Governmental Funds</b>				
General Fund	\$ 11,964,259	\$ 66,842,723	\$ 66,842,723	\$ 11,964,259
Mental Health & Disability Services	149,335	4,491,077	4,534,917	105,495
Debt Service	10,620,911	3,430,182	3,389,950	10,661,143
Capital Improvements				
General	1,572,670	3,844,030	5,130,376	286,324
Electronic Equipment	23,816	610,000	610,000	23,816
Vehicle	286,503	330,200	327,000	289,703
Conservation Equip Reserve	487,068	52,800	15,200	524,668
Conservation CIP Reserve	<u>1,556,021</u>	<u>3,800</u>	<u>450,000</u>	<u>1,109,821</u>
Total Capital Improvements	3,926,078	4,840,830	6,532,576	2,234,332
Total Major Governmental Funds	26,660,583	79,604,812	81,300,166	24,965,229
<b>Nonmajor Governmental Funds</b>				
Rural Services	142,904	3,044,740	3,044,740	142,904
Recorder's Record Mgt	84,405	30,150	20,000	94,555
Secondary Roads	<u>3,088,632</u>	<u>7,779,840</u>	<u>8,419,000</u>	<u>2,449,472</u>
Total Nonmajor Governmental Funds	3,315,941	10,854,730	11,483,740	2,686,931
<b>Business-Type Activities Fund</b>				
Golf Course Enterprise	<u>2,368,988</u>	<u>1,107,500</u>	<u>1,193,981</u>	<u>2,282,507</u>
<b>Total*</b>	<u>\$ 32,345,512</u>	<u>\$ 91,567,042</u>	<u>\$ 93,977,887</u>	<u>\$ 29,934,667</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 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 63,512,640	\$ 64,200,948	\$ 64,951,292	\$ 66,842,723	4.1%
Mental Health & Disability Services	3,512,040	5,016,878	4,343,815	4,491,077	-10.5%
Debt Service	12,419,426	3,934,644	3,906,114	3,430,182	-12.8%
Capital Improvements					
General	6,073,367	2,977,030	5,964,806	3,844,030	29.1%
Electronic Equipment	610,040	610,000	610,000	610,000	0.0%
Vehicle	271,199	325,200	328,800	330,200	1.5%
Conservation Equip Reserve	82,032	70,000	62,300	52,800	-24.6%
Conservation CIP Reserve	<u>231,551</u>	<u>-</u>	<u>14,200</u>	<u>3,800</u>	N/A
Total Capital Improvements	7,268,189	3,982,230	6,980,106	4,840,830	21.6%
Total Major Governmental Funds	86,712,295	77,134,700	80,181,327	79,604,812	3.2%
<b>Nonmajor Governmental Funds</b>					
Rural Services	2,877,871	2,965,059	2,963,121	3,044,740	2.7%
Recorder's Record Mgt	30,541	30,150	30,150	30,150	0.0%
Secondary Roads	<u>7,630,155</u>	<u>7,374,053</u>	<u>7,472,913</u>	<u>7,779,840</u>	5.5%
Total Nonmajor Governmental Funds	10,538,567	10,369,262	10,466,184	10,854,730	4.7%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	<u>1,039,943</u>	<u>1,107,200</u>	<u>1,107,200</u>	<u>1,107,500</u>	0.0%
<b>Total*</b>	<u>\$ 98,290,805</u>	<u>\$ 88,611,162</u>	<u>\$ 91,754,711</u>	<u>\$ 91,567,042</u>	3.3%

\*Includes interfund transfers and non-budgeted fund activity

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

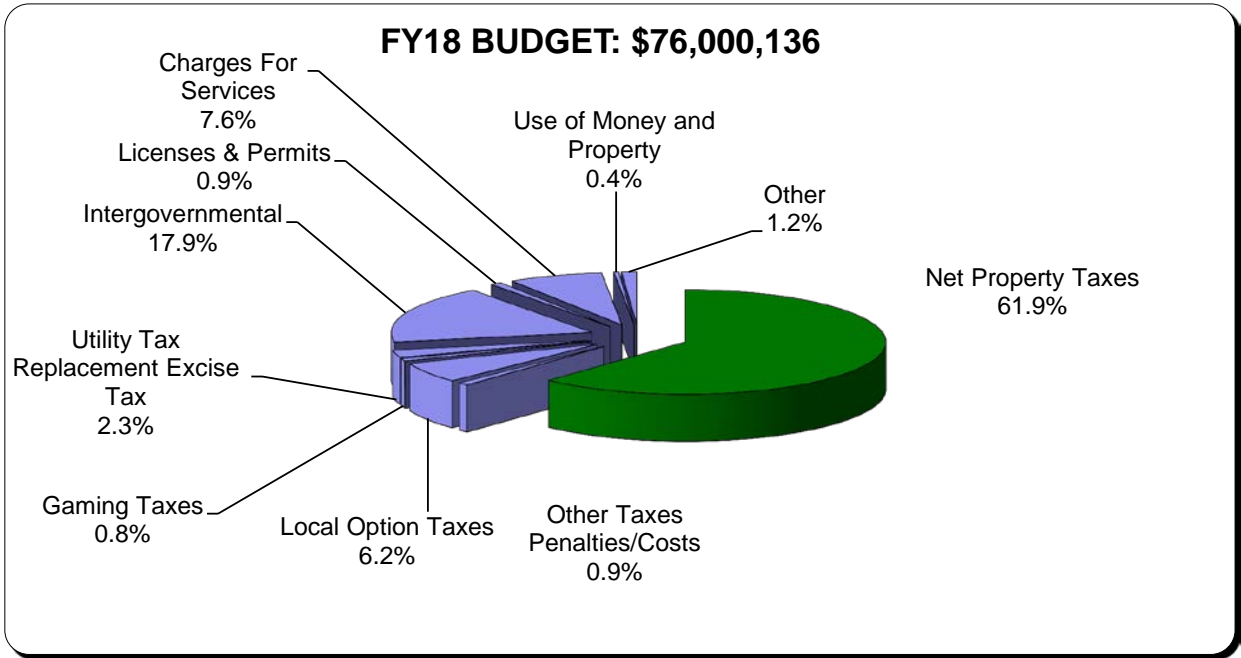
Note: Secondary Roads FY18 budgeted revenue activity represents increased projects due to incorporation of gasoline tax increase.

## ALL COUNTY FUNDS - REVENUES RECONCILIATION INFORMATION

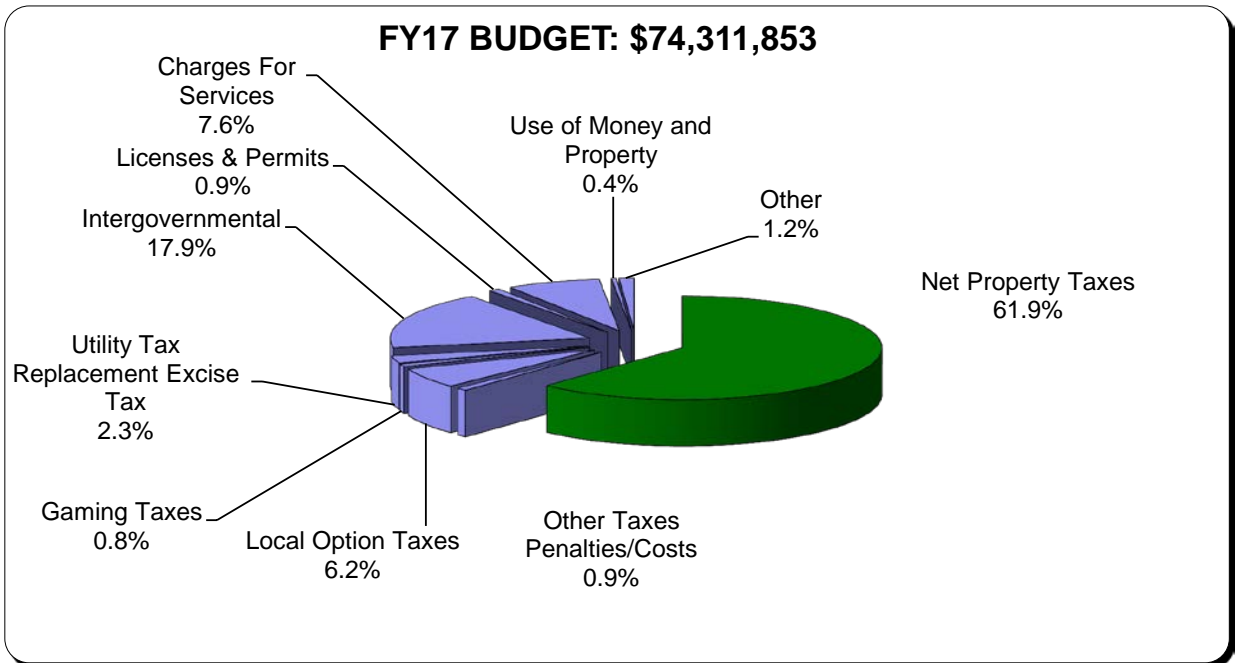
	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Revenues per summary statement</b>	\$ 98,290,805	\$ 88,611,162	\$ 91,754,711	\$ 91,567,042	3.3%
<b>Less transfers in:</b>					
GENERAL BASIC					
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
Conservation Equipment	70,868	-	-	-	N/A
GENERAL SUPPLEMENTAL					
General Basic	5,152,037	6,464,079	6,464,079	6,824,376	5.6%
SECONDARY ROADS					
General Basic	775,000	835,000	835,000	855,000	2.4%
Rural Services Basic	2,310,000	2,408,000	2,408,000	2,470,000	2.6%
CAPITAL IMPROVEMENT					
General Basic	4,399,953	1,770,030	4,595,706	2,142,830	21.1%
Electronic Equipment	610,000	610,000	610,000	610,000	0.0%
Conservation Equipment	-	-	-	15,200	N/A
Conservation CIP Reserve	56,902	-	150,100	450,000	N/A
ELECTRONIC EQUIPMENT					
General Basic	610,000	610,000	610,000	610,000	0.0%
VEHICLE REPLACEMENT					
General Basic	235,000	325,000	325,000	325,000	0.0%
CONSERVATION CAPITAL IMPROVEMENT					
General Basic	<u>277,775</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Transfers In</b>	14,517,535	13,042,109	16,017,885	14,322,406	9.8%
Less: Proceeds of fixed assets	278,965	150,000	82,600	137,000	-8.7%
Less: Bond Sale Proceeds	8,314,457	-	-	-	N/A
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE REVENUES	939,943	1,107,200	1,107,200	1,107,500	0.0%
TRANSFER TO GOLF COURSE ENTERPRISE	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Non-Budgeted Funds</b>	<u>1,039,943</u>	<u>1,107,200</u>	<u>1,107,200</u>	<u>1,107,500</u>	0.0%
<b>Net Budgeted Revenues</b>	<u>\$ 74,139,905</u>	<u>\$ 74,311,853</u>	<u>\$ 74,547,026</u>	<u>\$ 76,000,136</u>	2.3%

# 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 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 47,361,125	\$ 47,737,932	\$ 47,737,932	\$ 49,262,948	3.2%
Less: Uncollected Delinq Taxes-Levy Yr	34,165	27,703	27,703	34,166	23.3%
Less: Credits To Taxpayers	<u>2,150,371</u>	<u>2,046,454</u>	<u>2,046,454</u>	<u>2,150,368</u>	5.1%
Net Current Property Taxes	45,176,589	45,663,775	45,663,775	47,078,414	3.1%
Add: Delinquent Property Tax Revenue	<u>34,165</u>	<u>27,703</u>	<u>27,703</u>	<u>34,166</u>	23.3%
Total Net Property Taxes	45,210,754	45,691,478	45,691,478	47,112,580	3.1%
Penalties, Interest & Costs On Taxes	725,336	780,000	580,000	580,000	-25.6%
Other County Taxes	<u>68,618</u>	<u>71,502</u>	<u>71,502</u>	<u>68,620</u>	-4.0%
Total Other Taxes, Penalties & Costs	793,954	851,502	651,502	648,620	-23.8%
Local Option Taxes	4,390,604	4,475,000	4,750,000	4,750,000	6.1%
Gaming Taxes	569,059	560,000	585,000	585,000	4.5%
Utility Tax Replacement Excise Tax	1,887,779	1,834,620	1,834,620	1,752,098	-4.5%
Intergovernmental:					
State Shared Revenues	4,085,495	3,974,086	4,074,421	4,053,440	2.0%
State Grants & Reimbursements	3,037,277	2,889,638	3,027,402	2,957,286	2.3%
State / Federal Pass Through Rev	1,186,366	1,070,434	1,141,819	840,468	-21.5%
State Credits Against Levied Taxes	2,150,371	2,046,454	2,046,454	2,150,368	5.1%
Other State Credits	1,780,811	1,470,998	1,659,156	1,726,349	17.4%
Federal Grants & Entitlements	4,532	8,000	20,000	8,000	0.0%
Contr & Reimb From Other Govts	800,532	2,254,115	1,592,875	1,862,805	-17.4%
Payments in Lieu of Taxes	<u>7,980</u>	<u>7,100</u>	<u>8,000</u>	<u>8,000</u>	12.7%
Subtotal Intergovernmental	13,053,364	13,720,825	13,570,127	13,606,716	-0.8%
Licenses & Permits	833,144	630,330	675,355	670,105	6.3%
Charges For Services	5,994,703	5,469,719	5,733,032	5,781,212	5.7%
Use of Money & Property	204,636	283,379	264,314	307,945	8.7%
Miscellaneous	<u>1,198,310</u>	<u>795,000</u>	<u>791,598</u>	<u>785,860</u>	-1.1%
<b>Total Revenues</b>	<u>\$ 74,136,307</u>	<u>\$ 74,311,853</u>	<u>\$ 74,547,026</u>	<u>\$ 76,000,136</u>	2.3%

Note: State / Federal Pass through Rev represents \$800,000 grant for WIC services granted from the state to the County. This ends in September 2017 and represents a net decrease of \$600,000.

Note: Contr & Reimb from Other Govts represents request for MHDD Regional funds for use within County Mental Health Fund.

## TEN YEAR REVENUE SOURCES SUMMARY

### Budgeted Funds

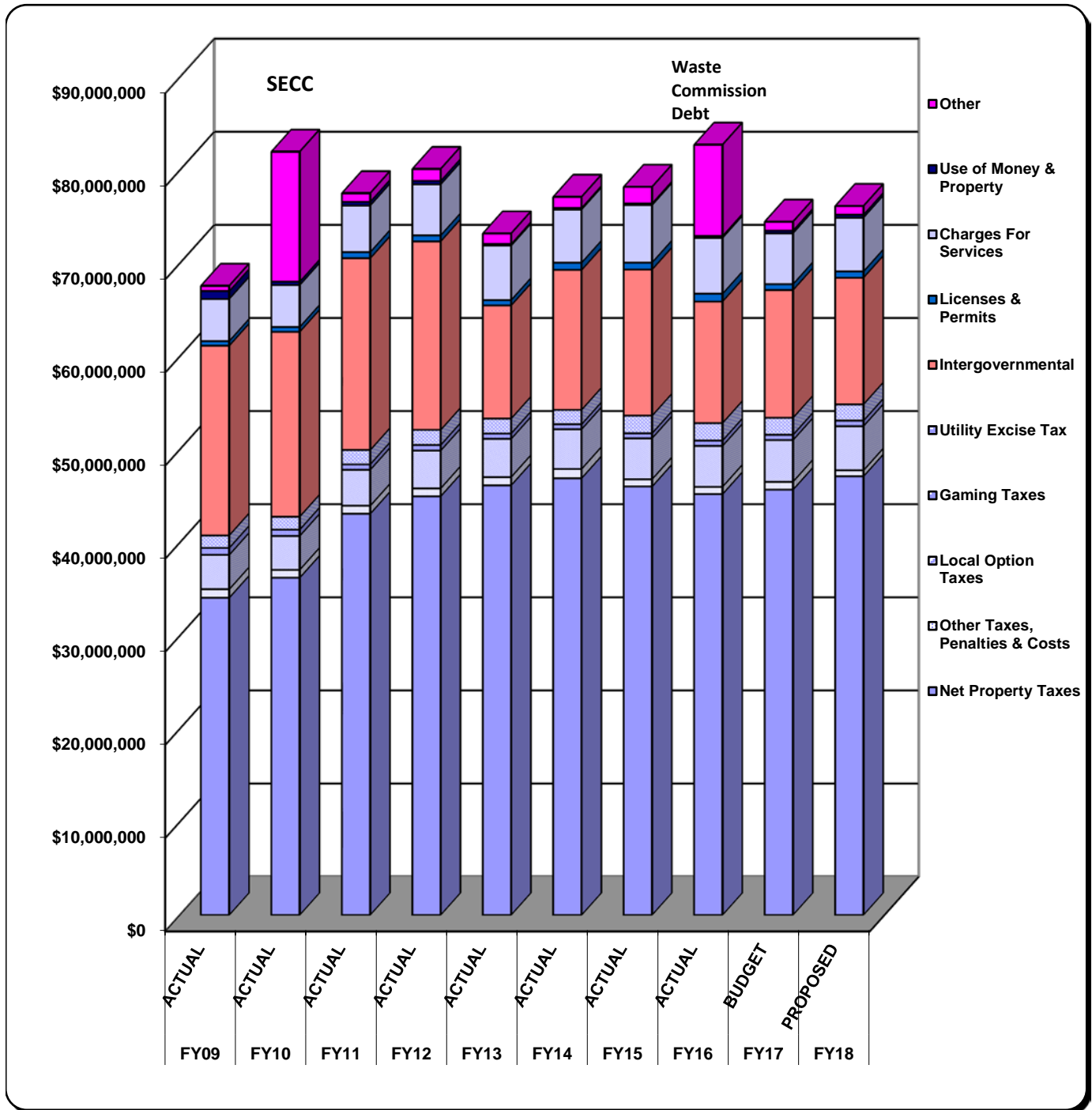
	<u>FY09 ACTUAL</u>	<u>FY10 ACTUAL</u>	<u>FY11 ACTUAL</u>	<u>FY12 ACTUAL</u>	<u>FY 13 ACTUAL</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 35,031,015	\$ 37,170,576	\$ 44,095,422	\$ 45,954,824	\$ 47,340,634
Less: Uncollected Delinquent Taxes	27,976	19,607	57,233	38,493	18,652
Less: Credits To Taxpayers	<u>948,239</u>	<u>937,679</u>	<u>996,866</u>	<u>976,464</u>	<u>1,181,783</u>
Net Current Property Taxes	34,054,800	36,213,290	43,041,323	44,939,867	46,140,199
Add: Delinquent Property Tax Rev	<u>27,976</u>	<u>19,607</u>	<u>57,233</u>	<u>38,493</u>	<u>18,652</u>
Total Net Property Taxes	34,082,776	36,232,897	43,098,556	44,978,360	46,158,851
Penalties, Interest & Costs on Taxes	847,456	790,006	791,685	789,143	816,474
Other County Taxes	<u>66,852</u>	<u>63,470</u>	<u>68,513</u>	<u>68,373</u>	<u>70,286</u>
Total Other Taxes, Penalties & Costs	914,308	853,476	860,198	857,516	886,760
Local Option Taxes	3,691,392	3,637,825	3,863,574	4,052,754	4,098,552
Gaming Taxes	748,920	676,255	584,582	596,840	579,504
Utility Tax Replacement Excise Tax	1,348,776	1,395,383	1,539,020	1,625,295	1,598,817
Intergovernmental :					
State Shared Revenues	2,743,735	3,101,887	2,776,120	3,146,564	3,156,344
State Grants & Reimbursements	9,631,926	10,857,101	10,835,056	9,913,111	6,293,589
State Credits Against Levied Taxes	948,239	937,679	996,866	1,008,826	1,181,783
State/Federal Pass-Through Grants	<u>2,280,066</u>	<u>393,588</u>	<u>465,843</u>	<u>1,348,695</u>	<u>822,214</u>
Other State Credits	4,235,316	3,888,884	3,933,358	3,889,690	23,844
Federal Grants & Entitlements	22,194	241,502	1,149,865	172,734	184,986
Contr & Reimb From Other Govts	498,567	420,724	431,451	762,885	486,761
Payments in Lieu of Taxes	<u>9,046</u>	<u>6,827</u>	<u>6,782</u>	<u>6,682</u>	<u>6,521</u>
Subtotal Intergovernmental	20,369,089	19,848,191	20,595,341	20,249,187	12,156,042
Licenses & Permits	505,300	525,427	666,627	653,400	581,967
Charges For Services	4,516,303	4,490,155	4,993,149	5,463,130	5,837,340
Use of Money & Property	840,535	373,200	410,093	375,150	175,568
Other:					
Miscellaneous	523,321	625,593	754,697	932,323	1,011,329
General Long Term Debt Proceeds	-	13,270,756	-	-	-
Proceeds of Fixed Asset Sales	<u>40,990</u>	<u>56,905</u>	<u>157,209</u>	<u>343,601</u>	<u>113,813</u>
Total Other	564,311	13,953,254	911,906	1,275,924	1,125,142
Total Revenues & Other Sources	<u>\$ 67,581,710</u>	<u>\$ 81,986,064</u>	<u>\$ 77,523,046</u>	<u>\$ 80,127,556</u>	<u>\$ 73,198,543</u>

## TEN YEAR REVENUE SOURCES SUMMARY

### Budgeted Funds (continued)

	<u>FY 14 ACTUAL</u>	<u>FY 15 ACTUAL</u>	<u>FY 16 ACTUAL</u>	<u>FY17 BUDGET</u>	<u>FY18 PROPOSED</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 48,348,396	\$ 47,749,333	\$ 47,361,125	\$ 47,737,932	\$ 49,262,948
Less: Uncollected Delinquent Taxes	19,214	27,703	34,165	27,703	34,166
Less: Credits To Taxpayers	<u>1,427,445</u>	<u>1,725,323</u>	<u>2,150,371</u>	<u>2,046,454</u>	<u>2,150,368</u>
Net Current Property Taxes Add:	46,901,737	45,996,307	45,176,589	45,663,775	47,078,414
Delinquent Property Tax Rev	<u>19,214</u>	<u>27,703</u>	<u>34,165</u>	<u>27,703</u>	<u>34,166</u>
Total Net Property Taxes	46,920,951	46,024,010	45,210,754	45,691,478	47,112,580
Penalties, Interest & Costs on Taxes	930,986	715,763	725,336	780,000	580,000
Other County Taxes	<u>66,301</u>	<u>71,502</u>	<u>68,618</u>	<u>71,502</u>	<u>68,620</u>
Total Other Taxes, Penalties & Costs	997,287	787,265	793,954	851,502	648,620
Local Option Taxes	4,268,291	4,403,167	4,390,604	4,475,000	4,750,000
Gaming Taxes	527,014	528,381	569,059	560,000	585,000
Utility Tax Replacement Excise Tax	1,558,330	1,891,294	1,887,779	1,834,620	1,752,098
Intergovernmental :					
State Shared Revenues	3,200,405	3,438,603	4,085,495	3,974,086	4,053,440
State Grants & Reimbursements	4,338,463	3,808,093	3,037,277	2,889,638	2,957,286
State Credits Against Levied Taxes	1,427,445	1,725,323	2,150,371	2,046,454	2,150,368
State/Federal Pass-Through Grants	620,479	527,873	1,186,366	1,070,434	840,468
Other State Credits	4,615,650	5,563,033	1,780,811	1,470,998	1,726,349
Federal Grants & Entitlements	153,228	147,697	4,532	8,000	8,000
Contr & Reimb From Other Govts	656,078	484,867	800,532	2,254,115	1,862,805
Payments in Lieu of Taxes	<u>7,306</u>	<u>7,058</u>	<u>7,980</u>	<u>7,100</u>	<u>8,000</u>
Subtotal Intergovernmental	15,019,054	15,702,547	13,053,364	13,720,825	13,606,716
Licenses & Permits	781,072	752,254	833,144	630,330	670,105
Charges For Services	5,710,597	6,164,147	5,994,703	5,469,719	5,781,212
Use of Money & Property	175,564	179,457	204,636	283,379	307,945
Other:					
Miscellaneous	1,070,437	1,676,695	1,198,310	795,000	785,860
General Long Term Debt Proceeds	-	-	8,314,457	-	-
Proceeds of Fixed Asset Sales	<u>104,183</u>	<u>96,048</u>	<u>282,565</u>	<u>150,000</u>	<u>137,000</u>
Total Other	1,174,620	1,772,743	9,795,332	945,000	922,860
	<u>\$ 77,132,780</u>	<u>\$ 78,205,265</u>	<u>\$ 82,733,329</u>	<u>\$ 74,461,853</u>	<u>\$ 76,137,136</u>

## TEN YEAR REVENUE SUMMARY COMPARISON



Net property taxes as a percentage of total County revenues for FY18 will be 62%. That percentage is higher than ten years ago in FY09 when it was 50%. The reasons for the increase include historically low interest rates during this period and rising health care costs, from 2006 to 2010, and Public Safety expense including the jail expansion and SECC (EMA) inclusion. Also, the county continues to receive less support from the State and Federal governments.

# SCOTT COUNTY EXPENDITURE ESTIMATES\*

## ALL FUNDS

<u>Fund</u>	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>Major Governmental Funds</b>					
General Fund	\$ 63,026,073	\$ 64,200,948	\$ 67,910,337	\$ 66,842,723	4.1%
Mental Health & Disability Services	8,268,887	4,906,052	4,554,413	4,534,917	-7.6%
Debt Service	3,812,266	3,866,579	3,866,779	3,389,950	-12.3%
Capital Improvements					
General	7,573,787	7,986,100	13,295,824	5,130,376	-35.8%
Electronic Equipment	610,000	610,000	610,000	610,000	0.0%
Vehicle	-	324,000	444,000	327,000	0.9%
Conservation Equip Reserve	70,868	-	-	15,200	N/A
Conservation CIP Reserve	56,990	-	150,100	450,000	N/A
Total Capital Improvements	8,311,645	8,920,100	14,499,924	6,532,576	-26.8%
Total Major Governmental Funds	83,418,871	81,893,679	90,831,453	81,300,166	-0.7%
<b>Nonmajor Governmental Funds</b>					
Rural Services	2,871,697	2,975,021	2,975,021	3,044,740	2.3%
Recorder's Record Mgt	20,000	20,000	20,000	20,000	0.0%
Secondary Roads	7,984,936	7,668,523	7,859,801	8,419,000	9.8%
Total Nonmajor Governmental Funds	10,876,633	10,663,544	10,854,822	11,483,740	7.7%
<b>Business-Type Activities Fund</b>					
Golf Course Enterprise	947,360	1,053,324	1,196,166	1,193,981	13.4%
<b>Total*</b>	<u>\$ 95,242,864</u>	<u>\$ 93,610,547</u>	<u>\$ 102,882,441</u>	<u>\$ 93,977,887</u>	0.4%

\*Includes interfund transfers and non-budgeted fund activity

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

Note: Secondary Roads FY18 budgeted revenue activity represents increased projects due to incorporation of gasoline tax increase.

Note: Debt Service FY 18 budget reflects the reduction of the urban renewal debt being fully retired in FY 17.

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



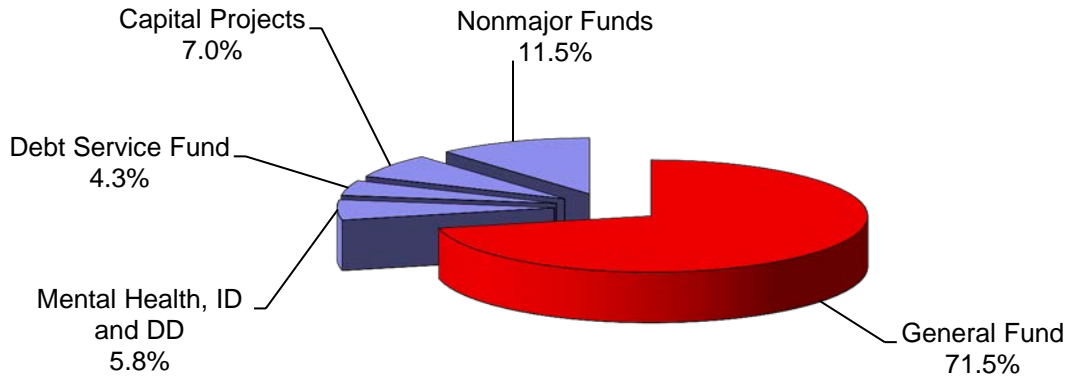
## ALL COUNTY FUNDS - EXPENDITURES RECONCILIATION INFORMATION

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>Expenditures per summary statement</b>	\$ 95,242,864	\$ 93,610,547	\$ 102,882,441	\$ 93,977,887	0.4%
<b>Less transfers out:</b>					
GENERAL BASIC					
General Supplemental	5,152,037	6,464,079	6,464,079	6,824,376	5.6%
Secondary Roads	775,000	835,000	835,000	855,000	2.4%
Capital Improvements	4,399,953	1,770,030	4,595,706	2,142,830	21.1%
Electronic Equipment	610,000	610,000	610,000	610,000	0.0%
Vehicle Replacement	235,000	325,000	325,000	325,000	0.0%
Conservation CIP	277,775	-	-	-	N/A
RURAL SERVICES BASIC					
Secondary Roads	2,310,000	2,408,000	2,408,000	2,470,000	2.6%
CAPITAL IMPROVEMENT					
Conservation CIP	-	-	-	-	N/A
ELECTRONIC EQUIPMENT					
Capital Improvements	610,000	610,000	610,000	610,000	0.0%
CONSERVATION EQUIPMENT					
General Basic	70,868	-	-	-	N/A
Capital Improvements	-	-	-	15,200	N/A
CONSERVATION CIP					
Capital Improvements	56,902	-	150,100	450,000	N/A
RECORDER'S RECORD MGT					
General Basic	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	0.0%
<b>Total Transfers Out - Budgeted Funds</b>	14,517,535	13,042,109	16,017,885	14,322,406	9.8%
<b>Less Non-Budgeted Funds</b>					
GOLF COURSE ENTERPRISE EXPENSES	947,360	1,053,324	1,196,166	1,193,981	13.4%
Transfers out					
GENERAL BASIC					
Golf Course	100,000	-	-	-	N/A
Heath Insurance	<u>270,000</u>	<u>-</u>	<u>500,000</u>	<u>-</u>	N/A
<b>Total Non-Budgeted Funds</b>	<u>1,317,360</u>	<u>1,053,324</u>	<u>1,696,166</u>	<u>1,193,981</u>	13.4%
<b>Net Budgeted Expenditures</b>	<u>\$ 79,407,969</u>	<u>\$ 79,515,114</u>	<u>\$ 85,168,390</u>	<u>\$ 78,461,500</u>	-1.3%

# ALL COUNTY EXPENDITURES BY FUND

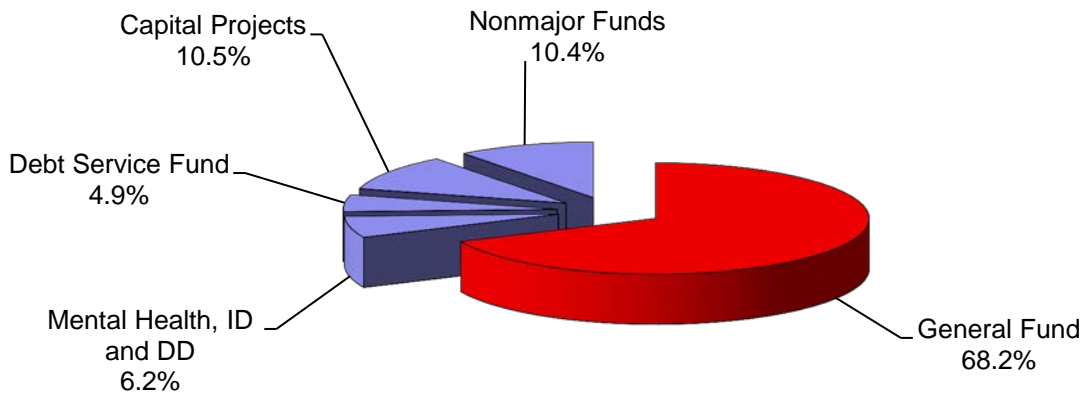
Budgeted Funds

**FY18 BUDGET: \$78,461,500**



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

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



## SERVICE AREA DESCRIPTIONS

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

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

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

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

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

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

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

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

### **ROADS AND TRANSPORTATION SERVICES**

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

### **GOVERNMENT SERVICES TO RESIDENTS**

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

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

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

### **DEBT SERVICE**

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

### **CAPITAL IMPROVEMENTS**

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

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

SERVICE AREA	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	\$ 28,386,015	\$ 29,723,375	\$ 29,917,700	\$ 31,247,900	5.1%
Physical Health & Social Services	5,922,900	6,559,546	6,735,261	6,236,276	-4.9%
Mental Health & Disability Services	8,424,830	5,070,706	4,713,923	4,745,428	-6.4%
County Environment & Education	5,058,933	4,845,056	4,855,779	4,958,041	2.3%
Roads & Transportation	7,065,394	6,198,523	6,398,500	6,814,000	9.9%
Government Services to Residents	2,334,861	2,431,520	2,419,849	2,576,624	6.0%
Administration	<u>10,001,283</u>	<u>11,039,709</u>	<u>11,059,474</u>	<u>11,430,905</u>	3.5%
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$ 67,194,216</b>	<b>\$ 65,868,435</b>	<b>\$ 66,100,486</b>	<b>\$ 68,009,174</b>	<b>3.3%</b>
Debt Service	3,720,336	3,866,579	3,866,779	3,389,950	-12.3%
Capital Projects	<u>8,493,417</u>	<u>9,780,100</u>	<u>15,201,125</u>	<u>7,062,376</u>	-27.8%
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$ 79,407,969</u></b>	<b><u>\$ 79,515,114</u></b>	<b><u>\$ 85,168,390</u></b>	<b><u>\$ 78,461,500</u></b>	<b>-1.3%</b>

Note: Physical Health & Social Services decrease represents completion of WIC grant from State of Iowa, passed through the county.

Note: Mental Health and Disability Services expenditures have fluctuated due to the change in state funding model for regional services, and the need for transferring fund balance to the region.

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

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

<b>SERVICE AREA</b>	<b><u>FY09 ACTUAL</u></b>	<b><u>FY10 ACTUAL</u></b>	<b><u>FY11 ACTUAL</u></b>	<b><u>FY12 ACTUAL</u></b>	<b><u>FY 13 ACTUAL</u></b>
Public Safety & Legal Services	\$ 19,768,037	\$ 19,942,386	\$ 26,494,923	\$ 26,757,075	\$ 27,676,758
Physical Health & Social Services	6,075,938	6,595,222	6,511,764	5,395,364	5,240,951
Mental Health & Disability Services	14,560,839	14,492,698	15,221,435	17,466,386	8,216,370
County Environment & Education	4,378,787	4,197,866	4,515,096	4,450,578	4,591,243
Roads & Transportation	4,680,676	4,604,129	4,540,049	5,111,168	4,969,031
Government Services to Residents	2,134,299	2,052,707	2,022,333	2,210,614	2,178,373
Administration	<u>8,711,783</u>	<u>8,342,657</u>	<u>9,094,998</u>	<u>9,203,859</u>	<u>9,121,577</u>
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$ 60,310,359</b>	<b>\$ 60,227,665</b>	<b>\$ 68,400,598</b>	<b>\$ 70,595,044</b>	<b>\$ 61,994,303</b>
Debt Service	3,463,136	9,464,405	4,355,660	4,369,070	4,368,485
Capital Projects	<u>4,369,893</u>	<u>9,072,467</u>	<u>7,748,371</u>	<u>2,190,782</u>	<u>3,751,883</u>
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$ 68,143,388</u></b>	<b><u>\$ 78,764,537</u></b>	<b><u>\$ 80,504,629</u></b>	<b><u>\$ 77,154,896</u></b>	<b><u>\$ 70,114,671</u></b>

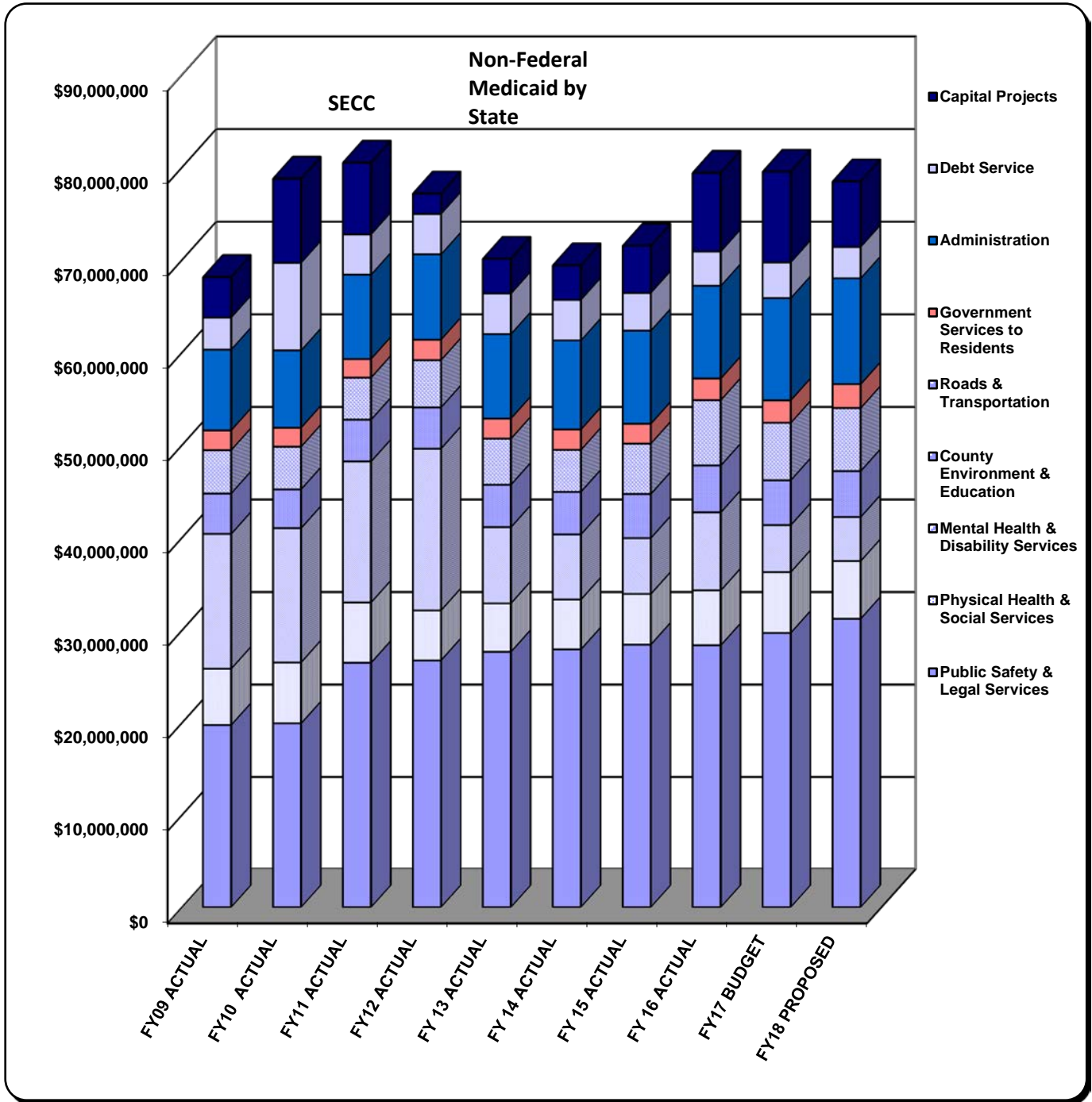
Note: FY 11 is the first year of pass through funding from Scott County to Scott Emergency Communication Center (SECC).

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

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

<b>SERVICE AREA</b>	<u>FY 14 ACTUAL</u>	<u>FY 15 ACTUAL</u>	<u>FY 16 ACTUAL</u>	<u>FY17 BUDGET</u>	<u>FY18 BUDGET</u>
Public Safety & Legal Services	\$ 27,937,707	\$ 28,462,489	\$ 28,386,015	\$ 29,723,375	\$ 31,247,900
Physical Health & Social Services	5,381,859	5,461,000	5,922,900	6,559,546	6,236,276
Mental Health & Disability Services	7,030,251	6,037,145	8,424,830	5,070,706	4,745,428
County Environment & Education	4,601,466	4,761,946	5,058,933	4,845,056	4,958,041
Roads & Transportation	4,528,797	5,439,459	7,065,394	6,198,523	6,814,000
Government Services to Residents	2,202,471	2,141,186	2,334,861	2,431,520	2,576,624
Administration	<u>9,619,161</u>	<u>10,051,868</u>	<u>10,001,283</u>	<u>11,039,709</u>	<u>11,430,905</u>
<b>SUBTOTAL OPERATING BUDGET</b>	<b>\$ 61,301,712</b>	<b>\$ 62,355,093</b>	<b>\$ 67,194,216</b>	<b>\$ 65,868,435</b>	<b>\$ 68,009,174</b>
Debt Service	4,385,802	4,083,170	3,720,336	3,866,579	3,389,950
Capital Projects	<u>3,717,114</u>	<u>5,088,549</u>	<u>8,493,417</u>	<u>9,780,100</u>	<u>7,062,376</u>
<b>TOTAL COUNTY BUDGET</b>	<b><u>\$ 69,404,628</u></b>	<b><u>\$ 71,526,812</u></b>	<b><u>\$ 79,407,969</u></b>	<b><u>\$ 79,515,114</u></b>	<b><u>\$ 78,461,500</u></b>

# TEN YEAR APPROPRIATION SUMMARY COMPARISON



Public Safety continues to be the largest portion of the budget. In FY 2010, the County began pass through funding to the Scott Emergency Communication Center. In FY 2013, the State of Iowa began paying for non-Federal share of Medicaid dollars on the state level rather than granting monies to the counties to pay for services. Other shifts have naturally occurred due to and benefit levels. Additionally capital services have increased over the FY 15, 16, and 17 due to courthouse renovations and patrol facility acquisition.

## FUND BALANCE REVIEW

	June 30, 2015 <u>Actual</u>	June 30, 2016 <u>Actual</u>	June 30, 2017 <u>Projected</u>	June 30, 2018 <u>Projected</u>	<u>% Change 2017 To 2018</u>
<b>BUDGETED FUNDS</b>					
<b>General Fund</b>					
Nonspendable Prepaid Expenses	\$ 140,244	\$ 553,834	\$ 553,834	\$ 553,834	0%
Nonspendable Notes Receivable	58,777	-	-	-	N/A
Restricted for other statutory programs	902,614	849,023	586,147	586,147	0%
Restricted for County Conservation sewage	208,552	-	-	-	N/A
Assigned for Health Claim liability	270,000	500,000	-	-	N/A
Assigned for Capital Projects	2,350,000	2,500,000	-	-	N/A
Assigned for Claim Liabilities	407,715	308,160	308,160	308,160	0%
Unassigned	<u>10,098,835</u>	<u>10,212,287</u>	<u>10,516,118</u>	<u>10,516,118</u>	0%
Total General Fund	14,436,737	14,923,304	11,964,259	11,964,259	0%
<b>Special Revenue Funds</b>					
MH-DD Fund	5,116,780	359,933	149,335	105,495	-29%
Rural Services Fund	148,630	154,804	142,904	142,904	0%
Recorder's Record Management	63,714	74,255	84,405	94,555	12%
Secondary Roads	<u>3,830,301</u>	<u>3,475,520</u>	<u>3,088,632</u>	<u>2,449,472</u>	-21%
Total Special Revenue Funds	9,159,425	4,064,512	3,465,276	2,792,426	-19%
<b>Debt Service</b>					
Scott Solid Waste Commission					
Revenue Bond	-	8,215,000	7,880,000	7,540,000	-4%
Debt Service Remaining Fund Balance	<u>1,974,416</u>	<u>2,366,576</u>	<u>2,740,911</u>	<u>3,121,143</u>	14%
Total Debt Service Fund	1,974,416	10,581,576	10,620,911	10,661,143	
<b>Capital Improvements</b>					
Capital Improvements-Prepays	13,118	-	-	-	N/A
Capital Improvements-General	10,390,989	8,903,688	1,572,670	286,324	-82%
Electronic Equipment	23,776	23,816	23,816	23,816	0%
Vehicle Replacement	130,504	401,703	286,503	289,703	1%
Conservation Equipment Reserve	413,604	424,768	487,068	524,668	8%
Conservation CIP Reserve	<u>1,517,361</u>	<u>1,691,921</u>	<u>1,556,021</u>	<u>1,109,821</u>	-29%
Total Capital Improvements	12,489,352	11,445,896	3,926,078	2,234,332	-43%
Total Budgeted Funds	38,059,930	41,015,288	29,976,524	27,652,160	-8%
<b>Non-Budgeted Funds (Net Assets)</b>					
Golf Course Enterprise	2,457,954	2,550,537	2,461,571	2,375,090	-4%
Grand Total All County Funds	<u>\$ 40,517,884</u>	<u>\$ 43,565,825</u>	<u>\$ 32,438,095</u>	<u>\$ 30,027,250</u>	-7%
General Fund Expenditures	31,046,213	31,875,715	33,659,538	33,903,021	1%
General Supplemental Expenditures	<u>19,457,590</u>	<u>19,700,595</u>	<u>20,921,014</u>	<u>19,700,595</u>	-6%
	<u>50,503,803</u>	<u>51,576,310</u>	<u>54,580,552</u>	<u>53,603,616</u>	-2%
Unassigned Fund Balance	<u>10,098,835</u>	<u>10,212,287</u>	<u>10,516,118</u>	<u>10,516,118</u>	0%
	<b>20.0%</b>	<b>19.8%</b>	<b>19.3%</b>	<b>19.6%</b>	2%



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

	MAJOR GOVERNMENTAL FUNDS					
	GENERAL FUND			MENTAL HEALTH & DIS. SERVICES FUND		
	ACTUAL 2015-16	PROJECTED 2016-17	BUDGET 2017-18	ACTUAL 2015-16	PROJECTED 2016-17	BUDGET 2017-18
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 38,799,141	\$ 39,362,865	\$ 41,243,908	\$ 3,173,646	\$ 3,182,587	\$ 3,192,007
Less: Uncollected Delinquent Taxes-Levy Yr	29,049	23,073	29,049	2,376	1,872	2,376
Less: Credits To Taxpayers	1,760,007	1,669,679	1,760,005	143,963	135,430	143,963
Net Current Property Taxes	37,010,085	37,670,113	39,454,854	3,027,307	3,045,285	3,045,668
Delinquent Property Tax Revenue	29,049	23,073	29,049	2,376	1,872	2,376
Penalties, Interest & Costs On Taxes	783,680	639,056	638,345	-	-	-
Other County Taxes	5,979,082	6,301,558	6,248,959	133,029	128,820	119,121
Intergovernmental	6,616,666	6,524,254	6,245,469	263,804	1,108,378	1,263,452
Licenses & Permits	793,446	665,355	660,105	-	-	-
Charges For Services	5,959,526	5,700,832	5,749,012	1,970	1,200	1,200
Use of Money & Property	167,175	232,534	275,454	7,878	8,000	8,000
Miscellaneous	913,886	700,438	687,100	75,676	50,260	51,260
Subtotal Revenues	58,252,595	58,457,213	59,988,347	3,512,040	4,343,815	4,491,077
Other Financing Sources:						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	5,242,905	6,484,079	6,839,895	-	-	-
Proceeds of Fixed Asset Sales	17,140	10,000	10,000	-	-	-
Total Revenues & Other Sources	63,512,640	64,951,292	66,838,242	3,512,040	4,343,815	4,491,077
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	28,386,015	29,917,700	31,247,900	-	-	-
Physical Health & Social Services	5,922,900	6,735,261	6,236,276	-	-	-
Mental Health & Disability Services	155,943	159,510	210,511	8,268,887	4,554,413	4,534,917
County Environment & Education	4,497,236	4,288,758	4,383,301	-	-	-
Roads & Transportation	-	-	-	-	-	-
Government Services to Residents	2,334,861	2,419,849	2,576,624	-	-	-
Administration (interprogram)	9,909,353	11,059,474	11,430,905	-	-	-
Debt Service	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Subtotal Expenditures	51,206,308	54,580,552	56,085,517	8,268,887	4,554,413	4,534,917
Other Financing Uses:						
Operating Transfers Out	11,819,765	13,329,785	10,752,725	-	-	-
Total Expenditures & Other Uses	63,026,073	67,910,337	66,838,242	8,268,887	4,554,413	4,534,917
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	486,567	(2,959,045)	-	(4,756,847)	(210,598)	(43,840)
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 14,436,737</u>	<u>\$ 14,923,304</u>	<u>\$ 11,964,259</u>	<u>\$ 5,116,780</u>	<u>\$ 359,933</u>	<u>\$ 149,335</u>
<b>Ending Fund Balance - June 30,</b>	<u>\$ 14,923,304</u>	<u>\$ 11,964,259</u>	<u>\$ 11,964,259</u>	<u>\$ 359,933</u>	<u>\$ 149,335</u>	<u>\$ 105,495</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 2015-16	PROJECTED 2016-17	BUDGET 2017-18	ACTUAL 2015-16	PROJECTED 2016-17	BUDGET 2017-18
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,603,358	\$ 2,323,955	\$ 1,876,779	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Yr	2,123	1,527	2,123	-	-	-
Less: Credits To Taxpayers	117,810	117,184	117,810	-	-	-
Net Current Property Taxes	2,483,425	2,205,244	1,756,846	-	-	-
Delinquent Property Tax Revenue	2,123	1,527	2,123	-	-	-
Other County Taxes	103,264	89,706	66,943	569,059	585,000	585,000
Intergovernmental	1,512,916	1,607,107	1,601,029	41,464	-	-
Use of Money & Property	3,241	2,530	3,241	19,620	14,800	14,800
Miscellaneous	-	-	-	182,991	24,400	31,000
Subtotal Revenues	4,104,969	3,906,114	3,430,182	813,134	624,200	630,800
Other Financing Sources:						
Bond Proceeds	8,314,457	-	-	-	-	-
Operating Transfers In	-	-	-	6,189,630	6,290,806	4,153,030
Proceeds of Fixed Asset Sales	-	-	-	261,825	65,100	57,000
Total Revenues & Other Sources	12,419,426	3,906,114	3,430,182	7,264,589	6,980,106	4,840,830
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Administration	91,930	-	-	-	-	-
Debt Service	3,720,336	3,866,779	3,389,950	-	-	-
Capital Projects	-	-	-	7,573,875	13,739,824	5,457,376
Subtotal Expenditures	3,812,266	3,866,779	3,389,950	7,573,875	13,739,824	5,457,376
Other Financing Uses:						
Operating Transfers Out	-	-	-	737,770	760,100	1,075,200
Total Expenditures & Other Uses	3,812,266	3,866,779	3,389,950	8,311,645	14,499,924	6,532,576
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	8,607,160	39,335	40,232	(1,047,056)	(7,519,818)	(1,691,746)
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 1,974,416</b>	<b>\$ 10,581,576</b>	<b>\$ 10,620,911</b>	<b>\$ 12,492,952</b>	<b>\$ 11,445,896</b>	<b>\$ 3,926,078</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 10,581,576</b>	<b>\$ 10,620,911</b>	<b>\$ 10,661,143</b>	<b>\$ 11,445,896</b>	<b>\$ 3,926,078</b>	<b>\$ 2,234,332</b>

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

	----- NONMAJOR FUNDS -----			----- ALL GOVERNMENTAL FUNDS -----		
	ACTUAL 2015-16	PROJECTED 2016-17	BUDGET 2017-18	ACTUAL 2015-16	PROJECTED 2016-17	BUDGET 2017-18
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,784,981	\$ 2,868,525	\$ 2,950,254	\$ 47,361,126	\$ 47,737,932	\$ 49,262,948
Less: Uncollected Delinquent Taxes-Levy Yr	618	1,231	618	34,166	27,703	34,166
Less: Credits To Taxpayers	<u>128,591</u>	<u>124,161</u>	<u>128,590</u>	<u>2,150,371</u>	<u>2,046,454</u>	<u>2,150,368</u>
Net Current Property Taxes	2,655,772	2,743,133	2,821,046	45,176,589	45,663,775	47,078,414
Delinquent Property Tax Revenue	618	1,231	618	34,166	27,703	34,166
Penalties, Interest & Costs On Taxes	-	-	-	783,680	639,056	638,345
Other County Taxes	73,284	76,982	77,350	6,857,718	7,182,066	7,097,373
Intergovernmental	4,618,512	4,330,388	4,496,766	13,053,362	13,570,127	13,606,716
Licenses & Permits	39,698	10,000	10,000	833,144	675,355	670,105
Charges For Services	33,208	31,000	31,000	5,994,704	5,733,032	5,781,212
Use of Money & Property	6,722	6,450	6,450	204,636	264,314	307,945
Miscellaneous	<u>25,753</u>	<u>16,500</u>	<u>16,500</u>	<u>1,198,306</u>	<u>791,598</u>	<u>785,860</u>
Subtotal Revenues	7,453,567	7,215,684	7,459,730	74,136,305	74,547,026	76,000,136
Other Financing Sources:						
Bond Proceeds	-	-	-	8,314,457	-	-
Operating Transfers In	3,085,000	3,243,000	3,325,000	14,517,535	16,017,885	14,317,925
Proceeds of Fixed Asset Sales	<u>-</u>	<u>7,500</u>	<u>70,000</u>	<u>278,965</u>	<u>82,600</u>	<u>137,000</u>
Total Revenues & Other Sources	<u>10,538,567</u>	<u>10,466,184</u>	<u>10,854,730</u>	<u>97,247,262</u>	<u>90,647,511</u>	<u>90,455,061</u>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Public Safety & Legal Services	-	-	-	28,386,015	29,917,700	31,247,900
Physical Health & Social Services	-	-	-	5,922,900	6,735,261	6,236,276
Mental Health & Disability Services	-	-	-	8,424,830	4,713,923	4,745,428
County Environment & Education	561,697	567,021	574,740	5,058,933	4,855,779	4,958,041
Roads & Transportation	7,065,394	6,398,500	6,814,000	7,065,394	6,398,500	6,814,000
Government Services to Residents	-	-	-	2,334,861	2,419,849	2,576,624
Administration (interprogram) Debt Service	-	-	-	10,001,283	11,059,474	11,430,905
Capital Projects	<u>919,542</u>	<u>1,461,301</u>	<u>1,605,000</u>	<u>8,493,417</u>	<u>15,201,125</u>	<u>7,062,376</u>
Subtotal Expenditures	8,546,633	8,426,822	8,993,740	79,407,969	85,168,390	78,461,500
Other Financing Uses:						
Operating Transfers Out	<u>2,330,000</u>	<u>2,428,000</u>	<u>2,490,000</u>	<u>14,887,535</u>	<u>16,517,885</u>	<u>14,317,925</u>
Total Expenditures & Other Uses	10,876,633	10,854,822	11,483,740	94,295,504	101,686,275	92,779,425
Excess Of Revenues & Other Sources over (under) Expenditures & Other Uses	(338,066)	(388,638)	(629,010)	2,951,758	(11,038,764)	(2,324,364)
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 4,042,645</u>	<u>\$ 3,704,579</u>	<u>\$ 3,315,941</u>	<u>\$ 38,063,530</u>	<u>\$ 41,015,288</u>	<u>\$ 29,976,524</u>
<b>Ending Fund Balance - June 30,</b>	<u>\$ 3,704,579</u>	<u>\$ 3,315,941</u>	<u>\$ 2,686,931</u>	<u>\$ 41,015,288</u>	<u>\$ 29,976,524</u>	<u>\$ 27,652,160</u>

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

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>ADMINISTRATION</b>	\$ 687,285	\$ 756,745	\$ 756,745	\$ 768,252	1.5%
General Administration	687,285	756,745	756,745	768,252	1.5%
<b>ATTORNEY</b>	\$ 3,897,804	\$ 4,295,889	\$ 4,343,519	\$ 4,344,262	1.1%
County Attorney Administration	321,954	331,583	334,015	336,603	1.5%
Prosecution / Legal	2,712,796	2,871,286	2,896,806	2,944,867	2.6%
Risk Management	863,054	1,093,020	1,112,698	1,062,792	-2.8%
<b>AUDITOR</b>	\$ 1,520,717	\$ 1,622,259	\$ 1,597,725	\$ 1,685,051	3.9%
Auditor Administration	233,332	242,880	245,109	241,859	-0.4%
Elections	627,424	649,625	617,283	717,844	10.5%
Business Finance	415,869	471,189	475,021	445,274	-5.5%
Taxation	244,092	258,565	260,312	280,074	8.3%
<b>CAPITAL IMPROVEMENTS</b>	\$ 7,573,876	\$ 8,310,100	\$ 13,739,824	\$ 5,457,376	-34.3%
General Capital Improvements	6,887,739	7,237,600	12,177,548	3,757,500	-48.1%
Conservation Capital Projects	686,137	1,072,500	1,562,276	1,699,876	58.5%
<b>COMMUNITY SERVICES</b>	\$ 9,120,686	\$ 5,846,320	\$ 5,477,286	\$ 5,484,204	-6.2%
Community Services Administration	153,304	156,690	157,771	160,366	2.3%
General Relief	466,534	494,201	496,960	507,498	2.7%
Veteran Services	153,967	151,196	152,908	156,126	3.3%
Chemical Dep & Other Services	69,104	97,100	79,700	79,700	-17.9%
MH / D Services	8,277,777	4,947,133	4,589,947	4,580,514	-7.4%
<b>CONSERVATION (net of golf course)</b>	\$ 3,813,518	\$ 3,533,918	\$ 3,530,674	\$ 3,606,739	2.1%
Conservation Administration	697,321	512,049	515,853	529,361	3.4%
Parks & Recreation	2,788,028	2,661,539	2,690,153	2,708,769	1.8%
Wapsi River Environmental Center	328,169	360,330	324,668	368,609	2.3%
<b>DEBT SERVICES</b>	\$ 3,812,267	\$ 3,866,579	\$ 3,866,779	\$ 3,389,950	-12.3%
Solid Waste Bonds	203,024	565,331	565,331	563,632	-0.3%
GIS Bonds	307,595	-	-	-	N/A
SECC Equipment Bonds	900,480	890,380	890,580	885,000	-0.6%
River Renaissance Refunding Bonds	446,150	451,550	451,550	-	-100.0%
PSA Lease	1,955,018	1,959,318	1,959,318	1,941,318	-0.9%
<b>FACILITY &amp; SUPPORT SERVICES</b>	\$ 3,116,628	\$ 3,517,117	\$ 3,461,480	\$ 3,633,378	3.3%
FSS Administration	118,307	124,520	124,538	137,525	10.4%
Maint of Buildings & Grounds	1,653,777	1,931,792	1,907,632	2,034,516	5.3%
Custodial Services	672,452	692,079	700,031	743,394	7.4%
Support Services	672,092	768,726	729,279	717,943	-6.6%

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

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>HEALTH DEPARTMENT</b>	\$ 6,059,024	\$ 6,870,450	\$ 7,087,001	\$ 6,558,282	-4.5%
Administration	704,346	737,668	754,808	770,043	4.4%
Public Health Safety	1,903,240	2,086,183	2,118,499	2,083,848	-0.1%
Clinical Services	1,063,183	1,193,620	1,271,226	1,289,781	8.1%
Community Relations & Planning	1,625,107	2,011,404	2,101,777	1,555,242	-22.7%
Environmental Health	763,148	841,575	840,691	859,368	2.1%
<b>HUMAN SERVICES</b>	\$ 78,773	\$ 77,252	\$ 78,452	\$ 78,452	1.6%
Administrative Support	78,773	77,252	78,452	78,452	1.6%
<b>INFORMATION TECHNOLOGY</b>	\$ 2,367,184	\$ 2,594,879	\$ 2,607,676	\$ 2,664,091	2.7%
Administration	159,142	154,208	155,337	159,017	3.1%
Information Processing	2,208,042	2,440,671	2,452,339	2,505,074	2.6%
<b>JUVENILE COURT SERVICES</b>	\$ 1,260,215	\$ 1,346,226	\$ 1,366,929	\$ 1,499,844	11.4%
Juvenile Detention Center	1,213,131	1,264,923	1,276,898	1,387,613	9.7%
Emergency Youth Shelter	25,455	50,000	30,000	50,000	0.0%
In-Home Care	9,484	16,000	20,500	22,000	37.5%
GPS Monitoring	12,145	15,303	39,531	40,231	162.9%
<b>NON-DEPARTMENTAL</b>	\$ 403,472	\$ 412,484	\$ 517,409	\$ 724,272	75.6%
Non-Departmental	267,310	302,484	310,528	496,727	64.2%
Court Support Costs	53,979	56,000	57,500	57,500	2.7%
Other Law Enforcement Costs	82,183	54,000	75,000	75,000	38.9%
Centralized Fleet Maintenance	-	-	74,381	95,045	N/A
<b>HUMAN RESOURCES</b>	\$ 375,004	\$ 411,750	\$ 415,743	\$ 435,170	5.7%
Human Resource Management	375,004	411,750	415,743	435,170	5.7%
<b>PLANNING &amp; DEVELOPMENT</b>	\$ 363,590	\$ 408,545	\$ 419,732	\$ 442,495	8.3%
P & D Administration	135,875	156,465	158,839	171,314	9.5%
Code Enforcement	216,765	236,880	245,693	255,981	8.1%
Tax Deed Properties	10,950	15,200	15,200	15,200	0.0%
<b>RECORDER</b>	\$ 782,218	\$ 811,953	\$ 813,842	\$ 828,096	2.0%
Recorder Administration	150,051	158,242	159,559	166,319	5.1%
Public Records	468,380	517,547	515,929	525,222	1.5%
Vital Records	163,787	136,164	138,354	136,555	0.3%

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

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>SECONDARY ROADS</b>	\$ 7,984,935	\$ 7,668,523	\$ 7,859,801	\$ 8,419,000	9.8%
Administration	296,535	278,523	303,000	310,000	11.3%
Engineering	418,251	472,000	517,000	515,000	9.1%
Bridges & Culverts	118,060	205,000	205,000	205,000	0.0%
Roads	2,188,074	2,231,500	2,289,000	2,610,000	17.0%
Snow & Ice Control	236,201	468,000	468,000	468,000	0.0%
Traffic Controls	250,342	247,000	232,000	245,500	-0.6%
Road Clearing	194,749	155,000	221,000	231,000	49.0%
New Equipment	679,469	695,000	695,000	750,000	7.9%
Equipment Operations	838,531	1,281,500	1,281,500	1,287,500	0.5%
Tools, Materials & Supplies	76,744	100,000	102,000	102,000	2.0%
Real Estate & Buildings	1,768,437	65,000	85,000	90,000	38.5%
Roadway Construction	919,542	1,470,000	1,461,301	1,605,000	9.2%
<b>SHERIFF</b>	\$ 14,701,127	\$ 15,334,121	\$ 15,461,823	\$ 15,895,200	3.7%
Sheriff Administration	419,327	517,409	522,330	588,641	13.8%
Patrol	3,254,612	3,277,569	3,296,913	3,287,070	0.3%
Jail/Prisoner Transportation	8,329,011	8,786,530	8,874,055	9,122,612	3.8%
Civil Deputies	372,037	402,723	399,958	409,800	1.8%
Investigations	1,027,517	1,031,779	1,038,471	1,132,707	9.8%
Bailiffs/Courthouse Security	924,564	938,095	945,430	967,301	3.1%
Civil-Clerical	374,059	380,016	384,666	387,069	1.9%
<b>SUPERVISORS</b>	\$ 290,844	\$ 324,110	\$ 328,594	\$ 331,075	2.1%
Supervisors, Board of	290,844	324,110	328,594	331,075	2.1%
<b>TREASURER</b>	\$ 2,018,162	\$ 2,074,414	\$ 2,105,876	\$ 2,183,042	5.2%
Treasurer Administration	171,932	198,712	200,320	205,540	3.4%
Tax Administration	505,769	498,059	504,521	524,596	5.3%
Motor Vehicle Registration-CH	534,451	548,408	555,735	575,662	5.0%
County General Store	389,400	408,534	410,989	423,022	3.5%
Accounting/Finance	416,610	420,701	434,311	454,222	8.0%

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

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>AUTHORIZED AGENCIES:</b>					
<b>BI-STATE REGIONAL COMMISSION</b>	\$ 93,238	\$ 94,755	\$ 94,755	\$ 93,355	-1.5%
Regional Planning/Technical Assistance	93,238	94,755	94,755	93,355	-1.5%
<b>CENTER FOR ALCOHOL/DRUG SERVICES</b>	\$ 688,331	\$ 688,331	\$ 688,331	\$ 688,331	0.0%
Outpatient Services	40,000	40,000	40,000	40,000	0.0%
Residential Services	295,432	295,432	295,432	295,432	0.0%
Jail Based Assessment & Treatment	154,899	154,899	154,899	154,899	0.0%
Inmate Substance Abuse Treatment	100,000	100,000	100,000	100,000	0.0%
Criminal Justice Client Case Mgmt	98,000	98,000	98,000	98,000	0.0%
<b>CENTER FOR ACTIVE SENIORS, INC.</b>	\$ 275,250	\$ 275,250	\$ 275,250	\$ 275,250	0.0%
Outreach to Older Persons	231,125	208,817	208,817	208,817	0.0%
Day Care for Older Persons	44,125	26,586	26,586	26,586	0.0%
Volunteer Services for Older Person	-	21,550	21,550	21,550	0.0%
Leisure Services for Older Persons	-	18,297	18,297	18,297	0.0%
Congregate Meals	-	-	-	-	N/A
<b>COMMUNITY HEALTH CARE</b>	\$ 355,013	\$ 302,067	\$ 302,067	\$ 302,067	0.0%
Health Services-Comm Services	306,550	302,067	302,067	302,067	0.0%
Health Services-Other	48,463	-	-	-	N/A
<b>EMERGENCY MANAGEMENT AGENCY</b>	\$ 6,888,000	\$ 7,180,739	\$ 7,180,739	\$ 7,676,209	6.9%
Emergency Preparedness	38,000	76,209	76,209	76,209	0.0%
Emergency Communications (SECC)	6,850,000	7,104,530	7,104,530	7,600,000	7.0%
<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>HUMANE SOCIETY</b>	\$ 33,317	\$ 33,317	\$ 33,317	\$ 33,317	0.0%
Animal Shelter	33,317	33,317	33,317	33,317	0.0%
<b>COUNTY LIBRARY</b>	\$ 561,697	\$ 567,021	\$ 567,021	\$ 574,740	1.4%
Library Resources & Services	561,697	567,021	567,021	574,740	1.4%

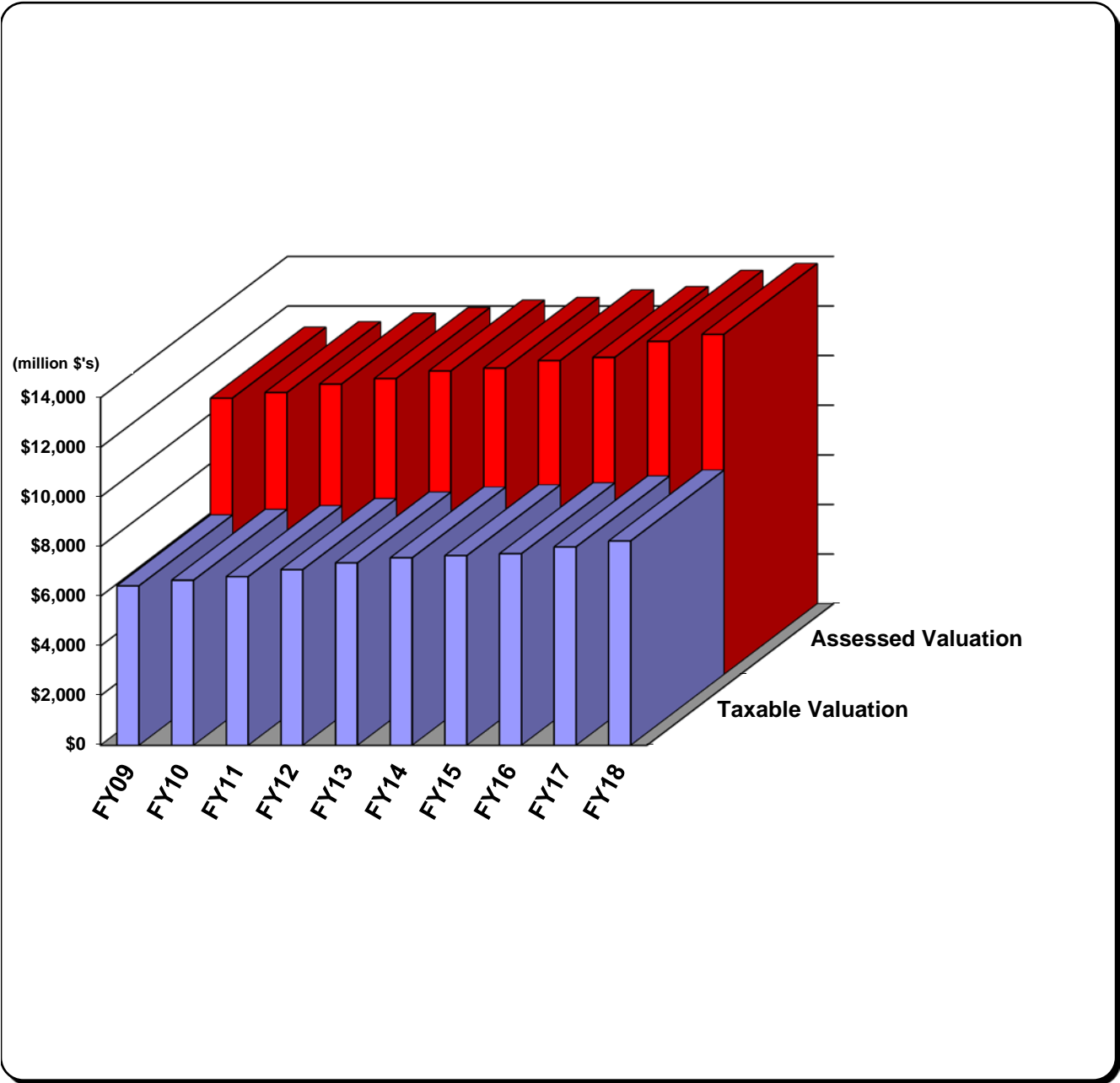
**APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT**  
(excluding transfers and non-budgeted funds)

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>MEDIC AMBULANCE</b>	\$ 95,794	\$ 100,000	\$ -	\$ 200,000	100.0%
Medic Ambulance Service	95,794	100,000	-	200,000	100.0%
<b>QC CONVENTION/VISITORS BUREAU</b>	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	0.0%
Regional Tourism Development	70,000	70,000	70,000	70,000	0.0%
<b>QC DEVELOPMENT GROUP</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	0.0%
Quad Cities First	70,000	70,000	70,000	70,000	0.0%
GDRC	30,000	30,000	30,000	30,000	0.0%
<b>TOTAL ALL DEPTS/AGENCIES</b>	<u>\$ 79,407,969</u>	<u>\$ 79,515,114</u>	<u>\$ 85,168,390</u>	<u>\$ 78,461,500</u>	-1.3%



# TAXABLE VALUATIONS vs 100% ASSESSMENTS

TEN YEAR COMPARISON (in million \$'s)



Currently due to a State applied rollback to residential, commercial, industrial & ag property, taxable values are only at 60.5% of the County's fully assessed property values, which is 0.5% higher than the previous year

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

<u>Fiscal Year</u>	<u>----- Real Property -----</u>		<u>----- Utilities -----</u>	
	<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>
2008-09	\$ 6,020,385,508	\$ 10,733,575,164	\$ 400,072,952	\$ 400,092,597
2009-10	6,145,168,791	10,860,509,010	501,216,078	501,216,078
2010-11	6,398,669,647	11,313,505,719	392,178,581	392,178,581
2011-12	6,673,545,437	11,524,029,840	402,661,960	402,661,960
2012-13	6,943,020,526	11,830,380,890	402,322,998	402,322,998
2013-14	6,996,529,321	11,793,603,661	549,582,783	549,582,783
2014-15	7,240,638,632	12,109,481,489	394,987,689	538,804,065
2015-16	7,319,187,974	12,162,390,696	395,641,402	615,595,708
2016-17	7,597,944,724	12,779,295,631	391,113,465	649,309,189
2017-18	7,852,430,879	13,094,122,976	374,014,313	612,028,444

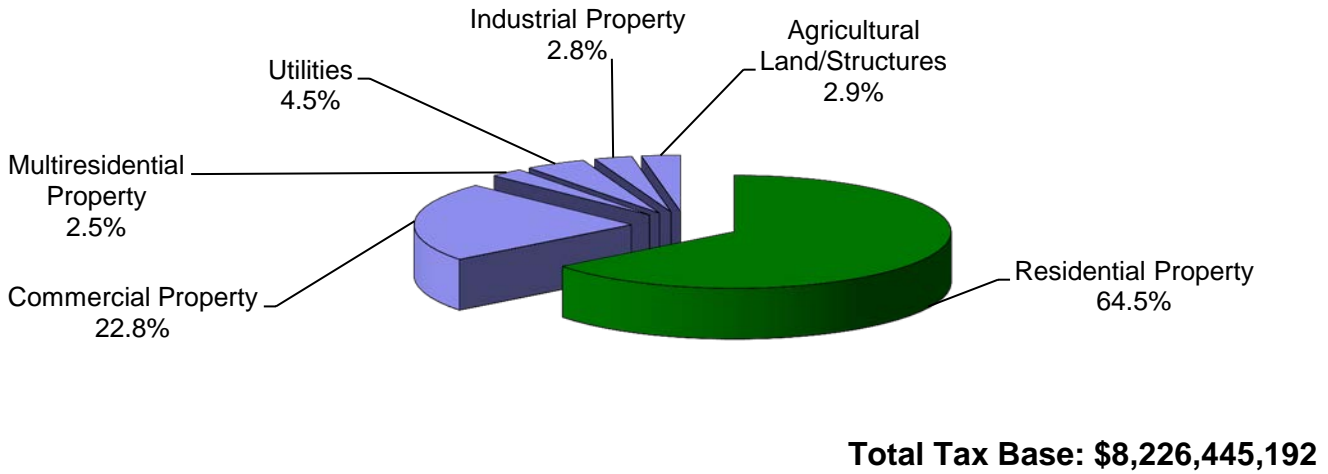
Note: Taxes are not assessed on Personal Property.

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

<u>Fiscal Year</u>	----- Total ----- <u>Taxable Value</u>	<u>Assessed Value</u>	<u>Ratio Taxable to Assessed Value</u>	<u>Tax Increment Financing District Values</u>
2008-09	\$ 6,420,458,460	\$ 11,133,667,761	57.67%	\$ 330,175,178
2009-10	6,646,384,869	11,361,725,088	58.50%	369,081,487
2010-11	6,790,848,228	11,705,684,300	58.01%	371,448,594
2011-12	7,076,207,397	11,926,691,800	59.33%	360,551,426
2012-13	7,345,343,524	12,232,703,888	60.05%	379,706,751
2013-14	7,546,112,104	12,343,186,444	61.14%	395,699,656
2014-15	7,635,626,321	12,648,285,554	60.37%	406,555,742
2015-16	7,714,829,376	12,777,986,404	60.38%	425,111,551
2016-17	7,989,058,189	13,428,604,820	59.49%	413,836,841
2017-18	8,226,445,192	13,706,151,420	60.02%	449,518,457

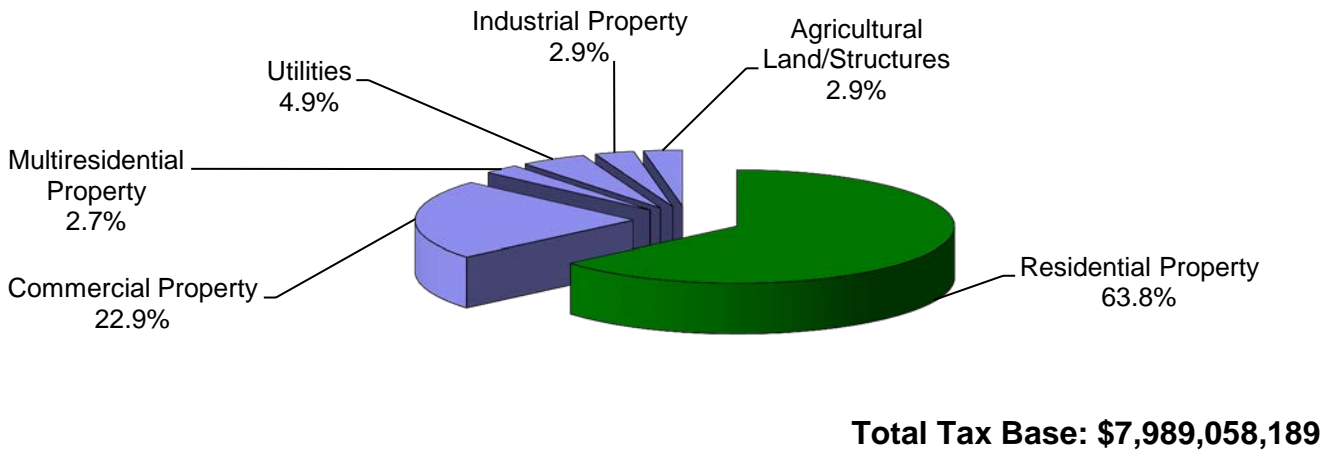
# TAXABLE VALUATION BY CLASS OF PROPERTY

## FY18 TAXABLE VALUATION



Residential property valuations represent over half of the County's tax base. Residential valuations would represent 70%, however, the State mandated rollback percentage shifts the tax burden to other classes. The growth in tax base between years was 3.0%

## FY17 TAXABLE VALUATION



## TAXABLE PROPERTY VALUATION COMPARISON

	January 1,2015 For FY17	% of Total	January 1,2016 For FY18	% of Total	Amount Change	% Change
<b>COUNTY-WIDE</b>						
Residential Property	5,096,318,669	63.8%	5,305,862,564	64.5%	209,543,895	4.1%
Commercial Property	1,825,934,120	22.9%	1,873,083,824	22.8%	47,149,704	2.6%
Multiresidential	213,613,304	2.7%	204,286,253	2.5%	(9,327,051)	-4.4%
Utilities	391,113,465	4.9%	374,014,313	4.5%	(17,099,152)	-4.4%
Industrial Property	231,850,798	2.9%	231,331,626	2.8%	(519,172)	-0.2%
Agricultural Land/Structures	230,227,833	2.9%	237,866,612	2.9%	7,638,779	3.3%
All Classes	<u>7,989,058,189</u>	<u>100.0%</u>	<u>8,226,445,192</u>	<u>100.0%</u>	<u>237,387,003</u>	<u>3.0%</u>
<b>UNINCORPORATED AREAS</b>						
Residential Property	661,473,671	66.7%	688,441,579	67.1%	26,967,908	4.1%
Commercial Property	46,124,865	4.6%	46,943,150	4.6%	818,285	1.8%
Multiresidential	9,396,223	0.9%	9,546,246	0.1%	150,023	1.6%
Utilities	74,393,746	7.5%	73,326,539	7.1%	(1,067,207)	-1.4%
Industrial Property	1,463,823	0.1%	1,490,688	0.1%	26,865.00	1.8%
Agricultural Land/Structures	199,158,287	20.1%	206,016,281	20.1%	6,857,994	3.4%
Total	<u>992,010,615</u>	<u>100.0%</u>	<u>1,025,764,483</u>	<u>100.0%</u>	<u>33,753,868</u>	<u>3.4%</u>
Property in Cities	6,997,047,574	87.6%	7,200,680,709	87.5%	203,633,135	2.9%
Property in Rural Areas	992,010,615	12.4%	1,025,764,483	12.5%	33,753,868	3.4%
Total	<u>7,989,058,189</u>	<u>100.0%</u>	<u>8,226,445,192</u>	<u>100.0%</u>	<u>237,387,003</u>	<u>3.0%</u>

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,2015 For FY17	January 1,2016 For FY18	Amount Change	% Change
Tax Increment Financing District Values	413,836,841	449,518,457	35,681,616	8.6%
Military Exemptions	16,179,072	15,725,332	(453,740)	-2.8%
Utilities/Railroads Rollback Amount	258,195,724	301,820,105	43,624,381	16.9%
Ag Land/Structures Rollback Amount	269,201,329	262,923,836	(6,277,493)	-2.3%
Commercial Rollback Amount	230,737,830	238,014,131	7,276,301	3.2%
Industrial	28,052,170	27,866,977	(185,193)	-0.7%
Multiresidential	34,726,341	45,580,184	10,853,843	31.3%
Residential Rollback Amount	4,188,617,324	4,138,257,206	(50,360,118)	-1.2%
Total Rollback Loss	<u>5,009,530,718</u>	<u>5,014,462,439</u>	<u>4,931,721</u>	<u>0.1%</u>
Total Excluded Values	<u>5,439,546,631</u>	<u>5,479,706,228</u>	<u>40,159,597</u>	<u>0.7%</u>
<b>Percent of Tax Base Excluded</b>	<u><b>40.5%</b></u>	<u><b>40.0%</b></u>		
<b>100% Valuation</b>	<u><b>13,428,604,820</b></u>	<u><b>13,706,151,420</b></u>	<u><b>277,546,600</b></u>	<u><b>2.1%</b></u>

## PROPERTY TAX LEVY COMPARISON ALL FUNDS

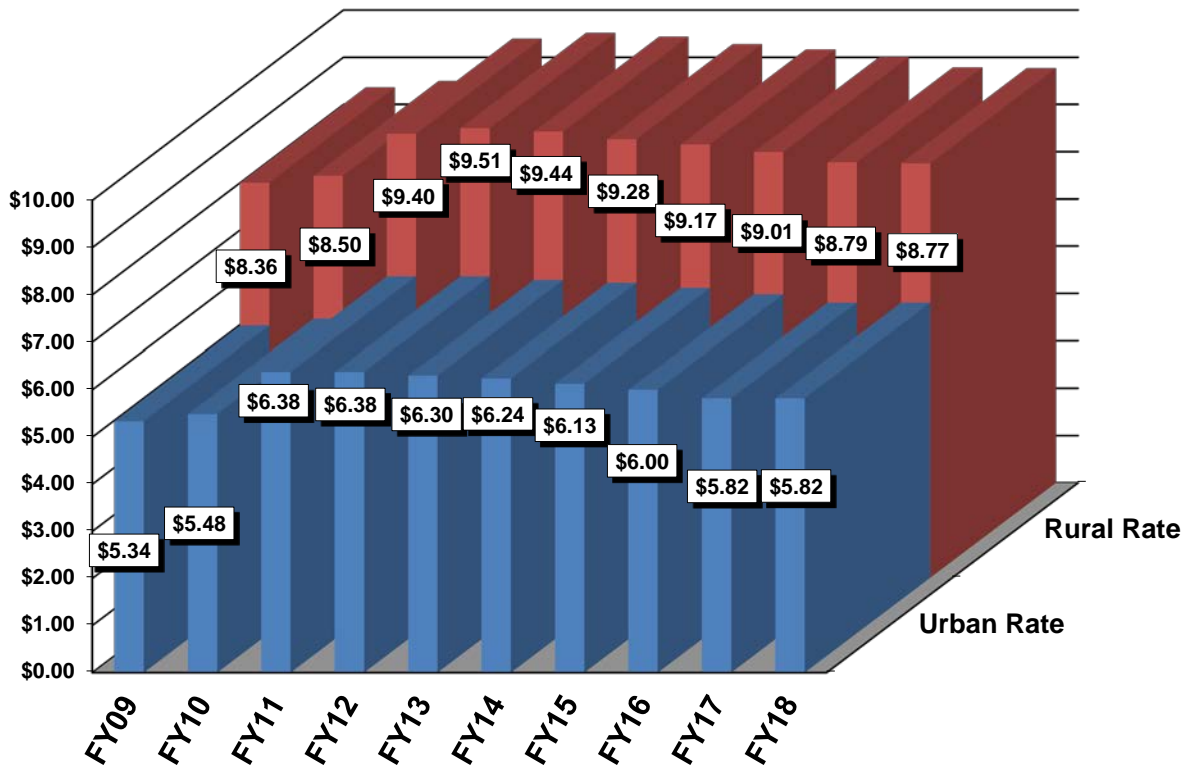
	----- 2016-17 Budget -----		----- 2017-18 Budget -----		Levy Amount % Incr -Decr
	Levy Amount	Levy Rate Per \$1,000 Taxable Valuation	Levy Amount	Levy Rate Per \$1,000 Taxable Valuation	
<b>General Fund</b>	\$ 40,914,423	\$ 5.12130	\$ 42,742,867	\$ 5.19579	4.5%
<b>Special Revenue Fund</b>					
MH-DD	\$ 3,308,032	\$ 0.41407	\$ 3,308,032	\$ 0.40212	0.0%
<b>Debt Service Fund</b>	\$ 2,410,868	\$ 0.28691	\$ 1,941,318	\$ 0.22376	-19.5%
<b>Total County-Wide Levy</b>	\$ 46,633,323	\$ 5.82228 <sup>(1)</sup>	\$ 47,992,217	\$ 5.82167	2.9%
<b>Special Revenue Fund (rural only)</b>					
Rural Services Basic	\$ 2,939,229	\$ 2.96290 <sup>(2)</sup>	\$ 3,022,829	\$ 2.96290	2.8%
<b>Total Gross Levy</b>	\$ 49,572,552	\$ 8.78518	\$ 51,015,046	\$ 8.78457	2.9%
Less State Replacement Credits Against Levied Taxes	\$ 2,046,454		\$ 2,150,368		5.1%
<b>Total Net Levy</b>	\$ 47,526,098	\$ 8.78518 <sup>(3)</sup>	\$ 48,864,678	\$ 8.78457	2.8%

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

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

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

## TEN YEAR LEVY RATE COMPARISON



The levy rate increase for FY11 is due to the SECC, county-wide consolidated dispatch center. In FY12, Rural rate increased due to a state formula for local effort related to the distribution of Road Use Tax. The FY18 rate is recommended to remain the same 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>
2008-09	\$ 35,209,549	3.0%	\$ 5.34263	\$ 8.36217
2009-10	\$ 37,429,567	6.3%	\$ 5.48399	\$ 8.50353
2010-11	\$ 44,242,098	18.2%	\$ 6.37607	\$ 9.39561
2011-12	\$ 46,152,940	4.3%	\$ 6.37607	\$ 9.51373
2012-13	\$ 47,508,708	2.9%	\$ 6.30156	\$ 9.43922
2013-14	\$ 48,415,997	1.9%	\$ 6.23534	\$ 9.28021
2014-15	\$ 49,773,216	2.8%	\$ 6.13204	\$ 9.17530
2015-16	\$ 49,314,403	-0.9%	\$ 6.00377	\$ 9.01072
2016-17	\$ 49,572,552	0.5%	\$ 5.82228	\$ 8.78518
2017-18	\$ 51,015,046	2.9%	\$ 5.82167	\$ 8.76857

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

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

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



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

	<u>ACTUAL</u> <u>2015-16</u>	<u>2016-17</u> <u>PROJECTED</u>	<u>BUDGET</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 37,764,470	\$ 38,273,186	\$40,063,903	\$ 41,065,501	\$ 42,092,138	\$ 43,144,442
Other County Taxes/TIF Revenue	6,037,426	6,360,614	6,307,304	6,452,372	6,600,777	6,752,594
Intergovernmental	6,616,666	6,524,254	6,245,469	6,245,469	6,245,469	6,245,469
Licenses & Permits	793,446	665,355	660,105	653,504	646,969	640,499
Charges For Services	5,959,526	5,700,832	5,749,012	5,800,753	5,852,960	5,905,637
Use of Money & Property	167,175	232,534	275,454	283,718	292,229	300,996
Fees, Forfeitures and Miscellaneous Revenue	913,886	700,438	687,100	680,229	673,427	666,692
Subtotal Revenues	58,252,595	58,457,213	59,988,347	61,181,545	62,403,968	63,656,329
Other Financing Sources:						
Operating Transfers In and assets sold	5,260,045	6,494,079	6,854,376	6,599,825	6,738,421	6,879,928
Total Revenues & Other Sources	63,512,640	64,951,292	66,842,723	67,781,370	69,142,389	70,536,257
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	23,935,746	25,089,105	25,771,448	26,467,277	27,181,894	27,915,805
Benefits	8,519,061	9,396,529	10,016,298	10,527,129	11,064,013	11,628,277
Capital Outlay	581,511	124,785	107,575	107,575	107,575	107,575
Purchases Services & Expenses	16,582,861	18,050,132	18,301,890	18,338,203	18,374,560	18,410,960
Supplies & Materials	1,587,129	1,920,001	1,888,306	1,897,748	1,907,236	1,916,772
Subtotal Expenditures	51,206,308	54,580,552	56,085,517	57,337,932	58,635,278	59,979,390
Other Financing Uses:						
Other Financing Uses	11,819,765	13,329,785	10,757,206	10,212,360	10,365,640	10,518,921
Total Expenditures & Other Uses	63,026,073	67,910,337	66,842,723	67,550,292	69,000,918	70,498,311
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	\$ 486,567	\$ (2,959,045)	\$ -	\$ 231,078	\$ 141,471	\$ 37,946

Revenue / Use	Trend
Taxes Levied on Property	2.5% growth, stable tax rate extended across increasing taxable property values, 5 year period
Other County Taxes/TIF Revenue	2.3% Trend rate 2013 - 2018
Intergovernmental	0% Trend based on net flat state intergovernemtnal and declining federal intergov. revenue
Licenses & Permits	-1% Trend rate 2013 - 2018
Charges For Services	0.9% Trend rate 2013 - 2018
Use of Money & Property	3% Expectation of growth
Fees, Forfeitures and Miscellaneous Revenue	-1% Trend rate 2013 - 2018
Salaries	2.7% Net cost of living and merit wage increases per year.
Benefits	5.1% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline.
Purchases Services & Expenses	0% Allowable growth budget guideline, plus departmental selected adjustments of 1% trend.
Supplies & Materials	0% Allowable growth budget guideline, 0.5% 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>ACTUAL</u> <u>2015-16</u>	<u>2016-17</u> <u>PROJECTED</u>	<u>BUDGET</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 3,029,683	\$ 3,047,157	\$ 3,048,044	\$ 3,124,245	\$ 3,202,351	\$ 3,282,410
Other County Taxes/TIF Revenue	133,029	128,820	119,121	120,193	121,275	122,366
Intergovernmental	263,804	1,108,378	1,263,452	1,132,762	1,157,683	1,183,152
Licenses & Permits	-	-	-	-	-	-
Charges For Services	1,970	1,200	1,200	1,200	1,200	1,200
Use of Money & Property	7,878	8,000	8,000	8,240	8,487	8,742
Fees, Forfeitures and Miscellaneous Revenue	75,676	50,260	51,260	51,260	51,260	51,260
Subtotal Revenues	<u>3,512,040</u>	<u>4,343,815</u>	<u>4,491,077</u>	<u>4,437,901</u>	<u>4,542,256</u>	<u>4,649,130</u>
Other Financing Sources:						
Operating Transfers In and assets sold	-	-	-	-	-	-
Total Revenues & Other Sources	<u>3,512,040</u>	<u>4,343,815</u>	<u>4,491,077</u>	<u>4,437,901</u>	<u>4,542,256</u>	<u>4,649,130</u>

**EXPENDITURES & OTHER FINANCING USES**

Operating:						
Salaries	244,895	247,435	270,759	277,528	278,222	285,177
Benefits	85,290	106,501	116,589	121,486	126,588	131,905
Capital Outlay	-	508	508	508	508	508
Purchases Services & Expenses	7,922,527	4,196,322	4,143,414	4,143,414	4,143,414	4,143,414
Supplies & Materials	16,175	3,647	3,647	3,647	3,647	3,647
Subtotal Expenditures	<u>8,268,887</u>	<u>4,554,413</u>	<u>4,534,917</u>	<u>4,546,583</u>	<u>4,552,379</u>	<u>4,564,651</u>
Other Financing Uses:						
Other Financing Uses	-	-	-	-	-	-
Total Expenditures & Other Uses	<u>8,268,887</u>	<u>4,554,413</u>	<u>4,534,917</u>	<u>4,546,583</u>	<u>4,552,379</u>	<u>4,564,651</u>
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ (4,756,847)</u>	<u>\$ (210,598)</u>	<u>\$ (43,840)</u>	<u>\$ (108,682)</u>	<u>\$ (10,123)</u>	<u>\$ 84,479</u>

	Trend
Taxes Levied on Property	2.5% Trend, based on stable tax rate extended across increasing taxable property values
Other County Taxes/TIF Revenue	0.9% Trend Rate 2013 - 2018
Intergovernmental	Offsetting funding - if fund balance below 25% of future expenditures, funding is remitted by region.
Licenses & Permits	N/A
Charges For Services	0% Trend rate 2013 - 2018
Use of Money & Property	3% Expectation of growth
Fees, Forfeitures and Miscellaneous Revenue	0% Trend rate 2013 - 2018
Salaries	2.5% Net cost of living and merit wage increases per year.
Benefits	4.2% Cost of insurance / wage related benefits per year.
Capital Outlay	0% Allowable growth budget guideline.
Purchases Services & Expenses	0% Allowable growth budget guideline.
Supplies & Materials	0% Allowable growth budget guideline.

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

	<u>ACTUAL</u> <u>2015-16</u>	<u>2016-17</u> <u>PROJECTED</u>	<u>BUDGET</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,485,548	\$ 2,206,771	\$ 1,758,969	\$ 1,748,891	\$ 1,753,876	\$ 1,754,118
Other County Taxes/TIF Revenue	103,264	89,706	66,943	68,617	70,332	72,090
Intergovernmental	1,512,916	1,607,107	1,601,029	1,480,700	1,427,730	1,454,730
Use of Money & Property	<u>3,241</u>	<u>2,530</u>	<u>3,241</u>	<u>3,241</u>	<u>3,241</u>	<u>3,241</u>
Subtotal Revenues	4,104,969	3,906,114	3,430,182	3,301,449	3,255,179	3,284,179
Other Financing Sources:						
Proceeds of bonds sold	8,314,457	-	-	-	-	-
Operating Transfers In and assets sold	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues & Other Sources	12,419,426	3,906,114	3,430,182	3,301,449	3,255,179	3,284,179
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Purchases Services & Expenses	93,030	3,000	3,000	3,000	3,000	3,000
Debt Service	<u>3,719,236</u>	<u>3,863,779</u>	<u>3,386,950</u>	<u>3,376,030</u>	<u>3,392,739</u>	<u>3,385,669</u>
Subtotal Expenditures	3,812,266	3,866,779	3,389,950	3,379,030	3,395,739	3,388,669
Other Financing Uses:						
Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Other Uses	3,812,266	3,866,779	3,389,950	3,379,030	3,395,739	3,388,669
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ 8,607,160</u>	<u>\$ 39,335</u>	<u>\$ 40,232</u>	<u>\$ (77,581)</u>	<u>\$ (140,560)</u>	<u>\$ (104,490)</u>

	Trend
Taxes Levied on Property	Net property tax requirement for outstanding debt service
Other County Taxes/TIF Revenue	2.5% Trend, based on stable tax rate extended across increasing taxable property values
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>ACTUAL</u> <u>2015-16</u>	<u>PROJECTED</u> <u>2016-17</u>	<u>BUDGET</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>	<u>PROJECTED</u> <u>2020-21</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other County Taxes/TIF Revenue	569,059	585,000	585,000	585,000	585,000	585,000
Intergovernmental	41,464	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges For Services	-	-	-	-	-	-
Use of Money & Property	19,620	14,800	14,800	11,000	11,000	11,000
Fees, Forfeitures and Miscellaneous Revenue	<u>182,991</u>	<u>24,400</u>	<u>31,000</u>	<u>17,000</u>	<u>17,000</u>	<u>17,000</u>
Subtotal Revenues	813,134	624,200	630,800	613,000	613,000	613,000
Other Financing Sources:						
Operating Transfers In and assets sold	<u>6,451,455</u>	<u>6,355,906</u>	<u>4,210,030</u>	<u>4,882,830</u>	<u>3,882,830</u>	<u>3,382,830</u>
Total Revenues & Other Sources	7,264,589	6,980,106	4,840,830	5,495,830	4,495,830	3,995,830
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Capital Outlay	7,573,875	13,739,824	5,457,376	4,664,300	3,166,800	2,785,800
Purchases Services & Expenses	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Subtotal Expenditures	<u>7,573,875</u>	<u>13,739,824</u>	<u>5,457,376</u>	<u>4,664,300</u>	<u>3,166,800</u>	<u>2,785,800</u>
Other Financing Uses:						
Other Financing Uses	<u>737,770</u>	<u>760,100</u>	<u>1,075,200</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>
Total Expenditures & Other Uses	8,311,645	14,499,924	6,532,576	5,274,300	3,776,800	3,395,800
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ (1,047,056)</u>	<u>\$ (7,519,818)</u>	<u>\$ (1,691,746)</u>	<u>\$ 221,530</u>	<u>\$ 719,030</u>	<u>\$ 600,030</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>ACTUAL</u> <u>2015-16</u>	<u>PROJECTED</u> <u>2015-16</u>	<u>BUDGET</u> <u>2016-17</u>	<u>PROJECTED</u> <u>2017-18</u>	<u>PROJECTED</u> <u>2018-19</u>	<u>PROJECTED</u> <u>2019-20</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>						
Taxes Levied on Property	\$ 2,656,390	\$ 2,744,364	\$ 2,821,664	\$ 2,892,206	\$ 2,964,511	\$ 3,038,624
Other County Taxes/TIF Revenue	73,284	76,982	77,350	78,046	78,749	79,457
Intergovernmental	4,618,512	4,330,388	4,496,766	4,631,669	5,020,619	4,921,238
Licenses & Permits	39,698	10,000	10,000	10,000	10,100	10,201
Charges For Services	33,208	31,000	31,000	31,000	31,310	31,623
Use of Money & Property	6,722	6,450	6,450	6,450	6,450	6,450
Fees, Forfeitures and Miscellaneous Revenue	<u>25,753</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>
Subtotal Revenues	7,453,567	7,215,684	7,459,730	7,665,871	8,128,238	8,104,093
Other Financing Sources:						
Operating Transfers In and assets sold	<u>3,085,000</u>	<u>3,250,500</u>	<u>3,395,000</u>	<u>3,249,843</u>	<u>3,318,090</u>	<u>3,387,770</u>
Total Revenues & Other Sources	10,538,567	10,466,184	10,854,730	10,915,714	11,446,328	11,491,862
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>						
Operating:						
Secondary Roads	7,984,936	7,859,801	8,419,000	7,611,179	7,166,661	7,304,695
Library	<u>561,697</u>	<u>567,021</u>	<u>574,740</u>	<u>582,212</u>	<u>589,780</u>	<u>597,448</u>
Subtotal Expenditures	8,546,633	8,426,822	8,993,740	8,193,390	7,756,441	7,902,143
Other Financing Uses:						
Other Financing Uses	<u>2,330,000</u>	<u>2,428,000</u>	<u>2,490,000</u>	<u>2,488,200</u>	<u>2,570,405</u>	<u>2,654,665</u>
Total Expenditures & Other Uses	10,876,633	10,854,822	11,483,740	10,681,590	10,326,846	10,556,808
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>\$ (338,066)</u>	<u>\$ (388,638)</u>	<u>\$ (629,010)</u>	<u>\$ 234,123</u>	<u>\$ 1,119,482</u>	<u>\$ 935,054</u>

	Trend
Taxes Levied on Property	2.5% Trend, based on stable tax rate extended across increasing taxable property values
Other County Taxes/TIF Revenue	0.9% Trend Rate 2013 - 2018
Intergovernmental	Estimated 3% trend growth, after gas tax increase; \$250,000 bridge fund replacement FY 19.
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; 5.1 % benefit growth; 1% contractor growth; capital project projections
Library	1.3% 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
2008-09	<b>\$5,952,121</b>
2009-10	<b>7,618,060</b>
2010-11	<b>9,247,282</b>
2011-12	<b>9,477,799</b>
2012-13	<b>10,041,990</b>
2013-14	<b>9,832,639</b>
2014-15	<b>10,098,835</b>
2015-16	<b>10,212,287</b>
2016-17 (Projected)	<b>10,516,118</b>
2017-18 (Projected)	<b>10,516,118</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, 2018 balance is projected to be 19.6%, which is above the minimum fund balance guidelines.

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

The local option sales tax revenue represents approximately 7.1% of total revenues to the General Fund in FY18. The share of total revenues is up 7.0% from previous fiscal years, as the County expects these taxes increase and then 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 5.1%. This increase is due to the increased salary and benefits adult corrections division due projected salary increases of 2.25% and benefit costs for fiscal year 2018. The adult correction division represents 35% of the Public Safety and Legal Services of the County. Other salary and benefits within this service area are expected to increase by 2.25%. All union contracts within Public Safety that are closed as of the budget adoption date.

Additionally, the property tax funding of Emergency Management Agency and Scott Emergency Communications Center (SECC) requested an increased flow through contribution of about \$495,000, a 6.9% increase, from the County. SECC was formed by a 28E (intergovernmental agreement) to consolidate all of the Police and Fire dispatch services for Scott County. This funding will pay all operational costs as well as the department service for the equipment and building.

The County holds joint agreement with Medic EMS services. The agreement calls for the county to compensate Medic for a percentage of operating losses incurred in the prior fiscal year. Scott County has budgeted up to \$200,000, an increase of \$100,000, for operating loss within the Public Safety and Legal Services service area.

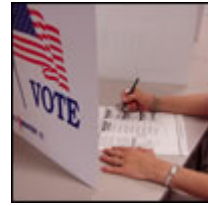
## **Scott County EMS** *Emergency Medical Services System*



Physical Health and Social Services is decreasing by 4.9% primarily due to offsetting decrease of grant expenditures. The County was asked to take on the WIC Program by the Iowa Department of Public Health effective December 1, 2015. The subsequent contract ends in September 2017, and a new provider is expected to be selected. 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 2.5% due to increases in Conservation Department due to shifting equipment capital purchases out of operations and into the capital fund. All other functional areas within County Environment and Education remained flat or grew by wage and benefit inflation.



Government Services to Residents is increasing by 6.0% due to projected election costs which vary from year to year depending on the number of special elections and departmental salary and benefit increases. FY 2018 is a local election year which increases the amount of reimbursable costs received by the county. The Administration (interprogram) service area expenditures nets to a 3.5% increase primarily for contract maintenance costs, utilities, and salary and benefits increases.

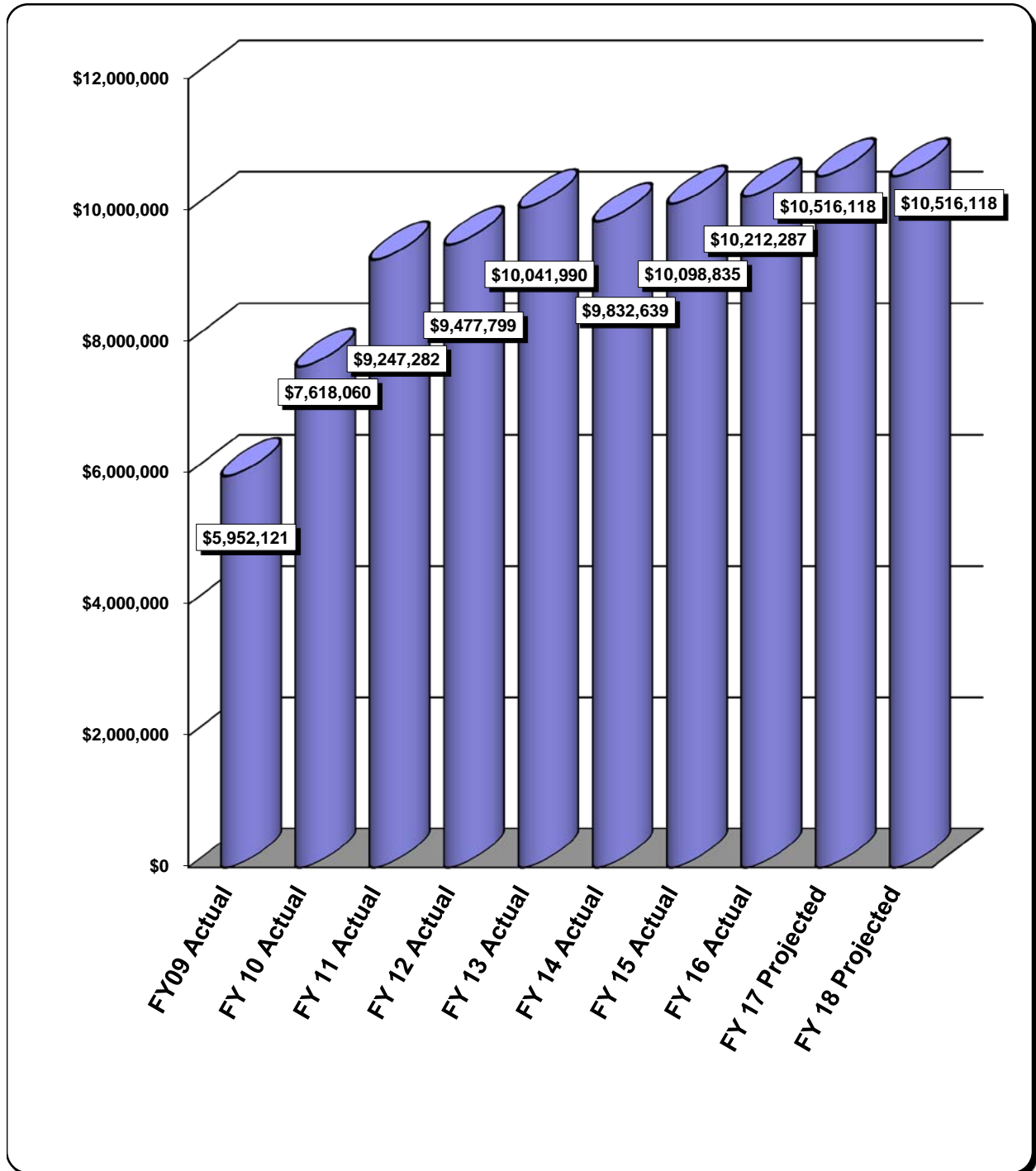


The General Fund is comprised of two levying funds - the General Basic Fund and the General Supplemental Fund. The General Basic Fund has a \$3.50 rate per \$1,000 taxable valuation limitation. The General Supplemental Fund is for specific services and expenditures as outlined in Section 331.424 of the Code of Iowa and include such services as elections, court services, joint authority rental (debt) payments (see the above discussion about the Public Safety Authority created for the jail project), employee benefit costs, emergency management services, and risk management service (see Financial Management Policies in the Supplemental Information section of this budget document for a complete listing). Current law requires counties to levy the General Basic Fund maximum levy prior to utilizing the General Supplemental Fund levy. The FY18 General Basic levy rate is at the \$3.50 limit with the General Supplemental Fund at a \$1.69579 levy rate amount.

## GENERAL FUND TOTAL FUND STATEMENT

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 14,436,737	\$ 12,202,765	\$ 14,923,304	\$ 11,964,259	-2.0%
Revenues and transfers in	<u>63,512,640</u>	<u>64,200,948</u>	<u>64,951,292</u>	<u>66,842,723</u>	4.1%
Funds available	77,949,377	76,403,713	79,874,596	78,806,982	3.1%
Expenditures and transfers out	<u>63,026,073</u>	<u>64,200,948</u>	<u>67,910,337</u>	<u>66,842,723</u>	4.1%
Ending Balance, June 30	<u>\$ 14,923,304</u>	<u>\$ 12,202,765</u>	<u>\$ 11,964,259</u>	<u>\$ 11,964,259</u>	-2.0%
Less: Estimated nonspendable, restrictions, or assignments					
Amount nonspendable for prepaid items			553,834	553,834	
Amount restricted for other statutory programs			586,147	586,147	
Amount assigned for IBNR claims liabilities			<u>308,160</u>	<u>308,160</u>	
Unassigned Fund Balance			<u>\$ 10,516,118</u>	<u>\$ 10,516,118</u>	

# GENERAL FUND UNASSIGNED ENDING FUND BALANCE TEN YEAR COMPARISON

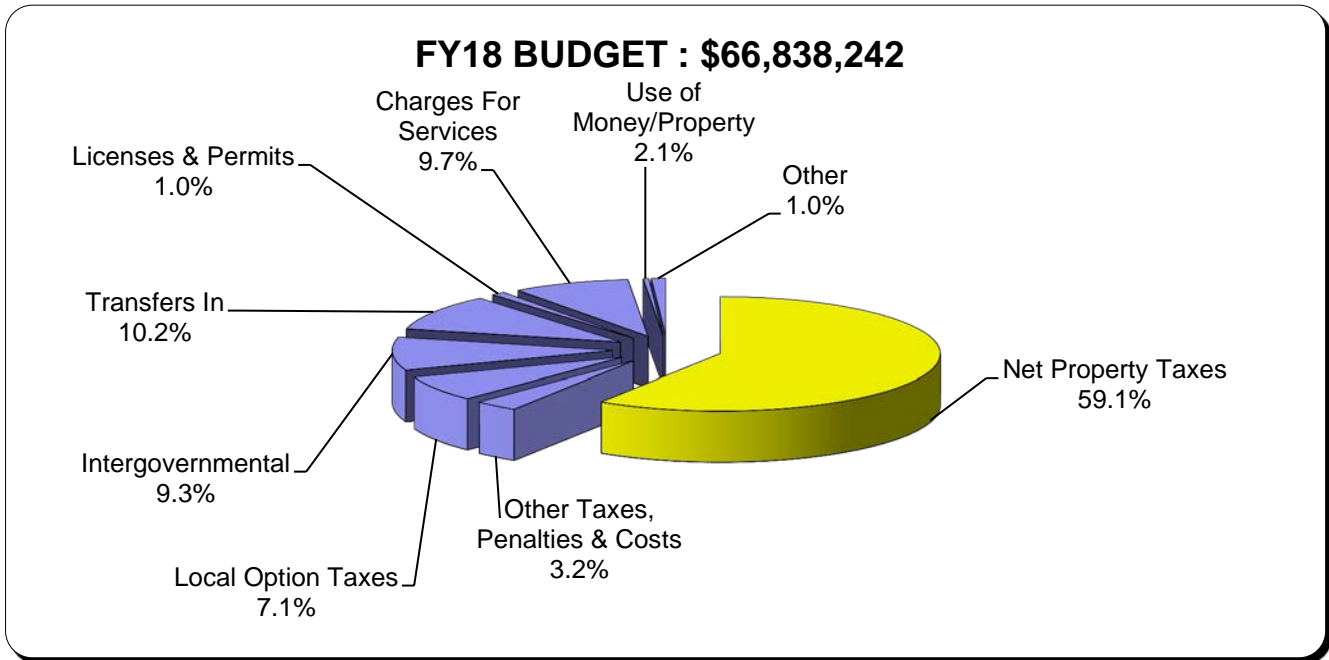


The recommended FY18 General Fund unassigned ending fund balance is expected to be at \$10,516,118 which represents 19.6% of general fund expenditures. The Board's Financial Management Policy requires a 15% minimum General Fund balance. The County implemented GASB Statement No. 54 in Fiscal Year 2011. Fund Balance was previously measured as unreserved, undesignated.

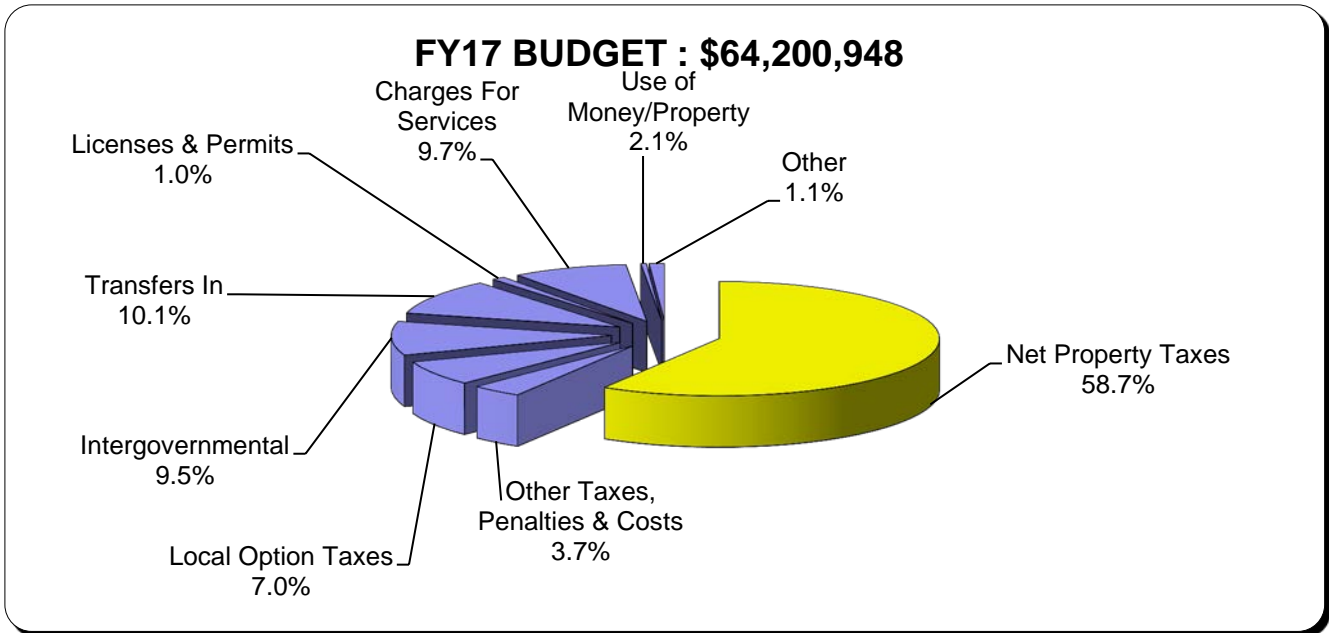
## GENERAL FUND TOTAL REVENUE SOURCES

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 38,799,141	\$ 39,362,865	\$ 39,362,865	\$ 41,243,908	4.8%
Less: Uncollected Delinquent Taxes-Lev	29,049	23,073	23,073	29,049	25.9%
Less: Credits To Taxpayers	<u>1,760,007</u>	<u>1,669,679</u>	<u>1,669,679</u>	<u>1,760,005</u>	5.4%
Net Current Property Taxes	37,010,085	37,670,113	37,670,113	39,454,854	4.7%
Add: Delinquent Property Tax Revenue	29,049	23,073	23,073	29,049	25.9%
 Total Net Property Taxes	 37,039,134	 37,693,186	 37,693,186	 39,483,903	 4.8%
 Penalties, Interest & Costs On Taxes	 725,336	 780,000	 580,000	 580,000	 -25.6%
Other County Taxes	<u>58,344</u>	<u>59,056</u>	<u>59,056</u>	<u>58,345</u>	-1.2%
Total Other Taxes, Penalties & Costs	783,680	839,056	639,056	638,345	-23.9%
 Local Option Taxes	 4,390,604	 4,475,000	 4,750,000	 4,750,000	 6.1%
Utility Tax Replacement Excise Tax	1,588,478	1,551,558	1,551,558	1,498,959	-3.4%
 Intergovernmental :					
State Grants & Reimbursements	1,929,894	1,781,638	1,953,402	1,863,286	4.6%
State Credits Against Levied Taxes	1,760,007	1,669,679	1,669,679	1,760,005	5.4%
State/ Federal Pass Thru	789,175	940,434	1,011,819	456,468	-51.5%
Other State Credits	1,547,783	1,283,173	1,459,882	1,540,606	20.1%
Federal Grants & Entitlements	4,532	8,000	20,000	8,000	0.0%
Contr & Reimb From Other Govts	577,295	433,097	401,472	609,104	40.6%
Payments in Lieu of Taxes	<u>7,980</u>	<u>7,100</u>	<u>8,000</u>	<u>8,000</u>	12.7%
Subtotal Intergovernmental	6,616,666	6,123,121	6,524,254	6,245,469	2.0%
 Licenses & Permits	 793,446	 620,330	 665,355	 660,105	 6.4%
Charges For Services	5,959,526	5,437,519	5,700,832	5,749,012	5.7%
Use of Money & Property	167,175	262,199	232,534	275,454	5.1%
 Other:					
Fines, Forfeitures & Defaults	888,612	682,050	674,960	662,425	-2.9%
Miscellaneous	<u>25,274</u>	<u>22,850</u>	<u>25,478</u>	<u>24,675</u>	8.0%
Total Other	913,886	704,900	700,438	687,100	-2.5%
 Total Revenues before Other Financing Sources	 <u>58,252,595</u>	 <u>57,706,869</u>	 <u>58,457,213</u>	 <u>59,988,347</u>	 4.0%
 Proceeds of Fixed Asset Sales	 17,140	 10,000	 10,000	 10,000	 0.0%
 Transfers in from:					
General Basic	5,152,037	6,464,079	6,464,079	6,819,895	5.5%
Conservation Equipment	70,868	-	-	-	N/A
Recorders Management	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	0.0%
Total transfers in	5,242,905	6,484,079	6,484,079	6,839,895	5.5%
 <b>GRAND TOTAL REVENUES</b>	 <u>\$ 63,512,640</u>	 <u>\$ 64,200,948</u>	 <u>\$ 64,951,292</u>	 <u>\$ 66,838,242</u>	 4.1%

# GENERAL FUND REVENUES BY TYPE



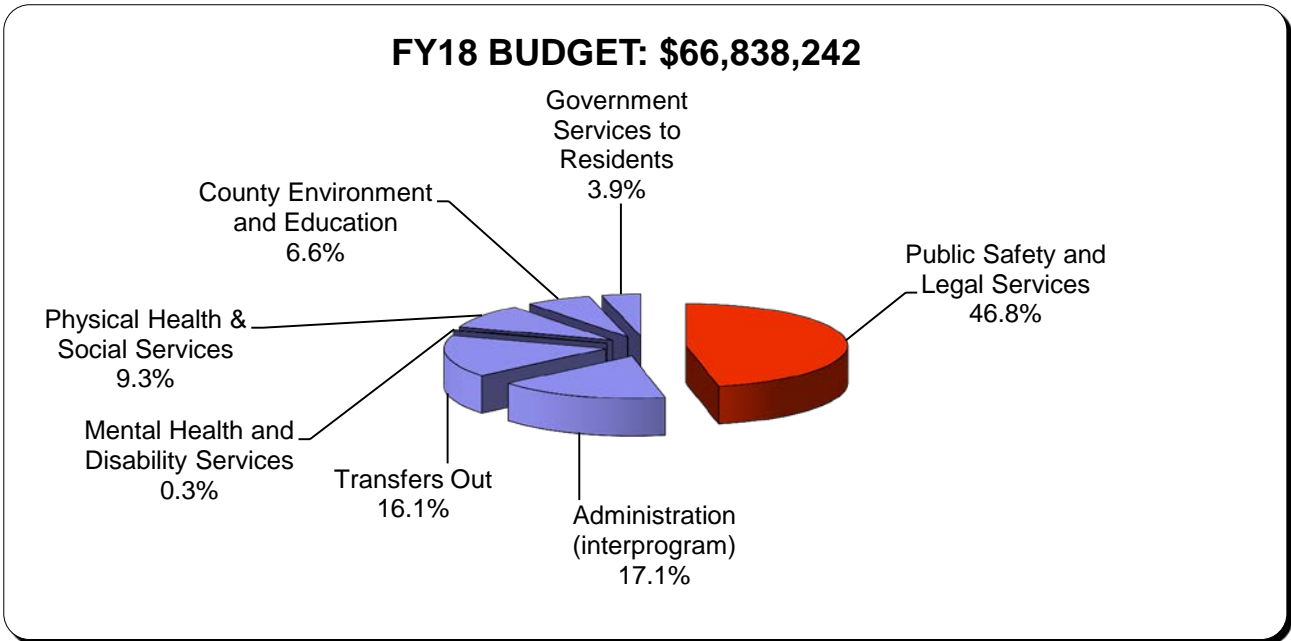
The percentage of revenues received from net property taxes has increased from approximately 58.7% to 59.1% from FY17 to FY18. This increase is because the County continues contributions from the State of Iowa to fund the intergovernmental Commercial and Industrial Property Tax Credit, as well as the Women, Infant and Child grant funding has flattened or decreased.



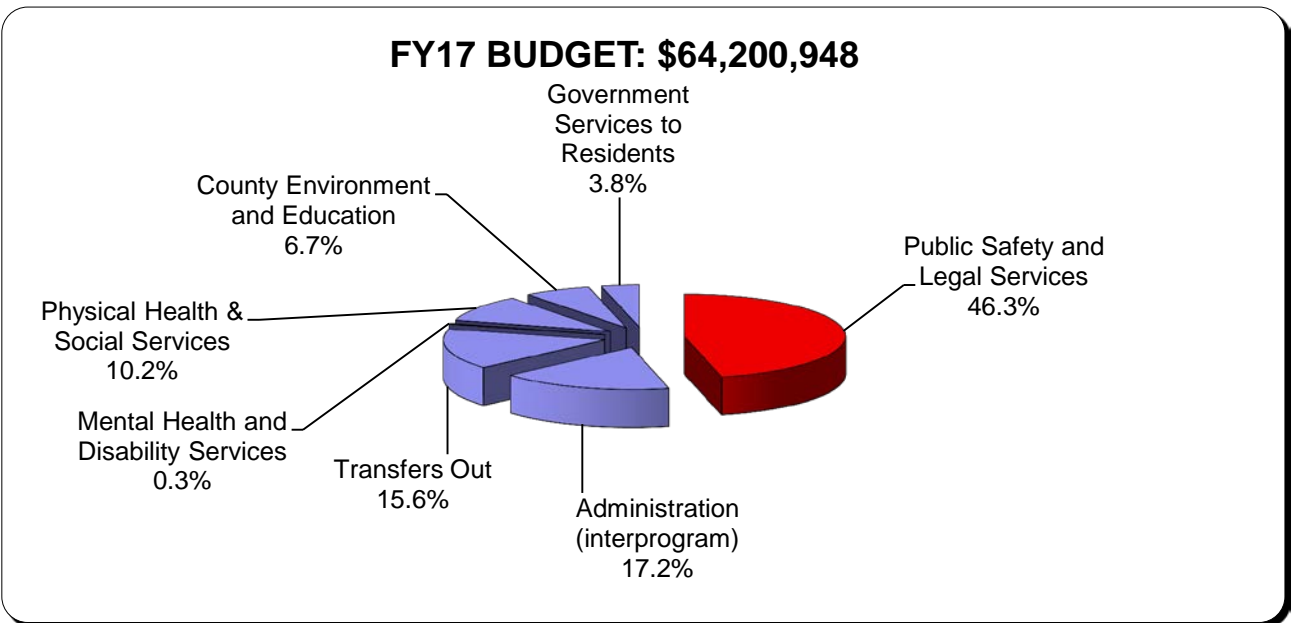
## GENERAL FUND EXPENDITURES BY SERVICE AREA

SERVICE AREA	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	\$ 28,386,015	\$ 29,723,375	\$ 29,917,700	\$ 31,247,900	5.1%
Physical Health & Social Services	5,922,900	6,559,546	6,735,261	6,236,276	-4.9%
Mental Health and Disability Services	155,943	164,654	159,510	210,511	27.9%
County Environment & Education	4,497,236	4,278,035	4,288,758	4,383,301	2.5%
Government Services to Residents	2,334,861	2,431,520	2,419,849	2,576,624	6.0%
Administration (interprogram)	<u>9,909,353</u>	<u>11,039,709</u>	<u>11,059,474</u>	<u>11,430,905</u>	3.5%
<b>SUBTOTAL BEFORE TRANSFERS</b>	<u>51,206,308</u>	<u>54,196,839</u>	<u>54,580,552</u>	<u>56,085,517</u>	3.5%
<b>Transfers out to:</b>					
General Supplemental	5,152,037	6,464,079	6,464,079	6,819,895	5.5%
Secondary Roads	775,000	835,000	835,000	855,000	2.4%
Capital Improvements	4,399,953	1,770,030	4,595,706	2,142,830	21.1%
Electronic Equipment	610,000	610,000	610,000	610,000	0.0%
Vehicle Replacement	235,000	325,000	325,000	325,000	0.0%
Conservation Equipment	-	-	-	-	N/A
Conservation Improvement	277,775	-	-	-	N/A
Internal Service - Health	270,000	-	500,000	-	N/A
Golf Enterprise	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total transfers</b>	<u>11,819,765</u>	<u>10,004,109</u>	<u>13,329,785</u>	<u>10,752,725</u>	7.5%
<b>GRAND TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<u>\$ 63,026,073</u>	<u>\$ 64,200,948</u>	<u>\$ 67,910,337</u>	<u>\$ 66,838,242</u>	4.1%

# 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 is known as the MH/DS Fund. The Board of Supervisors made appropriations from the fund for payment of services provided under the MH/DS Management Plan approved pursuant to Iowa Code section 331.439.

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

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

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

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

In October of 2012, Scott County applied for transition funds and was approved for \$2,437,247. The County did not receive the transition funds as of the March budget approval process. Because Legislators approved



the carryover of Risk Pool funds during the 2012 session, Scott County was able to continue using those funds to pay for services for new individuals coming into the system instead of starting a waiting list during FY13. Scott County was unable to pay local providers for several months until the transition funds were received.

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

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

The 2015 Legislative Session was a difficult one in regards to funding. Because of other state budget issues, equalization funding was eliminated for FY16. The SPP (SSBG) money was eliminated as well. Regions used fund balance in FY16. Again in 2016, Legislators did not address future funding, and the regions/counties reverted back to the original capped dollar amount at the beginning of FY17. The regions require a stable funding stream in order to develop/implement core and additional core (crisis services). Scott County is capped at a levy request of \$3,308,032. FY 18 expenditures are projected to be \$4,534,917 for county provided services, excluding regional crisis services. The difference will be funded through a request of funds from the regional fund balance, however this will reduce the region’s capacity to fund regional crisis services. New regional crisis services funded by the region as a whole are: crisis hotline, telephone health for evaluations, mobile crisis and care coordination.

During the 2017 Legislative session there have been two levy bills, HF 343 and SF 365, which removed the 1996 levy cap, allowing the counties to adjust the MH levy based on budget needs. SSB 1187 was introduced as well but doesn’t remove the cap. Senate File Bill 504 came out of the legislation and was sent to the Governor pending his approval. The bill, if it were to become law, would create new regional per capita levy levels applied to each county, based on 2015 regional expenditures. Scott County would be able to raise an additional \$1.9 million in local funding, however each of the four partner counties in the region will be required to reduce levies by the same \$1.9 million. This will force regions to utilize fund balance for funding decisions with the intention of reaching a 20% fund balance level by FY 2020. Regional expenditure are expected to be \$12 million in FY 18, with only \$6 million in new dollars. While the bill creates equitable levying powers within the region, it does not create additional revenue capacity and will likely require funding cuts in the future.

As of the budget approval period, no decision had been made legislatively on the future of mental health funding. The bill was approved May 5, 2017, and as such, Scott County has chosen not to raise taxes at this time due to the timing of the bill, the requirement to spend down region fund balance, and the equitable funding between members. It is unknown how services will continue without the support of the mental health region. It is also unknown what services, if any, will be cut throughout all five counties within the region, as the region moves through the process of deficit spending.

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

<u>Fund</u>	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 5,116,780	\$ 1,066,176	\$ 359,933	\$ 149,335	-86.0%
Revenues	<u>3,512,040</u>	<u>5,016,878</u>	<u>4,343,815</u>	<u>4,491,077</u>	-10.5%
Funds available	8,628,820	6,083,054	4,703,748	4,640,412	-23.7%
Expenditures	<u>8,268,887</u>	<u>4,906,052</u>	<u>4,554,413</u>	<u>4,534,917</u>	-7.6%
Excess (deficiency) of revenues over expenditures	<u>(4,756,847)</u>	<u>110,826</u>	<u>(210,598)</u>	<u>(43,840)</u>	-139.6%
Ending Balance, June 30	<u>\$ 359,933</u>	<u>\$ 1,177,002</u>	<u>\$ 149,335</u>	<u>\$ 105,495</u>	-91.0%

# MENTAL HEALTH & DISABILITY SERVICES FUND

## REVENUE SOURCES

<u>Fund</u>	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>REVENUES</b>					
Taxes Levied on Property	\$ 3,173,646	\$ 3,182,587	\$ 3,182,587	\$ 3,192,007	0.3%
Less: Uncollected Delinquent Taxes- Levy Year	2,376	1,872	1,872	2,376	26.9%
Less: Credits To Taxpayers	<u>143,963</u>	<u>135,430</u>	<u>135,430</u>	<u>143,963</u>	6.3%
Net Current Property Taxes	3,027,307	3,045,285	3,045,285	3,045,668	0.0%
Add: Delinquent Property Tax Revenue	<u>2,376</u>	<u>1,872</u>	<u>1,872</u>	<u>2,376</u>	26.9%
Total Net Property Taxes	3,029,683	3,047,157	3,047,157	3,048,044	0.0%
Other County Taxes	<u>3,096</u>	<u>3,375</u>	<u>3,375</u>	<u>3,096</u>	-8.3%
Total Other Taxes, Penalties & Costs	3,096	3,375	3,375	3,096	-8.3%
Utility Tax Replacement Excise Tax	129,933	125,445	125,445	116,025	-7.5%
Intergovernmental :					
State Grants & Reimbursements	-	-	-	-	N/A
State Credits Against Levied Taxes	143,963	135,430	135,430	143,963	6.3%
Contributions From Other					
Intergovernmental Units	-	1,554,720	865,580	1,011,169	-35.0%
Other State Credits	<u>119,841</u>	<u>99,451</u>	<u>107,368</u>	<u>108,320</u>	8.9%
Subtotal Intergovernmental	263,804	1,789,601	1,108,378	1,263,452	-29.4%
Charges For Services	1,970	1,200	1,200	1,200	0.0%
Use of Money and Property	7,878	8,000	8,000	8,000	0.0%
Other:					
Miscellaneous	<u>75,676</u>	<u>42,100</u>	<u>50,260</u>	<u>51,260</u>	21.8%
Total Other	<u>75,676</u>	<u>42,100</u>	<u>50,260</u>	<u>51,260</u>	21.8%
<b>GRAND TOTAL REVENUES</b>	<u>\$ 3,512,040</u>	<u>\$ 5,016,878</u>	<u>\$ 4,343,815</u>	<u>\$ 4,491,077</u>	-10.5%

## MENTAL HEALTH & DISABILITY SERVICES FUND

### EXPENDITURE DETAIL

MH / D SERVICE AREA	<u>Actual</u> 2015-16	<u>Budget</u> 2016-17	<u>Revised</u> <u>Estimate</u> 2016-17	<u>Budget</u> 2017-18	<u>% Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>Mental Health</b>					
General Administration	\$ -	\$ -	\$ -	\$ -	N/A
Coordination Services	209,270	181,098	239,925	251,230	38.7%
Personal & Environ Support	42,480	153,655	53,000	53,800	-65.0%
Treatment Services	363,891	579,200	476,200	523,500	-9.6%
Vocational & Day Services	44,376	14,088	51,035	79,650	465.4%
Licensed/Certified Living Arrangements	2,340,021	2,522,120	2,259,530	2,074,479	-17.7%
Instit/Hospital/Commitment Services	<u>385,328</u>	<u>433,426</u>	<u>431,221</u>	<u>438,082</u>	1.1%
<b>Total Mental Health</b>	<b>3,385,366</b>	<b>3,883,587</b>	<b>3,510,911</b>	<b>3,420,741</b>	<b>-11.9%</b>
<b>Chronic Mental Illness</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	-	-	-	-	N/A
Treatment Services	-	-	-	-	N/A
Vocational & Day Services	-	-	-	-	N/A
Licensed/Certified Living Arrangements	-	-	-	-	N/A
Instit/Hospital/Commitment Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Chronic Mental Illness</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>Intellectual Disability</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	31,873	34,950	43,050	50,600	44.8%
Treatment Services	27	-	280	280	N/A
Vocational & Day Services	444,099	447,742	467,800	483,920	8.1%
Licensed/Certified Living Arrangements	138,358	175,530	155,300	155,300	-11.5%
Instit/Hospital/Commitment Services	<u>2,662</u>	<u>10,133</u>	<u>4,194</u>	<u>4,387</u>	-56.7%
<b>Total Intellectual Disability</b>	<b>617,019</b>	<b>668,355</b>	<b>670,624</b>	<b>694,487</b>	<b>3.9%</b>
<b>Developmental Disabilities</b>					
General Administration	-	-	-	-	N/A
Coordination Services	-	-	-	-	N/A
Personal & Environ Support	124	-	7,500	7,500	N/A
Vocational & Day Services	50,075	56,249	69,350	81,170	44.3%
Licensed/Certified Living Arrangements	109,894	110,522	110,522	115,460	4.5%
Instit/Hospital/Commitment Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
<b>Total Developmental Disabilities</b>	<b>160,093</b>	<b>166,771</b>	<b>187,372</b>	<b>204,130</b>	<b>22.4%</b>
<b>Brain Injury</b>					
Personal & Environ Support	-	1,200	2,500	3,000	150.0%
Vocational & Day Services	<u>-</u>	<u>3,800</u>	<u>3,800</u>	<u>6,800</u>	78.9%
<b>Total Developmental Disabilities</b>	<b>-</b>	<b>5,000</b>	<b>6,300</b>	<b>9,800</b>	<b>96.0%</b>
<b>County Provided Services</b>	<b>20,621</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>General Administration (including transfer to Mental Health Region)</b>	<u>4,085,788</u>	<u>182,339</u>	<u>179,206</u>	<u>205,759</u>	<b>12.8%</b>
<b>Grand total MH / D expenditures</b>	<b><u>\$ 8,268,887</u></b>	<b><u>\$ 4,906,052</u></b>	<b><u>\$ 4,554,413</u></b>	<b><u>\$ 4,534,917</u></b>	<b>-7.6%</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, 2017, three current general obligation bonds are outstanding amounts to \$15,090,000 and capital leases of \$14,410,000. The first outstanding issue is the 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 second issuance is the 2015A General Obligation County Solid Waste Disposal Bonds. The proceeds of the debt were loaned to the Scott County Waste Commission to finance the renovation and equipment purchase of the multi-use recycling center within the county. The new equipment and renovation enables the center to provide single-stream recycling at a higher volume of business. This issue will be repaid by the Commission. The 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
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
2016-17	8,402,965,030	2,410,868	0.26691
2017-18	8,765,963,649	1,941,318	0.22376

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

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

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

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2017-18	\$ 505,000	\$ 378,800	\$ 883,800	4.40%
2018-19	555,000	356,580	871,580	4.60%
2019-20	530,000	332,890	862,890	4.90%
2020-21	550,000	306,920	856,920	5.00%
2021-22	565,000	279,420	844,420	5.10%
2022-23 & After	<u>4,545,000</u>	<u>1,055,310</u>	<u>5,600,310</u>	5.20%-5.80%
	\$ 7,210,000	\$ 2,709,920	\$ 9,919,920	

**The following is a summary of the general obligation bonds outstanding as of July 1, 2016 for the Solid Waste Disposal Bonds issue:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2017-18	\$ 340,000	\$ 222,631	\$ 562,631	3.00%
2018-19	350,000	212,432	562,432	3.00%
2019-20	360,000	201,931	561,931	3.00%
2020-21	370,000	191,131	561,131	3.00%
2021-22	380,000	180,031	560,031	3.00%
2022-23 & After	<u>6,080,000</u>	<u>1,237,320</u>	<u>7,317,320</u>	2.00%-4.00%
	\$ 7,880,000	\$ 2,245,476	\$ 10,125,476	

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

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2017-18	\$ 1,665,000	\$ 270,318	\$ 1,953,318	2.00%
2018-19	1,705,000	237,318	1,935,318	2.00%
2019-20	1,765,000	202,918	1,942,018	2.00%
2020-21	1,800,000	167,618	1,967,618	2.00%
2021-22	1,810,000	131,618	1,941,618	2.00%
2022-23 & After	<u>5,665,000</u>	<u>194,923</u>	<u>5,859,923</u>	1.60%-1.75%
	\$ 14,410,000	\$ 1,204,410	\$ 15,614,410	

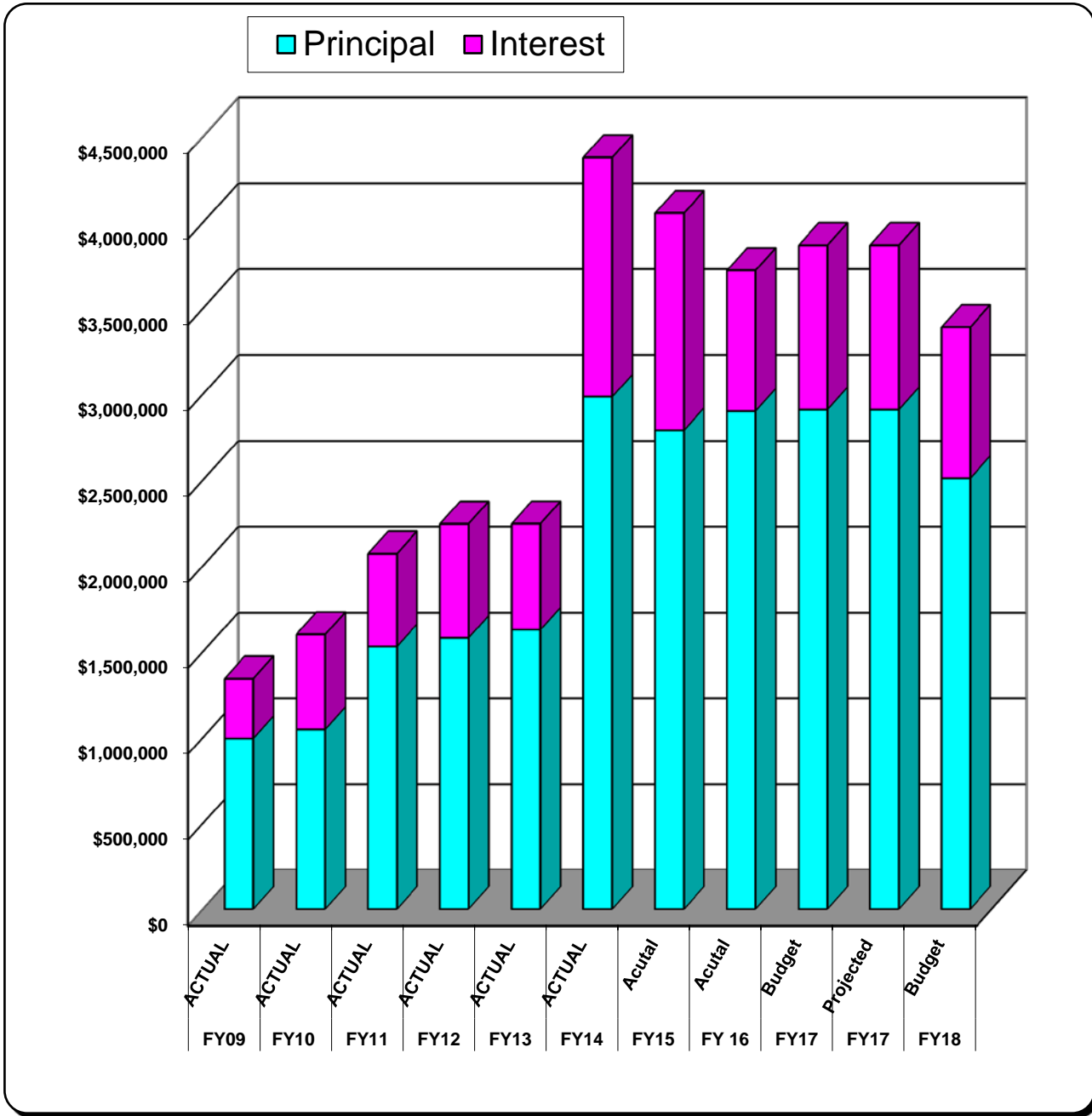
**The following is a summary of the Capital Lease outstanding as of July 1, 2016 for the Lease for Golf Mowers:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2017-18	\$ 34,727	\$ 4,084	\$38,811	5.7%
2018-19	<u>36,713</u>	<u>2,099</u>	<u>38,812</u>	5.7%
	\$ 71,440	\$ 6,183	\$ 77,623	

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, 2017 is as follows:

Assessed Value (100%) January 2016	<u>\$ 13,706,151,420</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$ 685,307,571
Capital Leases	14,481,440
Bonds Outstanding Debt Margin	<u>15,090,000</u>
Debt Applicable to Margin	32,514,010
Legal Debt Margin	<u>\$ 655,736,131</u>
Percent of Debt Limit Used	<u>4.31%</u>

## DEBT EXPENDITURES TEN YEAR PERIOD



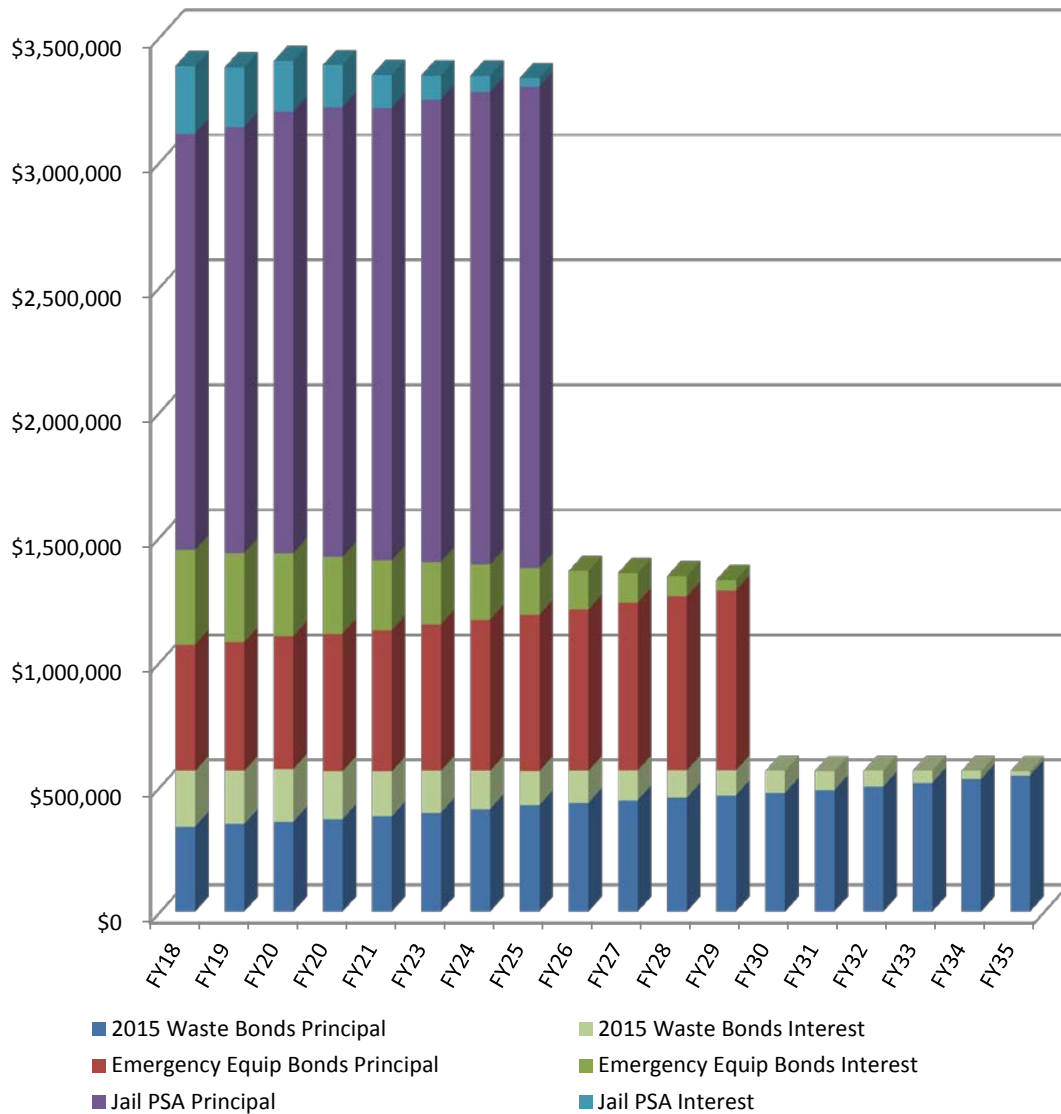
**Scott County currently has two outstanding general obligation bond issues outstanding: Emergency Equipment and Solid Waste Bonds. The increase in FY11 is due to a new bond issue to fund the Emergency Equipment for the new consolidated dispatch center. The County began levying for the Public Safety Lease within the Debt Service Fund in FY 14. The Solid Waste Bonds were issued in November, 2015.**

## DEBT SERVICE FUND FUND STATEMENT

	<u>Actual 2015-16</u>	<u>Budget 2016-17</u>	<u>Revised Estimate 2016-17</u>	<u>Budget 2017-18</u>	<u>% Change From Prior Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Taxes Levied on Property	\$ 2,603,358	\$ 2,323,955	\$ 2,323,955	\$ 1,876,779	-19.2%
Less: Uncollected Delinquent Taxes-Levy Year	2,123	1,527	1,527	2,123	39.0%
Less: Credits To Taxpayers	117,810	117,184	117,184	117,810	0.5%
Net Current Property Taxes	2,483,425	2,205,244	2,205,244	1,756,846	-20.3%
Delinquent Property Tax Revenue	2,123	1,527	1,527	2,123	39.0%
Other County Taxes	103,264	89,706	89,706	66,943	-25.4%
Intergovernmental	1,512,916	1,635,637	1,607,107	1,601,029	-2.1%
Use of Property and Money	3,241	2,530	2,530	3,241	28.1%
Subtotal Revenues	<u>4,104,969</u>	<u>3,934,644</u>	<u>3,906,114</u>	<u>3,430,182</u>	-12.8%
Other Financing Sources:					
Bond Proceeds	8,314,457	-	-	-	N/A
Total Revenues & Other Sources	<u>12,419,426</u>	<u>3,934,644</u>	<u>3,906,114</u>	<u>3,430,182</u>	-12.8%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Administration	\$ 91,930	\$ -	\$ -	\$ -	N/A
Debt Service					
Principal Payments	2,901,930	2,910,000	2,910,000	2,510,000	-13.7%
Interest and Fee Payments	818,406	956,579	956,779	879,950	-8.0%
Subtotal Expenditures	<u>3,812,266</u>	<u>3,866,579</u>	<u>3,866,779</u>	<u>3,389,950</u>	-12.3%
Other Financing Uses:					
Total Expenditures & Other Uses	3,812,266	3,866,579	3,866,779	3,389,950	-12.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>8,607,160</u>	<u>68,065</u>	<u>39,335</u>	<u>40,232</u>	-40.9%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 1,974,416</u>	<u>\$ 10,598,713</u>	<u>\$ 10,581,576</u>	<u>\$ 10,620,911</u>	0.2%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 10,581,576</u>	<u>\$ 10,666,778</u>	<u>\$ 10,620,911</u>	<u>\$ 10,661,143</u>	-0.1%



## REMAINING OUTSTANDING DEBT THROUGH MATURITY



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

## **CAPITAL PROJECTS FUND**

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

The County has a true 5 year capital program, with projects scheduled through FY20. A majority of these projects are planned as a result of our FY10 Information Technology Strategic Plan and FY 13 Master Space Utilization Plan. FY 18 moves into a care and keep of the county's assets and investment into the conservation parks and recreation facilities.

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

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

# CAPITAL PROJECTS FUND SUMMARY

## FUND STATEMENT

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</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	\$ 569,059	\$ 560,000	\$ 585,000	\$ 585,000	4.5%
Intergovernmental	41,464	-	-	-	N/A
Use of Money & Property	19,620	10,200	14,800	14,800	45.1%
Miscellaneous	182,991	27,000	24,400	31,000	14.8%
Subtotal Revenues	813,134	597,200	624,200	630,800	5.6%
Other Financing Sources:					
Operating Transfers In					
General Basic	5,244,953	2,705,030	5,530,706	3,077,830	13.8%
Capital Improvement (General)	180,311	-	-	-	N/A
Conservation Equipment	-	-	-	15,200	N/A
Conservation CIP Reserve	154,366	-	150,100	450,000	N/A
Electronic Equipment	610,000	610,000	610,000	610,000	0.0%
Total Transfers In	6,189,630	3,315,030	6,290,806	4,153,030	25.3%
Proceeds of Fixed Asset Sales	261,825	70,000	65,100	57,000	-18.6%
Total Revenues & Other Sources	7,264,589	3,982,230	6,980,106	4,840,830	21.6%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	\$ 7,573,875	\$ 8,310,100	\$ 13,739,824	\$ 5,457,376	-34.3%
Subtotal Expenditures	7,573,875	8,310,100	13,739,824	5,457,376	-34.3%
Other Financing Uses:					
Operating Transfers Out					
General Basic Fund	680,868	-	610,000	610,000	N/A
Conservation CIP Fund	56,902	-	150,100	465,200	N/A
Capital Improvements	-	610,000	-	-	-100.0%
Total Transfers Out	737,770	610,000	760,100	1,075,200	76.3%
Total Expenditures & Other Uses	8,311,645	8,920,100	14,499,924	6,532,576	-26.8%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(1,047,056)	(4,937,870)	(7,519,818)	(1,691,746)	-65.7%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 12,492,952</u>	<u>\$ 8,382,740</u>	<u>\$ 11,445,896</u>	<u>\$ 3,926,078</u>	-53.2%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 11,445,896</u>	<u>\$ 3,444,870</u>	<u>\$ 3,926,078</u>	<u>\$ 2,234,332</u>	-35.1%

## CAPITAL PROJECTS (General) FUND FUND STATEMENT

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</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	\$ 569,059	\$ 560,000	\$ 585,000	\$ 585,000	4.5%
Intergovernmental	41,464	-	-	-	N/A
Use of Money & Property	14,792	10,000	10,000	10,000	N/A
Miscellaneous	<u>133,733</u>	<u>27,000</u>	<u>14,000</u>	<u>31,000</u>	14.8%
Subtotal Revenues	759,048	597,000	609,000	626,000	4.9%
Other Financing Sources:					
Operating Transfers In					
General Basic	4,399,953	1,770,030	4,595,706	2,142,830	21.1%
Conservation Equipment	-	-	-	15,200	N/A
Conservation CIP Reserve	154,366	-	150,100	450,000	N/A
Electronic Equipment	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	0.0%
Total Transfers In	5,164,319	2,380,030	5,355,806	3,218,030	35.2%
Proceeds of fixed asset sales	<u>150,000</u>	-	-	-	N/A
Total Revenues & Other Sources	6,073,367	2,977,030	5,964,806	3,844,030	29.1%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Capital Projects	<u>\$ 7,573,787</u>	<u>\$ 7,986,100</u>	<u>\$ 13,295,824</u>	<u>\$ 5,130,376</u>	-35.8%
Subtotal Expenditures	7,573,787	7,986,100	13,295,824	5,130,376	-35.8%
Other Financing Uses:					
CIP - Conservation CIP Reserve	-	-	-	-	N/A
Total Expenditures & Other Uses	<u>7,573,787</u>	<u>7,986,100</u>	<u>13,295,824</u>	<u>5,130,376</u>	-35.8%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(1,500,420)	(5,009,070)	(7,331,018)	(1,286,346)	-74.3%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 10,404,108</u>	<u>\$ 5,983,948</u>	<u>\$ 8,903,688</u>	<u>\$ 1,572,670</u>	-73.7%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 8,903,688</u>	<u>\$ 974,878</u>	<u>\$ 1,572,670</u>	<u>\$ 286,324</u>	-70.6%

**ELECTRONIC EQUIPMENT FUND  
FUND STATEMENT**

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Money & Property	\$ 40	\$ -	\$ -	\$ -	N/A
Subtotal Revenues	40	-	-	-	N/A
Other Financing Sources:					
Operating Transfers In					
General Basic	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	0.0%
Total Transfers In	610,000	610,000	610,000	610,000	0.0%
Total Revenue & Other Sources	610,040	610,000	610,000	610,000	0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:					
Operating Transfers Out					
Capital Improvements	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	0.0%
Total Transfers Out	610,000	610,000	610,000	610,000	0.0%
Total Expenditures & Other Uses	610,000	610,000	610,000	610,000	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	40	-	-	-	N/A
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 23,776</u>	<u>\$ 23,816</u>	<u>\$ 23,816</u>	<u>\$ 23,816</u>	0.0%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 23,816</u>	<u>\$ 23,816</u>	<u>\$ 23,816</u>	<u>\$ 23,816</u>	0.0%

# VEHICLE REPLACEMENT FUND

## FUND STATEMENT

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</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	274	200	200	200	0.0%
Subtotal Revenues	274	200	200	200	0.0%
Other Financing Sources:					
Transfer - From General Basic	235,000	325,000	325,000	325,000	0.0%
Proceeds of Fixed Asset Sales	35,925	-	3,600	5,000	N/A
 Total Revenues & Other Sources	 271,199	 325,200	 328,800	 330,200	 1.5%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating - Vehicles:	\$ -	\$ 324,000	\$ 444,000	\$ 327,000	0.9%
Other Financing Uses:					
Operating Transfers Out	-	-	-	-	N/A
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 271,199	 1,200	 (115,200)	 3,200	 166.7%
 <b>Beginning Fund Balance - July 1,</b>	 \$ 130,504	 \$ 381,287	 \$ 401,703	 \$ 286,503	 -24.9%
<b>Ending Fund Balance - June 30,</b>	<b>\$ 401,703</b>	<b>\$ 382,487</b>	<b>\$ 286,503</b>	<b>\$ 289,703</b>	<b>-24.3%</b>

# CONSERVATION EQUIPMENT RESERVE FUND

## FUND STATEMENT

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Property and Money	\$ 757	\$ -	\$ 800	\$ 800	N/A
Miscellaneous	<u>1,775</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Subtotal Revenues	2,532	-	800	800	N/A
Other Financing Sources:					
Operating Transfers In					
General Basic	-	-	-	-	N/A
Proceeds of Fixed Asset Sales	<u>75,900</u>	<u>70,000</u>	<u>61,500</u>	<u>52,000</u>	-25.7%
Total Revenues & Other Sources	78,432	70,000	62,300	52,800	-24.6%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out					
General Basic	\$ 70,868	\$ -	\$ -	\$ -	N/A
General CIP	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,200</u>	N/A
Total Transfers Out	<u>70,868</u>	<u>-</u>	<u>-</u>	<u>15,200</u>	N/A
Total Expenditures & Other Uses	70,868	-	-	15,200	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	7,564	70,000	62,300	37,600	-46.3%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 417,204</u>	<u>\$ 467,604</u>	<u>\$ 424,768</u>	<u>\$ 487,068</u>	4.2%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 424,768</u>	<u>\$ 537,604</u>	<u>\$ 487,068</u>	<u>\$ 524,668</u>	-2.4%

**CONSERVATION CIP RESERVE FUND  
FUND STATEMENT**

	<b>Actual 2015-16</b>	<b>Budget 2016-17</b>	<b>Revised Estimate 2016-17</b>	<b>Budget 2017-18</b>	<b>% Change From Prior Budget</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Use of Property and Money	\$ 3,757	\$ -	\$ 3,800	\$ 3,800	N/A
Miscellaneous	47,483	-	10,400	-	N/A
Subtotal Revenues	51,240	-	14,200	3,800	N/A
Other Financing Sources:					
Operating Transfers In					
Capital Improvement	180,311	-	-	-	N/A
Total Transfers In	180,311	-	-	-	
Total Revenues & Other Sources	231,551	-	14,200	3,800	N/A
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:	\$ 88	\$ -	\$ -	\$ -	N/A
Other Financing Uses - Transfer to General CIP	56,902	-	150,100	450,000	N/A
Total Expenditures & Other Uses	56,990	-	150,100	450,000	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	174,561	-	(135,900)	(446,200)	N/A
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 1,517,360</u>	<u>\$ 1,526,125</u>	<u>\$ 1,691,921</u>	<u>\$ 1,556,021</u>	2.0%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 1,691,921</u>	<u>\$ 1,526,125</u>	<u>\$ 1,556,021</u>	<u>\$ 1,109,821</u>	-27.3%



## **CAPITAL PROJECTS PLAN DEVELOPMENT PROCESS**

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

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

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. In most years, it is the board's intention to include, in the operating budget, transfers to the Capital Improvement Fund for capital improvement projects. The Board of Supervisors will make a transfer from the General Fund to the Electronic Equipment fund to support computer software and hardware purchases as a result of the recently adopted Scott County IT Strategic Master Plan. This plan was adopted by the Board of Supervisors Spring of 2010, and includes numerous projects that will require the purchase of new software and hardware. A new plan is budgeted for fiscal year 2020.

The County is currently using only 4.31% of its allowable legal debt margin consisting of three general bond issues. These outstanding bond issues are described further under the major governmental funds section of this document. Debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion being approved at the fall 2004 general election. This was refunded in the form of \$17.675 million in refunding bonds in 2012 and 2013. In FY10, the County issued \$10.5 million of Emergency Equipment Bonds to finance acquisition of 911 and radio equipment, towers, computer equipment, software and hardware for the new Scott Emergency Communication Center (SECC). In FY 16, the County issued \$8.215 million in Solid Waste Disposal Bonds to finance single stream recycling center and equipment. Only the jail renovation / expansion and capital lease for golf mowers created assets of the county.

The capital improvement budget totals \$7,062,376 for fiscal year FY18, with 49% or \$3,430,500 for general projects, 23% or \$1,605,000 for Secondary Roads projects, 5% or \$327,000 for vehicle acquisition and 24% or \$1,699,876 for Conservation parks and recreation projects. The Capital Plan is in the final stages of multi non-routine projects. The County has completed the planning of the Space Utilization Plan and begun the Phase Three and Four of the



Patrol building construction

Courthouse Renovation. This is expected to



Artist rendering

be completed in FY 17. The Sheriff Patrol Headquarters had been delayed to FY 16 and FY 17 after originally being planned for FY 15.

After completing the ERP implementation in FY 15, the County began reviewing an implementation an electronic content management solution. The first phase of the ECM

project included content collection for accounts payable, juvenile detention center and high volume scanning for the treasurer's office. The transition of high volume scanning completed a backlog of documents to scan that will take be completed in FY 17 and FY 18. ECM phase two is budgeted for project discovery and process development in FY 18. The County looks forward to these challenging projects.



Backlog of documents to scan to Electronic Content Management software

The general capital improvements budget of \$3,430,500 is supported by fund balances from various funds including the electronic equipment replacement fund, and the general fund. FY 18 will dedicate \$830,500 of \$3,430,500 toward technology and equipment acquisition. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. Unfortunately, gaming revenues have seen a decline of approximately 40% in recent years because of the economy. Gaming taxes may increase in the near future due to the redevelopment of two boat casinos into land based casinos; however, increase has only been estimated as an additional \$25,000 per year based on the recent trends.

After completing the significant projects of the five-year capital plan, the county has moved into a care and keep update of general capital projects. Fiscal year 2018 projects include a new courthouse roof, 2<sup>nd</sup> floor clerk of court window, jail HVAC, administration center elevator car renovations. The purchase of election equipment was budgeted for fiscal year 2018, but was amended to a spring of 2017 purchase.



1<sup>st</sup> Floor Courthouse Clerk Office – Proposed for 2<sup>nd</sup> Floor

The local Secondary Roads capital program totals \$1,605,000, which is significantly larger than previous years. The County Engineer is developing projects based upon the increased revenue structure from \$0.10 gasoline tax that was enacted in March 2015. Now that more consistent revenue funding and volume has been identified, the County has planned major projects including the Allens Grove Bridge at 85<sup>th</sup> Avenue, 52<sup>nd</sup> Avenue paving, 102<sup>nd</sup> Avenue paving, 140<sup>th</sup> Avenue bridge within Sheridan Township and 2077<sup>th</sup> Avenue Bridge in LeClaire Township.

The Conservation Department capital plan for FY18 totals \$1,699,873. Conservation capital projects include wastewater treatment upgrades, playgrounds, and maintenance at West Lake Park (\$635,000), and cabin construction, campground design, aquatic pool renovation at Scott County Park (\$610,000). The waste water treatment plant is budgeted for \$450,000 to be expended out of conservation capital reserves. The funding was accumulated over a number of years. The road to the Wapsi Center will be improved for \$60,000 and general Resource Enhancement and Protection improvements of \$62,876 will occur at the nature center. Conservation also has designated a portion, \$253,000, for small equipment and P25 Radio replacements, \$65,000.



Potential Waste Water Treatment Plant Design

The budget document contains a capital improvements section under the tab entitled "Major Governmental Funds". This section is informative and provides a correlation between the operations budget and the five-year capital improvements program. There is also a column for unprogrammed needs to allow identification of needed capital projects in the future when funding becomes available.

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

<b>BLDG / Category</b>	<b>PROJECT</b>	<b>Salary / Benefits</b>	<b>Operational Contracts</b>	<b>MAINT</b>	<b>UTILITIES / Supplies</b>	<b>TOTAL</b>
A1 - Courthouse	Courthouse Roof	-	-	Varies on calls for repairs. Est \$2,000 - \$2,500	-	(\$2,500)
A1 – Courthouse	Courthouse Controls for switchover from boiler to forced air	-	-	Save 1 hour per day staff time - \$5,800 per year	-	(\$5,800)
A2 – Jail	HVAC Compressor Renewal	-	-	-	Equipment Efficiency – (\$2,500)	(\$2,500)
A3 – Tremont	Convert Patrol Space for Conference Room	Conference Room Set ups - \$1,500	-	-	-	\$1,500
A5 – Administration Center	Renovate Elevator Cars	-	(\$2,500)	-	-	(\$2,500)
B – Space Utilization	2 <sup>nd</sup> Floor Clerk of Court	Reduced service calls - (\$500)	-	-	(\$500)	(\$1,000)
C – Technology and Equipment	Election Equipment (FY 17)	-	Average cost savings (\$29,480)	-	-	(\$29,480)
C – Technology and Equipment	Video Storage (FY 17)	-	-	\$56,800 – 5 years at Acquisition	-	56,800
	<i>Totals</i>	\$1,000	(\$31,980)	\$51,000	(\$3,000)	\$17,020

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 (FY18) capital projects will have a negative impact on operating expenses due to maintenance cost technology and equipment. 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 FY17 were moved to FY18 and beyond due to timing & budget constraints or longer planning procedures required.

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
Building & Grounds	651,807	1,077,500	129,876	1,765,468	2,050,000	1,625,000	760,500	833,000	503,000	4,182,500
Space Plan Utilization Project	4,663,285	5,185,000	1,822,721	7,750,556	390,000	-	-	-	-	32,000,000
Technology & Equipment Acquisition	1,316,649	516,100	352,518	2,070,360	830,500	1,271,500	1,045,500	676,500	676,500	3,090,000
Vehicle Acquisition	110,911	-	-	-	-	-	-	-	-	-
Other Projects	145,000	135,000	12,164	147,164	160,000	160,000	160,000	160,000	100,000	-
<b>SUBTOTAL GENERAL CIP</b>	<b>6,887,652</b>	<b>6,913,600</b>	<b>2,317,279</b>	<b>11,733,548</b>	<b>3,430,500</b>	<b>3,056,500</b>	<b>1,966,000</b>	<b>1,669,500</b>	<b>1,279,500</b>	<b>39,272,500</b>
Conservation CIP Projects	686,225	1,072,500	807,284	1,562,276	1,699,876	1,257,800	850,800	787,300	965,800	7,300,000
<b>Subtotal Projects Paid from CIP Fund</b>	<b>7,573,877</b>	<b>7,986,100</b>	<b>3,124,563</b>	<b>13,295,824</b>	<b>5,130,376</b>	<b>4,314,300</b>	<b>2,816,800</b>	<b>2,456,800</b>	<b>2,245,300</b>	<b>46,572,500</b>
Vehicle Acquisition	-	324,000	-	444,000	327,000	350,000	350,000	329,000	350,000	-
Secondary Roads Fund Projects	2,546,670	1,470,000	824,758	1,461,301	1,605,000	1,970,000	1,410,000	1,430,000	1,193,000	-
<b>Total All Capital Projects</b>	<b>10,120,547</b>	<b>9,780,100</b>	<b>3,949,321</b>	<b>15,201,125</b>	<b>7,062,376</b>	<b>6,634,300</b>	<b>4,576,800</b>	<b>4,215,800</b>	<b>3,788,300</b>	<b>46,572,500</b>
REVENUE SUMMARY										
Gaming Taxes-Davenport	217,406	210,000	84,554	225,000	225,000	225,000	225,000	225,000	225,000	-
Gaming Taxes-Bettendorf	351,653	350,000	177,760	360,000	360,000	360,000	360,000	360,000	360,000	-
Interest Income	19,346	10,000	-	14,600	14,600	10,800	10,800	10,800	10,800	-
State Grants & Reimbursements	34,027	-	-	-	-	-	-	-	-	-
Contributions From Local Governments	7,437	-	-	-	-	-	-	-	-	-
Sale of Assets	231,275	70,000	-	61,500	52,000	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Miscellaneous (donations, refunds)	181,219	27,000	-	24,400	31,000	17,000	17,000	17,000	17,000	-
Transfers										
From General Basic Fund - Cons	813,086	720,030	-	782,830	782,830	782,830	782,830	782,830	782,830	-
To General Basic Fund - Cons	-	-	-	-	-	-	-	-	-	-
From General Basic Fund - Budget										
Savings / Special	2,694,000	-	-	2,500,000	310,000	1,500,000	500,000	-	-	-
From General Basic Fund - Tax Levy	990,000	1,050,000	-	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	-

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
<b>APPROPRIATION SUMMARY</b>										
From General Basic Fund - Dept Capital	109,774	-	-	-	-	-	-	-	-	-
From Electronic Equipment Fund	610,000	610,000	-	610,000	610,000	610,000	610,000	610,000	610,000	-
From Conservation General Fund Restrict	-	-	-	262,876	-	-	-	-	-	-
From / To Vehicle Replacement Fund	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>6,259,223</b>	<b>3,047,030</b>	<b>262,314</b>	<b>5,891,206</b>	<b>3,435,430</b>	<b>4,555,630</b>	<b>3,555,630</b>	<b>3,055,630</b>	<b>3,055,630</b>	<b>-</b>
<i>CIP Fund revenues over (under) expend</i>	<i>(1,314,654)</i>	<i>(4,939,070)</i>	<i>(2,862,249)</i>	<i>(7,404,618)</i>	<i>(1,694,946)</i>	<i>241,330</i>	<i>738,830</i>	<i>598,830</i>	<i>810,330</i>	
<b>Vehicle Replacement sub funds</b>										
<b>REVENUE SUMMARY</b>										
Interest Income	274	200	-	200	200	200	200	200	200	-
Sale of Assets	35,925	-	3,600	3,600	5,000	5,000	5,000	5,000	5,000	-
Transfers										
From General Basic Fund - Tax Levy	235,000	325,000	-	325,000	325,000	325,000	325,000	325,000	325,000	-
Total Revenues	271,199	325,200	3,600	328,800	330,200	330,200	330,200	330,200	330,200	-
Expenditures	-	324,000	-	444,000	327,000	350,000	350,000	329,000	350,000	-
<i>Vehicle Replacement revenues over expenditures</i>	271,199	1,200	3,600	(115,200)	3,200	(19,800)	(19,800)	1,200	(19,800)	-
<b>CIP FUND BALANCE RECAP</b>										
Beginning Fund Balance	10,404,107	5,983,948	8,903,688	8,903,688	1,572,670	286,324	527,654	1,266,484	1,865,314	-
Net Transfers to Sub funds	(185,765)	(70,000)	-	73,600	408,600	-	-	-	182,970	-
Increase (decrease)	(1,314,654)	(4,939,070)	(2,862,249)	(7,404,618)	(1,694,946)	241,330	738,830	598,830	810,330	-
<b>Ending Net CIP Fund Balance</b>	<b>8,903,688</b>	<b>974,878</b>	<b>6,041,439</b>	<b>1,572,670</b>	<b>286,324</b>	<b>527,654</b>	<b>1,266,484</b>	<b>1,865,314</b>	<b>2,858,614</b>	<b>-</b>
Vehicle Replacement Fund Balance	401,703	382,487	401,703	286,503	289,703	269,903	250,103	251,303	231,503	-
Electronic Equipment Fund Balance	23,816	23,776	23,816	23,816	23,816	23,816	23,816	23,816	23,816	-
Conservation CIP Fund Balance	1,691,921	1,526,125	1,691,921	1,556,021	1,109,821	1,109,821	1,109,821	1,109,821	926,851	-
Conservation Equipment Fund Balance	424,768	537,604	424,768	487,068	524,668	524,668	524,668	524,668	524,668	-
<b>Ending Gross CIP Fund Balance</b>	<b>11,445,896</b>	<b>3,444,870</b>	<b>8,583,647</b>	<b>3,926,078</b>	<b>2,234,332</b>	<b>2,455,862</b>	<b>3,174,892</b>	<b>3,774,922</b>	<b>4,565,452</b>	<b>-</b>

APPROPRIATION DETAIL INFORMATION

**A. Bldg and Grounds**

**A.1 Courthouse**

CH General Remodeling/Replacement	39,247	40,000	2,125	40,000	40,000	40,000	40,000	40,000	40,000	-
CH HVAC Recommissioning/Controls	-	30,000	4,163	70,000	-	200,000	200,000	-	-	-
CH Energy Projects	-	-	-	-	-	-	-	-	-	-
CH ADA Improvements	-	-	-	-	-	-	-	-	-	-
CH Roof	-	-	-	-	300,000	-	-	-	-	-
CH 3rd Floor Abatement and Carpet	-	-	-	-	-	150,000	-	-	-	-

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
CH Computer Room Fire Suppr	-	-	-	-	-	-	-	-	-	-
CH Panic Alarm Replacement	-	-	-	-	-	-	-	-	-	-
CH CCTV Replacement	-	-	55,000	74,000	-	-	-	-	-	150,000
CH Elevator Controls	-	-	-	-	-	537,500	-	-	-	-
CH Complete switch over from boiler to forced air	-	-	-	-	65,000	-	-	-	-	750,000
CH UV Filtration	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COURTHOUSE</b>	<b>39,247</b>	<b>70,000</b>	<b>61,288</b>	<b>184,000</b>	<b>405,000</b>	<b>927,500</b>	<b>240,000</b>	<b>40,000</b>	<b>40,000</b>	<b>900,000</b>
<b>A.2 Jail</b>										
JL Roof Replacement	-	-	-	-	-	-	-	-	-	-
JL Carpet	-	30,000	32,162	42,500	35,000	35,000	38,000	38,000	38,000	-
JL TRANE HVAC Equipment Compressor Renewal	-	-	-	-	230,000	-	-	-	-	-
JL NW AHU/ACCU Replacement	-	-	-	-	-	-	-	-	-	-
JL UPS Redundancy	-	-	-	-	-	-	-	-	-	170,000
JL Security System Replacement	21,497	40,000	-	35,000	60,000	20,000	20,000	20,000	20,000	2,000,000
JL Elevator Modernization Support Elevators	-	-	-	-	-	-	-	-	-	312,500
JL UV Filtration	-	-	-	-	-	-	-	-	-	-
JL General Remodeling/Replacement	26,173	40,000	6,973	40,000	40,000	40,000	40,000	40,000	40,000	-
<b>TOTAL JAIL</b>	<b>47,670</b>	<b>110,000</b>	<b>39,135</b>	<b>117,500</b>	<b>365,000</b>	<b>95,000</b>	<b>98,000</b>	<b>98,000</b>	<b>98,000</b>	<b>2,482,500</b>
<b>A.3 Tremont Bldg</b>										
TR ADA Improvements	-	-	-	-	50,000	-	-	-	-	-
TR Convert Patrol Space for Conf Rm	-	-	-	100,000	235,000	-	-	-	-	-
TR HVAC	-	-	-	65,000	-	-	-	-	-	-
TR Exterior Improvements	-	-	-	-	-	-	-	250,000	-	-
TR General Remodeling/Replacement	11,616	7,500	1,630	5,000	7,500	7,500	7,500	10,000	10,000	-
<b>TOTAL TREMONT BUILDING</b>	<b>11,616</b>	<b>7,500</b>	<b>1,630</b>	<b>170,000</b>	<b>292,500</b>	<b>7,500</b>	<b>7,500</b>	<b>260,000</b>	<b>10,000</b>	<b>-</b>
<b>A.4 Annex</b>										
AN General Remodeling/Replacement	-	15,000	1,635	15,000	20,000	20,000	20,000	20,000	20,000	-
AN Roof Replacement	155,700	-	-	-	-	-	-	-	-	-
AN ADA Improvements	-	-	-	-	-	-	-	-	-	-
AN UV Filtration	-	-	-	-	-	-	-	-	-	-
AN Energy Project	-	-	-	-	-	-	-	-	-	-
AN Panic Alarm System Replacement	-	-	-	-	-	-	-	-	-	-

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
AN Rooftop HVAC Replacement	155,271	-	-	350,200	-	-	-	-	-	-
AN JDC Capital Improvements	13,591	235,000	582	280,000	-	190,000	-	-	-	-
AN HVAC Controls	-	-	-	8,500	-	-	-	-	-	-
AN Security Systems Replacement	4,960	20,000	(4,960)	60,000	20,000	20,000	20,000	20,000	20,000	500,000
<b>TOTAL ANNEX</b>	<b>329,522</b>	<b>270,000</b>	<b>(2,743)</b>	<b>713,700</b>	<b>40,000</b>	<b>230,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>500,000</b>
<b>A.5 Admin Center</b>										
AC Remodeling/Redecorating	25,263	35,000	17,020	35,000	40,000	40,000	40,000	40,000	40,000	-
AC Recorder Renovation	-	-	-	-	-	-	-	-	-	-
AC ADA Improvements	-	-	-	-	-	-	-	80,000	-	-
AC Security Screening	-	-	-	-	-	-	-	-	-	100,000
AC Signage - Interior	14,266	-	-	35,000	-	-	-	-	-	-
AC UV Filtration	-	-	-	-	-	-	-	-	-	-
AC Roof	-	-	-	-	-	-	-	-	-	-
AC Window Replacement	-	-	-	-	-	-	-	225,000	225,000	-
AC Tuckpoint EFIS Repair	-	-	-	-	-	-	-	-	-	200,000
AC HVAC Controls	-	-	-	-	-	200,000	200,000	-	-	-
AC Renovate Elev Cars	-	-	-	-	322,500	-	-	-	-	-
AC Carpet Replacement	77,600	45,000	12,906	85,000	80,000	85,000	85,000	-	-	-
AC Exterior Lighting	73,112	-	-	68,268	-	-	-	-	-	-
<b>TOTAL ADMINISTRATIVE CENTER</b>	<b>190,241</b>	<b>80,000</b>	<b>29,926</b>	<b>223,268</b>	<b>442,500</b>	<b>325,000</b>	<b>325,000</b>	<b>345,000</b>	<b>265,000</b>	<b>300,000</b>
<b>A.6 Pine Knoll</b>										
PK General Remodeling/Replacement	11,298	-	-	-	-	-	-	-	-	-
PK Building Review / Reuse Study	495	-	-	-	-	-	-	-	-	-
PK Roof	-	-	-	-	-	-	-	-	-	-
PK ADA Improvements	-	-	-	-	-	-	-	-	-	-
PK Renovate Nurses Stations	-	-	-	-	-	-	-	-	-	-
PK Driveway Reconstruction	-	-	-	-	-	-	-	-	-	-
PK Replace Generator	-	-	-	-	-	-	-	-	-	-
PK UV Filtration	-	-	-	-	-	-	-	-	-	-
PK Tuckpoint	-	-	-	-	-	-	-	-	-	-
PK Sprinkler Install	-	-	-	-	-	-	-	-	-	-
PK Parking Lot Overlay	-	-	-	-	-	-	-	-	-	-
PK Roof on Garage/Drainage	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PINE KNOLL</b>	<b>11,793</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A.7 Downtown Storage Bldg</b>										
DSB General Remodeling/Replacement	-	-	-	-	-	5,000	5,000	5,000	5,000	-
<b>TOTAL DOWNTOWN STORAGE BUILD</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>



	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
<b>APPROPRIATION SUMMARY</b>										
<b>A.8 Sheriff Patrol</b>										
SP- General Remodeling/ Replacement	-	-	-	-	-	-	10,000	10,000	10,000	-
<b>TOTAL SHERIFF PATROL BUILDING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>A.9 Other Bldg/Grounds</b>										
OB Miscellaneous Landscaping	5,784	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
OB Regulatory Compliance Cost	5,909	15,000	640	12,000	15,000	15,000	15,000	15,000	15,000	-
OB Parking Lot Repair/Maintenance	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
OB Pedestrian Safe ADA Walkway / CH Light / Signage	-	250,000	-	250,000	425,000	-	-	-	-	-
OB Courthouse Lighting & Asphalt Resurfacing	-	135,000	-	-	-	-	-	-	-	-
OB ADA Sidewalk 5th & Western	-	75,000	-	75,000	-	-	-	-	-	-
OB Secondary Roads Bldg	25	-	-	-	-	-	-	-	-	-
OB Sheriff's Range	-	-	-	-	-	-	-	-	-	-
OB Campus Signage Replacement	-	45,000	-	-	45,000	-	-	-	-	-
<b>TOTAL OTHER B &amp; G</b>	<b>21,718</b>	<b>540,000</b>	<b>640</b>	<b>357,000</b>	<b>505,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>-</b>
<b>TOTAL BUILDING &amp; GROUNDS</b>	<b>651,807</b>	<b>1,077,500</b>	<b>129,876</b>	<b>1,765,468</b>	<b>2,050,000</b>	<b>1,625,000</b>	<b>760,500</b>	<b>833,000</b>	<b>503,000</b>	<b>4,182,500</b>
<b>B. Space Utilization Master Plan</b>										
Demo Scott St. / Build Storage	255,051	-	-	-	-	-	-	-	-	-
Courthouse PH 1 / 2	418,751	-	-	-	-	-	-	-	-	-
Courthouse PH 3 / 4	2,824,656	450,000	729,382	3,000,000	-	-	-	-	-	-
CH Computer Room Air Handler	-	-	-	-	-	-	-	-	-	-
CH ADA Improvements	-	-	-	-	-	-	-	-	-	-
CH 2nd Floor Clerk of Court	-	-	-	-	350,000	-	-	-	-	-
Secondary Roads Facility	295,664	-	15,556	15,556	-	-	-	-	-	-
CH Egress	-	-	-	-	-	-	-	-	-	-
CH Window Repl't - 2nd and 3rd FL	-	-	-	-	-	-	-	-	-	-
CH IT Staff Relocation	-	-	-	-	-	-	-	-	-	-
Sheriff Patrol Hdqtrs	866,886	4,500,000	1,077,783	4,500,000	40,000	-	-	-	-	-
Planning and Development	2,277	235,000	-	235,000	-	-	-	-	-	-
Service Bay Transfer	-	-	-	-	-	-	-	-	-	-
Courthouse Long Range	-	-	-	-	-	-	-	-	-	32,000,000
<b>TOTAL SPACE UTILIZATION MASTER PLAN</b>	<b>4,663,285</b>	<b>5,185,000</b>	<b>1,822,721</b>	<b>7,750,556</b>	<b>390,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,000,000</b>
<b>C. Technology &amp; Equipment Acquisition</b>										
EE Technology & Equipment General	1,052	-	-	-	-	-	-	-	-	-
EE Technology & Equipment Other Equip	-	-	1,499	1,500	-	-	-	-	-	-
EE Auditor Election Equip	5,975	-	-	750,000	-	-	-	-	-	150,000
EE Auditor Poll book Replacement	-	5,500	-	7,500	-	150,000	-	-	-	-
EE Treasurer - Queuing System	4,499	35,000	30,896	31,000	-	-	-	-	-	-

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
EE FSS-MFP Replacements	7,426	45,000	-	45,000	45,000	45,000	45,000	45,000	45,000	-
EE FSS - CCTV Camera Equipment	-	-	-	9,500	9,500	9,500	9,500	9,500	9,500	-
EE FSS Alarm Radio Replacements	-	-	-	17,000	-	-	-	-	-	-
EE FSS Digital Signage	-	15,000	-	15,000	-	-	-	-	-	-
EE BOS-Board Room AV Equip	-	15,000	-	-	-	-	-	-	-	-
EE Hth - Immunization Refrig. / Freezer	-	-	-	-	12,000	-	-	-	-	-
EE Hth - Niton Lead Analyzer	-	-	-	-	21,000	-	-	-	-	-
EE Tr-Tax System Upgrade	-	-	-	-	-	-	-	-	-	-
EE IT-Phone System										
Upgrades/Replacement	-	50,000	4,572	55,000	55,000	10,000	10,000	10,000	10,000	500,000
EE IT-Desktop Replacements	-	-	-	-	200,000	200,000	-	-	-	400,000
EE IT-PC's/Printers	45,516	60,000	43,224	75,000	75,000	75,000	75,000	75,000	75,000	-
EE IT-Premise Wiring	-	-	-	25,000	15,000	15,000	15,000	15,000	15,000	-
EE IT-Laptops / Tablets	-	-	-	-	16,000	125,000	125,000	-	-	250,000
EE IT-Windows Software	15,398	35,000	9,239	35,000	35,000	35,000	35,000	35,000	35,000	-
EE IT-Electronic Content Mgt.	183,975	-	151,560	250,000	75,000	75,000	75,000	75,000	75,000	-
EE IT-Remote Sites WANS	71,622	-	-	30,000	20,000	20,000	20,000	20,000	20,000	-
EE IT-Edge Devices	30,876	5,000	50,768	65,000	20,000	20,000	20,000	100,000	100,000	200,000
EE IT-Web Site Development	6,515	25,000	-	25,000	25,000	25,000	25,000	25,000	25,000	-
EE IT-Network Core / Distribution	-	-	-	-	-	-	350,000	-	-	-
EE IT-Network Review Study / Security	-	-	-	-	100,000	35,000	-	75,000	75,000	-
EE IT-Servers	159,691	-	-	-	-	-	-	-	-	400,000
EE IT-Storage	-	-	-	100,000	-	-	-	-	-	-
EE IT-Storage - Enterprise	406,071	-	-	-	-	-	-	-	-	750,000
EE IT-Tape Backup Equipment	3,094	15,000	802	15,000	15,000	15,000	15,000	100,000	100,000	-
EE IT-Server Software Licenses	-	10,000	427	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace Monitors	7,498	10,000	1,926	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace High Speed Line Printer	-	-	-	-	-	-	-	-	-	-
EE IT-GIS Equipment	25,134	25,000	-	25,000	25,000	25,000	25,000	25,000	25,000	-
EE IT-GIS (Aerial Photos)	-	-	-	-	-	125,000	-	-	-	150,000
EE IT-ERP	3,600	-	600	-	-	-	-	-	-	-
EE IT - Technology Assessment	-	-	-	-	-	-	100,000	-	-	-
EE IT - IT Projects	-	-	-	-	-	-	-	-	-	-
EE SR - Fleet Maint. Equip	-	-	-	28,000	-	-	-	-	-	-
EE Rec-Mgt Fund Projects	-	-	-	26,000	-	-	-	-	-	-
EE Rec - ECM Recorder's office	-	-	-	-	30,000	30,000	30,000	30,000	30,000	-
EE FSS-Fleet Mgmt Software	-	-	-	-	-	-	-	-	-	-
EE-Disaster Mgmt	-	-	-	-	-	-	-	-	-	200,000
EE Sher-Light Bars & Arrow Sticks	11,000	11,500	-	11,500	11,500	11,500	11,500	11,500	11,500	-
EE Sher-Moving Radar Units	5,000	5,500	-	5,500	5,500	5,500	5,500	5,500	5,500	-
EE Sher-PDA for Jail	-	-	-	-	-	-	-	-	-	40,000
EE Sher-In Car Video Systems	-	11,000	-	-	-	-	-	-	-	-
EE Sher-Taser Replacement	-	-	-	-	-	-	-	-	-	-
EE Sher-Video Project	169,592	-	-	-	-	-	-	-	-	-
EE Sher-Bullet Proof Vests	-	-	-	-	-	-	-	-	-	-
EE Sher-Shot Guns / Masks / Helmet Shields	-	-	-	-	-	-	-	-	-	-

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
EE Sher-Body Camera Project	82,289	-	57,005	57,005	-	-	-	-	-	50,000
EE-Sher-Jail Booking Camera	46,746	-	-	-	-	-	-	-	-	-
EE-Sher-Jail Inmate Mugshot Software - L	-	-	-	62,255	-	-	-	-	-	-
EE-Sher-Booking Photo	-	26,000	-	26,000	-	-	-	-	-	-
EE-Sher-Jail Kitchen Equipment	-	57,600	-	57,600	-	-	-	-	-	-
EE-Sher-CH/Jail Metal Detect	7,512	-	-	-	-	-	34,000	-	-	-
EE-Sher-Mobile Data Computers (MDC)	-	-	-	-	-	200,000	-	-	-	-
EE-Jail-Radios	16,568	-	-	-	-	-	-	-	-	-
EE-Jail-Camera Repl't (from CIP) / Cabling	-	54,000	-	200,000	-	-	-	-	-	-
<b>TOTAL TECHNOLOGY</b>	<b>1,316,649</b>	<b>516,100</b>	<b>352,518</b>	<b>2,070,360</b>	<b>830,500</b>	<b>1,271,500</b>	<b>1,045,500</b>	<b>676,500</b>	<b>676,500</b>	<b>3,090,000</b>
<b>D. Vehicles</b>										
VE Sheriff Patrol Vehicles	-	-	-	-	-	-	-	-	-	-
VE Sheriff Jail Prisoner Transport Vehicle	41,466	-	-	-	-	-	-	-	-	-
VE Sheriff Investigation Vehicle	-	-	-	-	-	-	-	-	-	-
VE Health Inspection Vehicles	44,353	-	-	-	-	-	-	-	-	-
VE Plan & Dev Code Enforcement Vehicle	25,092	-	-	-	-	-	-	-	-	-
VE FSS Truck	-	-	-	-	-	-	-	-	-	-
VE FSS Motor Pool Vehicle	-	-	-	-	-	-	-	-	-	-
<b>TOTAL VEHICLES</b>	<b>110,911</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>E. Other Projects</b>										
OP SECC Equipment	-	-	-	-	-	-	-	-	-	-
Conservation Strategic Plan	-	-	5,700	5,700	-	-	-	-	-	-
OP Capital Contribution General	-	-	6,464	6,464	-	-	-	-	-	-
OP Bettendorf Riverfront Plan	25,000	25,000	-	25,000	-	-	-	-	-	-
OP NW Dav Industrial Park Rail Spur	120,000	60,000	-	60,000	60,000	60,000	60,000	60,000	-	-
OP EMS System Study	-	-	-	-	-	-	-	-	-	-
OP EMS Capital Contribution	-	-	-	-	-	-	-	-	-	-
OP Putnam Funding	-	-	-	-	-	-	-	-	-	-
OP Pine Knoll study	-	-	-	-	-	-	-	-	-	-
OP Scott County Library	-	-	-	-	50,000	-	-	-	-	-
OP Bike Trail/CAT Funding	-	50,000	-	50,000	50,000	100,000	100,000	100,000	100,000	-
<b>Total Other Projects</b>	<b>145,000</b>	<b>135,000</b>	<b>12,164</b>	<b>147,164</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>100,000</b>	<b>-</b>
<b>Grand Total</b>	<b>6,887,652</b>	<b>6,913,600</b>	<b>2,317,279</b>	<b>11,733,548</b>	<b>3,430,500</b>	<b>3,056,500</b>	<b>1,966,000</b>	<b>1,669,500</b>	<b>1,279,500</b>	<b>39,272,500</b>

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS ESTIMATE
<b>F. Conservation Projects</b>										
<b>Scott County Park</b>										
SCP-Cabin Construction - 2 Units	-	-	-	-	400,000	-	-	-	-	-
SCP-Campground Design & Constructic	-	30,000	18,780	30,000	175,000	200,000	110,000	54,500	-	-
SCP-Entry Station	-	-	-	-	-	-	-	260,000	-	-
SCP-Pool and Aquatic Ctr Renov	157,935	50,000	2,355	18,000	35,000	35,000	35,000	25,000	25,000	-
SCP-Pool Entry & Staff Area	-	160,000	-	160,000	-	-	-	-	-	-
SCP-Trails, Roads & Parking Lot Resurf	-	-	-	-	-	-	-	-	-	1,200,000
SCP-Wash Bay	82,249	-	70,406	74,000	-	-	-	-	-	-
SCP-Pine Grove Campgrd	53,739	-	-	-	-	-	-	-	-	-
SCP-Ind Hills N Shelter (Drop Tine)	43,018	-	-	-	-	-	-	-	-	-
SCP-Running Deer Shelter Repl't	123,568	-	-	-	-	-	-	-	-	-
SCP-Foundation Repair	-	-	19,935	22,000	-	-	-	-	-	-
SCP-Pioneer Village Renov	49,557	-	-	-	-	125,000	-	-	250,000	-
SCP-Pioneer Village Church Steeple	-	93,500	-	80,000	-	-	-	-	-	-
SCP-Cody Homestead Improv	17,289	-	-	-	-	-	-	-	-	-
SCP-Old Nature Center	-	-	-	-	-	-	-	-	128,000	-
SCP-Outhouse Replacement	29,275	36,000	31,715	34,000	-	-	-	-	-	-
SCP-Playground	-	-	-	-	-	80,000	90,000	-	-	-
SCP Watershed Protection	-	-	-	-	-	-	-	70,000	-	-
<b>Scott County Park Sub-total</b>	<b>556,630</b>	<b>369,500</b>	<b>143,191</b>	<b>418,000</b>	<b>610,000</b>	<b>440,000</b>	<b>235,000</b>	<b>409,500</b>	<b>403,000</b>	<b>1,200,000</b>
				352,000						
<b>Westlake Park</b>										
WLP- Lodge Design & Construction	-	30,000	-	30,000	-	450,000	135,000	-	-	-
WLP-Lakeview Shelter & RR	-	150,000	73,986	150,000	-	-	-	-	-	-
WLP-Park Road Repair	-	-	-	-	-	80,000	-	-	-	-
WLP-Wastewater Tx Upgrades	6,773	-	4,273	10,000	450,000	-	-	-	-	-
WLP-Playgrounds	-	-	-	-	90,000	-	-	-	80,000	-
WLP-Lake Restoration	-	-	-	-	50,000	50,000	60,000	90,000	220,000	2,000,000
WLP-Trails, Roads & Parking Lot Resur	-	-	-	-	-	-	-	-	-	900,000
WLP-Maintenance Area Bldg's	-	-	-	-	45,000	-	-	-	-	-
WLP-Outhouse Replacement	30,831	18,000	28,264	30,000	-	-	-	-	-	-
WLP-Cabins	-	300,000	348,577	360,000	-	-	-	-	-	-
<b>Westlake Park Sub-total</b>	<b>37,605</b>	<b>498,000</b>	<b>455,100</b>	<b>580,000</b>	<b>635,000</b>	<b>580,000</b>	<b>195,000</b>	<b>90,000</b>	<b>300,000</b>	<b>2,900,000</b>

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS ESTIMATE
<b>Wapsi Center</b>										
Wapsi	-	-	-	-	-	-	-	-	-	-
REAP	38,127	-	-	62,876	62,876	-	-	-	-	-
REAP - Wapsi Office Replacement	-	-	175,601	200,000	-	-	-	-	-	-
WAPSI Feasibility Assessment	-	-	5,600	19,600	-	-	-	-	-	-
Wapsi Ed Center Development	-	-	-	-	-	-	-	-	-	2,000,000
Wapsi Renovations	-	-	-	-	-	-	-	-	-	-
Wapsi Improvements	88	-	-	-	-	-	-	-	-	-
Well & Water System Replacement	32,160	-	-	-	-	-	-	-	-	-
Wapsi Road	-	-	-	-	60,000	-	-	-	-	-
<b>Wapsi Center Sub-total</b>	<b>70,375</b>	<b>-</b>	<b>181,201</b>	<b>282,476</b>	<b>122,876</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>
BSP-Trails, Roads & Parking Lot Resurf	-	-	-	-	-	-	-	-	-	500,000
Buffalo Shores Res - HVAC & Roof	-	-	-	-	-	-	-	-	25,000	-
Buffalo Shores Dock Replacement	-	-	-	-	-	-	45,000	-	-	-
<b>Buffalo Shores Sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>-</b>	<b>25,000</b>	<b>500,000</b>
<b>Other Locations</b>										
Master Plan	8,600	30,000	3,986	30,000	-	-	-	-	-	-
P25 Radios	-	-	-	-	65,000	-	-	-	-	-
Renewable Energy Projects	-	-	-	-	-	-	-	-	-	700,000
EAB & Reforestation	-	-	-	-	-	-	50,000	50,000	-	-
ADA Improv - all parks	-	-	-	-	-	-	30,000	-	-	-
Mid-American Shade Tree Program	13,016	-	-	14,000	14,000	-	-	-	-	-
Administration - Capital Planning	-	-	-	-	-	-	-	-	-	-
Transfer to contingency	-	-	-	-	-	-	-	-	-	-
Transfer to General fund	-	-	-	-	-	-	-	-	-	-
Vehicles and Small Equipment	-	175,000	-	237,800	253,000	237,800	237,800	237,800	237,800	-
Tech & Equip - Other Equip	-	-	23,806	-	-	-	-	-	-	-
Archery Range	-	-	-	-	-	-	58,000	-	-	-
Undesignated Projects	-	-	-	-	-	-	-	-	-	-
<b>Other Locations Sub-total</b>	<b>21,616</b>	<b>205,000</b>	<b>27,792</b>	<b>281,800</b>	<b>332,000</b>	<b>237,800</b>	<b>375,800</b>	<b>287,800</b>	<b>237,800</b>	<b>700,000</b>
<b>F. Conservation Projects Total</b>	<b>686,225</b>	<b>1,072,500</b>	<b>807,284</b>	<b>1,562,276</b>	<b>1,699,876</b>	<b>1,257,800</b>	<b>850,800</b>	<b>787,300</b>	<b>965,800</b>	<b>7,300,000</b>

	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS ESTIMATE
County Levy Contribution	545,030	720,830	-	782,830	782,830	782,830	782,830	782,830	782,830	-
County CIP Fund Balance Contributi	-	351,670	-	352,470	374,970	474,970	67,970	4,470	-	-
County CIP Contribution	545,030	1,072,500	-	1,135,300	1,157,800	1,257,800	850,800	787,300	782,830	-
Conservation CIP Fund Balance Con	141,195	-	-	150,100	450,000	-	-	-	182,970	-
Conservation Equipment Fund Balar	-	-	-	-	15,200	-	-	-	-	-
General Fund Restriction (REAP / Dc	-	-	175,601	276,876	76,876	-	-	-	-	-
Conservation Equity Contribution:	141,195	-	175,601	426,976	542,076	-	-	-	182,970	-
<b>Total</b>	<b>686,225</b>	<b>1,072,500</b>	<b>175,601</b>	<b>1,562,276</b>	<b>1,699,876</b>	<b>1,257,800</b>	<b>850,800</b>	<b>787,300</b>	<b>965,800</b>	<b>-</b>

Roads Project #	Description	FY16 ACTUAL	FY17 BUDGET	FY17 YTD	FY17 ESTIMATE	FY18 PLAN	FY19 PLAN	FY20 PLAN	FY21 PLAN	FY22 PLAN	UNPROG NEEDS
<b>G. Secondary Roads Projects</b>											
L-811	RCB Culvert 102nd Ave	68,802	-	-	-	-	-	-	-	-	-
L-720	HMA Paving 210th St	137,440	-	-	-	-	-	-	-	-	-
L-315	HMA Paving 230th Ave	228,424	-	-	-	-	-	-	-	-	-
L-217	Bridge Replacement 3d Hickory grove	68,833	-	86,301	86,301	-	-	-	-	-	-
L-414	BROS Bridge Repl't (reim 80%) 28J Princeton	325,814	-	-	-	-	-	-	-	-	-
L-116	Various Pipe Culverts	90,229	-	-	-	-	-	-	-	-	-
	Building Expansion	1,627,128	-	-	-	-	-	-	-	-	-
L-117	Various Pipe Culverts	-	90,000	13,100	90,000	-	-	-	-	-	-
L-219	BROS Bridge Repl't (reim 80%) 33B Allens Grove	-	330,000	-	235,000	235,000	-	-	-	-	-
L-619	Bridge Replacement 6B Liberty	-	200,000	-	200,000	-	-	-	-	-	-
L-318	Bridge Replacement 20 Sheridan #2	-	240,000	158,774	240,000	-	-	-	-	-	-
L-417	RCB Culvert 87nd Ave #5	-	80,000	76,696	80,000	-	-	-	-	-	-
L-517	RCB Culvert 140nd Ave #6	-	80,000	58,543	80,000	-	-	-	-	-	-
L-617	HMA Paving 100th Ave (Jamestown Rd) #7	-	450,000	431,344	450,000	-	-	-	-	-	-
L-218	Misc. - Slide Repair	-	-	-	-	250,000	-	-	-	-	-
L-118	Various Pipe Culverts	-	-	-	-	90,000	-	-	-	-	-
L-413	HMA Paving 52nd Ave (Wapsi Center)	-	-	-	-	200,000	-	-	-	-	-
L-518	HMA Paving 102nd Ave	-	-	-	-	400,000	-	-	-	-	-
L-519	Bridge Replacement 4E Sheridan 140th Ave	-	-	-	-	170,000	-	-	-	-	-
L-320	Bridge Replacement 27H LeClaire	-	-	-	-	260,000	-	-	-	-	-
L-309	HMA Paving Cody Rd	-	-	-	-	-	250,000	-	-	-	-
L-119	Various Pipe Culverts	-	-	-	-	-	90,000	-	-	-	-
L-319	Bridge Repl't 7 Princeton	-	-	-	-	-	330,000	-	-	-	-
L-219	Bridge Replacement 17C Sheridan	-	-	-	-	-	300,000	-	-	-	-
L-819	HMA Paving 270th St ( Indian Hills)	-	-	-	-	-	400,000	-	-	-	-
L-820	HMA Paving Chapel Hill	-	-	-	-	-	300,000	-	-	-	-
L-418	Culvert Replacement 33H Liberty	-	-	-	-	-	300,000	-	-	-	-
L-120	Various Pipe Culverts	-	-	-	-	-	-	90,000	-	-	-
L-520	7C Blue Grass RCB	-	-	-	-	-	-	220,000	-	-	-
L-620	HMA paving Slopertown	-	-	-	-	-	-	300,000	-	-	-
L-920	HMA Paving 190 St	-	-	-	-	-	-	300,000	-	-	-
L-720	HMA Paving Cadda Rd	-	-	-	-	-	-	500,000	-	-	-

<b>Roads</b>		<b>FY16</b>	<b>FY17</b>	<b>FY17</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>UNPROG</b>
<b>Project #</b>	<b>Description</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>YTD</b>	<b>ESTIMATE</b>	<b>PLAN</b>	<b>PLAN</b>	<b>PLAN</b>	<b>PLAN</b>	<b>PLAN</b>	<b>NEEDS</b>
L-121	Various Pipe Culverts	-	-	-	-	-	-	-	90,000	-	-
L-221	Bridge Repair 9 Winfield	-	-	-	-	-	-	-	40,000	-	-
L-421	HMA Paving 290 St	-	-	-	-	-	-	-	400,000	-	-
L-521	Transfer to FM Princeton Rd	-	-	-	-	-	-	-	400,000	-	-
L-719	Bridge Replacement 3C Liberty	-	-	-	-	-	-	-	250,000	-	-
L-721	Culvert Replacement 2A Hickory grove	-	-	-	-	-	-	-	250,000	-	-
L-422	HMA Paving Utah Ave	-	-	-	-	-	-	-	-	250,000	-
L-222	Bridge Replacement 11A Cleona	-	-	-	-	-	-	-	-	555,000	-
L-322	Culvert Replacement 6 Blue Grass	-	-	-	-	-	-	-	-	300,000	-
L-122	Various Pipe Culverts	-	-	-	-	-	-	-	-	88,000	-
<b>G. Secondary Roads Total</b>		<b><u>2,546,670</u></b>	<b><u>1,470,000</u></b>	<b><u>824,758</u></b>	<b><u>1,461,301</u></b>	<b><u>1,605,000</u></b>	<b><u>1,970,000</u></b>	<b><u>1,410,000</u></b>	<b><u>1,430,000</u></b>	<b><u>1,193,000</u></b>	<b><u>-</u></b>



# **NONMAJOR GOVERNMENTAL FUNDS**

# SUMMARY FUND STATEMENT

## NONMAJOR GOVERNMENTAL FUNDS

<u>Fund</u>	<b>Estimated Balance <u>07/01/17</u></b>	<b>Revenues and <u>transfers</u></b>	<b>Expenditures and <u>transfers</u></b>	<b>Estimated Balance <u>06/30/18</u></b>
<b>NONMAJOR GOVERNMENTAL FUNDS:</b>				
Rural Services Fund	\$ 142,904	\$ 3,044,740	\$ 3,044,740	\$ 142,904
Secondary Roads Fund	3,088,632	7,779,840	8,419,000	2,449,472
Recorder's Record Management Fund	<u>84,405</u>	<u>30,150</u>	<u>20,000</u>	<u>94,555</u>
<b>Total Other Funds*</b>	<b><u>\$ 3,315,941</u></b>	<b><u>\$ 10,854,730</u></b>	<b><u>\$ 11,483,740</u></b>	<b><u>\$ 2,686,931</u></b>

\*Includes interfund transfers and non-budgeted fund activity

## RURAL SERVICES BASIC FUND

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

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

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

Fiscal Year	Rural Tax Base	Rural Services Fund Levy *	Rural Services Fund Levy
2008-09	\$743,768,156	\$2,179,651	\$3.01954
2009-10	782,777,559	2,363,628	3.01954
2010-11	798,617,272	2,411,457	3.01954
2011-12	829,648,585	2,536,743	3.13766
2012-13	877,086,710	2,686,071	3.13766
2013-14	908,864,982	2,704,207	3.04487
2014-15	923,012,002	2,805,489	3.03949
2015-16	949,429,559	2,854,891	3.00695
2016-17	992,010,615	2,939,229	2.96290
2017-18	1,025,764,483	3,022,829	2.94690

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
2008-09	\$1,775,246	\$2.37755	\$479,355	\$0.64199
2009-10	1,828,503	2.36331	507,725	0.65623
2010-11	1,828,503	2.34506	525,910	0.67448
2011-12	2,061,118	2.48709	539,149	0.65057
2012-13	2,139,440	2.51192	532,955	0.62274
2013-14	2,226,719	2.44036	551,588	0.60451
2014-15	2,261,000	2.43465	561,697	0.60484
2015-16	2,310,000	2.41880	561,697	0.58815
2016-17	2,408,000	2.39819	567,021	0.56471
2017-18	2,470,000	2.39063	574,740	0.55627

\* 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>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</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	\$ 2,784,981	\$ 2,868,525	\$ 2,868,525	\$ 2,950,254	2.8%
Less: Uncollected Delinq Taxes-Levy Yr	618	1,231	1,231	618	-49.8%
Less: Credits To Taxpayers	128,591	124,161	124,161	128,590	3.6%
Net Current Property Taxes	2,655,772	2,743,133	2,743,133	2,821,046	2.8%
Delinquent Property Tax Revenue	618	1,231	1,231	618	-49.8%
Other County Taxes	73,284	76,982	76,982	77,350	0.5%
Intergovernmental	147,945	143,413	141,475	145,426	1.4%
Use of Property and Money	252	300	300	300	0.0%
Subtotal Revenues	2,877,871	2,965,059	2,963,121	3,044,740	2.7%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	2,877,871	2,965,059	2,963,121	3,044,740	2.7%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	561,697	567,021	567,021	574,740	1.4%
Subtotal Expenditures	561,697	567,021	567,021	574,740	1.4%
Other Financing Uses:					
Operating Transfers Out	2,310,000	2,408,000	2,408,000	2,470,000	2.6%
Total Expenditures & Other Uses	2,871,697	2,975,021	2,975,021	3,044,740	2.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	6,174	(9,962)	(11,900)	-	-100.0%
<b>Beginning Fund Balance - July 1,</b>	<b>\$ 148,630</b>	<b>\$ 156,779</b>	<b>\$ 154,804</b>	<b>\$ 142,904</b>	<b>-8.9%</b>
<b>Ending Fund Balance - June 30,</b>	<b>\$ 154,804</b>	<b>\$ 146,817</b>	<b>\$ 142,904</b>	<b>\$ 142,904</b>	<b>-2.7%</b>

## SECONDARY ROAD FUND

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

The maximum levy amount in any one year from the General Basic Fund cannot exceed the equivalent of a tax of sixteen and seven-eighths cent (0.16875) per thousand dollars of assessed value of all taxable property in the County. The maximum levy amount in any one year from the Rural Services Basic Fund cannot exceed the equivalent of a tax of three dollars and three-eighths cents (\$3.00375) per thousand dollars of assessed value on all taxable property not located within the corporate limits of a city (i.e.: townships).

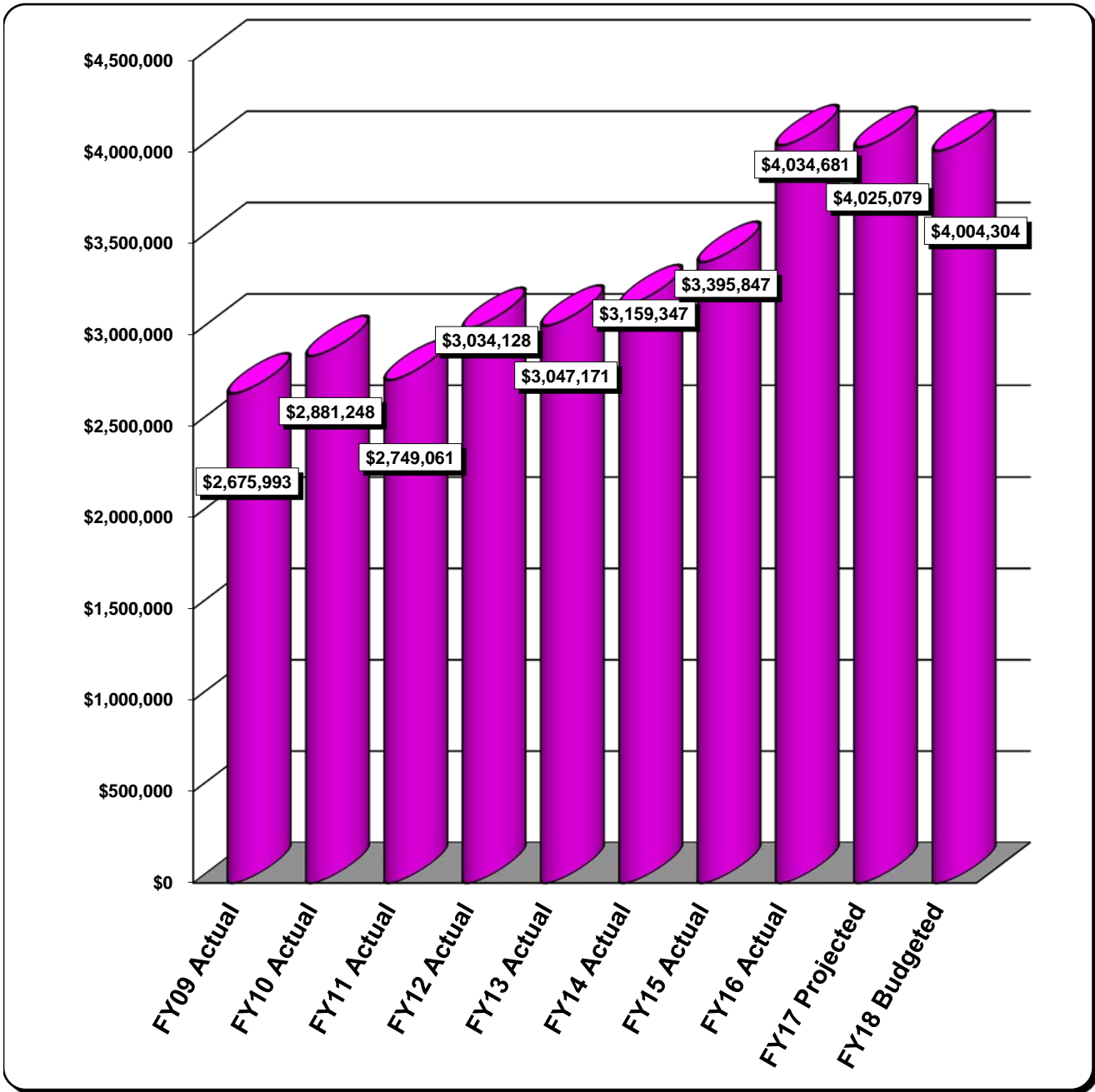
Current Iowa Code allocates Road Use Tax Funding based formula guidelines. The formula provides steady funding for all construction and maintenance projects and help keep the rural services property tax levy stable. RUT had a dip in FY 09 and FY 11, however we expect an increase in the coming years,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

Fiscal Year	Road Use Tax Revenues
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	3,395,847
2015-16	4,034,681
2016-17 Projected	4,025,079
2017-18 Budgeted	4,004,304

Finally for fiscal year 2018 the urban levy rate used to compute the transfer amount from the General Basic Fund is \$0.10393 or 62% of the maximum \$0.16875 levy rate. The rural levy rate is used to compute the transfer amount from the Rural Basic Fund is \$2.40796 or 80% of the maximum \$3.00375 levy rate.

# ROAD USE TAX REVENUES

## TEN YEAR COMPARISON



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

# SECONDARY ROADS FUND

## FUND STATEMENT

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>					
Intergovernmental	\$ 4,470,567	\$ 4,029,053	\$ 4,188,913	\$ 4,351,340	8.0%
Licenses & Permits	39,698	10,000	10,000	10,000	0.0%
Charges For Services	2,782	1,000	1,000	1,000	0.0%
Use of Property and Money	6,355	-	6,000	6,000	N/A
Miscellaneous	<u>25,753</u>	<u>21,000</u>	<u>16,500</u>	<u>16,500</u>	-21.4%
Subtotal Revenues	4,545,155	4,061,053	4,222,413	4,384,840	8.0%
Other Financing Sources:					
Operating Transfers In	3,085,000	3,243,000	3,243,000	3,325,000	2.5%
Proceeds of Fixed Assets Sales	<u>-</u>	<u>70,000</u>	<u>7,500</u>	<u>70,000</u>	0.0%
Total Revenues & Other Sources	7,630,155	7,374,053	7,472,913	7,779,840	5.5%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Roads & Transportation					
Administration	\$ 296,535	\$ 278,523	\$ 303,000	\$ 310,000	11.3%
Engineering	418,251	472,000	517,000	515,000	9.1%
Bridges & Culverts	118,060	205,000	205,000	205,000	0.0%
Roads	2,188,074	2,231,500	2,289,000	2,610,000	17.0%
Snow & Ice Control	236,201	468,000	468,000	468,000	0.0%
Traffic Controls	250,342	247,000	232,000	245,500	-0.6%
Road Clearing	194,749	155,000	221,000	231,000	49.0%
New Equipment	679,469	695,000	695,000	750,000	7.9%
Equipment Operation	838,531	1,281,500	1,281,500	1,287,500	0.5%
Tools, Materials, Supplies	76,744	100,000	102,000	102,000	2.0%
Real Estate & Buildings	1,768,438	65,000	85,000	90,000	38.5%
Capital Projects	<u>919,542</u>	<u>1,470,000</u>	<u>1,461,301</u>	<u>1,605,000</u>	9.2%
Subtotal Expenditures	7,984,936	7,668,523	7,859,801	8,419,000	9.8%
Other Financing Uses:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Total Expenditures & Other Uses	7,984,936	7,668,523	7,859,801	8,419,000	9.8%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>(354,781)</u>	<u>(294,470)</u>	<u>(386,888)</u>	<u>(639,160)</u>	117.1%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 3,830,301</u>	<u>\$ 2,544,788</u>	<u>\$ 3,475,520</u>	<u>\$ 3,088,632</u>	21.4%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 3,475,520</u>	<u>\$ 2,250,318</u>	<u>\$ 3,088,632</u>	<u>\$ 2,449,472</u>	8.9%

## **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

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</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	\$ 30,426	\$ 30,000	\$ 30,000	\$ 30,000	0.0%
Use of Money & Property	<u>115</u>	<u>150</u>	<u>150</u>	<u>150</u>	N/A
Subtotal Revenues	30,541	30,150	30,150	30,150	0.0%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	30,541	30,150	30,150	30,150	0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
Other Financing Uses:					
Operating Transfers Out	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	0.0%
Total Expenditures & Other Uses	20,000	20,000	20,000	20,000	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>10,541</u>	<u>10,150</u>	<u>10,150</u>	<u>10,150</u>	0.0%
<b>Beginning Fund Balance - July 1,</b>	<u>\$ 63,714</u>	<u>\$ 64,427</u>	<u>\$ 74,255</u>	<u>\$ 84,405</u>	31.0%
<b>Ending Fund Balance - June 30,</b>	<u>\$ 74,255</u>	<u>\$ 74,577</u>	<u>\$ 84,405</u>	<u>\$ 94,555</u>	26.8%

## **BUSINESS-TYPE ACTIVITIES FUNDS**

## **GOLF COURSE ENTERPRISE FUND**

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

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

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

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

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

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

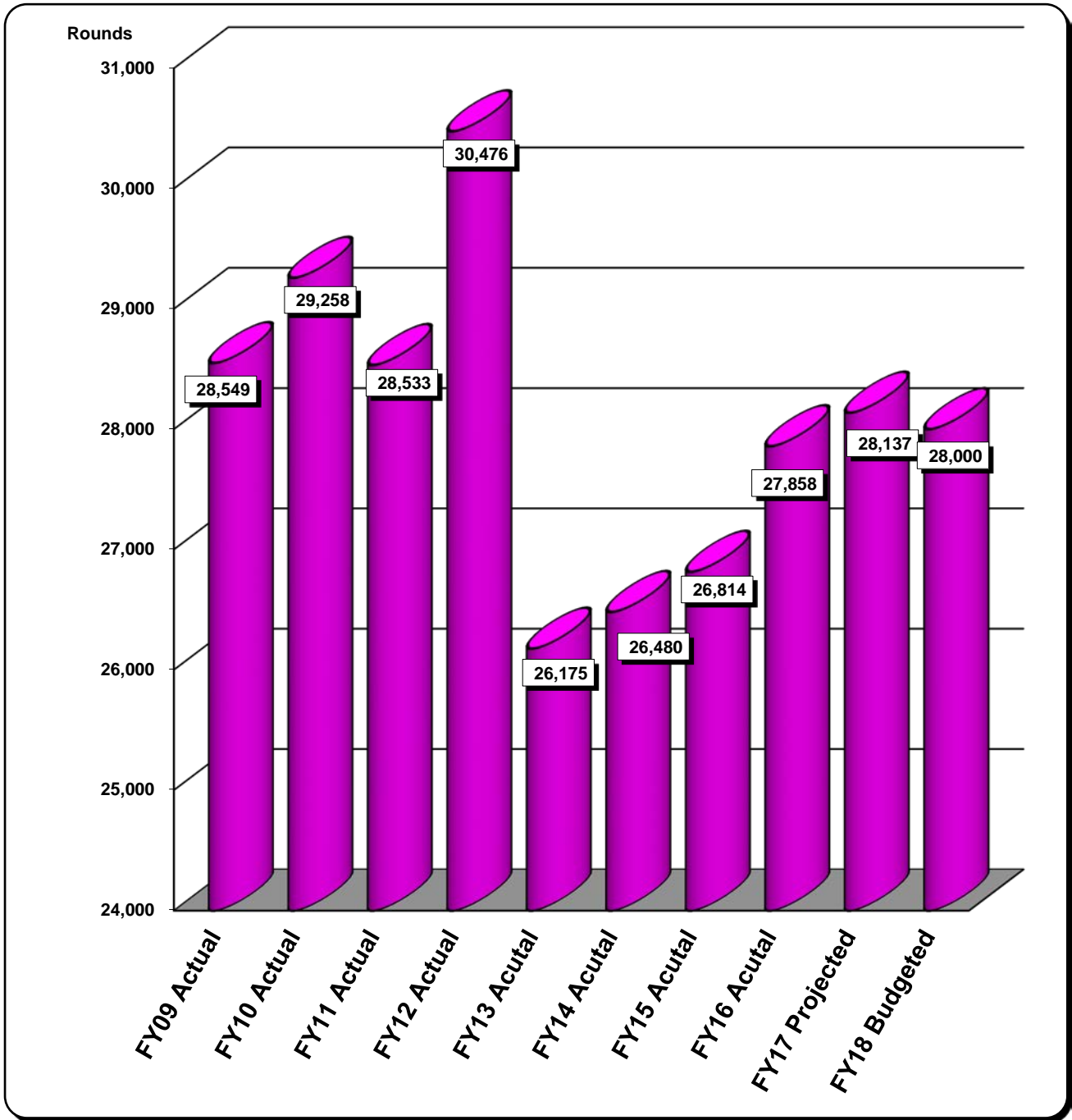
# GOLF COURSE ENTERPRISE FUND

## FUND STATEMENT

	<u>Actual</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>	<u>Revised</u> <u>Estimate</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</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	\$ 937,972	\$ 1,106,200	\$ 1,106,200	\$ 1,106,200	0.0%
Use of Money & Property	788	300	-	300	N/A
Miscellaneous	<u>1,183</u>	<u>700</u>	<u>1,000</u>	<u>1,000</u>	42.9%
Subtotal Revenues	939,943	1,107,200	1,107,200	1,107,500	0.0%
Other Financing Sources:					
Transfer - General Fund	<u>100,000</u>	-	-	-	
Total Revenues & Other Sources	1,039,943	1,107,200	1,107,200	1,107,500	0.0%
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>					
Operating:					
County Environment & Education	<u>\$ 882,516</u>	<u>\$ 1,053,324</u>	<u>\$ 1,196,166</u>	<u>\$ 1,193,981</u>	13.4%
Subtotal Expenditures	882,516	1,053,324	1,196,166	1,193,981	13.4%
Other Financing Uses:					
Loss on asset disposed	58,882	-	-	-	N/A
Interest expense	<u>5,962</u>	-	-	-	N/A
Total Expenditures & Other Uses	947,360	1,053,324	1,196,166	1,193,981	13.4%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>92,583</u>	<u>53,876</u>	<u>(88,966)</u>	<u>(86,481)</u>	-260.5%
<b>Beginning Fund Equity - July 1,</b>	<u>\$ 2,457,954</u>	<u>\$ 2,550,537</u>	<u>\$ 2,550,537</u>	<u>\$ 2,461,571</u>	-3.5%
<b>Ending Fund Equity - June 30,</b>	<u>\$ 2,550,537</u>	<u>\$ 2,604,413</u>	<u>\$ 2,461,571</u>	<u>\$ 2,375,090</u>	-8.8%

# GLYNNS CREEK GOLF COURSE ROUNDS

## TEN YEAR COMPARISON



This graph shows that golf rounds have struggled since FY08. Golf rounds nationwide and in the Midwest have flattened in rounds played. Rounds are projected to see an upward trend in the near future with a 1% change and are certainly weather dependent. The FY 18 budgeted projection is based upon conservative estimates of consistent usage.

## **DEPARTMENTAL/AGENCY DETAIL**

SCOTT COUNTY  
 FY18 BUDGETING FOR OUTCOMES DETAIL  
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See Page 442 for [A Guide to Scott County Budgeting for Outcomes](#)

# Administration

Mahesh Sharma, County Administrator



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

<b>ACTIVITY/SERVICE:</b>	Policy and Facilitation	<b>DEPT/PROG:</b>		Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$170,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of meetings with Board Members		103	115	110	110
Number of agenda items		242	295	275	275
Number of agenda items postponed		0	0	0	0
Number of agenda items placed on agenda after distribution		7	0	0	0

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prepare reports, studies, legislative actions for Board consideration in a prompt, efficient manner.	Percentage number of agenda items placed on the agenda 5 days in advance of the meeting.	100%	100%	100%	100%
Board members are informed and prepared to take action on all items on the agenda.	Percentage number of agenda items that are postponed at Board meeting.	0.00%	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>	All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$320,000
	<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>		<b>PROJECTED</b>
Number of Grants Managed		62	52	60
Number of Budget Amendments		2	2	2
Number of Purchase Orders Issued		703	663	700

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain minimum fund balance requirements for the County's general fund - according to the Financial Management Policy, and within legal budget	Maintain a 15% general fund balance, and each state service area to be 100% expended or below	26% / 100%	19.9% / 100%	19.9% / 100%	19.9% / 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	1	0	0
Submit Budget CAFR/PAFR to GFOA obtains Award Certificate	Recognition of Achievements in Reporting	2	2	3	3
Develop Training program for ERP users to increase comfort and report utilization	2 Training events outside of annual budget training	2	2	2	2
Develop Fleet Management Capital Asset Program to serve all departments, identifying increased asset utilization	Develop policies and procedures regarding fleet management, asset acquisition, 5 year capital plan.	0	0	1 - 5 Year Capital Plan	2 Policies, 5 Year Capital Plan, Procedures Manual
Increase utilization of county wide purchasing, identify contracts to be consolidated across departments	Develop and updated policies and procedures regarding purchasing and identify 3 contracts over \$50,000 for administrative review, Standardize purchasing	0	0	2 Contracts, 3 Standardizations	2 Policies, 3 Contracts, 3 Standardizations

<b>ACTIVITY/SERVICE:</b>	Legislative Coordinator	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$52,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of committee of the whole meetings		45	50	50
Number of meetings posted to web 5 days in advance		100%	100%	100%
Percent of Board Mtg handouts posted to web within 24 hours		100%	100%	100%

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	All Residents		
<b>BOARD GOAL:</b>	All	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$67,000	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Attendance of Department Heads at Monthly Dept Hd Mtg		85%	86%	85%	85%
Number of Board goals		20	21	20	20
Number of Board goals on-schedule		13	13	13	13
Number of Board goals completed		4	8	8	8

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	85%	62%	60%	60%
Board goals are completed*	Percentage of Board goals completed	27%	38%	35%	35%

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$146,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Attendance of Co Administrator at QC First/Chamber meetings		35	38	35
Attendance of Co Administrator at Monthly Mgrs/Admin/Mayor		30	28	28
Attendance of Co Administrator at other meetings		176	163	160

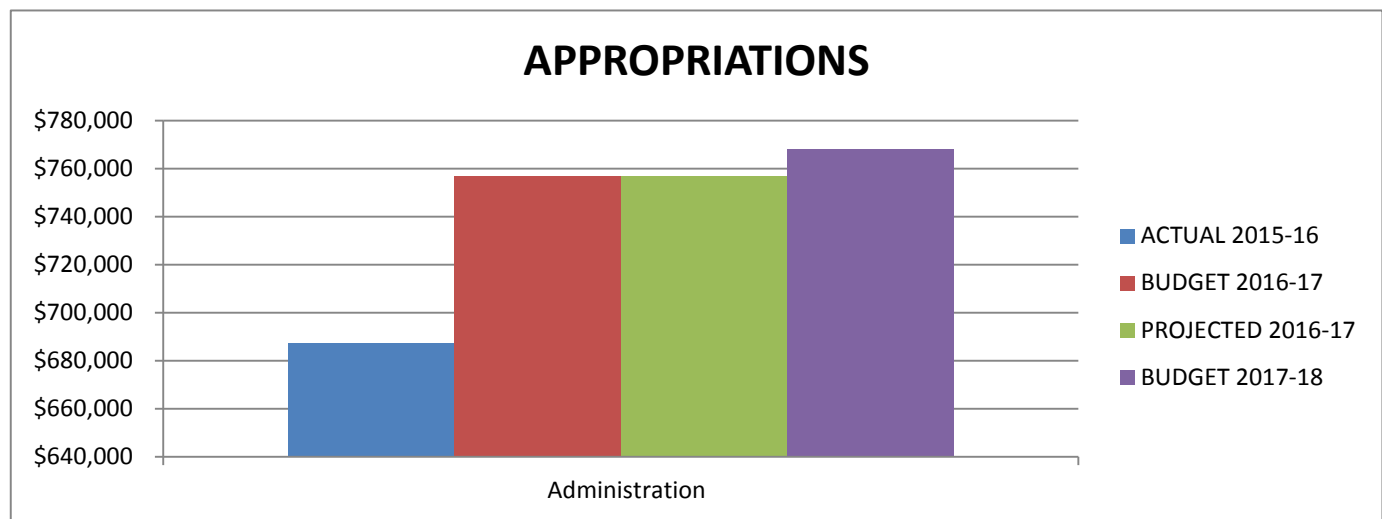
**PROGRAM DESCRIPTION:**

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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	100%	100%
Strengthening intergovernmental relations with Chamber and QC First.	Percent attendance at meetings.	100%	100%	100%	100%
Strengthening intergovernmental relations at local level.	Percent attendance at monthly mgrs/admin/mayor meetings.	100%	100%	100%	100%
Strengthening intergovernmental relations at local level.	Number of meetings with other units of governments, business, chamber, and not for profits.	176	163	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: General Administration (11.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
A County Administrator	1.00	1.00	1.00	1.00	1.00	1.00
805-A Assistant County Administrator/HR Director	0.50	0.50	0.50	0.50	0.50	0.50
657-Director of Budget and Administrative Services	-	-	1.00	1.00	1.00	1.00
597-A Budget Manager	1.00	1.00	-	-	-	-
417-Fleet Manager	-	-	0.40	0.40	0.40	0.40
332-A ERP/ECM Budget Analyst	-	1.00	1.00	1.00	1.00	1.00
252-Purchasing Specialist	-	-	1.00	1.00	1.00	1.00
298-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>4.50</b>	<b>5.90</b>	<b>5.90</b>	<b>5.90</b>	<b>5.90</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 449,675	\$ 526,116	\$ 574,443	\$ 565,443	\$ 574,305	\$ 574,305
Benefits	131,701	149,594	165,702	174,702	176,022	176,022
Purchase Services & Expenses	7,328	10,324	15,000	15,000	16,225	16,225
Supplies & Materials	905	1,251	1,600	1,600	1,700	1,700
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 589,609</b>	<b>\$ 687,285</b>	<b>\$ 756,745</b>	<b>\$ 756,745</b>	<b>\$ 768,252</b>	<b>\$ 768,252</b>



**ANALYSIS**

FY17 expenditures for this program are recommended to increase to reflect the cross organization efforts for a consolidated purchasing and fleet management program. A fleet manager was added in FY 17 and allocates project management time between general administration and Secondary Roads. Additionally the purchasing specialist moved between departments in order to increase utilization between general purchasing guidelines, budget and financial planning.

## 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> \$2,330,019	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Indictable Misdemeanor Cases		2797	2965	3000	3000
New Felony Cases		1053	1112	1000	1000
New Non-Indictable Cases		2072	1685	1900	1700
Conducting Law Enforcement Training (hrs)		47	62.5	50	50

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will represent the State in all criminal proceedings.	98% of all criminal cases will be prosecuted by the SCAO.	98%	98%	98%	98%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.	100%	100%	100%	100%
Attorney's Office will diligently work toward achieving justice in all criminal cases.	Justice is accomplished in 100% of criminal cases.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Juvenile	<b>DEPARTMENT:</b>	Attorney	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$389,681
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>		<b>PROJECTED</b>
New Juvenile Cases - Delinquencies, CINA, Terms, Rejected	601	615	700	600
Uncontested Juvenile Hearings	1347	1397	1300	1300
Evidentiary Juvenile Hearings	275	207	250	200

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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> \$185,290	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Non Litigation Services Intake		54	184	100	150
Litigation Services Intake		420	391	350	350
Non Litigation Services Cases Closed		63	184	100	150
Litigation Services Cases Closed		407	311	350	300
# of Mental Health Hearings		352	288	325	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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> \$126,893	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of clients in database		3451	3201	3000	3000
# of driver license defaulted		87	114	80	80
\$ amount collected for county		440,465.00	446,467.00	400,000	400,000.00
\$ amount collected for state		522,378.00	527,397.00	500,000	500,000.00
\$ amount collected for DOT		6,624.00	2,132.00	5,000	3,000.00

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will work to assist Scott County residents in obtaining driver licenses after suspension.	Attorney's Office will assist applicants with suspensions 100% of the time.	100%	100%	100%	100%
Attorney's Office will work to assist Scott County residents in paying delinquent fines.	Attorney's Office will grow the program approximately 10% each quarter as compared to the previous fiscal years grand total.	23%	24%	10%	10%

<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> \$61,763
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# victim packets sent		1929	1879	2000
# victim packets returned		672	666	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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> \$97,694	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of walk-in complaints received		86	63	100	75

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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> \$32,565
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of entries into jail		7531	7274	7500

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	\$32,565
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of warrants issued		84	62	100	75
# of defendants taking class		33	34	40	40

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%

## 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>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$520,768
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
\$40,000 of Claims GL		\$3,024	\$13,097	\$25,000
\$50,000 of Claims PL		\$14,903	\$50,294	\$40,000
\$85,000 of Claims AL		\$40,380	\$23,768	\$40,000
\$20,000 of Claims PR		\$60,015	\$29,303	\$25,000

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prompt investigation of liability accidents/incidents	To investigate incidents/accidents within 5 days	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Schedule of Insurance	<b>DEPARTMENT:</b>	Risk Mgmt	12.1202
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$382,605
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	Workers Compensation	<b>DEPARTMENT:</b>	Risk Mgmt		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$159,419	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Claims Opened (new)		36	28	50	40
Claims Reported		66	69	60	50
\$175,000 of Workers Compensation Claims		\$194,415	\$161,242	\$225,000	\$250,000

**PROGRAM DESCRIPTION:**

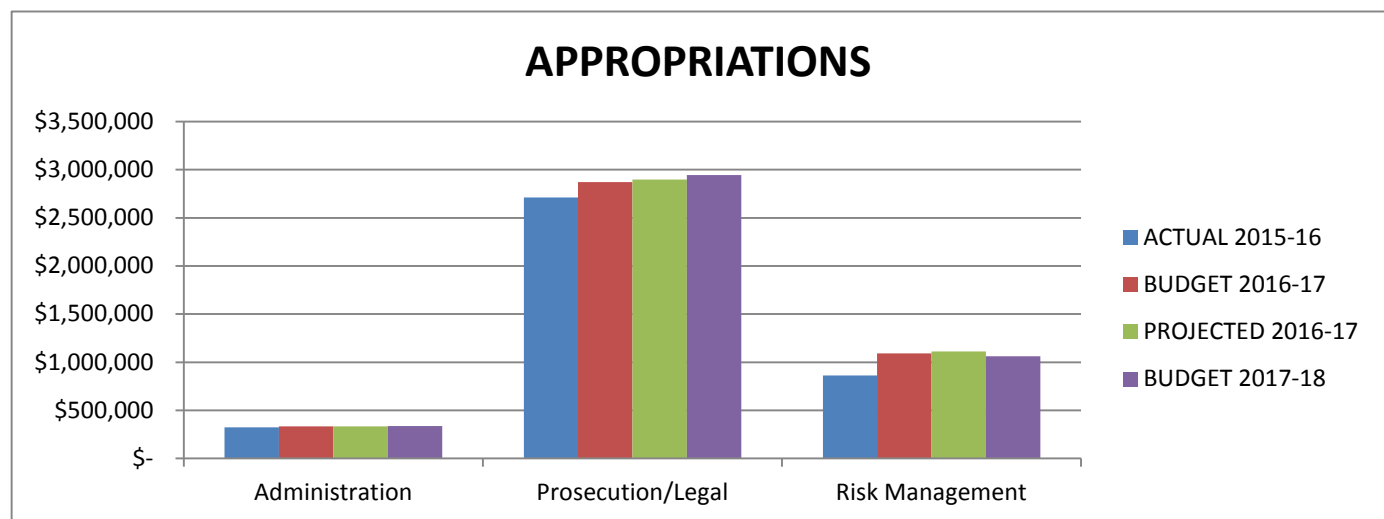
To ensure that employees who are injured on the job are provided proper medical attention for work related injuries and to determine preventive practices for injuries.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%



FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Attorney Administration (12.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X County Attorney	0.50	0.50	0.50	0.50	0.50	0.50
Y First Assistant Attorney	0.40	0.40	0.40	0.40	0.40	0.40
511-A Office Administrator	1.00	1.00	1.00	1.00	1.00	1.00
282-A Executive Secretary/Paralegal	0.50	0.50	0.50	0.50	0.50	0.50
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>2.40</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 239,324	\$ 242,158	\$ 243,755	\$ 243,755	\$ 244,845	\$ 244,845
Benefits	71,664	73,412	74,528	76,960	79,258	79,258
Purchase Services & Expenses	3,178	3,296	7,300	7,300	6,500	6,500
Supplies & Materials	3,400	3,088	6,000	6,000	6,000	6,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 317,566</b>	<b>\$ 321,954</b>	<b>\$ 331,583</b>	<b>\$ 334,015</b>	<b>\$ 336,603</b>	<b>\$ 336,603</b>



**ANALYSIS**

For FY18, non-salary costs for the department are recommended to remain unchanged from previous fiscal year. Purchases and services for this program was down slightly and these funds were allocated to the criminal prosecution program .

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Criminal Prosecution (1201&amp;1203)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
X County Attorney	0.50	0.50	0.50	0.50	0.50	0.50
Y First Assistant Attorney	0.60	0.60	0.60	0.60	0.60	0.60
611-A Attorney II	4.00	4.00	4.00	4.00	7.00	7.00
464-A Attorney I	9.00	9.00	10.00	10.00	7.00	7.00
323-A Case Expeditor	1.00	1.00	1.00	1.00	1.00	1.00
316-A Paralegal-Audio/Visual Production Specialist	1.00	1.00	1.00	1.00	1.00	1.00
282-A Paralegal	1.00	1.00	1.00	1.00	1.00	1.00
282-A Executive Secretary/Paralegal	0.50	0.50	0.50	0.50	0.50	0.50
223-C Victim/Witness Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
223-C Fine Collection Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
214-C Administrative Assistant-Juvenile Court	1.00	1.00	1.00	1.00	1.00	1.00
214-C Intake Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary-District Court	1.00	1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk-Victim Witness	1.00	1.00	1.00	1.00	1.00	1.00
194-C Legal Secretary	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	2.00	2.00
151-C Clerk II-Data Entry	1.00	1.00	1.00	1.00	-	-
151-C Clerk II-Receptionist	1.00	1.00	1.00	1.00	1.00	1.00
Z Summer Law Clerk	0.50	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>29.10</b>	<b>29.10</b>	<b>30.10</b>	<b>30.10</b>	<b>30.10</b>	<b>30.10</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 3,448	\$ 1,803	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
Fines & Forfeitures	482,867	473,719	425,000	395,000	395,000	395,000
Miscellaneous						
<b>TOTAL REVENUES</b>	<b>\$ 486,315</b>	<b>\$ 475,522</b>	<b>\$ 426,200</b>	<b>\$ 396,200</b>	<b>\$ 396,200</b>	<b>\$ 396,200</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 1,817,438	\$ 1,941,132	\$ 2,037,003	\$ 2,037,003	\$ 2,056,616	\$ 2,056,616
Benefits	621,058	663,486	700,133	725,653	753,301	753,301
Purchase Services & Expenses	230,155	72,862	95,150	95,150	93,150	93,950
Supplies & Materials	32,198	35,317	39,000	39,000	41,000	41,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,700,849</b>	<b>\$ 2,712,797</b>	<b>\$ 2,871,286</b>	<b>\$ 2,896,806</b>	<b>\$ 2,944,067</b>	<b>\$ 2,944,867</b>
<b>ANALYSIS</b>						
<p>For FY18, non-salary costs for this program increased slightly due to transfer of money from the administration program. The overall department expenses remain unchanged from the previous fiscal year.</p> <p>In July 2016, the law changed on the collection of delinquent fines. The County Attorney's percentage went from 40% down to 28%. Also, the additional 12% after \$500K went down to only an additional 5% after 1 million collected. As such, fines and forfeitures are projected to decrease.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Risk Management (1202)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
505-A Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ -	\$ -	\$ 25	\$ 25	\$ 25	\$ 25
Miscellaneous	17,418	12,083	10,000	10,000	10,000	10,000
<b>TOTAL REVENUE</b>	<b>\$ 17,418</b>	<b>\$ 12,083</b>	<b>\$ 10,025</b>	<b>\$ 10,025</b>	<b>\$ 10,025</b>	<b>\$ 10,025</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 83,728	\$ 85,643	\$ 87,523	\$ 87,523	\$ 89,145	\$ 89,145
Benefits	20,796	21,472	21,590	22,068	22,824	22,824
Purchase Services & Expenses	842,232	755,206	981,907	1,001,107	948,823	948,823
Supplies & Materials	671	733	2,000	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 947,427</b>	<b>\$ 863,054</b>	<b>\$ 1,093,020</b>	<b>\$ 1,112,698</b>	<b>\$ 1,062,792</b>	<b>\$ 1,062,792</b>

#### **ANALYSIS**

For FY18, non-salary costs for this program are recommended to remain unchanged from previous fiscal year. Claims and premiums are budgeted on a five year average.

# Auditor's Office



Roxanna Moritz, County Auditor

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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>		Auditor	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	241,859
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Maintain administration costs at or below 15% of budget		13.7%	15.4%	15%	15.0%

**PROGRAM DESCRIPTION:**

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

Ensure new voters have opportunity to vote.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	All Residents		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	280,074
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Property Transfers Processed		6,798	7,155	7,300	7,500
Local Government Budgets Certified		49	49	49	49

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Certify taxes and budgets.	Meet statutory & regulatory deadlines for certification with 100% accuracy	100%	100%	100%	100%
Process all property transfers.	Process all transfers without errors within 48 hours of receipt of correct transfer documents	100%	95%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Payroll	<b>DEPARTMENT:</b> Auditor- Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Employees
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> 248,018
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of Employees		743	687	700
Time Cards Processed		16,540	17,066	17,000

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Pay all employees correctly and timely.	All employees are paid correctly and on time.	100%	100%	100%	100%
Pay all payroll liabilities on time and correctly. This includes taxes, and other withholdings.	Occur no penalties for late payments.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Accounts Payable	<b>DEPARTMENT:</b> Auditor- Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Departments
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> 187,015
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Invoices Processed		23,066	23,982	24,000

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To process all claims correctly and according to policies and procedures.	Have all claims correctly processed and paid.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Expenditure Ledger	<b>DEPARTMENT:</b> Auditor - Business & Finance			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> All Departments			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b> 10,241		
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Account Centers		8,939	9,172	9,200	9,300
Number of Accounting Adjustments		10	16	0	0

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To make sure the General Ledger properly reflects all expenditures and receipts.	Make sure all adjustments are proper according to accounting policies and procedures.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Commissioner of Elections	<b>DEPARTMENT:</b> Auditor-Elections		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		130,000
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b> 562,800
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Conduct 4 county-wide elections		1	4	1

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>		All Residents
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b>	154,144
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain approximately 125,000 voter registration files		121,231	124,844	128,000

**PROGRAM DESCRIPTION:**

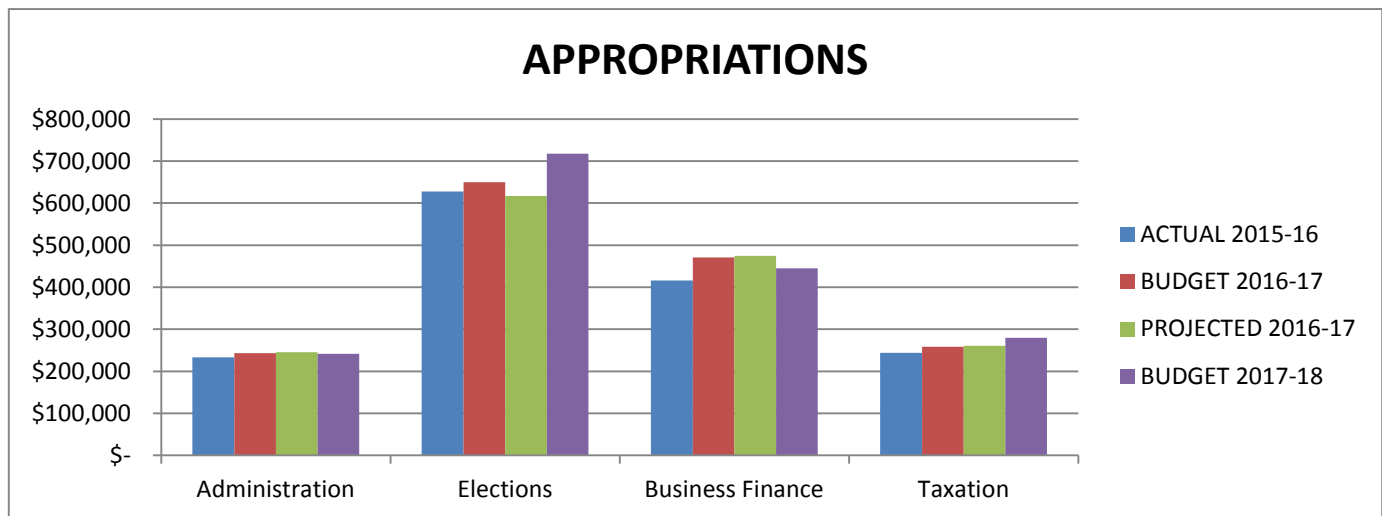
This program works with the statewide I-VOTERS system; maintains current records of residents desiring to vote; verifies new applicants are legally eligible to vote; purges records of residents no longer legally eligible to vote; prepares lists of qualified voters for each election to insure only those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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure new voters have opportunity to vote.	All new registrations are verified, processed and voters sent confirmation by legal deadlines.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Process all voter registrations received from all agencies and maintain current registration file.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Compliance with state and federal election laws.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Auditor Administration (13.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Auditor	1.00	1.00	1.00	1.00	1.00	1.00
556-A Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

<b>REVENUE SUMMARY:</b>							
Fines, Forfeitures & Miscellaneous	\$	245	\$	32	\$	-	\$ -
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>245</b>	<b>\$</b>	<b>32</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>

<b>APPROPRIATION SUMMARY:</b>							
Salaries	\$	169,048	\$	174,737	\$	177,115	\$ 177,115
Benefits		50,074		55,967		60,965	63,194
Purchase Services & Expenses		2,112		2,192		4,300	4,300
Supplies & Materials		633		435		500	500
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>221,867</b>	<b>\$</b>	<b>233,331</b>	<b>\$</b>	<b>242,880</b>	<b>\$ 245,109</b>



**ANALYSIS**

FY18 non-salary costs are recommended to remain unchanged from previous years.

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

In addition to administrative functions the Auditor and Operations Manager also provide direct service to the public primarily during elections.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Elections (1301)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
291-C Election Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk III	2.00	2.00	2.00	2.00	2.00	2.00
141-C Clerk II	0.65	0.65	0.65	0.65	0.65	0.65
<b>TOTAL POSITIONS</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 24,290	\$ 166,469	\$ -	\$ -	\$ 201,130	\$ 201,130
Charges for Services	-	-	300	300	300	300
Fines, Forfeitures & Miscellaneous	225	345	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 24,515</b>	<b>\$ 166,814</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 201,430</b>	<b>\$ 201,430</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 281,953	\$ 291,589	\$ 323,855	\$ 323,855	\$ 306,973	\$ 306,973
Benefits	82,269	74,917	81,085	83,743	126,416	126,416
Purchase Services & Expenses	162,673	235,159	203,685	168,685	257,955	257,955
Supplies & Materials	38,474	25,759	41,000	41,000	26,500	26,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 565,369</b>	<b>\$ 627,424</b>	<b>\$ 649,625</b>	<b>\$ 617,283</b>	<b>\$ 717,844</b>	<b>\$ 717,844</b>

#### **ANALYSIS**

FY18 non- salary costs are recommended to increase by 16% to staff reimbursable election costs. All of this increase and more will be offset by revenues from reimbursable election charges.

Four elections are scheduled during this fiscal year, including school elections in September 2017, city primary elections for Davenport and Buffalo in October 2017, city elections in all Scott County cities in November 2017 and a county-wide primary election in June 2018. These elections are expected to be low turnout. Many but not all costs for the school and city elections are reimbursable which accounts for the intergovernmental revenue.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Business/Finance (1302)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
677-A Accounting & Tax Manager	0.70	0.70	0.70	0.70	0.70	0.70
252-A Payroll Specialist	2.00	2.00	2.00	2.00	2.00	2.00
252-C Accounts Payable Specialist	1.50	1.50	1.50	1.50	1.50	1.50
177-A Official Records Clerk	0.90	0.90	0.90	0.90	0.90	0.90
<b>TOTAL POSITIONS</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 10</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 300,602	\$ 308,151	\$ 347,750	\$ 347,750	\$ 311,905	\$ 311,905
Benefits	96,829	99,344	113,364	117,196	123,294	123,294
Purchase Services & Expenses	669	669	3,475	3,475	3,475	3,475
Supplies & Materials	6,441	7,705	6,600	6,600	6,600	6,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 404,541</b>	<b>\$ 415,869</b>	<b>\$ 471,189</b>	<b>\$ 475,021</b>	<b>\$ 445,274</b>	<b>\$ 445,274</b>

#### **ANALYSIS**

FY18 non-salary costs are recommended to remain unchanged from FY17.

There are no revenues associated with this program.

Salaries are lower between FY17 and FY18 due to the retirement of a payroll employee and a transition period as the old employee helped to train her replacement to ensure handling the County's time keeping and payroll systems.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Taxation (1303)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Y Deputy Auditor-Tax	1.00	1.00	1.00	1.00	1.00	1.00
677-A Accounting & Tax Manager	0.30	0.30	0.30	0.30	0.30	0.30
268-A GIS Parcel Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
194-C Playroom Draftsman	-	-	-	-	-	-
177-C Platroom specialist	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>
<b>REVENUE SUMMARY:</b>						
Licenses and Permits	\$ 4,497	\$ 4,497	\$ 5,450	\$ 4,400	\$ 4,400	\$ 4,400
Charges for Services	36,935	36,935	39,500	38,500	38,500	38,500
<b>TOTAL REVENUES</b>	<b>\$ 41,432</b>	<b>\$ 41,432</b>	<b>\$ 44,950</b>	<b>\$ 42,900</b>	<b>\$ 42,900</b>	<b>\$ 42,900</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 176,638	\$ 187,400	\$ 194,827	\$ 194,827	\$ 210,322	\$ 210,322
Benefits	50,841	56,235	57,853	59,600	63,867	63,867
Purchase Services & Expenses	404	420	4,885	4,885	4,885	4,885
Supplies & Materials	304	36	1,000	1,000	1,000	1,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 228,187</b>	<b>\$ 244,091</b>	<b>\$ 258,565</b>	<b>\$ 260,312</b>	<b>\$ 280,074</b>	<b>\$ 280,074</b>
<b>ANALYSIS</b>						
FY18 non-salary costs are recommended to remain unchanged from the previous year.						
Revenues for this program were lowered slightly to better reflect past performance.						
There are no budget issues, and no capital, personnel, or vehicle changes to this program.						

## Community Services



Lori Elam, Community Services Director

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

<b>ACTIVITY/SERVICE:</b>	Community Services Administration	<b>DEPARTMENT:</b>		CSD 17.1701	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVE</b>		171,387	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b>	\$160,365
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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		287	304	265	250
Number of appeals requested from Scott County Consumers		0	0	2	1
Number of Exceptions Granted		1	1	5	2
Total MH/DD Administration budget		\$155,971	\$153,303	\$97,295	\$160,365
Administration cost as percentage of MH/DS Budget		3.0%	1.4%	1.5%	3.0%

**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 Related Disorders Program and other social services and institutions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	1 Case Reviewed	5 Cases Reviewed	2 Cases Reviewed

<b>ACTIVITY/SERVICE:</b>	General Assistance Program	<b>DEPARTMENT:</b>	CSD 17.1701		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVE</b>	172,126		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$507,498	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of applications requesting financial assistance		920	929	1000	900
# of applications approved		453	416	450	420
# of approved clients pending Social Security approval		15	15	22	15
# of individuals approved for rental assistance (unduplicated)		237	264	210	200
# of burials/cremations approved		77	89	75	74
# of families and single individuals served		Families 299 Singles 565	Families 328 Singles 543	Families 345 Singles 655	Families 280 Singles 500
# of cases denied to being over income guidelines		69	73	80	70
# of cases denied/incomplete app and/or process		342	279	350	300

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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 1200 individuals (applicants) as defined by Iowa Code Chapter 252.25 during the year.	To grant assistance averaging no more than \$650 per applicant approved.	\$665.82	\$609.75	\$650.00	\$650.00
To provide financial assistance to individuals as defined by Iowa Code Chapter 252.25.	To provide at least 700 referrals on a yearly basis to individuals who don't qualify for county assistance.	573	730	600	700
To maintain the Community Services budget in order to serve as many Scott County citizens as possible.	Review quarterly General Assistance expenditures verses budgeted amounts (1701).	\$507,730 or 92% of budget	\$466,533 or 91% of budget	\$496,960	\$507,498



<b>ACTIVITY/SERVICE:</b>	Veteran Services	<b>DEPARTMENT:</b>	CSD 17.1702		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVE</b>	172,126		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$156,126
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of requests for veteran services (federal/state)		1459	1614	1460	1405
# of applications for county assistance		102	97	100	95
# of applications for county assistance approved		82	72	80	75
# of outreach activities		63	58	70	65
# of burials/cremations approved		19	23	20	20
Ages of Veterans seeking assistance:					
Age 18-25		29	27	35	30
Age 26-35		151	182	150	150
Age 36-45		159	180	150	150
Age 46-55		242	226	250	230
Age 56-65		329	310	320	300
Age 66 +		564	689	555	545
Gender of Veterans: Male : Female		1285:174	1414:200	1280:180	1250:155

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide public awareness/outreach activities in the community.	Will reach out to at least 175 Veterans/families each quarter (700 annually).	1264	963	800	700
To provide public awareness/outreach activities in the community.	Will increase the number of veteran requests for services (federal/state) by 50 annually. (New, first time veterans applying for benefits)	807	823	900	950
To provide financial assistance (rent, burial, utilities, direct assist) to veterans as defined in Iowa Code Chapter 35B.	To grant assistance averaging no more than \$700 per applicant.	\$506.39	\$850.86	\$620.00	\$700.00
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	72/97	75/100	75/100

<b>ACTIVITY/SERVICE:</b>	Substance Related Disorder Services	<b>DEPARTMENT:</b>	CSD 17.1703		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVE</b>	172,126		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$79,700	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of involuntary substance abuse commitments filed		224	182	200	175
# of SA adult commitments		160	134	150	152
# of SA children commitments		58	34	40	20
# of substance abuse commitment filings denied		6	14	5	3
# of hearings on people with no insurance		22	23	15	24

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide mandated court ordered SA evaluations in the most cost effective manner possible.	The cost per evaluation will be no greater than \$500.00	\$377.26	\$409.70	\$500.00	\$500.00
To maintain the Community Services budget in order to serve as many Scott County citizens with substance related disorders as possible.	Review quarterly substance related commitment expenditures verses budgeted amounts.	\$85,061 or 64% of budget	\$69,104 or 71% of the budget	\$79,700	\$79,700

<b>ACTIVITY/SERVICE:</b>	MH/DD Services	<b>DEPARTMENT:</b>	CSD 17.1704		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVE</b>	172,126		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b> \$4,642,014	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of involuntary mental health commitments filed		423	341	410	310
# of adult MH commitments		345	243	325	228
# of juvenile MH commitments		64	78	65	62
# of mental health commitment filings denied		14	19	20	20
# of hearings on people with no insurance		26	19	20	25
# of protective payee cases		394	398	415	425
# of Crisis situations requiring funding/care coordination		N/A	55	120	120
# of funding requests/apps processed- ID/DD and MI		1245	1185	1050	1150

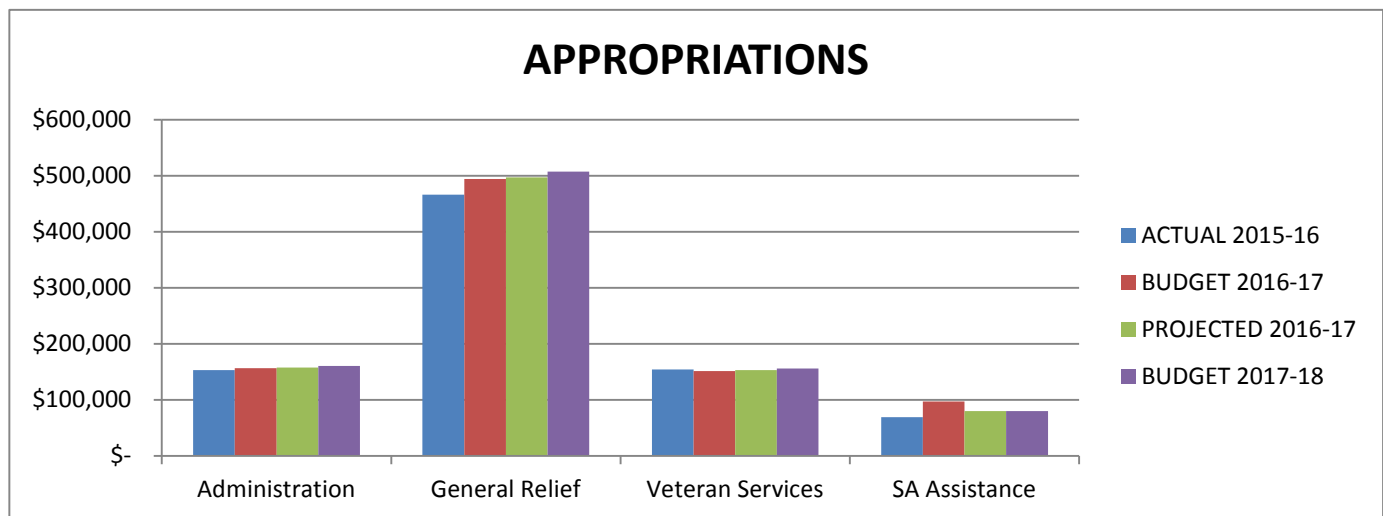
**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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 \$600.00.	\$393.24	\$1,412.66	\$510.00	\$600.00
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.	\$160,834	\$453,464	\$181,775	\$151,200
To maintain a Protective Payee program, through fees, that will be self-sufficient.	There will be at least 425 payee cases and fee amounts of \$44,625 each quarter to cover the costs of staff and supplies.	394 cases and a total of \$136,731 in fees (average \$34,183 a quarter)	398 cases/ \$165,722 in fees total (\$41,431 per quarter)	415 cases/ \$43,825 in fees per quarter	425 cases/ \$44,625 in fees per quarter

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Community Services Admin (17.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
725-A Community Services Director	1.00	1.00	0.60	0.60	0.60	0.60
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ -	\$ 79	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 79</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 108,781	\$ 111,923	\$ 114,220	\$ 114,220	\$ 115,816	\$ 115,816
Benefits	33,343	34,494	35,460	36,541	37,539	37,539
Purchase Services & Expenses	13,847	6,870	7,010	7,010	7,010	7,010
Supplies & Materials	-	16	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 155,971</b>	<b>\$ 153,303</b>	<b>\$ 156,690</b>	<b>\$ 157,771</b>	<b>\$ 160,365</b>	<b>\$ 160,365</b>



#### ANALYSIS

The FY18 overall budget for Community Services is very similar to the FY17 Projected. Mental Health expenses remain lower due to ACA . The county is paying less for medical services as people have health insurance. Scott County remains part of the Eastern Iowa Mental Health and Disability Region. Long term mental health funding remains an issue at the State level. Legislators must find a permanent solution while the regions have fund balances and everyone agrees to levy at an appropriate amount so as not to put services at risk. Robert Young Center will continue with year two of the crisis services contract for the region.

The Protective Payee Program is expected to grow and the department is requesting an additional part-time clerk in the FY18 budget to help manage all the paperwork requirements and reports.

The budget for salaries, benefits and expenses has minimal changes (1%).

#### Issues:

1. Long Term sustainable mental health funding
2. Cost shifting and MCO concerns
3. Regional crisis services- expansion

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: General Assist/Other Services (1701)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
430-A Case Aide Supervisor	0.50	0.50	1.00	1.00	1.00	1.00
252-C Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III/Secretary	0.35	0.35	0.35	0.35	0.35	0.35
162-C Clerk III/Receptionist	0.85	0.85	0.85	0.85	0.85	0.85
141-C Clerk II/Receptionist	-	-	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>2.70</b>	<b>2.70</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 22,013	\$ 21,785	\$ 23,100	\$ 21,000	\$ 21,000	\$ 21,000
Miscellaneous	17,746	19,091	7,200	10,000	5,000	5,000
<b>TOTAL REVENUES</b>	<b>\$ 39,759</b>	<b>\$ 40,876</b>	<b>\$ 30,300</b>	<b>\$ 31,000</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 131,640	\$ 135,922	\$ 138,783	\$ 138,783	\$ 142,613	\$ 142,613
Benefits	59,795	62,167	62,748	65,507	72,215	72,215
Purchase Services & Expenses	316,009	267,761	291,470	291,470	291,920	291,920
Supplies & Materials	286	683	1,200	1,200	750	750
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 507,730</b>	<b>\$ 466,533</b>	<b>\$ 494,201</b>	<b>\$ 496,960</b>	<b>\$ 507,498</b>	<b>\$ 507,498</b>
<b>ANALYSIS</b>						
<p>The FY18 non-salary costs for the General Assistance program, will remain flat compared to current budget levels. Revenues are slightly lower compared to FY17 levels.</p> <p>General Assistance program provides financial assistance for a variety of needs: utilities, rent, burial/cremation, bus transportation, and medical appts/prescriptions. The number of applications for assistance has remained relatively steady. There has been an increase in the number of burials/cremations over the past two years. The county remains the "payer of last resort" and staff make referrals to other agencies to ensure other funds are used first.</p> <p>There has been a decrease in the number of applications for medical/prescription help due to more people having health insurance. There has been an increase in the number of people who are waiting for Social Security approval and this has an impact on the rental assistance line item. The office continues to see a large number of people from other states, Illinois in particular, seeking assistance. Staff complete the interviews to see if the applicants are eligible and meet all the guidelines.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Large number of people from out of state seeking assistance</li> <li>2. Work with individuals through the SOAR program to get them approved for Social Security benefits faster.</li> </ol>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Veteran Services (1702)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
298-A Veteran's Affairs Director/Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Receptionist	0.15	0.15	0.15	0.15	0.15	0.15
<b>TOTAL POSITIONS</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>	<b>1.15</b>

<b>REVENUE SUMMARY:</b>							
Intergovernmental	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Miscellaneous	1,336	650	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 11,336</b>	<b>\$ 10,650</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

<b>APPROPRIATION SUMMARY:</b>							
Salaries	\$ 61,882	\$ 64,620	\$ 67,500	\$ 67,500	\$ 69,176	\$ 69,176	\$ 69,176
Benefits	27,095	28,260	29,221	30,483	32,025	32,025	32,025
Purchase Services & Expenses	44,991	59,059	53,675	54,125	54,125	54,125	54,125
Supplies & Materials	1,748	2,029	800	800	800	800	800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 135,716</b>	<b>\$ 153,968</b>	<b>\$ 151,196</b>	<b>\$ 152,908</b>	<b>\$ 156,126</b>	<b>\$ 156,126</b>	<b>\$ 156,126</b>

**ANALYSIS**

The FY18 non salary costs remain flat compared to the current budget. Revenues remain flat as well. The county continues to receive the County Veteran grant money each year- \$10,000. This revenue has restrictions as it can't be used on actual services for the Veteran. The grant money can be used on training for the VA Director, supplies for the office, training for the VA Director and/or computer needs.

The VA Director continues to help Veterans apply for federal benefits. This allows more county funds to be used for other individuals. The number of first time Veterans seeking help continues to increase. The VA Director does a large number of community outreach activities to get the word out regarding how the county can help.

Issues:

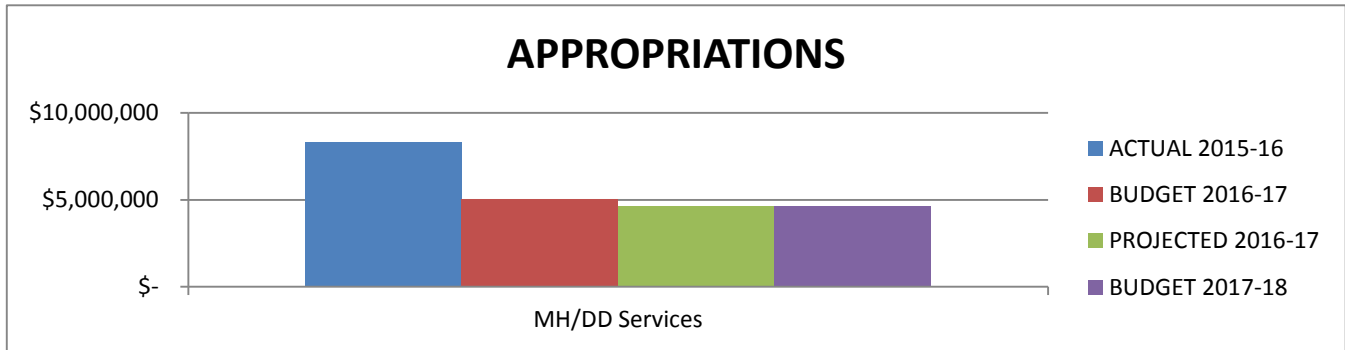
1. County Veteran Grant money- limitations

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: SA Assistance (1703)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Fees	1,501	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,501</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Purchase Services & Expenses	85,061	69,104	97,100	79,700	79,700	79,700
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 85,061</b>	<b>\$ 69,104</b>	<b>\$ 97,100</b>	<b>\$ 79,700</b>	<b>\$ 79,700</b>	<b>\$ 79,700</b>
<b>ANALYSIS</b>						
<p>The FY18 budgeted amount is significantly lower than the current budget level. This is due to more people having health insurance which pays for hospital and doctor charges. Under a 125 Substance Use commitment order, the county is still responsible for the attorney and sheriff transport expenses, but doesn't see very many hospital/doctor bills.</p> <p>The number of substance use commitments filed each year varies as does the number of people with health insurance. Budgeting for this program is a challenge. The MH Region will be addressing the increased number of dual commitments and the need for improved substance use services through the crisis contract with Robert Young Center.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Addressing co-occurring disorders and the needs for treatment.</li> </ol>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: MH - DD Services (1704)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
725-A Community Services Director	1.00	1.00	0.40	0.40	0.40	0.40
430-A Case Aide Supervisor	0.50	0.50	-	-	-	-
430-A Mental Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
298-Mental Health Advocate	1.00	1.00	1.00	1.00	1.00	1.00
271-C Office Manager	1.00	1.00	1.00	1.00	1.00	1.00
252-C Case Aide	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III/Secretary	0.65	0.65	0.65	0.65	0.65	0.65
162-C Clerk III/Receptionist	-	-	-	-	-	-
141-C Clerk II/Receptionist	-	-	-	-	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>5.15</b>	<b>5.15</b>	<b>5.05</b>	<b>5.05</b>	<b>5.55</b>	<b>5.55</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 860,438	\$ -	\$ 1,554,720	\$ 865,580	\$ 1,011,169	\$ 1,011,169
Charges for Services	160,577	145,832	153,400	158,300	160,700	160,700
Miscellaneous	25,062	105,393	42,100	50,260	51,260	51,260
<b>TOTAL REVENUES</b>	<b>\$ 1,046,077</b>	<b>\$ 251,225</b>	<b>\$ 1,750,220</b>	<b>\$ 1,074,140</b>	<b>\$ 1,223,129</b>	<b>\$ 1,223,129</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 275,985	\$ 298,873	\$ 308,320	\$ 308,320	\$ 330,941	\$ 330,941
Benefits	91,080	107,979	119,711	134,500	154,354	154,354
Capital Outlay	-	-	25,508	508	508	508
Purchase Services & Expenses	5,498,631	7,910,035	4,546,247	4,204,472	4,152,564	4,152,564
Supplies & Materials	12,576	22,293	8,847	3,647	3,647	3,647
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 5,878,272</b>	<b>\$ 8,339,180</b>	<b>\$ 5,008,633</b>	<b>\$ 4,651,447</b>	<b>\$ 4,642,014</b>	<b>\$ 4,642,014</b>



**ANALYSIS**

The FY18 MH/DS budget, within the Community Services Department, remains part of the Eastern Iowa MH/DS Regional budget. Scott County continues to be in a region along with Cedar, Clinton, Jackson and Muscatine County. The FY18 service budget is lower than the current budget as the region/county is paying less for "medical" expenses such as outpatient therapy, medications, and hospitalizations. More people have health insurance and those who don't, office staff help them complete the Medicaid application. Each county uses their mental health levy to pay for services for their citizens. The region has funds for regional services- crisis services, publications, training, etc... The Region will be completing year two of the crisis services contract with Robert Young Center in FY18. Additional services include mobile pre-screening for civil commitments, care coordinators between the jail and the Community Services departments in each county, CIT trained individuals in each county, and a focus on collaboration between the criminal justice system and behavioral health.

The Region has experienced an increase in mental health inpatient beds in FY17 and will see additional geriatric beds in FY18 at Genesis Medical Center. This has been a positive for citizens in the region.

The Region continues to advocate for local control of the MH levy. The frozen dollar cap creates financial strain for the other counties in the region as Scott County has a very low per capita (\$19.30). The levy cap needs to be removed in order for the Region to have long term sustainable funding.

**Issues:**

1. MH levy- sustainable funding



# 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>	166,650	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$529,361
OUTPUTS	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 PROJECTED	2017-18 PROJECTED
Total appropriations managed -Fund 101, 102 (net of golf course)	\$3,504,361	\$3,812,983	\$3,530,674	\$3,610,239
Total FTEs managed	26	27	27	27
Administration costs as percent of department total.	9%	18%	12%	12%
REAP Funds Received	\$61,042	\$61,149	\$62,876	\$62,876
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.

PERFORMANCE MEASUREMENT		2014-15 ACTUAL	2015-16 ACTUAL	2016-17 PROJECTED	2017-18 PROJECTED
<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.	83%	75%	90%	90%
Increase the number of people reached through social media, email newsletters, and press releases	Increase number of customers receiving electronic notifications to 3,200 for events, specials, and Conservation information	2,588	2,797	3,200	3,400
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%	92%	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:</b> All Residents			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$717,281		
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total Camping Revenue		\$701,247	\$795,492	\$850,000	\$850,000
Total Facility Rental Revenue		\$74,817	\$73,068	\$81,080	\$109,000
Total Concession Revenue		\$147,098	\$158,277	\$163,300	\$163,300
Total Entrance Fees (beach/pool, Cody, Pioneer Village)		\$176,233	\$214,060	\$212,000	\$212,000

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide a high quality camping experience throughout the recreational season at SCP, WLP & BSP	To maintain a 40% occupancy per year for all camping sites	39%	43%	40%	40%
To provide a high quality rental facilities (i.e. shelters, cabins, etc) for public use.	To maintain a 36% occupancy per year for all rental facilities	41%	37%	36%	36%
To provide adequate aquatic recreational opportunities.	To increase attendance at the Beach and Pool	31,166	42,924	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	99.9%	98.5%	95%	95.0%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Assets - Parks	<b>DEPT/PROG:</b> 1801,1805,1806,1807,1808,1809		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,467,131
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Total vehicle and equipment repair costs (not including salaries)		\$63,043	\$63,667	\$69,236
Total building repair costs (not including salaries)		\$15,700	\$13,519	\$16,250
Total maintenance FTEs		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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	98%	100%	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.	30%	64%	88%	88%
Equipment Maintenance	80% of equipment replaced according to department equipment schedule	100.0%	100.0%	100%	100.0%

<b>ACTIVITY/SERVICE:</b>	Public Safety-Customer Service	<b>DEPT/PROG:</b>	Conservation 1801,1809		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$269,984
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of special events or festivals requiring ranger assistance		22	19	20	20
Number of reports written.		40	19	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase the number of natural resource oriented public programs facilitated, attended, or conducted by ranger staff.	Involvement in public programs per year (for example: hunter & boater safety programs, fishing clinics, etc.)	8	26	12	12
Elimination of complaints associated with enforcement actions by our ranger staff.	Decrease the number of complaints received due to the enforcement action or public contact with ranger staff.	1	0	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>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$368,609
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of programs offered.	169	272	220	220
Number of school contact hours	17,746	12,991	22,657	22,657
Number of people served.	20,988	19,796	30,000	30,000
Operating revenues generated (net total intergovt revenue)	14,854	17,347	16,500	16,500
Classes/Programs/Trips Cancelled due to weather	16	6	3	3

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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 two career opportunities that qualify for their professional certification and development needs.	6	8	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>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$257,873
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>		<b>PROJECTED</b>
Total revenue generated		\$88,191	\$91,524	\$89,947
Total number of weddings per year at Olde St Ann's Church		59	51	60
Pioneer Village Day Camp Attendance		350	397	400

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	19,393	20,076	20,000	20,000
To collect sufficient revenues to help offset program costs.	To increase annual revenues from last year's actual	\$88,191 (+1%)	\$91,524 (+3.8%)	1%	1%
To increase presentations to outside groups and local festivals to acquaint the public about Pioneer Village and Cody Homestead's purpose and goals	To increase the number of new tours/presentations	31	30	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>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,193,981	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total number of golfers/rounds of play		26,814	27,858	30,000	30,000
Total course revenues		\$990,474	\$1,009,980	\$1,107,200	\$1,107,200
Total appropriations administered		\$1,036,482	\$927,213	\$1,196,166	\$1,193,981
Number of Outings/Participants		42/2,794	39/2,769	42/3012	42/3012
Number of days negatively impacted by weather		16	33	40	40

**PROGRAM DESCRIPTION:**

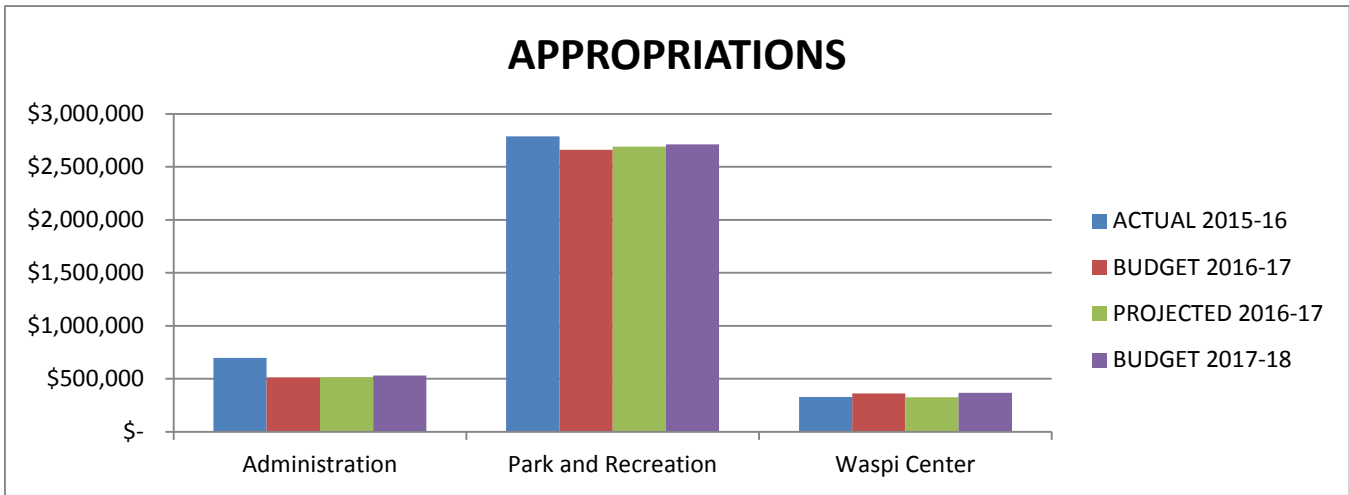
This program includes both maintenance and clubhouse operations for Glynn's Creek Golf Course.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	(\$49,943)	\$93,621	\$0	\$0
To provide an efficient and cost effective maintenance program for the course	To maintain course maintenance costs at \$22.70 per round	\$21.98	\$17.59	\$22.70	\$22.70
Increase profit margins on concessions	Increase profit levels on concessions to 65%	62%	62%	65%	65%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Conservation Administration (1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
775-A Director	1.00	1.00	1.00	1.00	1.00	1.00
540-A Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
316-B Roadside Veg Spec	-	-	-	-	0.25	0.25
252-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
162-A Clerk II	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.25</b>	<b>4.25</b>

<b>REVENUE SUMMARY:</b>												
Intergovernmental	\$	61,042	\$	61,149	\$	61,042	\$	62,876	\$	62,876	\$	62,876
Conservation Equipment Fund		-		-		-		-		-		-
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>61,042</b>	<b>\$</b>	<b>61,149</b>	<b>\$</b>	<b>61,042</b>	<b>\$</b>	<b>62,876</b>	<b>\$</b>	<b>62,876</b>	<b>\$</b>	<b>62,876</b>

<b>APPROPRIATION SUMMARY:</b>												
Salaries	\$	313,825	\$	299,421	\$	308,236	\$	308,236	\$	314,303	\$	314,303
Benefits		109,512		107,480		106,947		110,751		118,192		118,192
Capital Outlay		25,785		42,958		-		-		-		-
Purchase Services & Expenses		61,222		239,949		86,612		86,612		86,612		86,612
Supplies & Materials		7,892		7,513		10,254		10,254		10,254		10,254
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>518,236</b>	<b>\$</b>	<b>697,321</b>	<b>\$</b>	<b>512,049</b>	<b>\$</b>	<b>515,853</b>	<b>\$</b>	<b>529,361</b>	<b>\$</b>	<b>529,361</b>



**ANALYSIS**

FY 18 Revenues are expected to increase slightly (3%) for this program due to the actual funds received from Resource Enhancement and Protection (REAP) by DNR. The amount of annual REAP funds changes annually according to the per capita distribution from the State of Iowa.

The capital outlay for this program is decreasing as all vehicle replacements are now being budgeted/expensed from the capital fund.

Non-salary FY 18 Expenditures are expected to remain the same for this program.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Conservation Administration (1801&amp;06-09)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
470-A Park Manager	2.00	2.00	2.00	2.00	2.00	2.00
262-A Park Ranger	5.00	5.00	5.00	5.00	5.00	5.00
220-A Park Crew Leader	1.00	1.00	1.00	1.00	1.00	1.00
220-A Equipment Specialist/Crew Leader	-	-	-	-	1.00	1.00
187-A Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
187-A Equipment Specialist	2.00	2.00	2.00	2.00	1.00	1.00
187-A Park Maintenance Technician	4.00	4.00	4.00	4.00	4.00	4.00
99-Cody Homestead Site Coordinator	0.75	0.75	0.75	0.75	0.75	0.75
Z Seasonal Park Maintenance (WLP,SCP,PV)	7.52	7.52	7.52	7.52	7.52	7.52
Z Seasonal Pool Manager (SCP)	0.29	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Pool Manager (SCP)	0.21	0.21	0.21	0.21	0.21	0.21
Z Seasonal Lifeguard (WLP, SCP)	6.28	6.28	6.28	6.28	6.28	6.28
Z Seasonal Pool Concessions (SCP)	1.16	1.16	1.16	1.16	1.16	1.16
Z Seasonal Beach/Boathouse Concessions (WLP)	1.80	1.80	1.80	1.80	1.80	1.80
Z Seasonal Beach Manager (WLP)	0.29	0.29	0.29	0.29	0.29	0.29
Z Seasonal Asst Beach Manager (WLP)	0.23	0.23	0.23	0.23	0.23	0.23
Z Seasonal Park Patrol (WLP, SCP)	2.17	2.17	2.17	2.17	2.17	2.17
Z Seasonal Park Attendants (WLP, SCP, BSP)	2.95	2.95	2.95	2.95	2.95	2.95
Z Seasonal Day Camp/Apothecary (Pioneer Village)	1.56	1.56	1.56	1.56	1.56	1.56
Z Seasonal Concession Worker (Cody)	0.19	0.19	0.19	0.19	0.19	0.19
<b>TOTAL POSITIONS</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>	<b>40.40</b>

**REVENUE SUMMARY:**

Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	1,163,671	1,281,113	1,155,872	1,339,372	1,339,372	1,339,372
Uses of Money & Property	74,218	77,713	75,949	95,534	123,454	123,454
Miscellaneous	9,550	14,424	9,675	6,875	6,875	6,875
Conservation Equipment Fund	51,500	71,500	70,000	51,000	52,000	52,000
<b>TOTAL REVENUES</b>	<b>\$ 1,298,939</b>	<b>\$ 1,444,750</b>	<b>\$ 1,311,496</b>	<b>\$ 1,492,781</b>	<b>\$ 1,521,701</b>	<b>\$ 1,521,701</b>

**APPROPRIATION SUMMARY:**

Salaries	\$ 1,298,930	\$ 1,371,976	\$ 1,407,570	\$ 1,412,701	\$ 1,444,610	\$ 1,444,610
Benefits	351,470	398,912	421,421	470,156	460,363	460,363
Capital Improvement	268,882	265,711	25,000	-	-	-
Purchase Services & Expenses	365,500	341,715	394,662	381,641	381,641	381,641
Supplies & Materials	409,144	409,714	412,886	425,655	425,655	425,655
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,693,926</b>	<b>\$ 2,788,028</b>	<b>\$ 2,661,539</b>	<b>\$ 2,690,153</b>	<b>\$ 2,712,269</b>	<b>\$ 2,712,269</b>

**ANALYSIS**

FY 18 revenues are anticipated to increase by 14% due to projected increases in the Charges for Services (including camping, day camp fees, park concessions, cabin and boat rental fees).

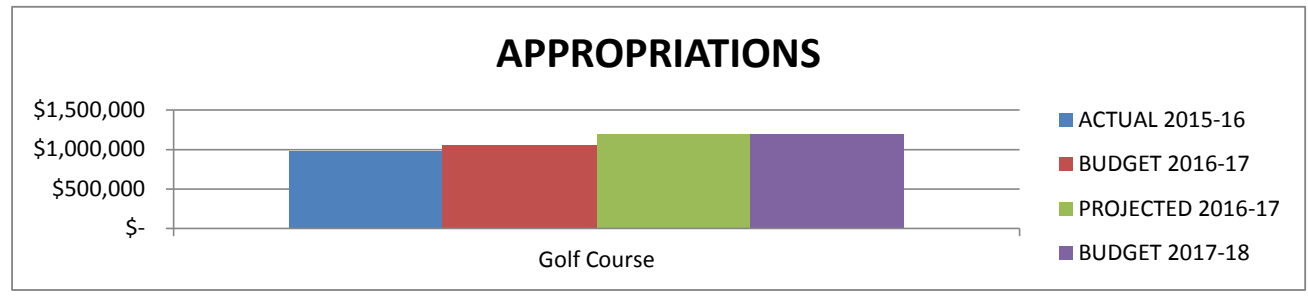
Non-Salary FY18 expenditures are expected to remain the same in this program. There are no capital expenses anticipated for this program.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Conservation Administration (1803&1804)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
462-A Golf Pro/Manager	1.00	1.00	1.00	1.00	1.00	1.00
462-A Golf Course Superintendent	1.00	1.00	-	-	-	-
220-A Golf Course Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
187-A Turf Equipment Specialist	1.00	1.00	1.00	1.00	1.00	1.00
162-A Maintenance Technician-Golf Course	1.00	1.00	1.00	1.00	1.00	1.00
Z Seasonal Assistant Golf Professional	0.73	0.73	0.73	0.73	0.73	0.73
Z Seasonal Golf Pro Staff	7.48	7.48	7.48	7.48	7.48	7.48
Z Seasonal Part Time Laborers	4.77	4.77	4.77	4.77	4.77	4.77
<b>TOTAL POSITIONS</b>	<b>17.98</b>	<b>17.98</b>	<b>16.98</b>	<b>16.98</b>	<b>16.98</b>	<b>16.98</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 990,450	\$ 1,009,931	\$ 1,106,200	\$ 1,106,200	\$ 1,106,200	\$ 1,106,200
Total Miscellaneous	767	1,183	700	1,000	1,000	1,000
Conservation Equipment Fund	-	28,000	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 991,217</b>	<b>\$ 1,039,114</b>	<b>\$ 1,106,900</b>	<b>\$ 1,107,200</b>	<b>\$ 1,107,200</b>	<b>\$ 1,107,200</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 509,867	\$ 486,675	\$ 465,629	\$ 576,471	\$ 560,315	\$ 560,315
Benefits	116,022	102,801	128,840	130,296	139,812	139,812
Capital Outlay	75,818	71,535	131,859	162,404	166,859	166,859
Purchase Services & Expenses	119,681	94,506	107,390	111,890	111,890	111,890
Supplies & Materials	215,094	213,395	219,605	215,105	215,105	215,105
Debt Service	-	5,962	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,036,482</b>	<b>\$ 974,874</b>	<b>\$ 1,053,323</b>	<b>\$ 1,196,166</b>	<b>\$ 1,193,981</b>	<b>\$ 1,193,981</b>
<b>Net Income</b>	<b>(\$45,265)</b>	<b>\$64,240</b>	<b>\$53,577</b>	<b>(\$88,966)</b>	<b>(\$86,781)</b>	<b>(\$86,781)</b>

\*Deficits will be covered by Conservation capital project reserve



**ANALYSIS**

FY18 revenues are expected to increase slightly based on FY16 actual revenues for this program.

Non-salary expenditures are expected to increase by 8%. This is due to a 27% increase in capital outlay for the projected costs for a 4-Year, \$1 Buy out lease for replacement golf carts.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Wapsi (1805)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
382-A Naturalist/Director	1.00	1.00	1.00	1.00	1.00	1.00
271-A Assistant Naturalist	1.00	1.00	2.00	2.00	2.00	2.00
Z Seasonal Maintenance-Caretaker	0.66	0.66	0.66	0.66	0.66	0.66
Z Seasonal Naturalist	0.71	0.71	-	-	-	-
Z Seasonal Naturalist	0.79	0.79	0.79	0.79	0.79	0.79
Z Seasonal Naturalist	0.68	0.68	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>4.84</b>	<b>4.84</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>	<b>4.45</b>
<b>Intergovernmental</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	3,040	4,550	3,026	4,000	4,000	4,000
Uses of Money & Property	11,244	12,030	11,000	12,000	12,000	12,000
Miscellaneous	570	767	250	535	500	500
Conservation Equipment Fund	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 14,854</b>	<b>\$ 17,347</b>	<b>\$ 14,276</b>	<b>\$ 16,535</b>	<b>\$ 16,500</b>	<b>\$ 16,500</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 189,948	\$ 208,865	\$ 195,714	\$ 195,714	\$ 225,541	\$ 225,541
Benefits	58,518	68,230	67,266	69,304	83,518	83,518
Capital Outlay	-	-	37,800	-	-	-
Purchase Services & Expenses	26,767	38,467	40,650	40,750	40,650	40,650
Supplies & Materials	17,266	12,607	18,900	18,900	18,900	18,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 292,499</b>	<b>\$ 328,169</b>	<b>\$ 360,330</b>	<b>\$ 324,668</b>	<b>\$ 368,609</b>	<b>\$ 368,609</b>
<b>ANALYSIS</b>						
<p>FY18 revenues are expected to increase 16% due to projected increases in cabin and miscellaneous revenues (funds received for reimbursement of program supplies).</p> <p>Non-salary FY18 expenditures are expected to remain the same for this program. There are no capital expenses anticipated for this program.</p>						

## Facility and Support Services



Tammy Speidel, Director

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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>		FSS	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		Bldg Occupants	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 137,525
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total percentage of CIP projects on time and within budget.		85	87	85	85
Maintain total departmental cost/square foot at FY10 levels (combined maint/custodial)		\$4.52	\$3.83	\$6.00	\$6.00
Attendance at Department Head Meetings				9	9
Attendance at Administrative Planning Meetings				18	18
Attendance at Agenda Review Meetings				18	18

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attend Department Head Meetings/ Administrative Planning/ Agenda Meetings	By achieving at least 80 % attendance at scheduled meetings it allows for better overall knowledge of the County day to day departmental business and needs, as well as being better prepared for COW meetings.			80%	80%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Buildings	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Bldg Occupants		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 2,034,516
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of total man hours spent in safety training		24	73.5	160	140
# of PM inspections performed quarterly- per location		109	129	100	105
Total maintenance cost per square foot		\$1.65	\$1.80	\$2.50	\$2.50

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintenance Staff will make first contact on 90% of routine non-jail work orders within 5 working days of staff assignment.	To be responsive to the workload from our non-jail customers.	97%	98%	93%	95%
Maintenance Staff will strive to do 30% of work on a preventive basis.	To do an increasing amount of work in a scheduled manner rather than reactive.	23%	26%	26%	26%
Maintenance Staff will strive to complete 90% of routine jail work orders within 5 working days of staff assignment.	To be responsive to the workload from the jail facility.	97%	96%	92%	90%

<b>ACTIVITY/SERVICE:</b>	Custodial Services	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Bldg Occupants		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 743,394
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of square feet of hard surface floors maintained		568,367	527,450	525,000	530,000
Number of square feet of soft surface floors maintained		273,906	205,816	200,000	205,000
Number of Client Service Worker hours supervised		4364	3394	3000	3000
Total Custodial Cost per Square Foot			\$2.03	\$3.00	\$3.25

**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.

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To receive 6 or fewer complaints per month on average.	To provide internal and external customers a clean environment and to limit the amount of calls for service from non-custodial staff.	7	5	6	6
Divert 85000 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.	90,410	123,607	85,000	85,000
Perform annual green audit on 40% of FSS cleaning products.	To ensure that our cleaning products are "green" by current industry standards.	40%	42%	40%	40%

<b>ACTIVITY/SERVICE:</b>	Support Services	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Bldg Occupants		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 591,517
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Actual number of hours spent on imaging including quality control and doc prep		2023	2059	1200	1800

**PROGRAM DESCRIPTION:**

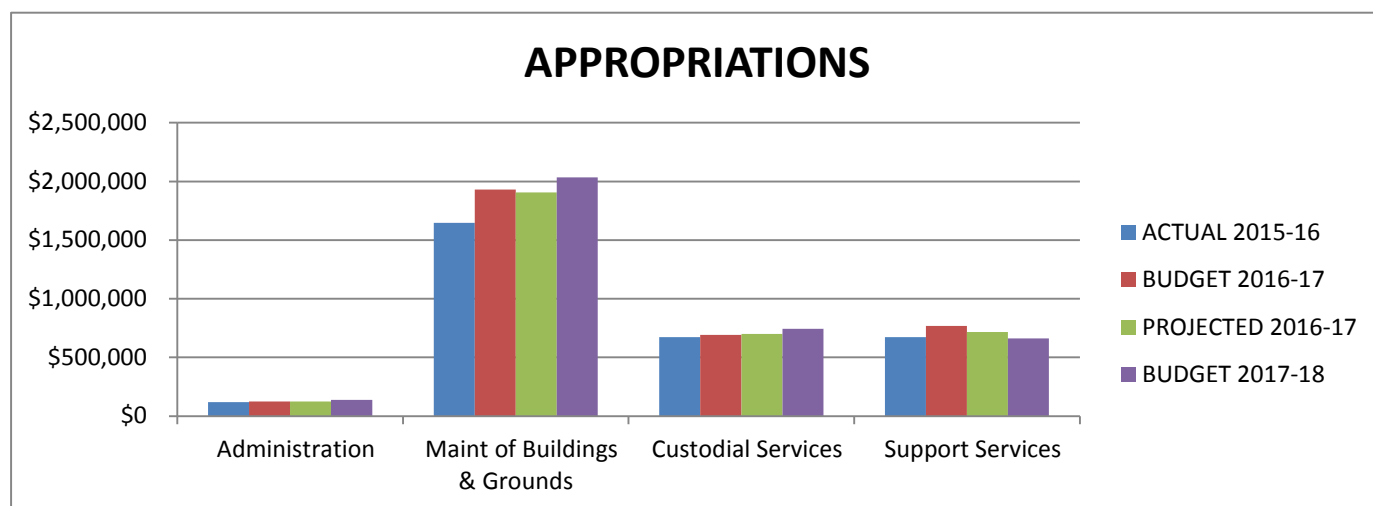
To provide support services to all customer departments/offices including: purchasing, imaging, print shop, mail, reception, pool car scheduling, conference scheduling and office clerical support. This program supports the organizations "green" initiatives by managing the purchase and use of eco-friendly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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Print Shop will recommend, to requesting department or agency, cost savings alternatives on at least 8% of print shop requests received.	This will result in the suggestion of cost savings methods on copy jobs that are received in the print shop which would result in savings on copy costs.	9.22%	6.50%	7.00%	7.00%
Imaging staff will perform imaging, quality control, and release functions on at least 85% of all records that have been doc prepped within 10 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. (starting FY19 after ECM implemented)	100%	20%	N/A	N/A

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Facility & Support Services Admin (1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
725-A Director of Facility and Support Services	1.00	1.00	1.00	1.00	1.00	1.00
417-A Operations Manager	1.00	-	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

<b>REVENUE SUMMARY:</b>												
Charges for Services	\$	30	\$	190	\$	50	\$	50	\$	100	\$	100
Miscellaneous		2,252		1,374		250		325		100		100
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>2,282</b>	<b>\$</b>	<b>1,564</b>	<b>\$</b>	<b>300</b>	<b>\$</b>	<b>375</b>	<b>\$</b>	<b>200</b>	<b>\$</b>	<b>200</b>

<b>APPROPRIATION SUMMARY:</b>												
Salaries	\$	183,064	\$	84,401	\$	88,886	\$	88,386	\$	97,779	\$	97,779
Benefits		60,930		30,283		30,684		31,827		34,506		34,506
Purchase Services & Expenses		3,405		2,908		4,325		3,825		4,715		4,715
Supplies & Materials		566		715		625		500		525		525
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>247,965</b>	<b>\$</b>	<b>118,307</b>	<b>\$</b>	<b>124,520</b>	<b>\$</b>	<b>124,538</b>	<b>\$</b>	<b>137,525</b>	<b>\$</b>	<b>137,525</b>



**ANALYSIS**

No FTE changes for this program. Salaries and benefits are increased to reflect COLA changes.

FY18 non-salary expenditures for this program will have a slight increase of \$290 due to additional funds in schools of instruction. Dollars were shifted around throughout our department programs to better allocate accounts that we spend from; however overall our department budget was decreased by 6%.

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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Maintenance of Buildings &amp; Grounds (1501-1506, 1508, 1510-1515)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
300-A Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
268-C Maintenance Electronic System Technician	2.00	2.00	2.00	2.00	2.00	2.00
268-C Maintenance Specialist	4.00	4.00	4.00	4.00	4.00	4.00
182-C Maintenance Worker	1.00	1.00	1.75	1.75	1.75	1.75
83-C General Laborer	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>9.00</b>	<b>9.00</b>	<b>9.75</b>	<b>9.75</b>	<b>9.75</b>	<b>9.75</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 154,621	\$ 94,467	\$ 94,110	\$ 93,860	\$ 93,860	\$ 93,860
Miscellaneous	15,844	21,723	16,225	15,050	16,500	16,500
Sales General Fixed Assets	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 170,465</b>	<b>\$ 116,190</b>	<b>\$ 110,335</b>	<b>\$ 108,910</b>	<b>\$ 110,360</b>	<b>\$ 110,360</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 409,726	\$ 415,255	\$ 441,244	\$ 441,244	\$ 472,516	\$ 472,516
Benefits	176,255	189,254	194,248	203,667	214,757	214,757
Capital Outlay	13,740	15,621	34,500	34,500	2,500	2,500
Purchase Services & Expenses	1,087,175	935,411	1,147,450	1,136,121	1,254,143	1,254,143
Supplies & Materials	112,164	90,855	114,350	92,100	90,600	90,600
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,799,060</b>	<b>\$ 1,646,396</b>	<b>\$ 1,931,792</b>	<b>\$ 1,907,632</b>	<b>\$ 2,034,516</b>	<b>\$ 2,034,516</b>
<b>ANALYSIS</b>						
<p>FY18 non-salary expenditures are recommended to increase by 5% (\$102,724). This increase is primarily due to an anticipated 6% increase in utilities (\$50,403) including a full year of the new patrol building. In addition, there is a \$62,500 increase to maintenance of equipment. This is due to the shift of dollars from supplies to maintenance of equipment, increased vendor contract cost and increase in maintaining equipment as it ages.</p> <p>No significant changes to revenue.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Custodial Services (1507)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
238-A Custodial & Security Coordinator	1.00	-	-	-	-	-
198-A Custodial Coordinator		1.00	1.00	1.00	1.00	1.00
162-C Lead Custodial Worker	-	-	-	-	-	-
130-C Custodial Worker	10.60	11.50	11.95	11.95	11.95	11.95
<b>TOTAL POSITIONS</b>	<b>11.60</b>	<b>12.50</b>	<b>12.95</b>	<b>12.95</b>	<b>12.95</b>	<b>12.95</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 608	\$ 57,332	\$ 57,400	\$ 56,748	\$ 57,400	\$ 57,400
Miscellaneous	8,785	1,355	600	525	525	525
<b>TOTAL REVENUES</b>	<b>\$ 9,393</b>	<b>\$ 58,687</b>	<b>\$ 58,000</b>	<b>\$ 57,273</b>	<b>\$ 57,925</b>	<b>\$ 57,925</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 426,585	\$ 450,278	\$ 464,393	\$ 465,393	\$ 491,773	\$ 491,773
Benefits	166,580	178,894	181,986	189,238	200,871	200,871
Capital Outlay	4,524	214	2,500	2,500	6,850	6,850
Purchase Services & Expenses	5,861	5,461	5,200	4,900	4,900	4,900
Supplies & Materials	37,515	37,605	38,000	38,000	39,000	39,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 641,065</b>	<b>\$ 672,452</b>	<b>\$ 692,079</b>	<b>\$ 700,031</b>	<b>\$ 743,394</b>	<b>\$ 743,394</b>
<b>ANALYSIS</b>						
<p>No significant revenue changes.</p> <p>FY18 non-salary expenditures are recommended to increase by 11% primarily due to capital expenses for replacement equipment and a \$1,000.00 increase in the custodial supply budget, which is primarily due to a small increase in paper product costs.</p>						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Support Services (1509)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
252-A Purchasing Specialist	1.00	1.00	-	-	-	-
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services	2.00	2.00	2.00	2.00	2.00	2.00
141-C Clerk II/Scanning	3.00	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 23,015	\$ 11,058	\$ 12,800	\$ 12,740	\$ 12,800	\$ 12,800
Charges for Services	73,051	77,932	41,000	36,000	40,000	40,000
Miscellaneous	12,702	4	100	100	100	100
<b>TOTAL REVENUES</b>	<b>\$ 108,768</b>	<b>\$ 88,994</b>	<b>\$ 53,900</b>	<b>\$ 48,840</b>	<b>\$ 52,900</b>	<b>\$ 52,900</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 201,109	\$ 200,645	\$ 153,252	\$ 153,252	\$ 153,105	\$ 153,105
Benefits	89,637	87,414	73,124	75,668	68,712	68,712
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	390,644	360,770	470,125	414,925	369,700	369,700
Supplies & Materials	946	23,263	72,225	72,100	69,125	69,125
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 682,336</b>	<b>\$ 672,092</b>	<b>\$ 768,726</b>	<b>\$ 715,945</b>	<b>\$ 660,642</b>	<b>\$ 660,642</b>
<b>ANALYSIS</b>						
<p>FY18 non-salary expenditures are recommended to decrease by 19% primarily due to a \$98,000 decrease in postage and \$5,000 decrease in bulk printing. It is anticipated that there will be fewer election related printing and postage expenses due to the cyclical nature of the election process.</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>	\$1,781,831
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Annual Report		1	1	1	1
Minutes of the BOH Meeting		10	10	10	10
BOH Contact and Officer Informational Report		1	1	1	1
Number of grant contracts awarded.		15	17	18	13
Number of subcontracts issued.		6	10	10	7
Number of subcontracts issued according to funder guidelines.		6	10	10	7
Number of subcontractors.		4	3	3	3
Number of subcontractors due for an annual review.		4	3	3	3
Number of subcontractors that received an annual review.		7	3	3	3
Total number of consumers reached with education.		8493	11575	7500	9190
Number of consumers receiving face-to-face educational information about physical, behavioral, environmental, social, economic or other issues affecting health.		5613	6544	4700	5619
Number of consumers receiving face-to-face education reporting the information they received will help them or someone else to make healthy choices.		5217	6394	4324	5282

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide guidance, information and updates to Board of Health as required by Iowa Code Chapter 137.	Board of Health will meet at least six times per year as required by law.	10	10	10	10
Delivery of public health services through subcontract relationships with community partners.	Subcontracts will be issued according to funder guidelines.	100%	100%	100%	100%
Subcontractors will be educated and informed about the expectations of their subcontract.	Subcontractors will receive an annual programmatic review.	175%	100%	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.	93%	98%	92%	94%

<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>			All Residents
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$70,664.00
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of exposures that required a rabies risk assessment.		189	199	200	196
Number of exposures that received a rabies risk assessment.		189	199	196	192
Number of exposures determined to be at risk for rabies that received a recommendation for rabies post-exposure prophylaxis.		189	199	196	196
Number of health care providers notified of their patient's exposure and rabies recommendation.		46	38	45	43
Number of health care providers sent a rabies treatment instruction sheet at the time of notification regarding their patient's exposure.		46	38	45	43

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide a determination of rabies risk exposure and recommendations.	Reported exposures will receive a rabies risk assessment.	100%	100%	98%	98%
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>	All Residents		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$137,582.00
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl.	24	19	22	21	
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl who receive a venous confirmatory test.	24	19	22	21	
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl.	12	9	13	11	
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl who have a home nursing or outreach visit.	12	9	13	11	
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	8	4	4	5	
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl who have a complete medical evaluation from a physician.	8	4	4	5	
Number of environmental investigations completed for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	13	9	6	9	
Number of environmental investigations completed, within IDPH timelines, for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	13	9	6	9	
Number of environmental investigations completed for children who have two confirmed blood lead levels of 15-19 ug/dl.	2	4	8	5	
Number of environmental investigations completed, within IDPH timelines, for children who have two confirmed blood lead levels of 15-19 ug/dl.	2	4	8	5	
Number of open lead properties.	20	12	20	17	
Number of open lead properties that receive a reinspection.	28	27	40	34	
Number of open lead properties that receive a reinspection every six months.	28	27	40	34	
Number of lead presentations given.	9	6	7	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		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Children with capillary blood lead levels greater than or equal to 15 ug/dl receive confirmatory venous blood lead measurements.	100%	100%	100%	100%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with confirmed blood lead levels greater than or equal to 15 ug/dl receive a home nursing or outreach visit.	100%	100%	100%	100%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with venous blood lead levels greater than or equal to 20 ug/dl receive a complete medical evaluation from a physician.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations for children having a single venous blood lead level greater than or equal to 20 ug/dl according to required timelines.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations of homes associated with children who have two venous blood lead levels of 15-19 ug/dl according to required timelines.	100%	100%	100%	100%
Ensure that lead-based paint hazards identified in dwelling units associated with an elevated blood lead child are corrected.	Ensure open lead inspections are re-inspected every six months.	100%	100%	100%	100%
Assure the provision of a public health education program about lead poisoning and the dangers of lead poisoning to children.	By June 30, five presentations on lead poisoning will be given to target audiences.	180%	120%	140%	100%

<b>ACTIVITY/SERVICE:</b>	Communicable Disease	<b>DEPARTMENT:</b>		Health/2017	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$87,752.00
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of communicable diseases reported.		1708	1853	1750	1770
Number of reported communicable diseases requiring investigation.		388	335	340	354
Number of reported communicable diseases investigated according to IDPH timelines.		388	335	340	354
Number of reported communicable diseases required to be entered into IDSS.		388	335	340	354
Number of reported communicable diseases required to be entered into IDSS that were entered within 3 business days.		388	335	333	350
Number of cases of perinatal Hepatitis B reported.		4	12	3	6
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention.		4	12	3	6
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention within 5 business days.		4	12	3	6
Number of cases of perinatal Hepatitis B who received education that have recommendations sent to birthing facility and pediatrician.		4	12	3	6

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Stop or limit the spread of communicable diseases.	Initiate communicable disease investigations of reported diseases according to Iowa Department of Public Health guidelines.	100%	100%	100%	100%
Assure accurate and timely documentation of communicable diseases.	Cases requiring follow-up will be entered into IDSS (Iowa Disease Surveillance System) within 3 business days.	100%	100%	98%	99%
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>		All Residents	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$34,460
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.		11	13	9	8
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.		11	13	8	8
Number of worksites where a wellness assessment is completed.		8	5	5	10
Number of worksites that made a policy or environmental improvement identified in a workplace wellness assessment.		6	8	5	10
Number of communities where a community wellness assessment is completed.		3	4	1	5
Number of communities where a policy or environmental improvement identified in a community wellness assessment is implemented.		1	4	1	5

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	89%	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.	75%	160%	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.	33%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Correctional Health	<b>DEPARTMENT:</b>	Health/2006	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,449,163
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of inmates in the jail greater than 14 days.		1197	1349	1368
Number of inmates in the jail greater than 14 days with a current health appraisal.		1184	1343	1341
Number of inmate health contacts.		29300	31310	32939
Number of inmate health contacts provided in the jail.		29046	31005	322280
Number of medical requests received.		6563	7661	8000
Number of medical requests responded to within 48 hours.		6554	7654	7993

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2013-14</b>	<b>2014-15</b>	<b>2016-17</b>	<b>2017-18</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%	100%	98%	99%
Medical care is provided in a cost-effective, secure environment.	Maintain inmate health contacts within the jail facility.	99%	99%	98%	99%
Assure timely response to inmate medical requests.	Medical requests are reviewed and responded to within 48 hours.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Child Health Program	<b>DEPARTMENT:</b>	Health/2032		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$200,085	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of families who were informed.		6895	5761	5200	5800
Number of families who received an inform completion.		2550	2422	2028	2320
Number of children in agency home.		849	779	735	800
Number of children with a medical home as defined by the Iowa Department of Public Health.		775	663	625	704
Number of developmental screens completed for children under the age of 5.		7	7	4	7
Number of developmental screens completed for children under the age of 5 that identify an area of concern and the need for a referral.		4	4	3	4
Number of referrals made to the Mississippi Bend Area Education Agency for children identified with an area of concern.		4	4	3	4

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure Scott County families (children) are informed of the services available through the Early Periodic Screening Diagnosis and Treatment (EPSDT) Program.	Families will be contacted to ensure they are aware of the benefits available to them through the EPSDT program through the inform completion process.	37%	43%	39%	40%
Ensure EPSDT Program participants have a routine source of medical care.	Children in the EPSDT Program will have a medical home.	91%	85%	85%	88%
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.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Emergency Medical Services	<b>DEPARTMENT:</b>		Health/2007	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$77,317
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of ambulance services required to be licensed in Scott County.		7	7	7	7
Number of ambulance service applications delivered according to timelines.		0	7	7	7
Number of ambulance service applications submitted according to timelines.		7	7	7	7
Number of ambulance service licenses issued prior to the expiration date of the current license.		7	7	7	7

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide licensure assistance to all ambulance services required to be licensed in Scott County.	Applications will be delivered to the services at least 90 days prior to the requested effective date of the license.	0%	100%	100%	100%
Ensure prompt submission of applications.	Completed applications will be received at least 60 days prior to the requested effective date of the license.	100%	100%	100%	100%
Ambulance licenses will be issued according to Scott County Code.	Licenses are issued to all ambulance services required to be licensed in Scott County prior to the expiration date of the current license.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Employee Health	<b>DEPARTMENT:</b> Health/2019		
<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> \$33,438	
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of employees eligible to receive annual hearing tests.	175	185	185	185
Number of employees who receive their annual hearing test or sign a waiver.	175	185	185	185
Number of employees eligible for Hepatitis B vaccine.	8	27	15	17
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.	8	27	14	16
Number of eligible new employees who received blood borne pathogen training.	14	20	25	20
Number of eligible new employees who received blood borne pathogen training within 3 weeks of their start date.	14	20	23	19
Number of employees eligible to receive annual blood borne pathogen training.	243	244	243	243
Number of eligible employees who receive annual blood borne pathogen training.	243	244	243	243
Number of employees eligible for tuberculosis screening who receive a pre-employment physical.	10	15	15	15
Number of employees eligible for tuberculosis screening who receive a pre-employment physical that includes a tuberculosis screening.	10	15	15	15
Number of employees eligible for tuberculosis screening who receive a booster screening within four weeks of their pre-employment screening.	10	15	14	14
Number of employees eligible to receive annual tuberculosis training.	243	244	243	243
Number of eligible employees who receive annual tuberculosis training.	243	244	243	243

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Minimize employee risk for work related hearing loss.	Eligible employees will receive their hearing test or sign a waiver annually.	100%	100%	100%	100%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive Hepatitis B vaccination, have titer drawn, produce record of a titer or sign a waiver of vaccination or titer within 3 weeks of their start date.	100%	100%	93%	94%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible new employees will receive blood borne pathogen education within 3 weeks of their start date.	100%	100%	92%	95%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive blood borne pathogen education annually.	100%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new hires will be screened for tuberculosis during pre-employment physical.	100%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new employees will receive a booster screening for tuberculosis within four weeks of their initial screen.	100%	100%	93%	93%
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>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$391,857
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of inspections required.	1439	1535	1535	1535
Number of inspections completed.	1439	1535	1535	1535
Number of inspections with critical violations noted.	528	536	537	534
Number of critical violation reinspections completed.	492	484	537	534
Number of critical violation reinspections completed within 10 days of the initial inspection.	479	484	483	481
Number of inspections with non-critical violations noted.	342	381	384	369
Number of non-critical violation reinspections completed.	298	343	384	369
Number of non-critical violation reinspections completed within 90 days of the initial inspection.	298	343	326	332
Number of complaints received.	82	76	80	100
Number of complaints investigated according to Nuisance Procedure timelines.	82	76	80	100
Number of complaints investigated that are justified.	41	28	28	50
Number of temporary vendors who submit an application to operate.	381	438	320	410
Number of temporary vendors licensed to operate prior to the event.	381	438	317	406

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		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
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.	91%	90%	90%	90%
Ensure compliance with the food code.	Non-critical violation reinspections will be completed within 90 days of the date of inspection.	87%	90%	85%	90%
Ensure compliance with the food code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%
Temporary vendors will be conditionally approved and licensed based on their application.	Temporary vendors will have their license to operate in place prior to the event.	100%	100%	99%	99%



<b>ACTIVITY/SERVICE:</b>	<i>hawk-i</i>	<b>DEPARTMENT:</b> Health/2035			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$7,460		
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of schools targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		67	62	62	61
Number of schools where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		67	62	62	61
Number of medical provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		190	60	60	60
Number of medical providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		190	64	60	60
Number of dental provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		80	30	30	45
Number of dental providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		80	38	30	45
Number of faith-based organizations targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.		166	60	60	60
Number of faith-based organizations where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.		166	64	60	60

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
School personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Schools will be contacted according to grant action plans.	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%	107%	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%	127%	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%	107%	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>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$116,853
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of technical assistance requests received from centers.		254	314	255	275
Number of technical assistance requests received from child care homes.		39	59	48	49
Number of technical assistance requests from centers responded to.		254	314	255	275
Number of technical assistance requests from day care homes responded to.		39	59	48	49
Number of technical assistance requests from centers that are resolved.		254	314	253	272
Number of technical assistance requests from child care homes that are resolved.		39	59	46	47
Number of child care providers who attend training.		129	137	180	150
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.		123	128	176	143

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	100%	96%	96%
Safe, healthy child care environments for all children, including those with special health needs.	Child care providers attending trainings report that the training will enable them to make their home/center/ preschool safer and healthier.	95%	93%	98%	95%

<b>ACTIVITY/SERVICE:</b>	Hotel/Motel Program	<b>DEPARTMENT:</b> Health/2042			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$9,725		
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of licensed hotels/motels.		41	42	42	41
Number of licensed hotels/motels requiring inspection.		22	18	24	18
Number of licensed hotels/motels inspected by June 30.		22	18	24	18
Number of inspected hotels/motels with violations.		0	4	5	3
Number of inspected hotels/motels with violations reinspected.		0	3	5	3
Number of inspected hotels/motels with violations reinspected within 30 days of the inspection.		0	3	5	3
Number of complaints received.		16	32	16	32
Number of complaints investigated according to Nuisance Procedure timelines.		16	32	16	32
Number of complaints investigated that are justified.		10	21	10	21

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels will have an inspection completed by June 30 according to the bi-yearly schedule.	100%	100%	100%	100%
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels with identified violations will be reinspected within 30 days.	NA	75%	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>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$223,773
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of two year olds seen at the SCHD clinic.		39	54	52	48
Number of two year olds seen at the SCHD clinic who are up-to-date with their vaccinations.		29	43	42	36
Number of doses of vaccine shipped to SCHD.		3938	4306	3680	3975
Number of doses of vaccine wasted.		6	5	15	20
Number of school immunization records audited.		29751	29936	29751	29844
Number of school immunization records up-to-date.		29511	29676	29511	29605
Number of preschool and child care center immunization records audited.		5042	5430	5042	5236
Number of preschool and child care center immunization records up-to-date.		4958	5396	4958	5173

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	74%	80%	72%	75%
Assure that vaccine is used efficiently.	Vaccine wastage as reported by the Iowa Department of Public Health will not exceed contract guidelines.	0.15%	0.12%	0.40%	0.50%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	School records will show up-to-date immunizations.	99.2%	99.1%	99.2%	99.2%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	Preschool and child care center records will show up-to-date immunizations.	98.0%	99.5%	98.0%	98.8%

<b>ACTIVITY/SERVICE:</b>	Injury Prevention	<b>DEPARTMENT:</b>		Health/2008	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$5,921
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of community-based injury prevention meetings and events.		15	14	12	12
Number of community-based injury prevention meetings and events with a SCHD staff member in attendance.		15	14	12	12

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$213,454
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of practicing dentists in Scott County.		106	128	128	128
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients.		20	38	37	37
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients only with an I-Smile referral and/or accepting dental vouchers.		25	26	26	26
Number of children in agency home.		849	779	735	800
Number of children with a dental home as defined by the Iowa Department of Public Health.		496	448	390	464
Number of kindergarten students.		2282	2190	2284	2190
Number of kindergarten students with a completed Certificate of Dental Screening.		2269	2173	2261	2173
Number of ninth grade students.		2231	2251	2211	2251
Number of ninth grade students with a completed Certificate of Dental Screening.		2124	2012	2100	2012

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	19%	30%	29%	29%
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.	24%	20%	20%	20%
Ensure EPSDT Program participants have a routine source of dental care.	Children in the EPSDT Program will have a dental home.	58%	58%	53%	58%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering kindergarten will have a valid Certificate of Dental Screening.	99%	99%	99%	99%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering ninth grade will have a valid Certificate of Dental Screening.	95%	89%	95%	89%

<b>ACTIVITY/SERVICE:</b>	Medical Examiner	<b>DEPARTMENT:</b>	Health/2001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$357,127
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of deaths in Scott County.		1673	1622	1660	1647
Number of deaths in Scott County deemed a Medical Examiner case.		197	281	250	290
Number of Medical Examiner cases with a cause and manner of death determined.		197	281	248	287

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$7,563
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of weeks in arboviral disease surveillance season.		20	18	18	18
Number of weeks in arboviral disease surveillance season where mosquitoes are collected every week day and sent to ISU.		20	18	18	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$74,183
		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>OUTPUTS</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.		37	54	45	45
Number of students identified with a deficit through a school-based screening who receive a referral.		37	54	45	45
Number of requests for direct services received.		108	139	110	119
Number of direct services provided based upon request.		108	139	110	119

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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> All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$133,059
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of septic systems installed.	102	138	100	125
Number of septic systems installed which meet initial system recommendations.	102	138	98	123
Number of sand filter septic system requiring inspection.	1290	1330	1330	1360
Number of sand filter septic system inspected annually.	1290	1330	1330	1360
Number of septic samples collected from sand filter septic systems.	328	280	290	312
Number of complaints received.	7	17	5	10
Number of complaints investigated.	7	17	5	10
Number of complaints investigated within working 5 days.	7	17	5	10
Number of complaints investigated that are justified.	5	12	3	7
Number of real estate transactions with septic systems.	2	1	2	2
Number of real estate transactions which comply with the Time of Transfer law.	2	1	2	2
Number of real estate inspection reports completed.	2	1	2	2
Number of completed real estate inspection reports with a determination.	2	1	2	2

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure the proper installation of septic systems.	Approved installations will meet initial system recommendations.	100%	100%	98%	98%
Assure the safe functioning of septic systems.	Sand filter septic systems will be inspected annually by June 30.	100%	100%	100%	100%
Assure the safe functioning of septic systems.	Complaints will be investigated within 5 working days of the complaint.	100%	100%	100%	100%
Assure safe functioning septic systems.	Real estate transaction inspections will comply with the Time of Transfer law.	100%	100%	100%	100%
Assure proper records are maintained.	Real estate transaction inspection reports will have a determination.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Nuisance	<b>DEPARTMENT:</b>	Health/2047		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$61,742
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of complaints received.		222	84	85	100
Number of complaints justified.		120	49	39	50
Number of justified complaints resolved.		100	37	37	48
Number of justified complaints requiring legal enforcement.		9	3	3	2
Number of justified complaints requiring legal enforcement that were resolved.		5	2	3	2

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	83%	76%	95%	96%
Ensure compliance with state, county and city codes and ordinances.	Justified complaints requiring legal enforcement will be resolved.	56%	67%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Health Preparedness	<b>DEPARTMENT:</b>	Health/2009	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$194,320
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of drills/exercises held.		3	4	4
Number of after action reports completed.		3	4	4
Number of employees with a greater than .5 FTE status.		40	39	40
Number of employees with a greater than .5 FTE status with position appropriate NIMS training.		40	39	40
Number of newly hired employees with a greater than .5 FTE status.		2	4	3
Number of newly hired employees with a greater than .5 FTE status who provide documentation of completion of position appropriate NIMS training.		2	4	3

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	200%	200%	100%
Assure efficient response to public health emergencies.	Existing employees with a greater than .5 FTE status have completed position appropriate NIMS training.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Newly hired employees with a greater than .5 FTE status will provide documentation of completion of position appropriate NIMS training by the end of their 6 MONTH probation period.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Recycling	<b>DEPARTMENT:</b>	Health/2048		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$84,262
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of tons of recyclable material collected.		584.16	603.55	603.55	603.55
Number of tons of recyclable material collected during the same time period in previous fiscal year.		598.05	584.16	603.55	603.55

**PROGRAM DESCRIPTION:**

Provide recycling services for unincorporated Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the use and efficiency of recycling sites to divert recyclable material from the landfill.	Volume of recyclable material collected, as measured in tons, will meet or exceed amount of material collected during previous fiscal year.	-2%	3%	0%	0%

<b>ACTIVITY/SERVICE:</b>	Septic Tank Pumper	<b>DEPARTMENT:</b>		Health/2059	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$2,337
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of septic tank cleaners servicing Scott County.		9	9	9	9
Number of annual septic tank cleaner inspections of equipment, records and land application sites (if applicable) completed.		9	9	9	9

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$4,529
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.		164	154	148	154
Number of individuals that collect and transport solid waste to the Scott County Landfill that are permitted.		164	154	148	154

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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> All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$568,952
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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).	1244	1391	1350	1328
Number of people who present for STD/HIV services.	1083	1162	1180	1142
Number of people who receive STD/HIV services.	1043	1103	1133	1096
Number of clients positive for STD/HIV.	1061	1096	1077	1078
Number of clients positive for STD/HIV requiring an interview.	149	204	142	162
Number of clients positive for STD/HIV who are interviewed.	127	189	122	144
Number of partners (contacts) identified.	175	297	215	229
Reported cases of gonorrhea, chlamydia and syphilis treated.	1054	1101	1068	1074
Reported cases of gonorrhea, chlamydia and syphilis treated according to treatment guidelines.	1046	1091	1036	1052
Number of gonorrhea tests completed at SCHED.	589	548	600	579
Number of results of gonorrhea tests from SHL that match SCHED results.	585	539	594	567
Number lab proficiency tests interpreted.	15	15	15	15
Number of lab proficiency tests interpreted correctly.	14	15	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		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Contacts (partners) to persons positive will be identified, tested and treated for an STD in order to stop the spread of STDS.	Positive clients will be interviewed.	85%	93%	89%	89%
Ensure that persons diagnosed with gonorrhea, Chlamydia and syphilis are properly treated.	Reported cases of gonorrhea, Chlamydia, and syphilis will be treated according to guidelines.	99%	99%	97%	98%
Ensure accurate lab testing and analysis.	Onsite gonorrhea results will match the State Hygienic Laboratory (SHL) results.	99%	98%	99%	98%
Ensure accurate lab testing and analysis.	Proficiency tests will be interpreted correctly.	93%	100%	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>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$57,475
		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>OUTPUTS</b>		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of seasonal pools and spas requiring inspection.		49	52	52	52
Number of seasonal pools and spas inspected by June 15.		49	50	52	52
Number of year-round pools and spas requiring inspection.		82	82	82	82
Number of year-round pools and spas inspected by June 30.		80	81	82	82
Number of swimming pools/spas with violations.		124	130	122	125
Number of inspected swimming pools/spas with violations reinspected.		113	138	122	125
Number of inspected swimming pools/spas with violations reinspected within 30 days of the inspection.		113	131	122	124
Number of complaints received.		2	4	2	3
Number of complaints investigated according to Nuisance Procedure timelines.		2	4	2	3
Number of complaints investigated that are justified.		0	2	2	1

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	96%	100%	100%
Annual comprehensive inspections will be completed.	Inspections of year-round pools and spas will be completed by June 30 of each year.	98%	99%	100%	100%
Swimming pool/spa facilities are in compliance with Iowa Code.	Follow-up inspections of compliance plans will be completed by or at the end of 30 days.	91%	101%	100%	99%
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> All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$8,431
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of tanning facilities requiring inspection.		45	46	46
Number of tanning facilities inspected by April 15.		45	45	46
Number of tanning facilities with violations.		24	10	19
Number of inspected tanning facilities with violations reinspected.		22	10	19
Number of inspected tanning facilities with violations reinspected within 30 days of the inspection.		22	8	19
Number of complaints received.		0	0	1
Number of complaints investigated according to Nuisance Procedure timelines.		0	0	1
Number of complaints investigated that are justified.		0	0	1

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for 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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	98%	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.	92%	80%	100%	100%
Tanning facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	NA	NA	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tattoo Establishment Program	<b>DEPARTMENT:</b>		Health/2054	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$4,911
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of tattoo facilities requiring inspection.		23	19	21	21
Number of tattoo facilities inspected by April 15.		23	17	21	21
Number of tattoo facilities with violations.		3	3	3	3
Number of inspected tattoo facilities with violations reinspected.		3	3	3	3
Number of inspected tattoo facilities with violations reinspected within 30 days of the inspection.		3	3	3	3
Number of complaints received.		0	1	1	1
Number of complaints investigated according to Nuisance Procedure timelines.		0	1	1	1
Number of complaints investigated that are justified.		0	0	1	1

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for 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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	89%	100%	100%
Tattoo facilities are in compliance with Iowa Code.	Follow-up inspections will be completed within 30 days of the submission of a corrective action plan.	100%	100%	100%	100%
Tattoo facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	NA	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tobacco Program	<b>DEPARTMENT:</b>		Health/2037	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$87,996
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of assessments of targeted facility types required.		1	1	1	1
Number of assessments of targeted facility types completed.		1	1	1	1
Number of community-based tobacco meetings.		19	17	17	12
Number of community-based tobacco meetings with a SCHD staff member in attendance.		19	17	17	12

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Identify current smoke-free policies throughout Scott County.	Assessments of targeted facility types will be completed according to IDPH contract requirements.	100%	100%	100%	100%
Assure a visible presence for the Scott County Health Department at community-based tobacco initiatives.	A SCHD staff member will be present at community-based tobacco meetings (TFQC Coalition, education committee, legislation/policy).	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Transient Non-Community Public Water Supply	<b>DEPARTMENT:</b>	Health/2056		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$3,758
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of TNC water supplies.		26	26	26	26
Number of TNC water supplies that receive an annual sanitary survey or site visit.		26	26	26	26

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,423
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of vending companies requiring inspection.		8	7	7	7
Number of vending companies inspected by June 30.		8	7	7	7

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%



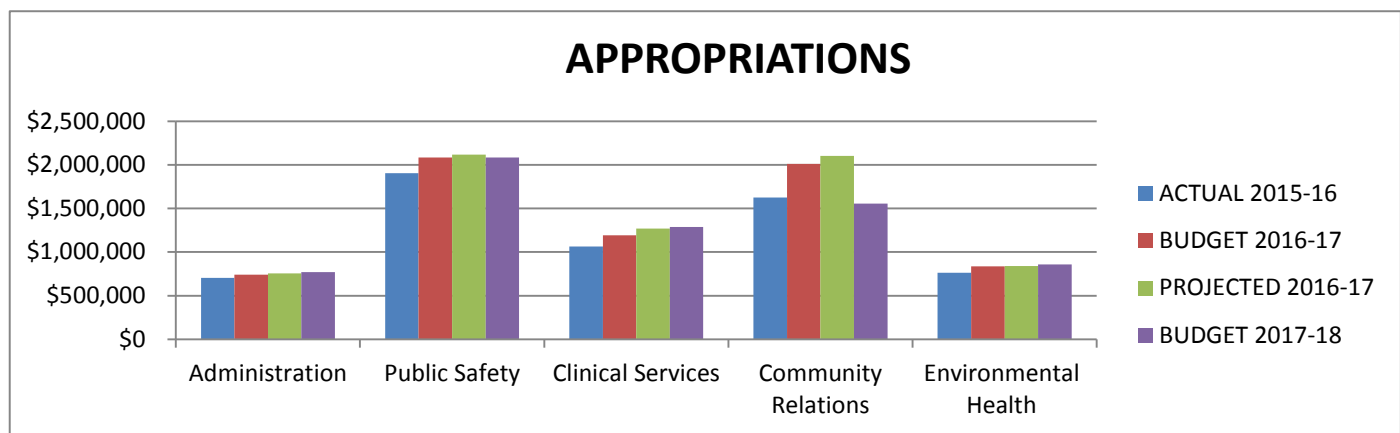
<b>ACTIVITY/SERVICE:</b>	Water Well Program	<b>DEPARTMENT:</b>		Health/2058	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$64,879
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of wells permitted.		30	20	22	25
Number of wells permitted that meet SCC Chapter 24.		30	20	22	25
Number of wells plugged.		18	15	24	15
Number of wells plugged that meet SCC Chapter 24.		18	15	24	15
Number of wells rehabilitated.		9	12	12	10
Number of wells rehabilitated that meet SCC Chapter 24.		9	12	12	10
Number of wells tested.		116	96	85	106
Number of wells test unsafe for bacteria or nitrate.		23	22	26	21
Number of wells test unsafe for bacteria or nitrate that are corrected.		8	7	8	7

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	35%	32%	31%	33%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Administration (20.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
805-A Health Director	1.00	1.00	1.00	1.00	1.00	1.00
571-A Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
252-A Administrative Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00
162-A Resource Specialist	2.00	2.00	2.00	2.00	2.00	2.00
141-A Resource Assistant	3.00	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -
Charges for Services	2	32	25	25	25	25
Miscellaneous	251	140	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 253</b>	<b>\$ 172</b>	<b>\$ 275</b>	<b>\$ 15,275</b>	<b>\$ 275</b>	<b>\$ 275</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 463,915	\$484,894	\$497,842	\$498,842	\$507,794	\$507,794
Benefits	194,849	203,438	207,926	206,426	225,619	225,619
Purchase Services & Expenses	9,045	10,938	24,687	39,930	26,210	26,210
Supplies & Materials	7,155	5,076	9,590	9,610	10,420	10,420
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 674,964</b>	<b>\$ 704,346</b>	<b>\$ 740,045</b>	<b>\$ 754,808</b>	<b>\$ 770,043</b>	<b>\$ 770,043</b>



#### ANALYSIS

No changes to authorized positions for FY18.

Department received a one-time grant in FY17 to support public health accreditation. Revenue returns to flat level for FY18.

Minimal expenditure changes for FY18.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Public Health Safety (2001-2009)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
417-A Public Health Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
417-A Correctional Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse	4.00	4.00	4.00	4.00	4.00	4.00
355-A Community Health Consultant	1.00	1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00	1.00
141-A Resource Assistant	0.45	0.45	0.45	0.45	0.45	0.45
Z Health Services Professional	1.20	1.20	1.35	1.35	1.35	1.35
<b>TOTAL POSITIONS</b>	<b>9.65</b>	<b>9.65</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>	<b>9.80</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 166,715	\$ 170,225	\$ 165,871	\$ 197,469	\$ 90,000	\$ 90,000
Miscellaneous	18,578	6,769	10,100	12,100	10,100	10,100
<b>TOTAL REVENUES</b>	<b>\$ 185,293</b>	<b>\$ 176,994</b>	<b>\$ 175,971</b>	<b>\$ 209,569</b>	<b>\$ 100,100</b>	<b>\$ 100,100</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 613,444	\$ 614,698	\$ 704,113	\$ 704,563	\$ 709,864	\$ 709,864
Benefits	212,843	\$210,224	\$240,687	\$248,896	\$252,865	\$252,865
Purchase Services & Expenses	949,902	1,051,684	1,116,538	1,135,165	1,091,819	1,091,819
Supplies & Materials	22,977	26,634	23,875	29,875	29,300	29,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,799,166</b>	<b>\$ 1,903,240</b>	<b>\$ 2,085,213</b>	<b>\$ 2,118,499</b>	<b>\$ 2,083,848</b>	<b>\$ 2,083,848</b>

**ANALYSIS**

No changes to authorized positions for FY18.

FY18 revenues are expected to decrease by 46% (\$75,871). This decrease is related to changes in the way that the grant dollars for EMS Training and Public Health Preparedness will be provided to local communities. Currently the department receives pass-through dollars for EMS providers, Genesis Medical Center and Trinity Regional Health Center-Bettendorf. In FY18, a regional fiscal agent will distribute the dollars directly to the providers. In addition, larger expenses such as the Public Health Preparedness Conference will be paid by the fiscal agent rather than coming to the county. There will be no additional dollars support work associated with highly infectious disease preparedness which contributes to the decrease as well.

FY18 expenditures are expected to decrease by 8% (\$62,741). This decrease is due to grant funds. Within these program areas is the Medical Examiner Program. While overall program expenses will be decreasing, expenditures for the Medical Examiner Program will be increasing by 10%. In previous years, department dollars have been shifted to offset the cost of autopsies and at time medical examiner fees. In discussion with County Administration, it was determined to allocate the dollars needed to support the program without impacting other department line items.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Clinical Services (2014-2028)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
470-A Clinical Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
397-A Clinical Nurse Specialist	1.00	1.00	1.00	1.00	1.00	1.00
366-A Child Care Nurse Consultant	1.00	1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse	4.00	4.00	4.00	4.00	4.00	4.00
355-A Community Health Intervention Specialist	1.00	1.00	1.00	1.00	1.00	1.00
355-A Disease Intervention Specialist-Grant	-	-	-	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00	1.00
198-A Lab Technician	0.75	0.75	0.75	0.75	0.75	0.75
Z Health Services Professional	0.72	0.72	0.72	0.72	0.72	0.72
<b>TOTAL POSITIONS</b>	<b>10.47</b>	<b>10.47</b>	<b>10.47</b>	<b>11.47</b>	<b>11.47</b>	<b>11.47</b>

**REVENUE SUMMARY:**

Intergovernmental	\$ 172,931	\$ 173,577	\$ 192,042	\$ 255,036	\$ 298,042	\$ 298,042
Charges for Services	8,894	9,344	10,500	10,500	10,680	10,680
Miscellaneous	251	294	250	250	300	300
<b>TOTAL REVENUES</b>	<b>\$ 182,076</b>	<b>\$ 183,215</b>	<b>\$ 202,792</b>	<b>\$ 265,786</b>	<b>\$ 309,022</b>	<b>\$ 309,022</b>

**APPROPRIATION SUMMARY:**

Salaries	\$ 663,755	\$ 696,022	\$ 745,071	\$ 770,243	\$ 790,042	\$ 790,042
Benefits	231,344	255,046	271,970	306,118	323,254	323,254
Purchase Services & Expenses	118,896	100,825	160,311	175,565	161,185	161,185
Supplies & Materials	13,671	11,290	15,300	19,300	15,300	15,300
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,027,666</b>	<b>\$ 1,063,183</b>	<b>\$ 1,192,652</b>	<b>\$ 1,271,226</b>	<b>\$ 1,289,781</b>	<b>\$ 1,289,781</b>

**ANALYSIS**

One full-time grant funded position was added to this area mid-fiscal year 17. This change will continue in FY18.

FY18 revenues are expected to increase by 52% (\$106,230). This increase is primarily due to the increased grant dollars to support the full-time staff person to do HIV education and outreach.

FY18 expenditures are expecting minimal change (increase of \$874).

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Community Relations &amp; Planning (2031-2031)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
417-A Community Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
355-A Community Health Consultant	2.00	2.00	2.00	2.00	2.00	2.00
355-A Community Tobacco Consultant	1.00	1.00	1.00	1.00	1.00	1.00
355-A Community Transformation Consultant	1.00	1.00	1.00	1.00	1.00	1.00
271-A Community Dental Consultant-Maternal, Child	1.00	1.00	1.00	1.00	1.00	1.00
271-A Community Dental Consultant-Older Adult	-	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	2.00
<b>TOTAL POSITIONS</b>	<b>8.00</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	\$ 927,221	\$ 1,315,168	\$ 1,606,068	\$ 1,771,095	\$ 1,213,337	\$ 1,213,337
Miscellaneous	1,322	90	-	100	100	100
<b>TOTAL REVENUES</b>	<b>\$ 928,543</b>	<b>\$ 1,315,258</b>	<b>\$ 1,606,068</b>	<b>\$ 1,771,195</b>	<b>\$ 1,213,437</b>	<b>\$ 1,213,437</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 425,423	\$ 491,851	\$ 552,538	\$ 552,538	\$ 560,144	\$ 560,144
Benefits	141,710	166,551	186,985	195,701	216,675	216,675
Purchase Services & Expenses	608,850	965,186	1,268,243	1,350,538	775,923	775,923
Supplies & Materials	1,680	1,519	3,000	3,000	2,500	2,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,177,663</b>	<b>\$ 1,625,107</b>	<b>\$ 2,010,766</b>	<b>\$ 2,101,777</b>	<b>\$ 1,555,242</b>	<b>\$ 1,555,242</b>

**ANALYSIS**

No changes to authorized positions for FY18.

FY 18 revenues and expenditures are both expected to decrease significantly. This decrease is due to grant funding changes between FY17 and FY18 (Expenses - \$392,631; Revenues - \$492,820). In FY16, the department was asked to take on the WIC program until the next competitive cycle to assure continued services for residents. It is anticipated that the WIC and Breastfeeding Peer Counseling Programs will go directly to a community partner from the Iowa Department of Public Health rather than passing through the department.

In FY17, the department assumed the Maternal Health Program to be delivered by contract with the Iowa Department of Public Health. This increase in revenue was included in the FY17 projected column and will continue in FY18. The department is still working through the transition associated with Medicaid Modernization. It has had both revenue and expenditure increases as services as transitioned to the managed care organizations and billing processes with all three managed care organizations are developed internally.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Environmental Health (2039-2059)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
417-A Environmental Health Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
355-A Environmental Health Specialist	7.00	7.00	7.00	7.00	7.00	7.00
Z Summer Health Worker	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>	<b>8.25</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 24,968	\$ 29,530	\$ 28,270	\$ 28,690	\$ 28,690	\$ 28,690
Licenses and Permits	304,292	322,804	303,060	311,585	311,585	311,585
Charges for Services	69,022	66,596	69,920	69,635	69,635	69,635
Miscellaneous	459	363	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 398,741</b>	<b>\$ 419,293</b>	<b>\$ 401,500</b>	<b>\$ 410,160</b>	<b>\$ 410,160</b>	<b>\$ 410,160</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 508,541	\$ 493,599	\$ 529,567	\$ 530,267	\$ 552,485	\$ 552,485
Benefits	175,856	163,180	191,565	189,919	189,250	189,250
Purchase Services & Expenses	88,016	99,704	104,265	107,697	107,605	107,605
Supplies & Materials	9,515	6,565	12,828	12,808	10,028	10,028
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 781,928</b>	<b>\$ 763,048</b>	<b>\$ 838,225</b>	<b>\$ 840,691</b>	<b>\$ 859,368</b>	<b>\$ 859,368</b>
<b>ANALYSIS</b>						
No changes to authorized positions for FY18.						
FY18 revenues are expected to increase slightly by 2% (\$8,660). With the success of single stream recycling, there is the possibility for a revenue/refund source for the Recycling program in the future.						
FY18 expenses remain flat.						

# 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>	All Employees	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$106,182
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of bargaining units		6	6	6
% of workforce unionized		51%	51%	54%
# meeting related to Labor/Management		63	49	40

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Improve relations with bargaining units	Conduct regular labor management meetings	20	18	15	15

<b>ACTIVITY/SERVICE:</b>	Recruitment/EEO	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Compliance Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$97,043
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of retirements		12	11	10
# of employees eligible for retirement		41	50	50
# of jobs posted		80	70	65
# of applications received		4302	3175	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	4.70%	4.70%	5.00%	5.00%
Measure the number of employees hired in underutilized areas.	Increase the number of employees hired in underutilized areas.	2	2	2	2



<b>ACTIVITY/SERVICE:</b>	Compensation/Performance Appraisal	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Employees	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$36,554
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</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		5	5	5

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	26%	35%	33%	33%
# of job descriptions reviewed	Review 5% of all job descriptions to ensure compliance with laws and accuracy.	3	4	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>	All Employees	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$69,627
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</b>
				<b>PROJECTED</b>
Cost of health benefit PEPM		\$1,119	\$1,042	\$1,200
money saved by the EOB policy		0	0	\$50
% of family health insurance to total		64%	63%	64%

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	60%	60%	60%	60%
Measures the utilization of the Flexible Spending plan	% of benefit eligible employees enrolled in the Flexible Spending accounts.	30%	42%	42%	43%

<b>ACTIVITY/SERVICE:</b>	Policy Administration	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Employees	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 18,277
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of Administrative Policies		71	72	72
# policies reviewed		7	10	7

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	7	10	7	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>	All Employees		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$107,487	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of employees in Leadership program		100	100	100	100
# of training opportunities provided by HR		26	21	25	25
# of Leadership Book Clubs		1	1	1	1
# of 360 degree evaluation participants		15	0	15	0
# of all employee training opportunities provided		8	8	6	8
# of hours of Leadership Recertification Training provided		36.5	36.5	30	30

**PROGRAM DESCRIPTION:**

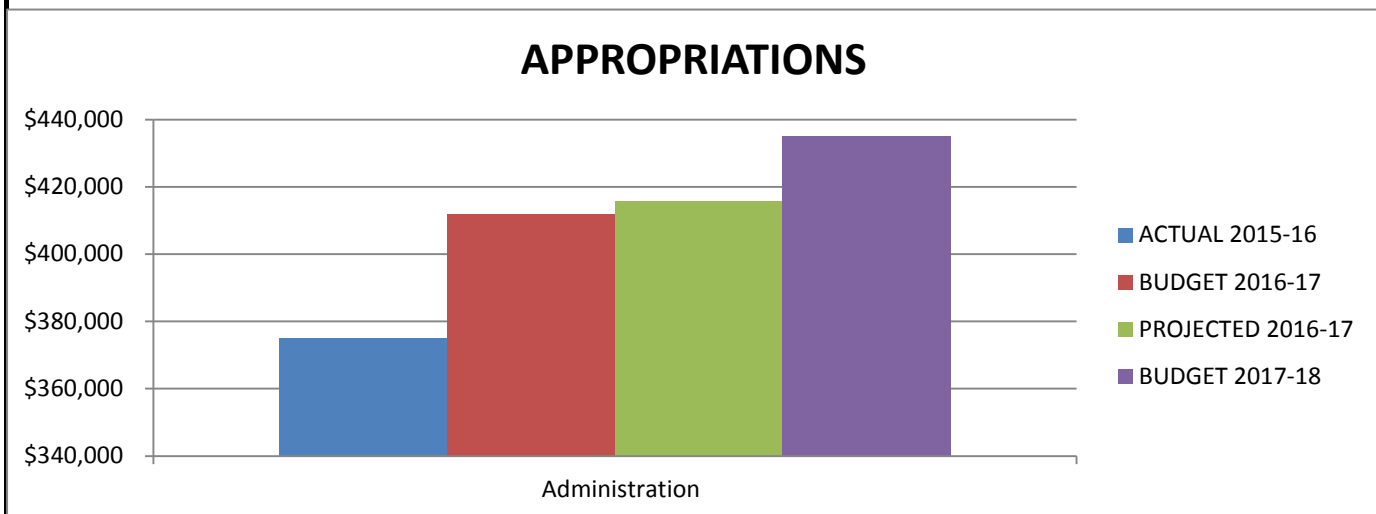
Evaluate needs, plans and directs employee development programs such as in-house training programs for supervisory and non-supervisory staff to promote employee motivation and development. Coordinates all Employee Recognition and the new Employee Orientation Program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	51%	39%	35%	35%
New training topics offered to County employee population.	Measures total number of new training topics.	11	8	7	7

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Human Resources Management (24.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
805-A Assistant County Administrator/HR Director	0.50	0.50	0.50	0.50	0.50	0.50
323-A Human Resources Generalist	2.00	2.00	2.00	2.00	2.00	2.00
198-A Benefits Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

<b>REVENUE SUMMARY:</b>												
Miscellaneous	\$	371	\$	218	\$	500	\$	500	\$	500	\$	500
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>371</b>	<b>\$</b>	<b>218</b>	<b>\$</b>	<b>500</b>	<b>\$</b>	<b>500</b>	<b>\$</b>	<b>500</b>	<b>\$</b>	<b>500</b>

<b>APPROPRIATION SUMMARY:</b>												
Salaries	\$	227,797	\$	224,197	\$	232,173	\$	232,173	\$	239,136	\$	239,136
Benefits	\$	86,212	\$	80,060	\$	70,877	\$	74,870	\$	87,334	\$	87,334
Purchase Services & Expenses	\$	85,873	\$	68,060	\$	105,400	\$	105,400	\$	104,950	\$	104,950
Supplies & Materials	\$	2,675	\$	2,687	\$	3,300	\$	3,300	\$	3,750	\$	3,750
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>402,557</b>	<b>\$</b>	<b>375,004</b>	<b>\$</b>	<b>411,750</b>	<b>\$</b>	<b>415,743</b>	<b>\$</b>	<b>435,170</b>	<b>\$</b>	<b>435,170</b>



**ANALYSIS**

FY18 non-salary costs for this program are recommended to drop slightly. Two line items have been altered from the previous year resulting in a net deduction of \$450.

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

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

# Department of Human Services

Director: Charles M. Palmer

Phone: 515-281-5454

Website: www.dhs.state.ia.us



## MISSION STATEMENT:

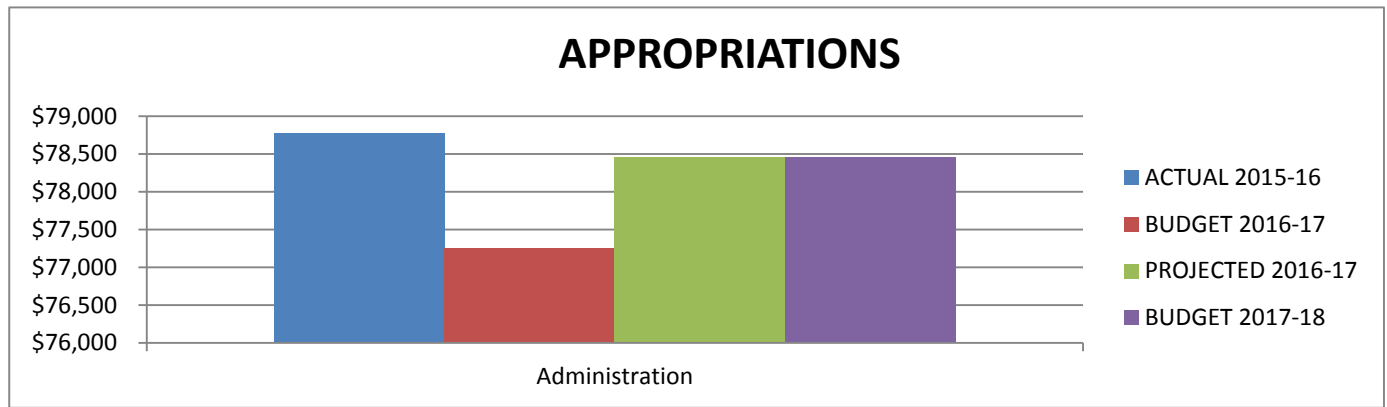
<b>ACTIVITY/SERVICE:</b>	Assistance Programs	<b>DEPARTMENT:</b>		<b>21,1000</b>	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		1,800	
<b>BOARD GOAL:</b>	Extend our Resource	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$77,252
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
The number of cost saving measures implemented		N/A	N/A	2	2
Departmental Budget dollars expended (direct costs)		\$76,302	\$78,773	\$77,252	\$77,252
LAE dollars reimbursement (indirect cost)		\$312,360	\$218,311	\$220,000	\$215,000

### PROGRAM DESCRIPTION:

The Department of Human Services is a comprehensive human service agency coordinating, paying for and/or providing a broad range of services to some of Iowa's most vulnerable citizens. Services and programs are grouped into four Core Functions: Economic Support, Health Care and Support Services, Child and Adult Protection and Resource Management. The focus of these services is to assist this population with achieving health, safety and self-sufficiency. All of these programs are federally mandated and are supported by federal and state funds. The county's contribution to this process is mandated in state legislation which stipulates the county is responsible for providing the day to day office operational funding. A percentage of this county funding is reimbursed quarterly through the Local Administrative Expense (LAE) Reporting (federal) which includes the direct and indirect costs incurred by the county for the support of DHS services. A large portion of the day to day operational expenditures are determined by federal and state rules as it relates to program administration.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide services to citizens in the most cost effective way.	Quarterly expenses will be monitored and stay within budgeted figures	100% of expenses will remain within budget	100% of expenses remained within budget	100% of expenses remained within budget	100% of expenses remain within budget

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Administrative Support (21.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>REVENUE SUMMARY:</b>						
Social Services Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	26,975	27,950	27,000	27,000	27,000	27,000
Miscellaneous	34	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 27,009</b>	<b>\$ 27,950</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase Services & Expenses	58,147	58,937	60,800	60,800	60,800	60,800
Supplies & Materials	18,155	19,836	16,452	17,652	17,652	17,652
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 76,302</b>	<b>\$ 78,773</b>	<b>\$ 77,252</b>	<b>\$ 78,452</b>	<b>\$ 78,452</b>	<b>\$ 78,452</b>



#### ANALYSIS

The FY18 revenues and expenses remain flat compared to the current budget levels. The county continues to provide support in terms of office space, furniture, and supplies as directed by Iowa Code. This is seen as an unfunded mandate as the county only receives a portion of the reimbursement from the federal government. The local DHS office not only serves the local citizens of Scott County, but also serves citizens in the southern counties as it is a "service area" region. The county will provide the same level of funding in FY18, \$77,252.

#### Issues:

1. Unfunded mandate.

# Information Technology

Matt Hirst, IT Director



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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$150,000	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Authorized personnel (FTE's)		15	15	15	16
Departmental budget		2,520,408	2,555,918	2,594,879	2,664,091
Electronic equipment capital budget		994,510	994,510	2,045,360	930,500
Reports with training goals	(Admin / DEV / GIS / INF)	5 / 2 / 2 / 5	5 / 2 / 2 / 5	5 / 2 / 2 / 5	5 / 3 / 2 / 5
Users supported	(County / Other)	530 / 380	530 / 380	530/400	530/400

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Keep department technology skills current.	Keep individuals with training goals at or above 95%.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Application/Data Delivery	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$400,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of Custom Applications supported	(DEV / GIS)	33 / 30	33 / 30	31 / 27	31 / 27
# of COTS supported	(DEV / GIS / INF)	13 / 19 / 66	13 / 19 / 66	12 / 21 / 65	12 / 21 / 65
# of application change requests	(DEV / GIS / INF)	189 / 172 / 15	429 / 151 / 15	TBD	TBD
avg. time to complete application change requests	(DEV / GIS / INF)	1 day / 1.3 days / 1	1 day / 1.5 days / 0	2 / 3.4 / 5	2 / 3.4 / 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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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 for 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%	95%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Communication Services	<b>DEPT/PROG:</b>	I.T.	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$250,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of quarterly phone bills		11	11	11
\$ of quarterly phone bills		20,386	20,386	20,000
# of cellular phone and data lines supported		250	250	250
# of quarterly cell phone bills		5	5	5
\$ of quarterly cell phone bills		19,295	19,295	17,500
# of VoIP phones supported		1027	1027	1000
# of voicemail boxes supported		544	544	525
% of VoIP system uptime		100	100	100
# of e-mail accounts supported	(County / Other)	512	512	650 / 0
GB's of e-mail data stored		761	761	250
% of e-mail system uptime		99%	99%	99%

**PROGRAM DESCRIPTION:**

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

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		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	92%	92%	90%	90%
Complete communication change requests per SLA guidelines	% of change requests completed within SLA guidelines	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	GIS Management	<b>DEPT/PROG:</b>	I.T.	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$250,000
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# internal ArcGIS Desktop users.	54	51	55	55
# avg daily unique visitors, avg daily page views, avg daily visits (external GIS webapp).	376, 727, 520	338, 640, 493	300, 850,350	300, 850,350
# SDE feature classes managed	56	65	55	55
# Non-SDE feature classes managed	791	941	1000	1000
# ArcServer and ArcReader applications managed	19	21	21	22
# Custodial Data Agreements	0	0	2	2
# of SDE feature classes with metadata	14	10	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Custodial Data Agreements	% of custodial data agreements active and current.	0%	0%	0%	10%
# of SDE feature classes with metadata	% of SDE features that have metadata.	25%	15%	15%	20%
# enterprise SDE and non-SDE feature classes managed	# of additional enterprise GIS feature classes added per year.	847	1,006	1,000	1,000

<b>ACTIVITY/SERVICE:</b>	Infrastructure - Network Management	<b>DEPT/PROG:</b>	I.T. 14B	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$325,000
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of network devices supported	89	109	115	115
# of network connections supported	2776	3144	3250	3250
% of overall network up-time	99.0%	99.0%	99.0%	99.0%
% of Internet up-time	99%	99%	99%	99%
GB's of Internet traffic	22500	31000	40000	40000
# of filtered Internet users	676	688	700	700
# of restricted Internet users	118	109	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>	All Dept/Agency	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$325,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>	<b>PROJECTED</b>	
# of PC's		410	415	415
# of Printers		155	159	150
# of Laptops / Tablets		164	175	150
# of Thin Clients		14	14	0

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	1.45	1.45	1.50	1.50

<b>ACTIVITY/SERVICE:</b>	Infrastructure Management	<b>DEPT/PROG:</b>	I.T. 14B	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$325,000
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
GB's of user data stored	1476GB	1502GB	2000GB	2000GB
GB's of departmental data stored	878GB	903GB	1000GB	1000GB
GB's of county data stored	101GB	115GB	125B	125B
% of server uptime	99%	98%	98%	98%
# of physical servers	16	16	16	16
# of virtual servers	110	211	215	215
<b>PROGRAM DESCRIPTION:</b>				

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

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	99%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Open Records	<b>DEPT/PROG:</b>	I.T. 14A, 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Requestors		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$25,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# Open Records requests	(DEV / GIS / INF)	6 / 49 / 0	4 / 44 / 6	TBD	TBD
# of Open Records requests fulfilled within SLA	(DEV / GIS / INF)	6 / 49 / 0	4 / 44 / 6	TBD	TBD
avg. time to complete Open Records requests (Days)	(DEV / GIS / INF)	1 / 0.43 / NA	1 / 0.24 / 2	2 / 2 / 2	2 / 2 / 2

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Open Records requests completed within 10 days.	100% of Open Records requests closed within 10 days.	100%	100%	100%	100%
Avg. time to complete Open Records requests.	Average time to close Open Records requests <= x days.	< 1 Day	<= 5 Days	<= 5 Days	<= 5 Days

<b>ACTIVITY/SERVICE:</b>	Security	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$200,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of DB's backed up	(DEV)	35	37	45	45
# enterprise data layers archived	(GIS)	847	1006	1000	1000
# of backup jobs	(INF)	282	463	500	500
GB's of data backed up	(INF)	.5 TB	1.2TB	1.5 TB	1.5 TB
# of restore jobs	(INF)	10	2	TBD	TBD

**PROGRAM DESCRIPTION:**

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

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Data restore related support requests.	% of archival support requests closed within SLA.	100%	100%	100%	100%
Backup Databases to provide for Disaster Recovery.	% of databases on a backup schedule to provide for data recovery.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Technology Support	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Dept/Agency		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$250,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of after hours calls	(DEV / GIS / INF)	9/ 0 /140	7 / 0 / 130	TBD	TBD
avg. after hours response time (in minutes)	(DEV / GIS / INF)	10/ NA /15	15 / NA / 30	15 / NA / 30	15 / NA / 30
# of trouble ticket requests	(DEV / GIS / INF)	71/ 4 /2704	39 / 7 / 2600	TBD	TBD
avg. time to complete Trouble ticket request	(DEV / GIS / INF)	1 hr/ 3.25 days /24hr	1.5hr/ 16 hr / 24hr	1.5hr / 4 Days / 1 Day	1.5hr / 4 Days / 1 Day

**PROGRAM DESCRIPTION:**

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

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of requests completed within SLA.	% of work requests closed within SLA.	95/ 94% /91%	95 / 91 / 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>		All Users
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$150,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>		<b>PROJECTED</b>
avg # daily visits		19,414	27,408	30,000
avg # daily unique visitors		11,470	14,622	15,000
avg # daily page views		84,112	90,892	100,000
eGov avg response time		1.18 days	0.88 days	< = 1 Days
eGov items		61	68	TBD
# dept/agencies supported		27	29	30

**PROGRAM DESCRIPTION:**

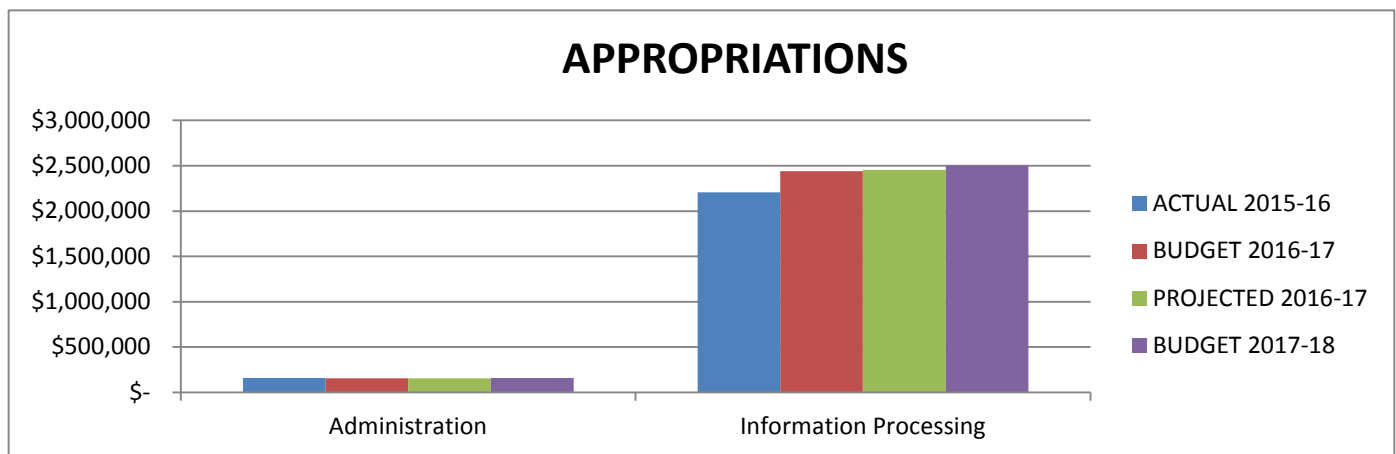
**Web Management:** Provide web hosting and development to facilitate access to public record data and county services.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	1.18 days	0.88 days	1 day	1 day
# dept/agencies supported	% of departments and agencies contacted on a quarterly basis.	78%	96%	75%	75%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: IT Administration (14.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
725-A Information Technology Director	1.00	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.40	0.40	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>1.40</b>	<b>1.40</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 6,612	\$ 1,843	\$ -	\$ -	\$ -	\$ -
Miscellaneous	30,956	15,417	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 37,568</b>	<b>\$ 17,260</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 111,682	\$ 111,423	\$ 113,720	\$ 113,720	\$ 115,816	\$ 115,816
Benefits	34,840	35,449	35,788	36,917	38,501	38,501
Purchase Services & Expenses	7,077	10,891	4,300	4,300	4,300	4,300
Supplies & Materials	1,058	1,379	400	400	400	400
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 154,657</b>	<b>\$ 159,142</b>	<b>\$ 154,208</b>	<b>\$ 155,337</b>	<b>\$ 159,017</b>	<b>\$ 159,017</b>



**ANALYSIS**

FY18 non-salary costs for this program are recommended to remain unchanged from previous levels.

Revenues are no longer budgeted under the Administration program. These revenues are no reflected under the Information Technology program (1401).

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

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Information Technology (14.1401)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Geographic Information Systems Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
519-A Network Infrastructure Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
511-A Senior Programmer Analyst	1.00	1.00	1.00	1.00	1.00	1.00
455-A Webmaster	1.00	1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst I	2.00	2.00	2.00	2.00	2.00	2.00
406-A Network Systems Administrator	5.00	5.00	5.00	5.00	5.00	5.00
323-A GIS Analyst	1.00	1.00	1.00	1.00	1.00	1.00
187-A Help Desk Specialist	2.00	2.00	2.00	2.00	2.00	2.00
<b>TOTAL POSITIONS</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 199,184	\$ 216,994	\$ 205,000	\$ 211,000	\$ 217,500	\$ 217,500
Charges for Services	10,495	24,821	12,000	17,500	20,000	20,000
Miscellaneous	-	17,448	2,500	2,500	5,000	5,000
<b>TOTAL REVENUES</b>	<b>\$ 209,679</b>	<b>\$ 259,263</b>	<b>\$ 219,500</b>	<b>\$ 231,000</b>	<b>\$ 242,500</b>	<b>\$ 242,500</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 867,368	\$ 936,006	\$ 967,469	\$ 967,469	\$ 1,002,281	\$ 1,002,281
Benefits	304,528	325,571	333,202	344,870	362,793	362,793
Capital Outlay	3,119	94	6,000	6,000	6,000	6,000
Purchase Services & Expenses	943,203	944,219	1,128,500	1,128,500	1,128,500	1,128,500
Supplies & Materials	1,139	2,152	5,500	5,500	5,500	5,500
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,119,357</b>	<b>\$ 2,208,042</b>	<b>\$ 2,440,671</b>	<b>\$ 2,452,339</b>	<b>\$ 2,505,074</b>	<b>\$ 2,505,074</b>

**ANALYSIS**

FY18 non-salary costs are recommended to remain at last year's level.

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

Revenues for the program are recommended to increase by \$23,000 primarily due to rising reimbursements from SECC and inter-governmental telephone charges.

There were no personnel change requests for this program.

# Juvenile Detention Center



Jeremy Kaiser, Director

**MISSION STATEMENT:** To ensure the health, education, and well-being of youth through the development of a well -rained, 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>		All Residents
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$580,045
<b>OUTPUTS</b>		<b>2014-15 ACTUAL</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 PROJECTED</b>
		<b>2017-18 PROJECTED</b>		
# of persons admitted	169	254	220	220
Average daily detention population	9.8	11.5	11	11
# of days of adult-waiver juveniles	723	536	600	600
# of total days client care	3568	4211	3700	3700

**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.

PERFORMANCE MEASUREMENT		2014-15 ACTUAL	2015-16 ACTUAL	2016-17 PROJECTED	2017-18 PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To safely detain youthful offenders according to state licensing regulations/best practices, and in a fiscally responsible manner.	To serve all clients for less than \$240 per day after revenues are collected.	240	205	240	240

<b>ACTIVITY/SERVICE:</b>	Safety and Security	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$580,045
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</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		24	50	40
# of critical incidents requiring staff physical intervention		11	13	8

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To de-escalate children in crisis through verbal techniques.	To diffuse crisis situations without the use of physical force 80% of the time.	54%	74%	80%	80%

<b>ACTIVITY/SERVICE:</b>	Dietary Program	<b>DEPARTMENT:</b> JDC 22.2201		
<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>	\$69,381
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Revenue generated from CNP reimbursement		18539	18719	18000
Grocery cost		31967	36350	36000

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To serve kids food in accordance with State regulations at a sustainable cost.	To have an average grocery cost per child per day of less than \$4.50 after CNP revenue.	3.76	4.19	4.5	4.5

<b>ACTIVITY/SERVICE:</b>	Documentation	<b>DEPARTMENT:</b> JDC 22.2201			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$138,761		
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of intakes processed		173	254	220	220
# of discharges processed		176	253	210	210

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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 9% or less error rate in case-file documentation	9%	11%	9%	9%



<b>ACTIVITY/SERVICE: G.E.D. Resources</b>		<b>DEPARTMENT:</b> JDC 22B			
Semi-core service		<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b> Extend our Resources		<b>FUND:</b>		<b>BUDGET:</b> \$69,381	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
# of residents testing for G.E.D.		3	6	5	5
# of residents successfully earn G.E.D.		2	6	4	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	80% or more of those who are referred for G.E.D. services, earn G.E.D. in custody or community.	67%	100%	80%	80%

<b>ACTIVITY/SERVICE:</b> In home Detention Program		<b>DEPARTMENT:</b> JDC 22B		
Semi-core service		<b>RESIDENTS SERVED:</b> All Residents		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	\$62,231
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# residents referred for IHD program		20	52	80
# of residents who complete IHD program successfully		18	44	70

**PROGRAM DESCRIPTION:**

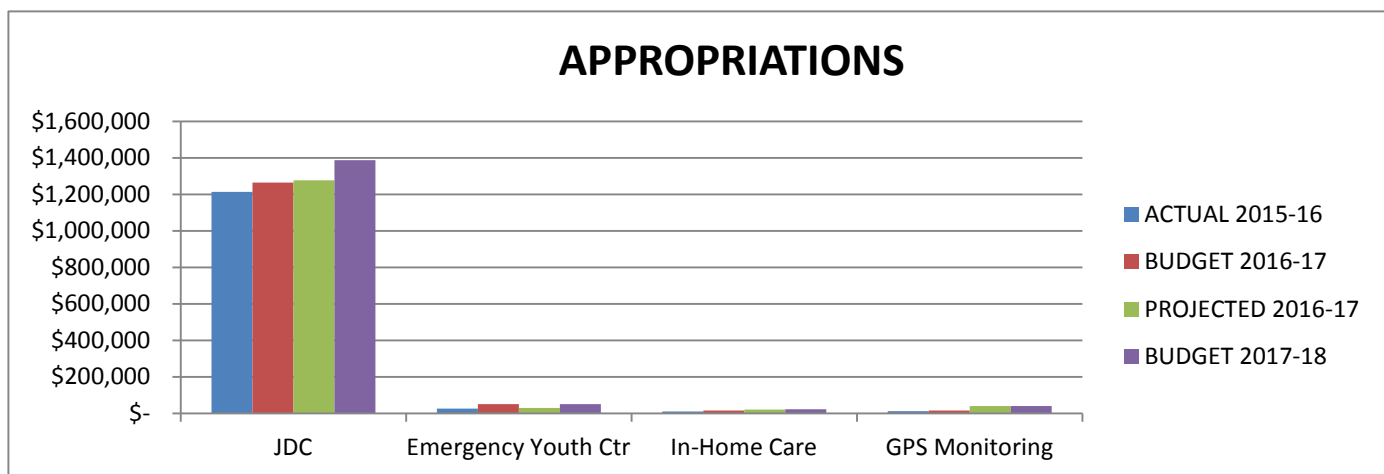
Certain juveniles are eligible to be supervised in the community through an "In-Home detention" program as an alternative to secure detention. JDC staff can supervise these juveniles in the community through random phone calls and home visits. Studies show that juveniles are less likely to commit crimes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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To ensure that all juveniles who are referred for In Home Detention supervision are given every opportunity to successfully complete the program	80% or more of juveniles who are referred for In Home Detention complete the program successfully.	90%	85%	71%	80%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Juvenile Detention (1000, 2201)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
571-A Juvenile Detention Center Director	1.00	1.00	1.00	1.00	1.00	1.00
323-A Shift Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
238-A Detention Youth Counselor	11.20	12.00	11.90	11.90	12.90	12.90
<b>TOTAL POSITIONS</b>	<b>14.20</b>	<b>15.00</b>	<b>14.90</b>	<b>14.90</b>	<b>15.90</b>	<b>15.90</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 255,032	\$ 262,822	\$ 253,000	\$ 266,781	\$ 263,000	\$ 263,000
Charges for Services	46,724	69,510	70,000	70,000	70,000	70,000
Miscellaneous	239	1,303	100	100	100	100
<b>TOTAL REVENUES</b>	<b>\$ 301,995</b>	<b>\$ 333,635</b>	<b>\$ 323,100</b>	<b>\$ 336,881</b>	<b>\$ 333,100</b>	<b>\$333,100</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 834,336	\$ 875,076	\$ 907,916	\$ 908,916	\$ 994,280	\$ 994,280
Benefits	270,807	281,594	300,907	311,882	337,233	337,233
Capital Outlay	2,224	7,155	1,600	2,600	2,600	2,600
Purchase Services & Expenses	30,421	4,667	8,800	7,800	7,800	7,800
Supplies & Materials	44,394	44,638	45,700	45,700	45,700	45,700
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,182,182</b>	<b>\$ 1,213,130</b>	<b>\$ 1,264,923</b>	<b>\$ 1,276,898</b>	<b>\$ 1,387,613</b>	<b>\$1,387,613</b>



#### ANALYSIS

HR and the Budget Director conducted a staffing study to determine the actual number of hours needed to meet the staffing needs of the Center. The JDC currently is allotted 11.9 FTE plus two (2) Supervisors and Director. The staffing needs results in the part-time staff increasing hours. The desire is to keep the part-time staff at the allotted 0.4 FTE for scheduling flexibility and to remain compliant with the ACA. By adding the equivalent on 1.0 FTE part-time Detention Youth Counselors it is believed this can be achieved without utilizing the Director as full-time in the ratio.

For FY18, the total non-salary costs for this program are recommended to remain unchanged from previous fiscal year.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Emergency Youth Shelter (2202)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ -	\$ (1,296)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ (1,296)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	-	25,455	50,000	30,000	50,000	50,000
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ 25,455</b>	<b>\$ 50,000</b>	<b>\$ 30,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**ANALYSIS**

For FY18, the total non-salary costs for this program are recommended to remain unchanged from previous fiscal year.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: In-Home Care (2203)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	31,573	10,384	15,000	20,000	20,000	20,000
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 31,573</b>	<b>\$ 10,384</b>	<b>\$ 15,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$20,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 6,321	\$ 6,350	\$ 10,000	\$ 14,000	\$ 14,500	\$ 14,500
Benefits	2,812	2,594	4,000	4,500	5,500	5,500
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	-	541	1,800	1,200	1,200	1,200
Supplies & Materials	110	-	200	800	800	800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 9,243</b>	<b>\$ 9,485</b>	<b>\$ 16,000</b>	<b>\$ 20,500</b>	<b>\$ 22,000</b>	<b>\$22,000</b>
<b>ANALYSIS</b>						
For FY18, the total non-salary costs for this program are recommended to remain unchanged from previous fiscal year.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: GPS (2204)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
238-A Detention Youth Counselor	-	-	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>-</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	1,721	15,463	18,026	45,000	45,000	45,000
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,721</b>	<b>\$ 15,463</b>	<b>\$ 18,026</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 641	\$ 7,392	\$ 8,211	\$ 30,000	\$ 30,000	\$ 30,000
Benefits	225	2,813	1,561	4,000	4,700	4,700
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	-	1,940	5,327	5,531	5,531	5,531
Supplies & Materials	-	-	204	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 866</b>	<b>\$ 12,145</b>	<b>\$ 15,303</b>	<b>\$ 39,531</b>	<b>\$ 40,231</b>	<b>\$ 40,231</b>

**ANALYSIS**

For FY18, the total non-salary costs for this program are recommended to remain unchanged from previous fiscal year.

## Non-Departmental Fleet

Barbara A. Pardie, Fleet Manager



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

<b>ACTIVITY/SERVICE:</b>	Fleet Services	<b>DEPT/PROG:</b>	Non Dept/Fleet		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	Internal County Wide		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 95,045
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Vehicle Replacement-Excluding Conservation	\$	824,214	\$790,380	\$1,139,000	\$ 1,077,000
Vehicle downtime less than 24 hours				95%	100%
Average time for service Non-secondary Roads Vehicles				30 minutes	30 Minutes
Average time for Service Secondary Roads Equipment				360 minutes	360 minutes

**PROGRAM DESCRIPTION:**

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

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To maintain high levels of service to Scott County vehicles	Service within 10% of manufacture's recommended hours or miles	N/A	100%	100%	100%
To provide time sensitive mobile repairs	Respond to all mobile calls within 1 hr.	N/A	100%	100%	100%
To provide customers timely servicing or repairs	Begin repairs within 10 minutes of show time	N/A	N/A	100%	100%
To provide communications to customers that servicing or repairs are complete	Contact customer within 10 minutes of completion.	N/A	N/A	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY PROGRAM: Non-Departmental (23)	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 BUDGET	2016-17 PROJECTED	2017-18 REQUEST	2017-18 ADOPTED
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**AUTHORIZED POSITIONS:**

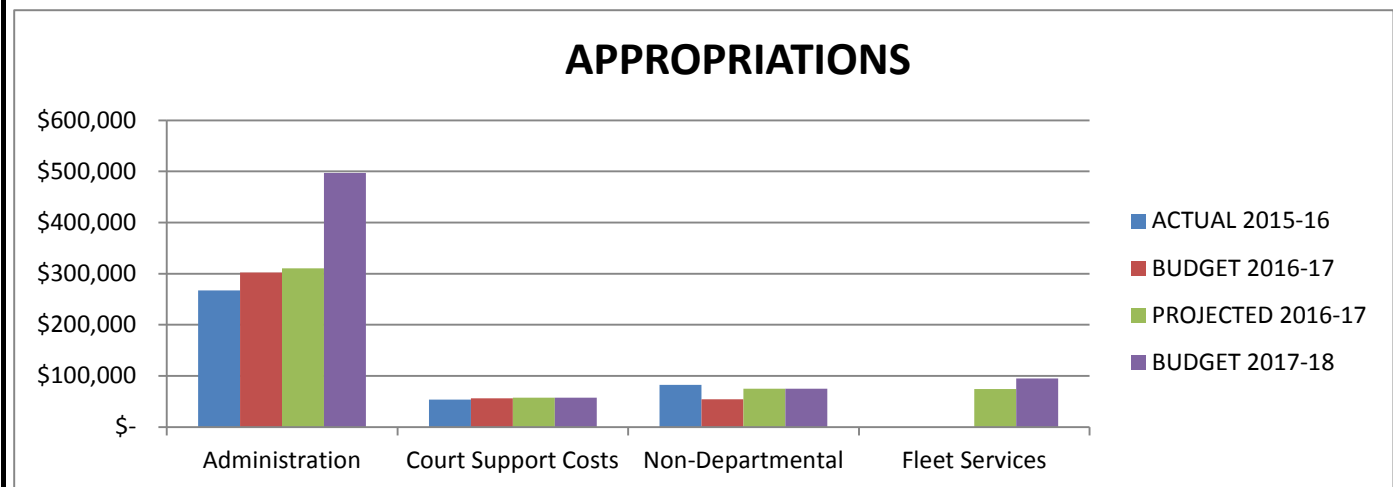
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
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**REVENUE SUMMARY:**

Intergovernmental	\$ 221,667	\$ 199,907	\$ 207,100	\$ 198,000	\$ 198,000	\$ 198,000
Use of Money and Property	2,019	-	-	-	-	-
Miscellaneous	1,812	1,072	5,000	2,000	2,000	2,000
<b>TOTAL REVENUES</b>	<b>\$ 225,498</b>	<b>\$ 200,979</b>	<b>\$ 212,100</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>

**APPROPRIATION SUMMARY:**

Salaries	\$1,787	\$758	\$0	\$0	\$60,285	\$60,285
Benefits	-	(3,663)	-	-	25,800	25,800
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	224,461	277,241	301,482	310,028	410,142	410,142
Supplies & Materials	(458)	(7,026)	1,000	500	500	500
<b>TOTAL APPROPRIATIONS</b>	<b>\$225,790</b>	<b>\$267,310</b>	<b>\$302,482</b>	<b>\$310,528</b>	<b>\$496,727</b>	<b>\$496,727</b>



**ANALYSIS**

Program unit is utilized to fund professional services and expenses that serve the entire county.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Non-Departmental Court Support</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 36,024	\$ -	\$ 36,000	\$ -	\$ -	\$ -
Charges for Services	85,116	85,059	100,000	100,000	100,000	100,000
Miscellaneous	1,052	1,506	3,000	3,000	3,000	3,000
<b>TOTAL REVENUES</b>	<b>\$ 122,192</b>	<b>\$ 86,565</b>	<b>\$ 139,000</b>	<b>\$ 103,000</b>	<b>\$ 103,000</b>	<b>\$ 103,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Purchase Services & Expenses	55,102	53,979	56,000	57,500	57,500	57,500
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 55,102</b>	<b>\$ 53,979</b>	<b>\$ 56,000</b>	<b>\$ 57,500</b>	<b>\$ 57,500</b>	<b>\$ 57,500</b>
<b>ANALYSIS</b>						
Program supports non-departmental state mandated general court services.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY PROGRAM: Non-Departmental 2301&2303	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 BUDGET	2016-17 PROJECTED	2017-18 REQUEST	2017-18 ADOPTED
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**AUTHORIZED POSITIONS:**

**TOTAL POSITIONS**

- - - - - -

**REVENUE SUMMARY:**

Intergovernmental \$ 50,981 \$ 84,547 \$ 54,000 \$ 75,000 \$ 75,000 \$ 75,000

**TOTAL REVENUES**

\$ - \$ - \$ - \$ - \$ - \$ -

**APPROPRIATION SUMMARY:**

Salaries \$ - \$ - \$ - \$ - \$ - \$ -

Benefits - - - - - -

Capital Outlay - - - - - -

Purchase Services & Expenses 22,629 82,183 54,000 75,000 75,000 75,000

Supplies & Materials - - - - - -

**TOTAL APPROPRIATIONS**

\$ 22,629 \$ 82,183 \$ 54,000 \$ 75,000 \$ 75,000 \$ 75,000

**ANALYSIS**

Program is to support pass through grant funding to other governmental units.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Non-Departmental Fleet</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	-	-	-	-	-	-
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-	-
Purchase Services & Expenses	-	-	-	74,381	95,045	95,045
Supplies & Materials	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 74,381</b>	<b>\$ 95,045</b>	<b>\$ 95,045</b>
<b>ANALYSIS</b>						
<p>Projected and request represents the first year budget of a centralized fleet management program, excluding Conversation and Secondary Roads vehicles.</p> <p>Staffing and supplies are budgeted within other programs.</p>						

# 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>	Financially Sound Gov't	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$44,250
	<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
	Appropriations expended	\$ 378,170	\$ 363,590	\$ 408,545	\$ 442,495
	Revenues received	\$ 393,658	\$ 333,848	\$ 268,520	\$ 269,970

**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.

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain expenditures within approved budget	To expend less than 100% of approved budget expenditures	99%	89%	95%	95%
Implementation of adopted County Comprehensive Plan	Land use regulations adopted and determinations made in compliance with County Comprehensive Plan	100%	100%	100%	100%
Maximize budgeted revenue	To retain 100% of the projected revenue	126%	122%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Building Inspection/code enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincor/28ECities	
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$292,047
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</b>
				<b>PROJECTED</b>
Total number of building permits issued		849	877	900
Total number of new house permits issued		76	53	50
Total number of inspections completed		3,970	4,264	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	849	877	900	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	76	53	50	75
Complete inspection requests within two days of request	All inspections are completed within two days of request	3,970	4,264	4,000	4,000

<b>ACTIVITY/SERVICE:</b>	Zoning and Subdivision Code Enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Growing County	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$66,375
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Review of Zoning applications	11	21	12	15
Review of Subdivision applications	9	12	10	12
Review Plats of Survey	58	51	50	50
Review Board of Adjustment applications	9	4	10	10

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and present Planning and Zoning Commission applications	All applications are reviewed in compliance with Scott County Zoning & Subdivision Ordinances	20	33	22	27
Review and present Zoning Board of Adjustment applications	All applications are reviewed in compliance with Scott County Zoning Ordinance	9	12	10	10
Investigate zoning violation complaints and determine appropriate enforcement action in timely manner	% of complaints investigated within three days of receipt	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Floodplain Administration	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Uninco/28ECities	
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,212
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</b>
				<b>PROJECTED</b>
Number of Floodplain permits issued		15	14	12
				12

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	15	14	12	12

<b>ACTIVITY/SERVICE:</b>	E-911 Addressing Administration	<b>DEPARTMENT:</b>	P & D 25B	
Tim Huey, Director	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$2,212
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of new addresses issued		53	48	50

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	53	48	50	50



<b>ACTIVITY/SERVICE:</b>	Tax Deed Administration	<b>DEPARTMENT:</b>	P & D 25A		
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Entire County		
<b>BOARD GOAL:</b>	Financially Sound Gov't	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$15,000	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Tax Deed taken		25	26	25	25
Number of Tax Deeds disposed of		28	24	25	25

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	55	26	25	25
Hold Tax Deed Auction	Number of County tax deed properties disposed of	28	24	25	25

<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>	Growing County	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$10,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>	<b>PROJECTED</b>	
Amount of funding for housing in Scott County	\$	1,773,662	\$ 1,351,647	\$ 1,500,000
Number of units assisted with Housing Council funding		328	375	400

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	\$ 1,773,652	\$ 1,351,847	\$ 1,500,000	\$ 1,500,000
Housing units developed or rehabbed with Housing Council assistance	Number of housing units	328	375	400	400
Housing units constructed or rehabilitated and leveraged by funding from Scott County Housing Council	Amount of funds leveraged by Scott County Housing Council	\$ 5,217,900	\$ 4,095,900	\$ 4,500,000	\$ 4,500,000

<b>ACTIVITY/SERVICE:</b>	Riverfront Council & Riverway Steering Comm	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Entire County	
<b>BOARD GOAL:</b>	Regional Leadership	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$500.00
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Quad Citywide coordination of riverfront projects		14	18	18

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	8	5	12	12

<b>ACTIVITY/SERVICE:</b>	Partners of Scott County Watershed	<b>DEPARTMENT:</b>	P & D 25A		
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Entire County		
<b>BOARD GOAL:</b>	Sustainable County Leader	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$5,000.00	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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		134	145	150	150

**PROGRAM DESCRIPTION:**

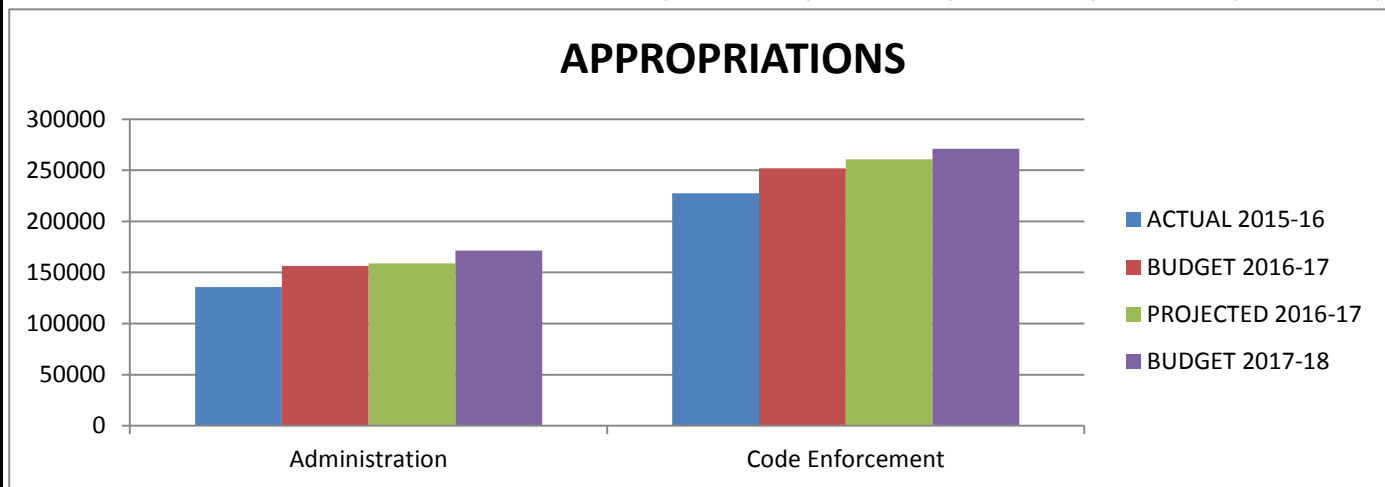
Participation and staff support with Partners of Scott County Watersheds

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Conduct educational forums on watershed issues	Number of forums and number of attendees at watershed forums	12 with 424 attendees	12 with 424 attendees	12 with 450 attendees	12 with 450 attendees
Provide technical assistance on watershed projects	Number of projects installed and amount of funding provided	134	134	150	150

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Planning & Development Admin (25.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
608-A Planning & Development Director	0.60	0.60	0.60	0.60	0.60	0.60
314-C Building Inspector	0.05	0.05	0.05	0.05	0.05	0.05
252-A Planning & Development Specialist	0.25	0.25	0.25	0.25	0.25	0.25
162-A Clerk III	-	-	0.25	0.25	0.37	0.37
Z Planning Intern	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>1.15</b>	<b>1.15</b>	<b>1.40</b>	<b>1.40</b>	<b>1.52</b>	<b>1.52</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of Fixed Assets	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 10</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 77,003	\$ 80,141	\$ 92,652	\$ 93,750	\$ 101,518	\$ 101,518
Benefits	25,234	27,468	33,863	35,139	39,846	39,846
Purchase Services & Expenses	28,049	25,907	27,950	27,950	27,950	27,950
Supplies & Materials	1,438	2,359	2,000	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 131,724</b>	<b>\$ 135,875</b>	<b>\$ 156,465</b>	<b>\$ 158,839</b>	<b>\$ 171,314</b>	<b>\$ 171,314</b>



**ANALYSIS**

Non-salary FY18 expenditures remain unchanged for this program. However, the entire department FY18 expenditures will decrease due to a change in vehicle maintenance expenditures. These expenses have been transferred to fleet services in the non-departmental program. There is a slight increase in salaries and benefits primarily due to staffing changes to include a .12 increase in the Clerk III position.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Code Enforcement (2501 &amp; 2502)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
608-A Planning & Development Director	0.40	0.40	0.40	0.40	0.40	0.40
314-C Building Inspector	0.95	0.95	0.95	0.95	0.95	0.95
252-A Planning & Development Specialist	0.75	0.75	0.75	0.75	0.75	0.75
162-A Clerk III	-	-	0.25	0.25	0.38	0.38
Z Enforcement Officer	0.58	0.58	0.58	0.58	0.58	0.58
<b>TOTAL POSITIONS</b>	<b>2.68</b>	<b>2.68</b>	<b>2.93</b>	<b>2.93</b>	<b>3.06</b>	<b>3.06</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 9,575	\$ 4,200	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Licenses and Permits	368,217	309,883	250,120	251,620	251,370	251,370
Charges for Services	2,891	2,885	3,400	4,300	3,600	3,600
Other Financing Sources	12,965	17,140	10,000	10,000	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$ 393,648</b>	<b>\$ 334,108</b>	<b>\$ 268,520</b>	<b>\$ 270,920</b>	<b>\$ 269,970</b>	<b>\$ 269,970</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 164,599	\$ 155,707	\$ 160,680	\$ 168,750	\$ 178,873	\$ 178,873
Benefits	57,623	56,890	63,950	66,573	66,738	66,738
Purchase Services & Expenses	20,289	12,406	24,250	24,370	24,370	24,370
Supplies & Materials	2,514	2,410	3,200	1,200	1,200	1,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 245,025</b>	<b>\$ 227,413</b>	<b>\$ 252,080</b>	<b>\$ 260,893</b>	<b>\$ 271,181</b>	<b>\$ 271,181</b>
<b>ANALYSIS</b>						
<p>FY18 revenues and FY17 projected revenues are anticipated to increase due to building activity in LeClaire, Park View and Buffalo/Blue Grass Township and charges for services are anticipated to increase due to positive economic indicators. Even though new house permits may be down from previous years; remodels and additions are very strong.</p> <p>FY18 expenditures will decrease due to a change in vehicle maintenance expenditures. These expenses have been transferred to fleet services in the non-departmental program.</p> <p>There is a slight increase in salaries and benefits primarily due to staffing changes to include a .13 increase in the Clerk III position.</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>		All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$166,319
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total Department Appropriations		\$775,860	\$782,152	\$813,842	\$828,096

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure the staff is updated on changes and procedures set by Iowa Code or Administrative Rules from state and federal agencies.	Meet with staff quarterly or as needed to openly discuss changes and recommended solutions.	8	8	4	4
Provide notary service to customers	Ensure the notary section of legal documents, request forms to the state and paternity affidavits are correct.	100%	100%	100%	100%
Provide 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>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$525,222	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of real estate documents recorded		34188	35,161	30,500	30,500
Number of electronic recordings submitted		8188	8,949	9000	10,500
Number of transfer tax transactions processed		3744	4,024	3800	4,000
Conservation license & recreation regist		4562*	12,109	5100	5,100

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

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	98%	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.	24%	26%	33%	35%
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>		All Residents
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$136,555
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of certified copies requested		13976	13,313	13,000
Number of Marriage applications processed		1141	1081	1200
Number of passports processed		2041	1124	1100
Number of passport photos processed		1771	980	1000

**PROGRAM DESCRIPTION:**

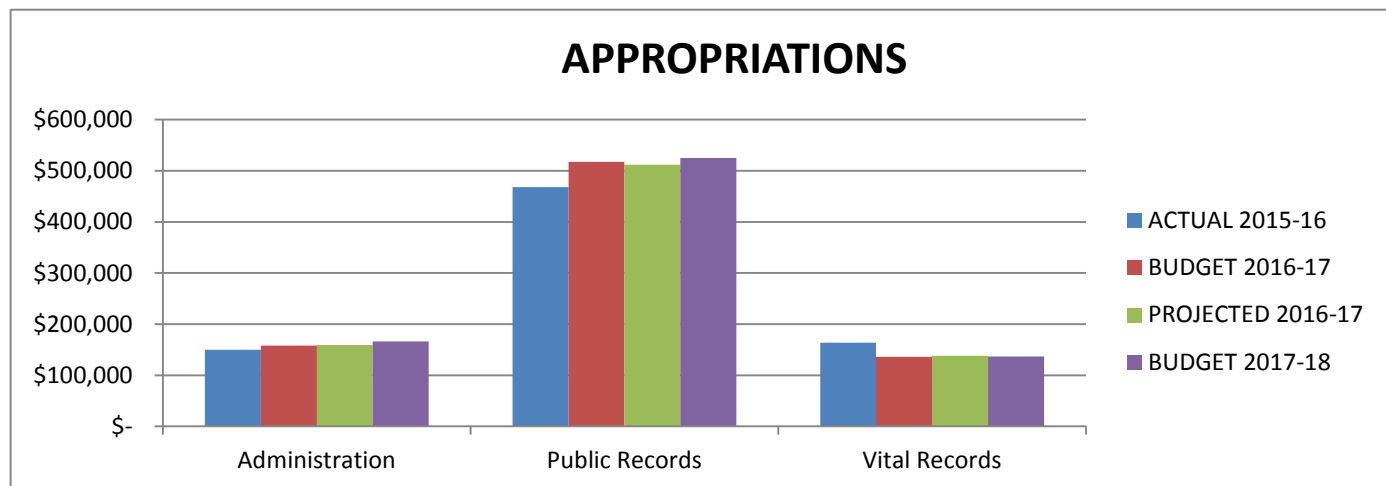
Maintain official records of birth, death and marriage certificates. Issue marriage license, accept passport applications and take photos for applicant.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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 applications 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 marriage certificate if required plus the photo for passport.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Recorder Administration (26.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Recorder	1.00	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	0.50	0.50	0.50	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ -	\$ -	\$ 25	\$ 25	\$ 25	\$ 25
Use of Money & Property	\$ -	\$ -	\$ 250	\$ -	\$ -	\$ -
Miscellaneous	\$ 120	\$ 33	\$ 150	\$ 150	\$ 150	\$ 150
<b>TOTAL REVENUES</b>	<b>\$ 120</b>	<b>\$ 33</b>	<b>\$ 425</b>	<b>\$ 175</b>	<b>\$ 175</b>	<b>\$ 175</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 108,934	\$ 110,176	\$ 115,026	\$ 115,026	\$ 119,342	\$ 119,342
Benefits	35,914	37,342	38,416	39,733	42,177	42,177
Purchase Services & Expenses	1,677	1,369	1,800	1,800	1,800	1,800
Supplies & Materials	2,282	1,164	3,000.00	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 148,807</b>	<b>\$ 150,051</b>	<b>\$ 158,242</b>	<b>\$ 159,559</b>	<b>\$ 166,319</b>	<b>\$ 166,319</b>



**ANALYSIS**

No changes to authorized positions for FY18.

FY18 Revenues are expected to decrease by 41% (\$250), which a very minimal change.

FY18 Expenditures are expected to remain flat.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Public Records (26.2601/2602)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Y Second Deputy	1.00	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	0.50	0.50	0.50	0.50	0.50	0.50
191-C Real Estate Specialist	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	3.00	3.00	3.50	3.50	3.50	3.50
<b>TOTAL POSITIONS</b>	<b>6.50</b>	<b>6.50</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 993,513	\$ 1,031,818	\$ 1,100,000	\$ 1,045,000	\$ 1,045,000	\$ 1,045,000
Use of Money & Property	93	115	150	150	150	150
Miscellaneous	2,261	2,478	3,000	2,000	2,000	2,000
<b>TOTAL REVENUES</b>	<b>\$ 995,867</b>	<b>\$ 1,034,411</b>	<b>\$ 1,103,150</b>	<b>\$ 1,047,150</b>	<b>\$ 1,047,150</b>	<b>\$ 1,047,150</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 280,624	\$ 290,808	\$ 320,115	\$ 320,115	\$ 328,535	\$ 328,535
Benefits	117,061	129,790	144,132	140,325	144,987	144,987
Purchase Services & Expenses	48,758	44,939	46,950	45,350	45,350	45,350
Supplies & Materials	5,683	2,843	6,350	6,350	6,350	6,350
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 452,126</b>	<b>\$ 468,380</b>	<b>\$ 517,547</b>	<b>\$ 512,140</b>	<b>\$ 525,222</b>	<b>\$ 525,222</b>
<b>ANALYSIS</b>						
No changes to authorized positions for FY18.						
FY18 Revenues are expected to decrease 5% (\$56,000). This is due to the anticipated increase in interest rates which tend to slow the real estate market, resulting in less refinancing business for the department.						
A minimal decrease in expenditures of 3% (\$1,600) is expected.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Vital Records (2603)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
191-C Vital Records Specialist	1.00	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	2.00	2.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 118,103	\$ 88,251	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
<b>TOTAL REVENUES</b>	<b>\$ 118,103</b>	<b>\$ 88,251</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 113,885	\$ 104,493	\$ 86,054	\$ 86,054	\$ 82,654	\$ 82,654
Benefits	63,261	54,714	46,110	48,300	49,901	49,901
Purchase Services & Expenses	-	-	1,000	1,000	1,000	1,000
Supplies & Materials	1,743	4,581	3,000	3,000	3,000	3,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 178,889</b>	<b>\$ 163,788</b>	<b>\$ 136,164</b>	<b>\$ 138,354</b>	<b>\$ 136,555</b>	<b>\$136,555</b>

**ANALYSIS**

No changes to authorized positions for FY18.  
 FY18 Revenues and Expenditures are expecting no changes.

## Secondary Roads



Jon Burgstrum, County Engineer

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

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>	Secondary Roads	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$310,000
	<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
	Resident Contacts	300	300	350
	Permits	610	995	600

**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.

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To be Responsive to residents inquiries, complaints, or comments.	Contact resident or have attempted to make contact within 24 hours	100%	100%	100%	100%
To be Responsive to requests for Moving permits	Permit requests approved within 24 Hours	100%	100%	100%	100%
To Provide training for employee development	conduct seasonal safety meetings and send employees to classes for leadership development and certifications as they become available	100%	100%	100%	100%
Timely review of claims	To review claims and make payments within thirty days of invoice.	100%	100%	100%	100%
Evaluations	Timely completion of employee evaluations	98%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Engineering	<b>DEPT/PROG:</b>	Secondary Roads		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$515,000	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Project Preparation		3	6	6	7
Project Inspection		3	6	6	7
Projects Let		3	6	6	7

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To complete project plans accurately to prevent extra work orders.	Extra work order items limited to less than 10% of contract	100%	100%	100%	100%
Give staff the required training to allow them to accurately inspect and test materials during construction	Certification are 100% maintained	100%	100%	100%	100%
Prepare project plans to be let on schedule	100% of projects are let on schedule	100%	100%	100%	100%
Engineer's Estimates	Estimates for projects are within 10% of Contract	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Construction	<b>DEPT/PROG:</b>	Secondary Roads	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$1,591,000
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Bridge Replacement	2	3	3	3
Federal and State Dollars	\$280,000	\$280,000	\$2,500,000	\$260,000
Pavement Resurfacing	1	2	2	2
Culvert Replacement	3	4	5	1

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To make use of Federal and State funds for Bridge replacements within Federal and State Constraints	To not allow our bridge fund to exceed a 3 year limit	100%	100%	100%	100%
To fully utilize Federal and State FM dollars for road construction	Keep our State FM balance not more than two years borrowed ahead and to use all Federal funds as they become available.	100%	100%	100%	100%
Replace culverts as scheduled in five year plan	All culverts will be replaced as scheduled	100%	100%	100%	100%
Complete construction of projects	Complete construction of projects within 110% of contract costs	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Rock Resurfacing	<b>DEPT/PROG:</b>	Secondary Roads	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$1,150,000
	<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>		<b>PROJECTED</b>
	Blading - Miles	394	391	391
	Rock Program - Miles	120	120	120

**PROGRAM DESCRIPTION:**

To provide a safe, well-maintained road system by utilizing the latest in maintenance techniques and practices at a reasonable cost while providing the least possible inconvenience to the traveling public.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To insure adequate maintenance blading of gravel roads	Every mile of gravel road is bladed in accordance with established best practices when weather conditions permit.	100%	100%	100%	100%
Maintain a yearly rock resurfacing program to insure enough thickness of rock	Insure enough thickness of rock to avoid mud from breaking through the surface on 90% of all Gravel Roads (frost Boils excepted)	100%	100%	100%	100%
Provide instruction to Blade operators on proper techniques	Maintain proper crown and eliminate secondary ditches on 95% of gravel roads	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Snow and Ice Control	<b>DEPT/PROG:</b>	Secondary Roads	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$468,000
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Tons of salt used	1979.8	1700	1700	1700
Number of snowfalls less than 2"	12	15	15	15
Number of snowfalls between 2" and 6"	5	6	6	6
Number of snowfalls over 6"	3	3	3	3

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
In accordance with our snow policy, call in staff early after an overnight snow event	All snow routes will have one round complete within 2 hours of start time when event is 4 inches or less, within 3 hours when between 4 and 6 inches	100%	100%	100%	100%
Keep adequate stores of deicing materials and abrasives	Storage facilities not to be less than 20% of capacity	100%	100%	100%	100%
To make efficient use of deicing and abrasive materials.	Place deicing and abrasive materials on snow pack and ice within 2 hours of snow clearing.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Asset Management	<b>DEPT/PROG:</b>	Secondary Roads		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$406,000	
	<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	
		<b>2017-18</b>		<b>PROJECTED</b>	
Cost for Buildings and Grounds		\$248,043	\$1,768,338	\$85,000	\$90,000
Cost per unit for service		\$313	\$268	\$300	\$300
Average time of Service		120 minutes	120 minutes	180 minutes	180 minutes
Cost per unit for repair		\$403	\$393	\$450	\$450

**PROGRAM DESCRIPTION:**

To provide modern, functional and dependable equipment in a ready state of repair so that general maintenance of County roads can be accomplished at the least possible cost and without interruption.

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide resources to maintain a high level of aesthetic appeal to all Secondary Road buildings and property.	To maintain cost for Buildings and Grounds to within 10% of previous year. (Minus any capital Improvement)	100%	100%	100%	100%
To maintain high levels of service to Secondary Road Equipment.	Service equipment within 10% of Manufactured recommended Hours or miles	100%	100%	100%	100%
To perform cost effective repairs to Equipment	Cost of repairs per unit to below \$550	100%	100%	100%	100%
To maintain cost effective service	Cost of service per unit to below \$300	100%	100%	100%	100%
Office relocation and shop remodel project	Progress of project based on expenditures as related to Contract Amount	80%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Traffic Control	<b>DEPT/PROG:</b>	Secondary Roads		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$245,500	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Signs		7101	7101	7101	7101
Miles of markings		183	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain all signs and pavement markings	Hold cost per mile for signs, paint, and traffic signals to under \$325/mile	100%	100%	100%	100%
Maintain pavement markings to Federal standards	Paint all centerline each year and half of all edge line per year	100%	100%	100%	100%
Maintain all sign reflectivity to Federal Standards	Replace 95% of all signs at end of reflective coating warranty	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Road Clearing / Weed Spray	<b>DEPT/PROG:</b>	Secondary Roads	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$231,000
	<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>		<b>PROJECTED</b>
Roadside Miles		1148	1148	1148
Percent of Road Clearing Budget Expended		91.00%	85.00%	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$1,255,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Miles of Roadside		1148	1148	1148
Number of Bridges and Culverts over 48"		650	650	650

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain an active ditch cleaning program	Clean a minimum of 5500 lineal feet of ditch per year	100%	100%	100%	100%
Blade shoulders to remove edge rut	Bring up shoulders on all paved roads at least twice a year	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Macadam	<b>DEPT/PROG:</b> Secondary Roads		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$410,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of potential Macadam projects		25	25	25
Cost of Macadam stone per ton		\$7.75	\$7.90	\$7.90
Number of potential Stabilized Base projects		11	11	11
Cost per mile of Stabilized Projects		\$43,436	\$33,000	\$32,000

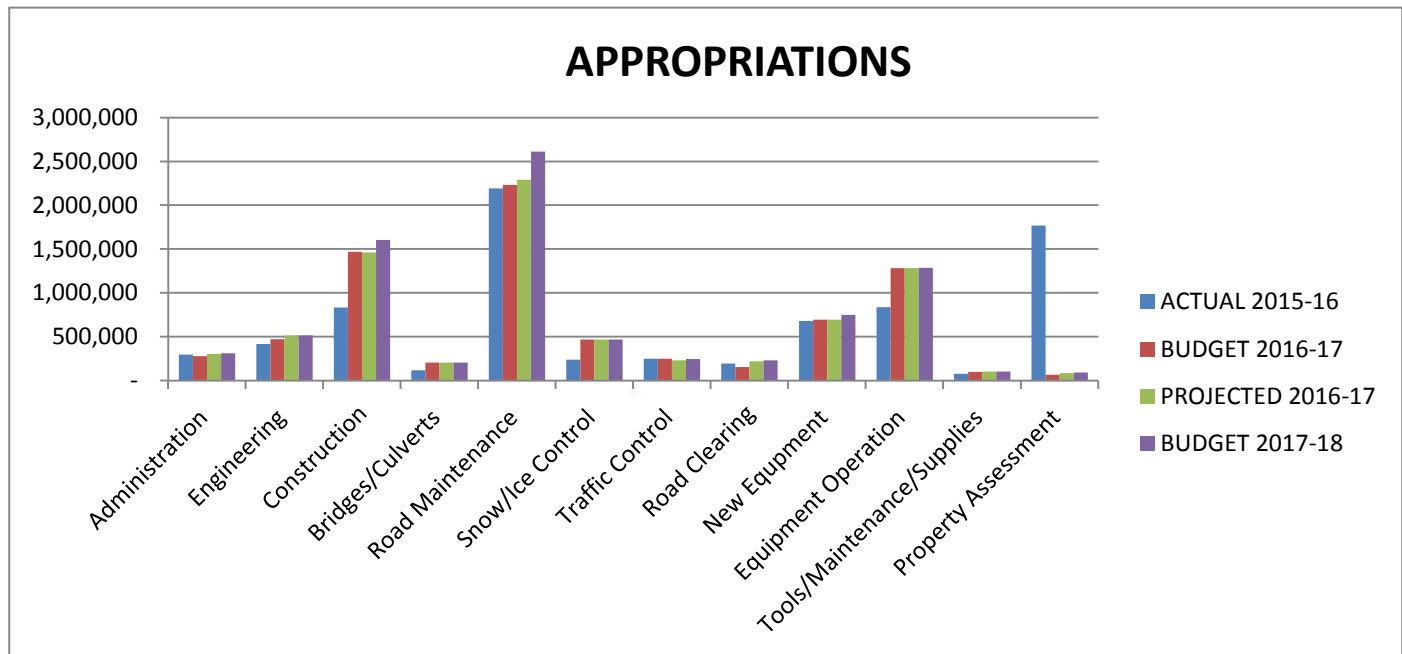
**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain an active Macadam and Stabilized Base program	Complete at least one macadam project per year and/or one Stabilized Base Project per year.	100%	100%	100%	100%
Review culverts on macadam project for adequate length	Extend short culverts as per hydraulic review	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Admin & Eng (2701)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
864-A County Engineer	1.00	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Engineer	1.00	1.00	1.00	1.00	1.00	1.00
300-A Engineering Aide II	2.00	2.00	2.00	2.00	2.00	2.00
204-A Office Leader	-	-	-	-	-	-
230-A Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
162-A Office Assistant	-	-	1.00	1.00	1.00	1.00
162-A Clerk III	0.25	0.25	-	-	-	-
Z Seasonal Engineering Intern	0.25	0.25	0.25	0.25	0.25	0.25
<b>TOTAL POSITIONS</b>	<b>5.50</b>	<b>5.50</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 3,622,774	\$ 4,470,567	\$ 4,029,053	\$ 4,188,913	\$ 4,351,340	\$ 4,351,340
Licenses and Permits	11,170	39,698	10,000	10,000	10,000	10,000
Charges for Services	6,381	2,782	1,000	1,000	1,000	1,000
Use of Money and Property	-	6,355	-	6,000	6,000	6,000
Miscellaneous	21,630	25,753	21,000	16,500	16,500	16,500
Other Financing Sources	-	-	70,000	7,500	70,000	70,000
<b>TOTAL REVENUES</b>	<b>\$ 3,661,955</b>	<b>\$ 4,545,155</b>	<b>\$ 4,131,053</b>	<b>\$ 4,229,913</b>	<b>\$ 4,454,840</b>	<b>\$ 4,454,840</b>
<b>APPROPRIATION SUMMARY:</b>						
Administration (7000)	\$ 190,492	\$ 296,535	\$ 278,523	\$ 303,000	\$ 310,000	\$ 310,000
Engineering (7010)	512,967	418,251	472,000	517,000	515,000	515,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 703,459</b>	<b>\$ 714,786</b>	<b>\$ 750,523</b>	<b>\$ 820,000</b>	<b>\$ 825,000</b>	<b>\$ 825,000</b>



**ANALYSIS**

There is no substantial change in this program area.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Roadway Construction (2702)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>APPROPRIATION SUMMARY:</b>						
Construction (0200)	\$ 496,805	\$ 832,671	\$ 1,470,000	\$ 1,461,301	\$ 1,605,000	\$ 1,605,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 496,805</b>	<b>\$ 832,671</b>	<b>\$ 1,470,000</b>	<b>\$ 1,461,301</b>	<b>\$ 1,605,000</b>	<b>\$ 1,605,000</b>

**ANALYSIS**

Roadway Construction appropriations are budgeted to increase \$140,700 - a 9.6% increase from the projected amount for FY17. The increase is due to a larger construction program because of the gas tax increase.



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Roadway Maintenance (2703)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
430-A Secondary Roads Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
316-B Roadside Veg Spec	-	-	-	-	0.75	0.75
213-B Crew Leader/Operator I	3.00	3.00	3.00	3.00	3.00	3.00
199-B Sign Crew Leader	1.00	1.00	1.00	1.00	1.00	1.00
174-B Heavy Equipment Operator III	7.00	7.00	7.00	7.00	7.00	7.00
174-B Roadside Veg. Tech	-	-	-	-	1.00	1.00
174-B Sign Crew Technician	1.00	1.00	1.00	1.00	1.00	1.00
163-B Truck Crew Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
153-B Truck Driver/Laborer	10.00	10.00	10.00	10.00	9.00	9.00
Z Seasonal Maintenance Worker	0.60	0.60	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>24.60</b>	<b>24.60</b>	<b>24.30</b>	<b>24.30</b>	<b>25.05</b>	<b>25.05</b>

<b>APPROPRIATION SUMMARY:</b>						
Bridges/Culverts (7100)	\$ 167,426	\$ 118,060	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000
Road Maintenance (7110)	2,027,143	2,191,607	2,231,500	2,289,000	2,610,000	2,610,000
Snow/Ice Control (7120)	350,468	236,201	468,000	468,000	468,000	468,000
Traffic Control (7130)	240,511	250,342	247,000	232,000	245,500	245,500
Road Clearing (7140)	177,008	194,749	155,000	221,000	231,000	231,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,962,556</b>	<b>\$ 2,990,959</b>	<b>\$ 3,306,500</b>	<b>\$ 3,415,000</b>	<b>\$ 3,759,500</b>	<b>\$ 3,759,500</b>

**ANALYSIS**

Roadway Maintenance appropriations are budgeted to increase by \$344,500 more than the projected budget for FY17. FTEs increase by one with the employment of a new Roadside Vegetation Tech. The increase is related to Integrated Roadside Vegetation Management (IRVM), pavement markings and increases in critical maintenance areas which are funded by the gas tax increase.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: General Roadway Exp (2704)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
417-A Fleet Manager	-	-	0.60	0.60	0.60	0.60
233-A Shop Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
187-B Mechanic	2.00	2.00	2.00	2.00	2.00	2.00
187-B Shop Control Clerk	1.00	1.00	1.00	1.00	1.00	1.00
143-B Service Technician	-	-	1.00	1.00	1.00	1.00
Z Eldridge Garage Caretaker	0.30	0.30	0.30	-	-	-
<b>TOTAL POSITIONS</b>	<b>4.30</b>	<b>4.30</b>	<b>5.90</b>	<b>5.60</b>	<b>5.60</b>	<b>5.60</b>

<b>APPROPRIATION SUMMARY:</b>						
New Equipment (7200) Equipment	\$ 480,552	\$ 679,469	\$ 695,000	\$ 695,000	\$ 750,000	\$ 750,000
Operation (7210) Tools/	992,195	838,531	1,281,500	1,281,500	1,287,500	1,287,500
Maintenance/Supplies (7220)	33,042	76,744	100,000	102,000	102,000	102,000
Property Assessment (7230)	267,654	1,768,437	65,000	85,000	90,000	90,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,773,443</b>	<b>\$3,363,181</b>	<b>\$2,141,500</b>	<b>\$2,163,500</b>	<b>\$2,229,500</b>	<b>\$2,229,500</b>

#### **ANALYSIS**

General Roadway Expenses are budgeted to increase by \$66,500 - a 3% increase. An increase in New Equipment accounts for \$55,000 of this overall increase. The department plans to purchase a new pick up truck (a delayed purchase from FY17) and possibly some IRVM equipment.

# Sheriff's Office

Tim Lane, Sheriff's Office



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

<b>ACTIVITY/SERVICE:</b>	Sheriff's Administration	<b>DEPARTMENT:</b>		Sheriff	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$588,641
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Ratio of administrative staff to personnel of < or = 4.5%		2.41	2.98%	3.00%	3.00%

**PROGRAM DESCRIPTION:**

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$3,287,070
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Number of traffic contacts		1851	1472	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To increase the number of hours of traffic safety enforcement/seat belt enforcement.	Complete 1,200 hours of traffic safety enforcement/seat belt enforcement.	776.5	691	1,000	1,200
Reduce the amount of traffic accidents in Scott County.	Reduce the number of traffic accidents from previous fiscal year.	313	311	295	280
Respond to calls for service in a timely manner	Respond to calls for service within 7.5 minutes	6.7	6.89	7.0	7.00

<b>ACTIVITY/SERVICE:</b>	Jail	<b>DEPARTMENT:</b>	Sheriff		
<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>	\$9,122,612
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Inmate instances of programming attendance		28,033	29,812	28,000	28,000
The number of inmate and staff meals prepared		325,935	331,306	330,000	325,000
Jail occupancy		301	307	300	300
Number of inmate/prisoner transports		946	2,056	1,850	1,850

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Operate a secure jail facility	Maintain zero escapes from the Jail facility	0	0	0	0
Operate a safe jail facility	Maintain zero deaths within the jail facility	0	0	0	0
Classification of prisoners	100 % of all prisoners booked into the Jail will be classified per direct supervision standards.	100	100	100	100

<b>ACTIVITY/SERVICE:</b>	Civil	<b>DEPARTMENT:</b>	Sheriff		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$409,800
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of attempts of service made.		19,070	18,112	18,500	18,500
Number of papers received.		11,668	11,441	11,500	11,500
Cost per civil paper received.		\$32.27	\$31.89	\$30.00	\$30.00

**PROGRAM DESCRIPTION:**

Serve civil paperwork in a timely manner.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Timely service for mental injunctions and protective orders	All mental injunctions and protective orders will be attempted the same day of receipt.	1	1	1	1
No escapes during transportation of mental committals	Zero escapes of mental committals during transportation to hospital facilities	0	0	0	0
Timely service of civil papers	Number of days civil papers are served. All civil papers will be attempted at least one time within the first 7 days of receipt.	1.84	2.5	3	3
Increase percentage of papers serviced	Successfully serve at least 93% of all civil papers received	95.0%	98.0%	95.0%	95.0%

<b>ACTIVITY/SERVICE:</b>	Investigations	<b>DEPARTMENT:</b>	Sheriff		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,132,707
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Crime Clearance Rate		61%	63%	60%	60%

**PROGRAM DESCRIPTION:**

Investigates crime for prosecution.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete home compliance checks on sex offenders in Scott County.	Complete 415 home compliance checks annually on sex offenders	409	269	415	415
To increase drug investigations by the Special Operations Unit	Investigate 140 new drug related investigations per quarter	123	146	130	140
To increase the number of follow up calls with victims of cases of sexual assault, child abuse and domestic violence.	Increase the number of follow up calls with reviewed sexual assault, child abuse and domestic violence cases by 100 per quarter	101	103	100	100
Increase burglary and theft investigations	100% of burglaries and thefts will be checked against local pawn shops' records	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Bailiff's	<b>DEPARTMENT:</b>	Sheriff		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$967,301
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of prisoners handled by bailiffs		8,627	9,911	10,750	10,750
Number of warrants served by bailiffs		899	1,170	1,350	1,350

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
No escapes during transporting inmates to and from court	Allow zero escapes when transporting inmates to and from court in the Scott County Complex	0	0	0	0
No escapes when transporting inmates from one facility to another	Allow zero escapes when transporting inmates from one facility to another	0	0	0	0
No weapons will be allowed in the Scott County Courthouse or Administration Building	Allow zero weapons into the Scott County Courthouse or Administration Building beginning January 1, 2011	0	0	0	0
No injuries to courthouse staff or spectators during trial proceedings	Ensure zero injuries to courthouse staff or spectators during trial proceedings	0	0	0	0



<b>ACTIVITY/SERVICE:</b>	Civil Support	<b>DEPARTMENT:</b>	Sheriff	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$387,069
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Maintain administrative costs to serve paper of < \$30		\$29.94	\$32.21	\$30.00
Number of civil papers received for service		11,668	11,441	11,500

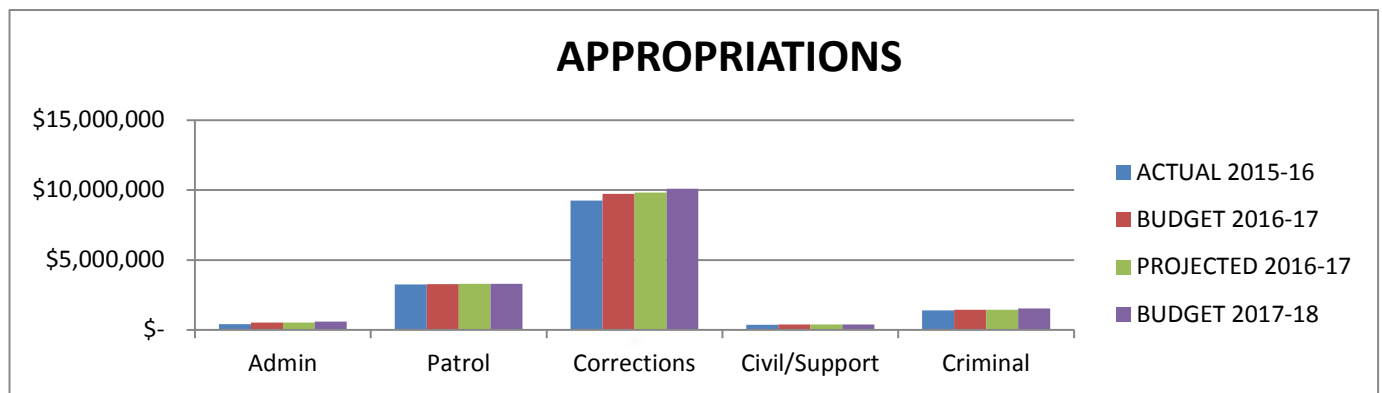
**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	<30	<30	<30
Timely process of protective orders and mental injunctions.	All protective orders and mental injunctions will be entered and given to a civil deputy for service the same business day of receipt.	1	1	1	1
Timely response to requests for reports/records	All report and record requests will be completed within 72 hours of receipt	<72	<72	<72	<72

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Sheriff Administration (28.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Sheriff	1.00	1.00	1.00	1.00	1.00	1.00
Y Chief Deputy	1.00	1.00	1.00	2.00	2.00	2.00
316-A Office Administrator	0.60	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	1.00
329-E Deputy	-	-	1.00	-	-	-
<b>TOTAL POSITIONS</b>	<b>3.60</b>	<b>3.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ 204	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
<b>TOTAL REVENUES</b>	<b>\$ 204</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 346,755	\$ 288,518	\$ 358,434	\$ 358,823	\$ 402,712	\$ 402,712
Benefits	104,734	98,026	124,832	129,264	151,791	151,791
Capital Outlay	-	5,885	670	670	670	670
Purchase Services & Expenses	17,422	15,952	19,570	19,670	19,670	19,670
Supplies & Materials	14,994	10,947	13,903	13,903	13,798	13,798
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 483,905</b>	<b>\$ 419,328</b>	<b>\$ 517,409</b>	<b>\$ 522,330</b>	<b>\$ 588,641</b>	<b>\$ 588,641</b>



**ANALYSIS**

FTEs increased by one Chief Deputy position which is added as part of a reorganization of the Sheriff's Office (the position of Jail Administrator is eliminated from the Corrections Division). One Deputy position was transferred to CID in FY17 and that change continues in the FY18 budget. Salaries and benefits increase due to increase in FTE.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Patrol (28.2801)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
519-A Captain	1.00	1.00	1.00	1.00	1.00	1.00
464-A Lieutenant	3.00	3.00	3.00	2.00	2.00	2.00
451-E Sergeant	4.00	4.00	4.00	4.00	4.00	4.00
451-E Training Sergeant	-	-	1.00	1.00	1.00	1.00
329-E Deputy	18.00	18.00	19.00	19.00	19.00	19.00
<b>TOTAL POSITIONS</b>	<b>26.00</b>	<b>26.00</b>	<b>28.00</b>	<b>27.00</b>	<b>27.00</b>	<b>27.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 24,983	\$ 197,044	\$ 48,900	\$ 43,500	\$ 43,500	\$ 43,500
Charges for Services	850	930	750	750	750	750
Miscellaneous	172,800	189,927	165,750	184,000	184,000	184,000
<b>TOTAL REVENUES</b>	<b>\$ 198,633</b>	<b>\$ 387,901</b>	<b>\$ 215,400</b>	<b>\$ 228,250</b>	<b>\$ 228,250</b>	<b>\$ 228,250</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 1,971,402	\$ 2,003,156	\$ 2,106,735	\$ 2,106,735	\$ 2,085,678	\$ 2,085,678
Benefits	705,303	739,742	777,390	805,933	845,558	845,558
Capital Outlay	21,429	185,419	25,305	25,305	29,805	29,805
Purchase Services & Expenses	186,073	176,610	183,070	173,871	138,410	138,410
Supplies & Materials	163,428	149,686	185,069	185,069	187,619	187,619
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 3,047,635</b>	<b>\$ 3,254,613</b>	<b>\$ 3,277,569</b>	<b>\$ 3,296,913</b>	<b>\$ 3,287,070</b>	<b>\$ 3,287,070</b>
<b>ANALYSIS</b>						
One Lieutenant position has been eliminated. Overall appropriations are reduced by \$9,843 from the Projected FY17 budget.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Corrections Division (28.2802/2806)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
705-A Jail Administrator	1.00	1.00	-	-	-	-
540-A Assistant Jail Administrator	1.00	1.00	1.00	1.00	1.00	1.00
449-A Corrections Captain	-	-	-	-	-	-
406-A Shift Commander (Corrections Lieutenant)	2.00	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	14.00
332-A Food Service Manager	1.00	1.00	1.00	1.00	1.00	1.00
323-A Program Services Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
289-A Classification Specialist	2.00	2.00	2.00	2.00	2.00	2.00
262-A Lead Bailiff	1.00	1.00	1.00	1.00	1.00	1.00
246-H Correction Officer	59.00	59.00	59.00	59.00	59.00	59.00
220-A Bailiffs	12.40	12.40	12.40	12.40	12.40	12.40
220-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00	1.00
198-A Alternative Sentence Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
198-A Senior Clerk	-	-	-	-	-	-
177-C Inmate Services Clerk	1.00	1.00	1.00	1.00	1.00	1.00
176-H Jail Custodian/Correction Officer	4.00	4.00	4.00	4.00	4.00	4.00
176-C Cook	3.60	3.60	3.60	4.00	4.00	4.00
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>106.00</b>	<b>107.00</b>	<b>107.40</b>	<b>107.40</b>	<b>107.40</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 78,321	\$ 71,773	\$ 81,487	\$ 79,719	\$ 79,364	\$ 79,364
Charges for Services	1,323,397	896,322	601,750	585,500	565,500	565,500
Miscellaneous	14,172	42,189	12,500	12,500	12,500	12,500
<b>TOTAL REVENUES</b>	<b>\$ 1,415,890</b>	<b>\$ 1,010,284</b>	<b>\$ 695,737</b>	<b>\$ 677,719</b>	<b>\$ 657,364</b>	<b>\$ 657,364</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 5,968,826	\$ 6,020,465	\$ 6,227,720	\$ 6,254,720	\$ 6,353,394	\$ 6,353,394
Benefits	2,176,538	2,199,185	2,341,268	2,430,990	2,619,117	2,619,117
Capital Outlay	25,078	47,115	49,715	49,715	55,655	55,655
Purchase Services & Expenses	391,290	459,891	424,850	402,988	394,920	394,920
Supplies & Materials	692,561	526,920	681,072	681,072	666,827	666,827
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 9,254,293</b>	<b>\$ 9,253,576</b>	<b>\$ 9,724,625</b>	<b>\$ 9,819,485</b>	<b>\$ 10,089,913</b>	<b>\$ 10,089,913</b>

**ANALYSIS**

The position of Jail Administrator has been eliminated as part of a reorganization of the Sheriff's Office. The functions of that position have been moved to a new Chief Deputy Sheriff position.

Charges for Services are projected to continue a downward trend, seeing a reduction of \$38,373 from the amount budgeted in FY17. This trend is due to housing fewer Federal prisoners in the Scott County jail.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Support Services Division (28.2804)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
464-A Lieutenant	-	-	-	-	-	-
300-A Chief Telecommunications Operator	-	-	-	-	-	-
316-A Office Administrator	0.40	0.40	0.40	0.40	0.40	0.40
271-A Office Administrator	-	-	-	-	-	-
271 -Lead Public Safety Dispatcher	-	-	-	-	-	-
252-A Public Safety Dispatcher	-	-	-	-	-	-
191-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk	1.00	1.00	1.00	1.00	1.00	1.00
162-A Warrant Clerk	-	-	-	-	-	-
162-A Clerk III	3.50	3.60	3.60	3.60	3.60	3.60
<b>TOTAL POSITIONS</b>	<b>5.90</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>REVENUE SUMMARY:</b>						
Licenses & Permits	\$ 64,078	\$ 156,687	\$ 62,750	\$ 97,750	\$ 92,750	\$ 92,750
Charges for Services	320	343	600	600	600	600
Miscellaneous	147	145	200	200	200	200
<b>TOTAL REVENUE</b>	<b>\$ 64,545</b>	<b>\$ 157,175</b>	<b>\$ 63,550</b>	<b>\$ 98,550</b>	<b>\$ 93,550</b>	<b>\$ 93,550</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 238,281	\$ 253,975	\$ 257,113	\$ 257,113	\$ 264,123	\$ 264,123
Benefits	99,415	108,463	109,908	114,558	109,951	109,951
Capital Outlay	2,325	2,248	2,325	2,325	2,325	2,325
Purchase Services & Expenses	2,657	2,520	3,995	3,995	3,995	3,995
Supplies & Materials	6,647	6,853	6,675	6,675	6,675	6,675
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 349,325</b>	<b>\$ 374,059</b>	<b>\$ 380,016</b>	<b>\$ 384,666</b>	<b>\$ 387,069</b>	<b>\$ 387,069</b>
<b>ANALYSIS</b>						
There are no substantial changes in this department from the FY17 budget.						

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Criminal Investigations Division(2803/2805)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
519-A Captain	-	-	-	-	-	-
464-A Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00
451-E Sergeant	2.00	2.00	2.00	2.00	2.00	2.00
329-E Deputy	13.00	11.00	10.00	11.00	11.00	11.00
<b>TOTAL POSITIONS</b>	<b>16.00</b>	<b>14.00</b>	<b>13.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>
<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 231,645	\$ 219,598	\$ 58,979	\$ 105,979	\$ 98,979	\$ 98,979
Charges for Services	306,621	228,926	224,500	224,000	224,500	224,500
Miscellaneous	29,785	18,636	22,500	17,500	22,500	22,500
<b>TOTAL REVENUES</b>	<b>\$ 568,051</b>	<b>\$ 467,160</b>	<b>\$ 305,979</b>	<b>\$ 347,479</b>	<b>\$ 345,979</b>	<b>\$ 345,979</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 1,001,715	\$ 971,495	\$ 967,326	\$ 967,326	\$ 1,054,397	\$ 1,054,397
Benefits	353,785	346,996	365,686	378,382	396,595	396,595
Purchase Services & Expenses	41,544	34,737	43,062	34,293	30,087	30,087
Supplies & Materials	67,964	46,325	58,428	58,428	61,428	61,428
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,465,008</b>	<b>\$ 1,399,553</b>	<b>\$ 1,434,502</b>	<b>\$ 1,438,429</b>	<b>\$ 1,542,507</b>	<b>\$ 1,542,507</b>
<b>ANALYSIS</b>						
One Deputy position was transferred to CID from Administration in FY17, and that transfer is reflected to continue in FY18. There are no other substantial changes in this department from the FY17 budget.						

# Board of Supervisors



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

<b>ACTIVITY/SERVICE:</b>	Legislative Policy and Policy Dev	<b>DEPT/PROG:</b> BOS			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> All Residents			
<b>BOARD GOAL:</b>	All	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$201,781	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of special meetings with brds/comm and agencies		24	39	35	35
Number of agenda discussion items		67	74	70	70
Number of agenda items for Board goals		47	56	50	50
Number of special non-biweekly meetings		45	41	40	40

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	96%	94%	95%	95%

<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> 134,520
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Attendance of members at Bi-State Regional Commission	32/36	34/36	34/36	34/36
Attendance of members at State meetings	95%	80%	75%	75%
Attendance of members at boards and commissions mtgs	89%	87%	88%	88%
Attendance of members at city council meetings	na	16/16	na	16/16

**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.

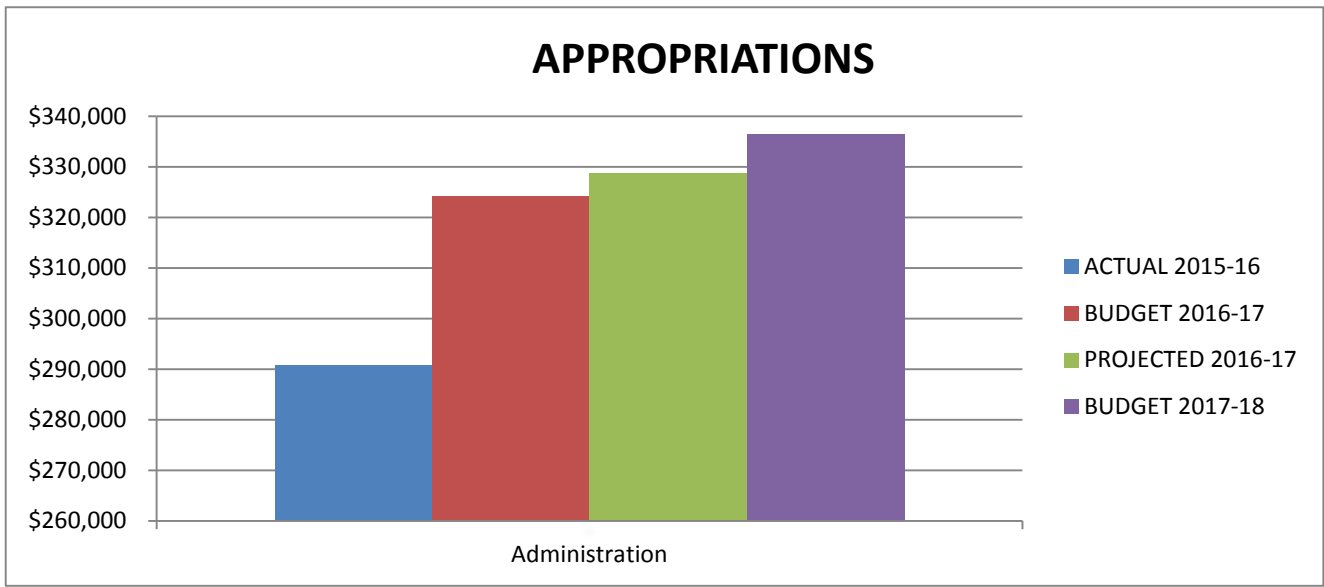
<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Board members serve as ambassadors for the County and strengthen intergovernmental relations.	Percent attendance of board members at intergovernmental meetings.	95%	97%	95%	95%



FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Legislation & Policy (29.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Chair, Board of Supervisors	1.00	1.00	1.00	1.00	1.00	1.00
X Member, Board of Supervisors	4.00	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

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

<b>APPROPRIATION SUMMARY:</b>							
Salaries	\$	208,834	\$	211,616	\$	214,001	\$
Benefits		71,550		73,836		78,584	
Purchase Services & Expenses		7,568		4,787		30,700	
Supplies & Materials		610		605		825	
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>288,562</b>	<b>\$</b>	<b>290,844</b>	<b>\$</b>	<b>324,110</b>	<b>\$</b>



**ANALYSIS**

The 2017 budget has been adjusted to the recommended increase to reflect proposed consultation on strategic planning.

# 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	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$575,981
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Issue tax/SA statements and process payments		191,036	188,783	195,000	195,000
Issue tax sale certificates		2,396	1,037	1,200	1,200
Process elderly tax credit applications		1,501	670	700	700

**PROGRAM DESCRIPTION:**

Collect all property taxes and special assessments due within Scott County. Report to each taxing authority the amount collected for each fund. Send, before the 15th of each month, the amount of tax revenue, special assessments, and other moneys collected for each taxing authority in the County for direct deposit into the depository of their choice.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	95.49%	88.24%	85.00%	85.00%

<b>ACTIVITY/SERVICE:</b>	Motor Vehicle Reg - Courthouse	<b>DEPARTMENT:</b>	Treasurer	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$627,047
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
		<b>2017-18</b>		<b>PROJECTED</b>
Number of vehicle renewals processed		162,763	150,450	160,000
Number of title and security interest trans. processed		70,031	80,842	80,000
Number of junking & misc. transactions processed		12,284	20,175	12,000

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 85% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	95.49%	88.24%	85.00%	85.00%
Retain \$1.5 million in Motor Vehicle revenues.	Maximize revenue retained by the County.	\$1,497,835	\$1,653,925	\$1,648,000	\$1,708,000

<b>ACTIVITY/SERVICE:</b>	County General Store	<b>DEPARTMENT:</b>	Treasurer	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$474,407
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</b>
				<b>PROJECTED</b>
Total dollar amount of property taxes collected		20,328,540	13,749,642	13,000,000
Total dollar amount of motor vehicle plate fees collected		6,852,904	8,108,435	7,000,000
Total dollar amt of MV title & security interest fees collected		3,180,049	5,466,221	3,500,000

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	85.36%	79.79%	85%	85.00%
Process at least 4.5% of property taxes collected.	Provide an alternative site for citizens to pay property taxes.	7.07%	4.81%	4.50%	4.50%
Process at least 29% of motor vehicle plate fees collected.	Provide an alternative site for citizens to pay MV registrations.	25.89%	28.40%	27%	27.00%

<b>ACTIVITY/SERVICE:</b>	Accounting/Finance	<b>DEPARTMENT:</b>	Treasurer		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Residents		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$505,607	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of receipts issued		8,582	9,774	8,500	8,500
Number of warrants/checks paid		10,753	10,926	11,000	11,000
Dollar amount available for investment annually		425,155,861	441,687,372	450,000,000	450,000,000

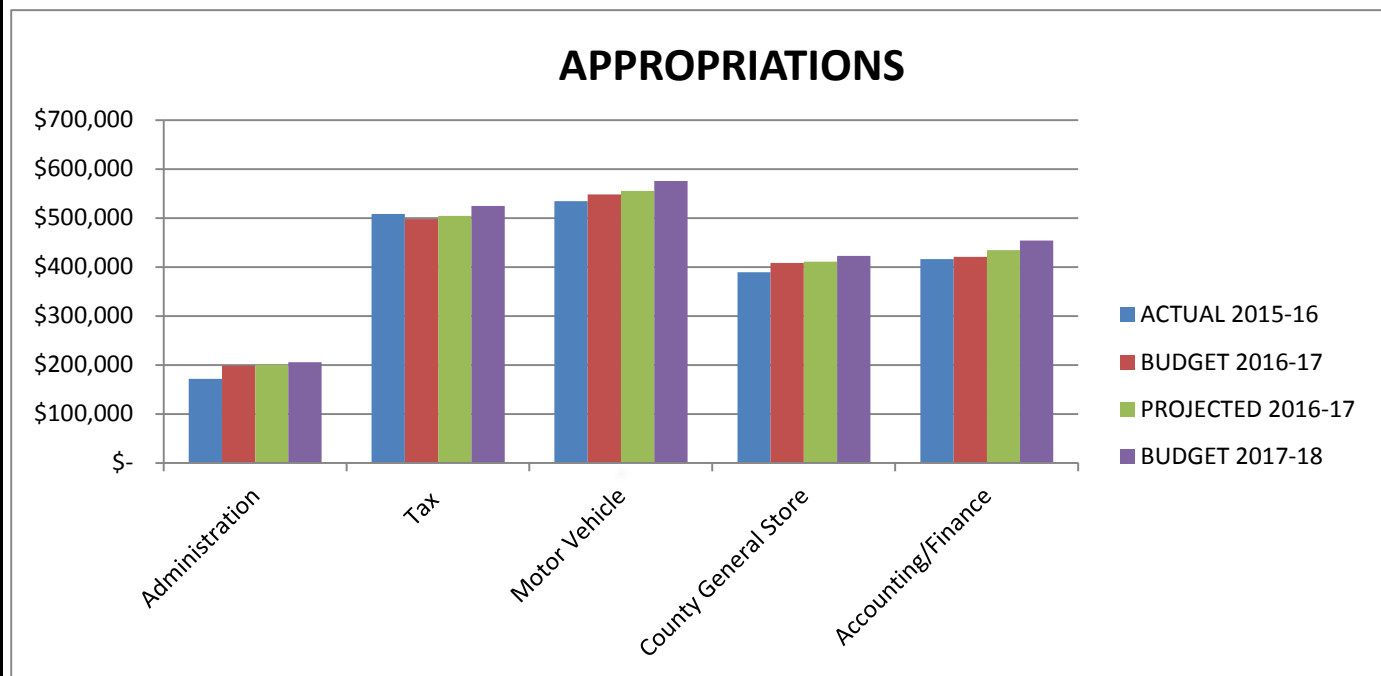
**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	75%	75%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Treasurer Administration (30.1000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
X Treasurer	1.00	1.00	1.00	1.00	1.00	1.00
611-A Financial Management Supervisor	0.30	0.30	0.30	0.30	0.30	0.30
556-A Operations Manager	0.30	0.30	0.30	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

<b>APPROPRIATION SUMMARY:</b>							
Salaries	\$ 81,100	\$ 124,816	\$ 142,330	\$ 142,330	\$ 145,705	\$ 145,705	
Benefits	31,699	42,492	46,852	48,460	50,305	50,305	
Purchase Services & Expenses	5,493	3,710	8,180	8,130	8,130	8,130	
Supplies & Materials	716	914	1,350	1,400	1,400	1,400	
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 119,008</b>	<b>\$ 171,932</b>	<b>\$ 198,712</b>	<b>\$ 200,320</b>	<b>\$ 205,540</b>	<b>\$ 205,540</b>	



**ANALYSIS**

FY18 has no organizational changes.

Budget for salaries, benefits and materials nominal increase (>1%)

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Tax Collection (3001)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Operations Manager	0.30	0.30	0.30	0.30	0.30	0.30
332-A Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50	0.50
151-C Multi-Service Clerk	6.50	6.50	6.50	6.50	6.50	6.50
<b>TOTAL POSITIONS</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>

<b>REVENUE SUMMARY:</b>						
Penalties & Interest on Taxes	\$ 715,763	\$ 725,336	\$ 780,000	\$ 580,000	\$ 580,000	\$ 580,000
Charges for Services	185,059	261,048	183,400	205,100	204,400	204,400
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 900,822</b>	<b>\$ 986,384</b>	<b>\$ 963,400</b>	<b>\$ 785,100</b>	<b>\$ 784,400</b>	<b>\$ 784,400</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 438,264	\$ 329,933	\$ 322,988	\$ 322,988	\$ 329,150	\$ 329,150
Benefits	176,466	144,423	144,101	150,563	164,476	164,476
Capital Outlay	-	9,093	1,170	1,170	1,170	1,170
Purchase Services & Expenses	10,599	8,075	11,350	11,350	11,350	11,350
Supplies & Materials	14,767	17,245	18,450	18,450	18,450	18,450
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 640,096</b>	<b>\$ 508,769</b>	<b>\$ 498,059</b>	<b>\$ 504,521</b>	<b>\$ 524,596</b>	<b>\$ 524,596</b>

**ANALYSIS**

FY18 no organizational changes.

No increase funding requested for capital purchases, expenses, or supplies and materials.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Motor Vehicle Courthouse (3002)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Operations Manager	0.30	0.30	0.30	0.30	0.30	0.30
332-A Motor Vehicle Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
151-C Multi-clerk	6.50	6.50	6.50	6.50	6.50	6.50
<b>TOTAL POSITIONS</b>	<b>7.80</b>	<b>7.80</b>	<b>7.80</b>	<b>7.80</b>	<b>7.80</b>	<b>7.80</b>
<b>REVENUE SUMMARY:</b>						
Charges for Services	\$ 1,505,094	\$ 1,629,972	\$ 1,563,550	\$ 1,656,550	\$ 1,716,550	\$ 1,716,550
Miscellaneous	60	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,505,154</b>	<b>\$ 1,629,972</b>	<b>\$ 1,563,550</b>	<b>\$ 1,656,550</b>	<b>\$ 1,716,550</b>	<b>\$ 1,716,550</b>
<b>APPROPRIATION SUMMARY</b>						
Salaries	\$ 242,935	\$ 344,929	\$ 355,686	\$ 355,686	\$ 362,477	\$ 362,477
Benefits	108,220	158,875	162,392	169,719	182,855	182,855
Purchase Services & Expenses	964	1,350	3,130	3,130	3,130	3,130
Supplies & Materials	27,181	29,297	27,200	27,200	27,200	27,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 379,300</b>	<b>\$ 534,451</b>	<b>\$ 548,408</b>	<b>\$ 555,735</b>	<b>\$ 575,662</b>	<b>\$ 575,662</b>
<b>ANALYSIS</b>						
<p>FY18 no organizational changes.</p> <p>Budget request is unchanged from current year for purchases.</p> <p>Budget forecasts a \$60,000 revenue increase in vehicle registration due to change in state law. Most pick-up trucks will no longer be registered as farm-vehicle at the reduced rate.</p>						



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: County General Store (3003)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
556-A Operations Manager	0.10	0.10	0.10	0.10	0.10	0.10
382-A County General Store Manager	1.00	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00	1.00
151-C Multi-Service Clerk	4.00	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>	<b>6.10</b>

<b>REVENUE SUMMARY:</b>						
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 267,100	\$ 277,538	\$ 285,791	\$ 285,791	\$ 287,841	\$ 287,841
Benefits	85,081	82,039	84,658	87,113	97,096	97,096
Purchase Services & Expenses	40,308	27,798	34,860	34,860	34,860	34,860
Supplies & Materials	2,832	2,024	3,225	3,225	3,225	3,225
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 395,321</b>	<b>\$ 389,399</b>	<b>\$ 408,534</b>	<b>\$ 410,989</b>	<b>\$ 423,022</b>	<b>\$ 423,022</b>

#### **ANALYSIS**

FY18 no organizational change.

Budget request unchanged from prior year for service and supply purchases.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Accounting/Finance (3004)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
611-A Financial Management Supervisor	0.70	0.70	0.70	0.70	0.70	0.70
332-A Tax Accounting Specialist	0.50	0.50	0.50	0.50	0.50	0.50
191-C Cashier	1.00	1.00	1.00	1.00	1.00	1.00
177-C Accounting Clerk	3.00	3.00	3.00	3.00	3.00	3.00
<b>TOTAL POSITIONS</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>

<b>REVENUE SUMMARY:</b>						
Use of Money & Property	\$ 67,411	\$ 77,432	\$ 175,000	\$ 125,000	\$ 140,000	\$ 140,000
Miscellaneous	9,323	9,882	9,250	9,250	9,250	9,250
<b>TOTAL REVENUES</b>	<b>\$ 76,734</b>	<b>\$ 87,314</b>	<b>\$ 184,250</b>	<b>\$ 134,250</b>	<b>\$ 149,250</b>	<b>\$ 149,250</b>
<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 270,201	\$ 274,307	\$ 281,852	\$ 281,852	\$ 287,612	\$ 287,612
Benefits	80,079	93,416	91,049	94,659	108,810	108,810
Purchase Services & Expenses	43,396	47,042	45,250	55,250	55,250	55,250
Supplies & Materials	2,015	1,845	2,550	2,550	2,550	2,550
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 395,691</b>	<b>\$ 416,610</b>	<b>\$ 420,701</b>	<b>\$ 434,311</b>	<b>\$ 454,222</b>	<b>\$ 454,222</b>

**ANALYSIS**

FY18 no organizational changes.

Projected \$15,000 increase from property use revenue. Revenue forecast influenced by proposed changes in interest rate by Federal Reserve.

## BI-STATE REGIONAL COMMISSION

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

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

<b>ACTIVITY/SERVICE:</b>	Metropolitan Planning Organization (MPO)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$27,074
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Urban Transportation Policy & Technical Committee meetings		15	18	14	14
Urban Transportation Improvement Program document		1	1	1	1
Mississippi River Crossing meetings		6	5	6	6
Bi-State Trail Committee & Air Quality Task Force meetings		9	8	8	8

**PROGRAM DESCRIPTION:**

Regional Urban Transportation Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Road & trail construction; Bridge coordination, air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$7.2 Million of transportation improvement programmed	\$9.7Million of transportation improvement programmed	\$9.7Million of transportation improvement programmed	\$4.2 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>	\$2,320
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Region 9 Transportation Policy & Technical Committee meetings		6	6	6	6
Region 9 Transportation Improvement Program document		1	1	1	1
Transit Development Plan		1	1	1	1

**PROGRAM DESCRIPTION:**

Regional Rural Transportation Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Road & trail construction; air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$2.5 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed	\$1.8 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>	\$30,151
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Comprehensive Economic Development Strategy document		1	1	2	1
Maintain Bi-State Regional data portal & website		1	1	1	1
EDA funding grant applications		1	1	2	1
Small Business Loans in region		4	3	4	4

**PROGRAM DESCRIPTION:**

Regional Economic Development Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%
Protect and expand existing Rock Island Arsenal functions and support systems	Regional coordination, cooperation and communication for legislative technical assistance contracts	100%	100%	100%	0%

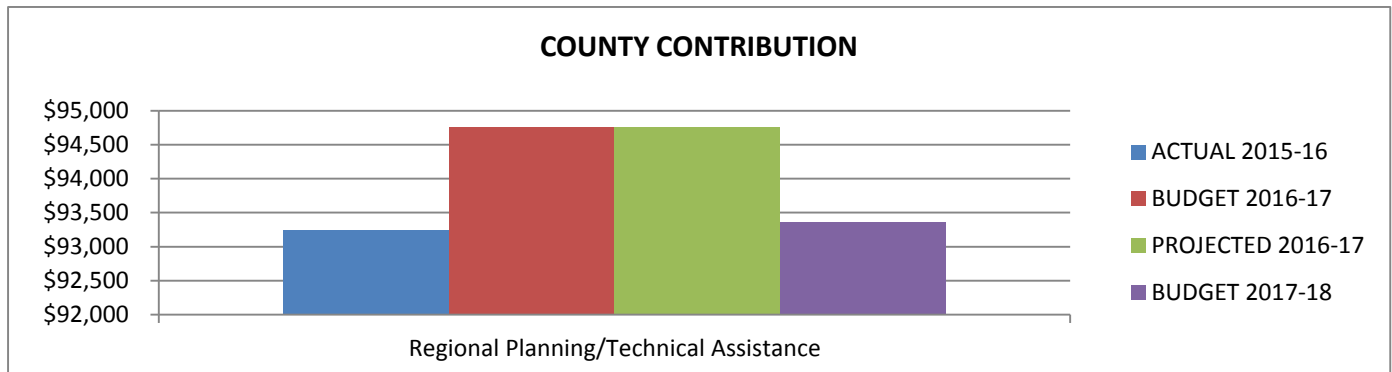
<b>ACTIVITY/SERVICE:</b>	Regional Services	<b>DEPARTMENT:</b>		Bi-State	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		All Urban	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$34,810
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Joint purchasing bids and purchases		19	19	19	19
Administrator/Elected/Department Head meetings		27	39	25	25

**PROGRAM DESCRIPTION:**

Coordination of Intergovernmental Committees & Regional Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Regional coordination, cooperation and communication for implementation of joint efforts	Maintain the region's cooperation and cost savings in joint efforts	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Regional Plan/Tech Assistance (3600)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>24.50</b>	<b>24.50</b>	<b>24.00</b>	<b>23.50</b>	<b>23.50</b>	<b>23.50</b>
<b>REVENUE SUMMARY:</b>						
Membership Fees	\$ 304,901	\$ 309,406	\$ 317,219	\$ 315,523	\$ 315,523	\$ 315,523
Charges for Services	507,204	488,997	484,758	480,146	514,709	514,709
Federal/State Funding	219,228	192,042	127,565	214,755	136,764	136,764
Transportation	930,093	863,524	900,958	933,907	976,728	976,728
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,961,426</b>	<b>\$ 1,853,969</b>	<b>\$ 1,830,500</b>	<b>\$ 1,944,331</b>	<b>\$ 1,943,724</b>	<b>\$ 1,943,724</b>
Scott County Contribution	89,351	93,238	94,755	94,755	93,355	93,355
<b>TOTAL REVENUES</b>	<b>\$ 2,050,777</b>	<b>\$ 1,947,207</b>	<b>\$ 1,925,255</b>	<b>\$ 2,039,086</b>	<b>\$ 2,037,079</b>	<b>\$ 2,037,079</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 1,663,454	\$ 1,559,517	\$ 1,731,010	\$ 1,725,296	\$ 1,725,034	\$ 1,725,034
Equipment	5,641	-	5,000	-	-	-
Expenses	231,039	301,059	250,128	259,508	237,608	237,608
Occupancy	55,421	55,421	55,421	55,421	55,421	55,421
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,955,555</b>	<b>\$ 1,915,997</b>	<b>\$ 2,041,559</b>	<b>\$ 2,040,225</b>	<b>\$ 2,018,063</b>	<b>\$ 2,018,063</b>



#### ANALYSIS

The dues for participating member governments are set by the Bi-State Board. The Scott County contribution is decreasing by \$13,400 because that was funding for Hurt-Norton, the lobbyists for the Rock Island Arsenal and their contract was changed so it no longer passes through Bi-State.

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</b>
				<b>PROJECTED</b>
Unduplicated # Served (enrolled and not enrolled)	938	1,443	1,338	1,500
# of clients at low or extremely low income (federal stds/enrolled clients)	na	941	1,070	1,100
Total Client Contacts (directly with and on behalf of clients enrolled and not enrolled)	12,240	19,868	11,506	11,506
# of clients contacted (mental health issues/resources requested)	na	425	500	600
# of rural vs urban clients	N/A	N/A	250:1088	275:1225
# of clients being enrolled in Federal and State benefit programs (Medicare, Medicaid, Food Assistance, Elderly Waiver, etc...)	N/A	986	630	650

**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*

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Client maintains a level of independence and remains at home for a longer length of time.	80% of the clients enrolled in the program will be in their home at the end of the fiscal year.	N/A	1030/1443 or 71%	80%	80%



<b>ACTIVITY/SERVICE:</b>	Adult Day Services	<b>DEPARTMENT:</b> CASI 29.3903		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 228		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$48,136	
<b>OUTPUTS</b>		<b>2014-15 ACTUAL</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 PROJECTED</b>
		<b>2017-18 PROJECTED</b>		
Unduplicated participants		94	96	122
# of male/female participants		N/A	N/A	10/112
# of Veteran participants		N/A	N/A	N/A
Admissions		31	37	53
Age of participants:				
50-60 years old		N/A	N/A	10
61-70 years old		N/A	N/A	90
71-80 years old		N/A	N/A	19
81-90 years old		N/A	N/A	3

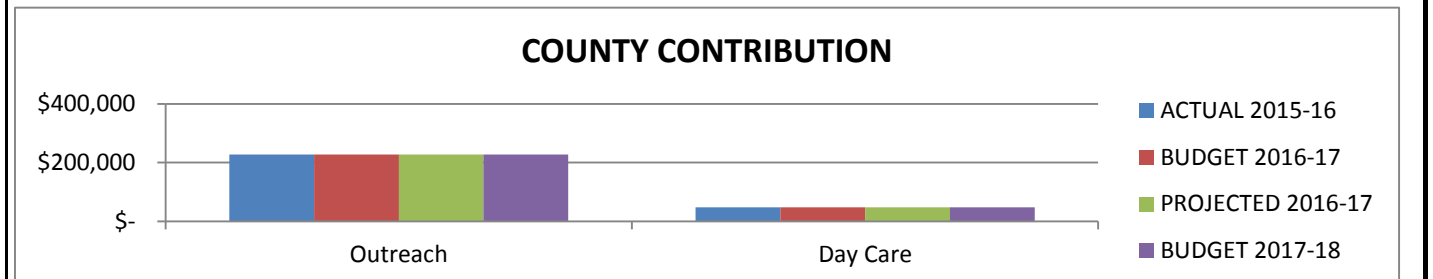
**PROGRAM DESCRIPTION:**

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>2014-15 ACTUAL</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 PROJECTED</b>	<b>2017-18 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Program will increase the caregivers' quality of life by providing caregiver respite.	98% of caregivers will be satisfied with program and report improved quality of life. Results will be measured by surveys done twice a year.	97%	97%	97%	98%
Participants become involved with a number of planned and spontaneous activities based on their personal interests and abilities.	95% of all participants are engaged in 3 or more daily activities. This outcome will be measured by activity participation records.	97%	97%	95%	95%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Outreach to Older Persons (39.3901)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
Director of Senior Services	1.00	1.00	1.00	1.00	1.00	1.00
Senior Advocates	5.00	5.00	5.00	5.75	7.00	7.00
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.75</b>	<b>8.00</b>	<b>8.00</b>

<b>REVENUE SUMMARY:</b>						
Medicaid Waiver ADC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Title III B	14,117	14,117	15,400	15,400	15,400	15,400
Veteran's Administration	-	-	-	-	-	-
United Way	39,935	35,253	35,253	35,253	35,253	35,253
Contributions	-	700	900	900	900	900
Miscellaneous	-	69	-	-	-	-
CDBG	-	1,347	-	-	-	-
Project Income	-	-	-	-	-	-
Supplemental Grants	-	-	-	-	-	-
ADC meals	-	-	-	-	-	-
Admin Revenue Allocation	135,305	135,305	135,305	135,305	135,305	135,305
Transportation/ADC	-	-	-	-	-	-
<b>SUB-TOTAL REVENUES</b>	<b>\$ 189,357</b>	<b>\$ 186,791</b>	<b>\$ 186,858</b>	<b>\$ 186,858</b>	<b>\$ 186,858</b>	<b>\$ 186,858</b>
Scott County Contribution	\$ 117,317	\$ 227,114	\$ 227,114	\$ 227,114	\$ 227,114	\$ 227,114
<b>TOTAL REVENUES</b>	<b>\$ 306,674</b>	<b>\$ 413,905</b>	<b>\$ 413,972</b>	<b>\$ 413,972</b>	<b>\$ 413,972</b>	<b>\$ 413,972</b>
<b>APPROPRIATION SERVICES</b>						
Personal Services	\$ 326,668	\$ 391,960	\$ 395,487	\$ 395,487	\$ 395,487	\$ 395,487
Expenses	3,220	-	-	-	-	-
Supplies	1,089	206	4,476	4,476	4,476	4,476
Occupancy	3,918	898	1,050	1,050	1,050	1,050
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 334,895</b>	<b>\$ 393,064</b>	<b>\$ 401,013</b>	<b>\$ 401,013</b>	<b>\$ 401,013</b>	<b>\$ 401,013</b>



**ANALYSIS**

The Center for Active Seniors (CASI) provides a variety of services for seniors in Scott County. The Outreach and Adult Day Care programs receive funding from the county. The Outreach program helps seniors remain in their homes longer, avoiding premature nursing home placement.

CASI received national accreditation and continues to prepare for the large number of baby boomers aging and retiring. They continue to do a great deal of public awareness and outreach, promoting their services. The FY18 budget shows revenues and expenses remaining flat when compared to the FY17 budgeted levels.

Scott County Community Services department houses an outreach worker to assist with senior citizens with mental health issues. The mental health region will continue to fund the outreach worker at the level of \$61,500. The total funding for the Outreach program provided by the county remains flat at \$227,114.

**Issues:**

1. Implement actions steps from the Strategic Plan.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Day Care/Older Persons (39.3903)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Adult Day Center Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Adult Day Center Assistant Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Adult Day Center Nursing Assistant	-	-	-	-	-	-
Adult Day Center Facilitators	6.00	6.00	6.30	6.50	7.50	7.50
Adult Day Center Aides	-	-	-	-	-	-
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.30</b>	<b>8.50</b>	<b>9.50</b>	<b>9.50</b>
<b>REVENUE SUMMARY:</b>						
Medicaid Waiver ADC	\$ 84,063	\$ 69,323	\$ 77,581	\$ 77,581	\$ 77,581	\$ 77,581
Title III B	21,963	22,403	21,052	21,052	21,052	21,052
Veteran's Administration	69,820	72,021	\$ 90,192	90,192	\$ 90,192	\$ 90,192
United Way	11,390	10,967	10,968	10,968	10,968	10,968
Contributions	6,665	5,525	-	-	-	-
Miscellaneous	-	-	-	-	-	-
CDBG	-	-	-	-	-	-
Project Income	168,505	169,643	171,455	171,455	171,455	171,455
Supplemental Grants	6,041	-	-	6,000	-	-
ADC meals	11,204	10,739	16,097	16,097	16,097	16,097
Admin Revenue Allocation	284,853	284,853	284,853	284,853	284,853	284,853
Transportation/ADC	2,741	2,692	2,700	2,700	2,700	2,700
<b>SUB-TOTAL REVENUES</b>	<b>\$ 667,245</b>	<b>\$ 648,166</b>	<b>\$ 674,898</b>	<b>\$ 680,898</b>	<b>\$ 674,898</b>	<b>\$ 674,898</b>
Scott County Contribution	26,586	48,136	48,136	48,136	48,136	48,136
<b>TOTAL REVENUES</b>	<b>\$ 693,831</b>	<b>\$ 696,302</b>	<b>\$ 723,034</b>	<b>\$ 729,034</b>	<b>\$ 723,034</b>	<b>\$ 723,034</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 538,778	\$ 565,533	\$ 596,336	\$ 596,336	\$ 596,336	\$ 596,336
Equipment	-	-	-	-	-	-
Expenses	61,909	56,421	55,417	55,417	55,417	55,417
Supplies	4,330	4,772	4,708	4,708	4,708	4,708
Occup	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 605,017</b>	<b>\$ 626,726</b>	<b>\$ 656,461</b>	<b>\$ 656,461</b>	<b>\$ 656,461</b>	<b>\$ 656,461</b>
<b>ANALYSIS</b>						
<p>CASI's Adult Day Care program provides respite and other supportive services to families of senior citizens. The Adult Day Care program, Jane's Place, provides a low cost alternative to nursing home placement. The program provides therapeutic activities, medication management and counseling to families/seniors.</p> <p>The FY18 revenues and expenses remain flat compared to the FY17 budgeted levels. CASI continues to conduct public awareness of this service through the hospitals, doctor offices and other advertisement sources. County funding will remain at the current level of \$48,136.</p> <p>Issues:</p> <ol style="list-style-type: none"> <li>1. Baby boomers retiring/aging.</li> </ol>						

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

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

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

<b>ACTIVITY/SERVICE:</b>	Detoxification, Evaluation & Treatment	<b>DEPARTMENT:</b>			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	975		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	145,500
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of admissions to the detoxification unit.		854	931	900	925

### PROGRAM DESCRIPTION:

The Center for Alcohol & Drug Services, Inc. will provide social (non-medical) detoxification services, evaluations, and treatment services at our Country Oaks residential facility.

PERFORMANCE MEASURE		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Clients will successfully complete detoxification.	Clients who enter detoxification will successfully complete that process and not discharge against advice.	98%	98%	94%	95%
Clients will successfully complete detoxification.	Clients who complete detoxification will transition to a lower level of care.	59%	58%	50%	50%

<b>ACTIVITY/SERVICE:</b> Criminal Justice Program	<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Semi-Core Service	<b>RESIDENTS SERVED:</b> 225			
<b>BOARD GOAL:</b> Foster Healthy Communities	<b>FUND:</b> Choose One	<b>BUDGET:</b> \$395,432		
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of criminal justice clients provided case management.	500	472	500	520
Number of Clients admitted to the Jail Based Treatment Program.	138	135	120	125
Number of Scott County Jail inmates referred to Country Oaks.	50	55	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	8	9	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.	147	148	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.	88%	93%	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.	55%	59%	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.	91%	94%	87%	88%

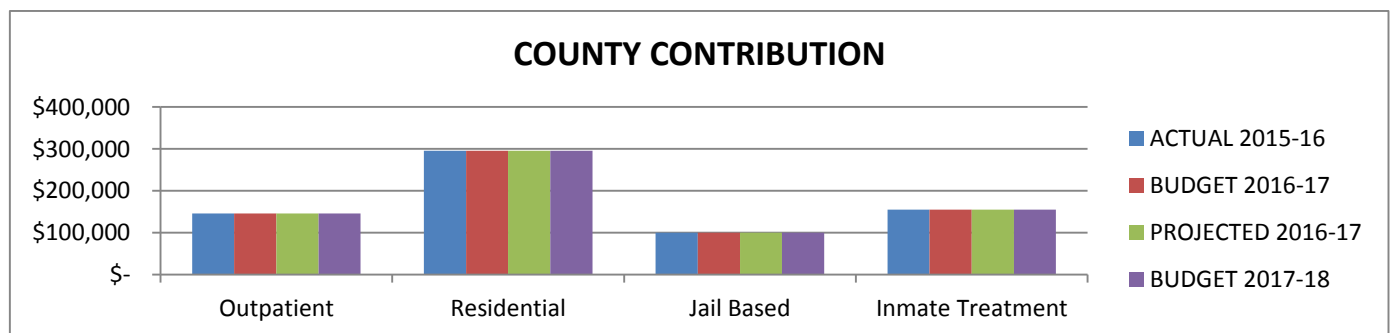
<b>ACTIVITY/SERVICE:</b> Prevention	<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Service Enhancement	<b>RESIDENTS SERVED:</b> 1500			
<b>BOARD GOAL:</b> Foster Healthy Communities	<b>FUND:</b> Choose One	<b>BUDGET:</b> \$154,899		
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of Scott County Residents receiving indicated or selective prevention services.	1,638	1,865	1,750	1,775

**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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	90%	93%	88%	89%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY PROGRAM: Outpatient Services (3801, 3805)	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 BUDGET	2016-17 PROJECTED	2017-18 REQUEST	2017-18 ADOPTED
<b>TOTAL POSITIONS</b>	<b>36.81</b>	<b>34.78</b>	<b>38.91</b>	<b>37.26</b>	<b>37.26</b>	<b>37.26</b>
<b>REVENUE SUMMARY:</b>						
I.D.S.A. Treatment	\$ 1,219,215	\$ 1,102,802	\$ 1,303,387	\$ 1,095,696	\$ 1,095,696	\$ 1,095,696
I.D.S.A. Prevention	182,289	232,678	237,289	233,263	233,263	233,263
United Way	16,874	17,552	19,115	19,760	19,760	19,760
Client Fees	94,942	60,536	98,236	96,369	96,369	96,369
Insurance Payments	399,869	492,576	441,532	504,047	504,047	504,047
Interest	11,048	13,018	23,646	21,966	21,966	21,966
Seventh Judicial District	142,041	134,304	148,659	148,659	148,659	148,659
Contributions	2,838	12,973	2,512	2,817	2,817	2,817
Local Schools	44,290	44,290	44,290			
U S Fed Probation	175,795	183,738	169,210	177,073	177,073	177,073
Contractual Fees/Payment	99,489	101,019	129,043	128,445	128,445	128,445
<b>SUB-TOTAL REVENUES</b>	<b>\$ 2,388,690</b>	<b>\$ 2,395,486</b>	<b>\$ 2,616,919</b>	<b>\$ 2,428,095</b>	<b>\$ 2,428,095</b>	<b>\$ 2,428,095</b>
Scott County Contribution	30,000	30,000	30,000	30,000	30,000	30,000
IDPH Substance Abuse Funds	10,000	10,000	10,000	10,000	10,000	10,000
Tobacco Use Prevention	7,568	7,950	7,500	7,500	7,500	7,500
Case Manager	98,000	98,000	98,000	98,000	98,000	98,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>145,568</b>	<b>145,950</b>	<b>145,500</b>	<b>145,500</b>	<b>145,500</b>	<b>145,500</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,534,258</b>	<b>\$ 2,541,436</b>	<b>\$ 2,762,419</b>	<b>\$ 2,573,595</b>	<b>\$ 2,573,595</b>	<b>\$ 2,573,595</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 1,869,176	\$ 1,811,430	\$ 1,859,436	\$ 1,903,971	\$ 1,903,971	\$ 1,903,971
Equipment	11,456	11,100	17,073	13,443	13,443	13,443
Expenses	463,222	472,861	511,837	430,139	430,139	430,139
Supplies	57,698	61,364	58,544	59,160	59,160	59,160
Occupancy	61,732	52,188	58,100	60,503	60,503	60,503
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,463,284</b>	<b>\$ 2,408,943</b>	<b>\$ 2,504,990</b>	<b>\$ 2,467,216</b>	<b>\$ 2,467,216</b>	<b>\$ 2,467,216</b>



**ANALYSIS**

Issues for FY18 budget:

1. FY18 revenue decreased from FY17 budget, but flat from FY17 projected.
2. Revenue budgeted for FY17 from schools is not included in FY17 projected or FY18 budget.
3. Scott County Funds / IDPH Substance Abuse Funds are for prevention services through contract with Iowa Department of Public Health.
4. Tobacco Use Prevention dollars remain flat based on anticipated level funding through Iowa Department of Public Health contract.
5. Other line item county appropriations are unchanged for FY18.
6. FY18 expenses decreased from FY17 budget, but flat from FY17 projected.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Residential Services (3802, 3804)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	35.08	32.36	33.08	29.36	29.36	29.36
<b>REVENUE SUMMARY:</b>						
I.D.S.A. Treatment	\$ 997,753	\$ 1,067,782	\$ 941,163	\$ 1,044,781	\$ 1,044,781	\$ 1,044,781
United Way	18,473	11,863	14,899	13,995	13,995	13,995
Client Fees	51,479	38,923	57,786	55,122	55,122	55,122
Insurance Payments	731,722	866,686	733,291	880,924	880,924	880,924
Interest	10,424	12,148	22,762	19,992	19,992	19,992
Contributions	2,488	15,182	2,752	2,352	2,352	2,352
County Commitments	43,228	48,004	47,342	46,574	46,574	46,574
Contractual Fees	35,013	28,719	25,053	31,373	31,373	31,373
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,890,580</b>	<b>\$ 2,089,307</b>	<b>\$ 1,845,048</b>	<b>\$ 2,095,113</b>	<b>\$ 2,095,113</b>	<b>\$ 2,095,113</b>
Scott County Contribution	295,432	295,432	295,432	295,432	295,432	295,432
Scott County Jail	100,000	100,000	100,000	100,000	100,000	100,000
<b>TOTAL REVENUES</b>	<b>\$ 395,432</b>	<b>\$ 395,432</b>	<b>\$ 395,432</b>	<b>\$ 395,432</b>	<b>\$ 395,432</b>	<b>\$ 395,432</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 1,582,708	\$ 1,497,439	\$ 1,647,355	\$ 1,535,388	\$ 1,535,388	\$ 1,535,388
Equipment	9,553	12,425	12,557	13,619	13,619	13,619
Expenses	433,194	448,602	451,515	399,791	399,791	399,791
Supplies	185,237	186,311	176,145	187,077	187,077	187,077
Occupancy	<u>114,170</u>	<u>103,158</u>	<u>108,351</u>	<u>106,469</u>	<u>106,469</u>	<u>106,469</u>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,324,862</b>	<b>\$ 2,247,935</b>	<b>\$ 2,395,923</b>	<b>\$ 2,242,344</b>	<b>\$ 2,242,344</b>	<b>\$ 2,242,344</b>
<b>ANALYSIS</b>						
<p>Issues for FY18 budget:</p> <ol style="list-style-type: none"> <li>1. FY18 revenue increased from FY17 budget, but flat from FY17 projected.</li> <li>2. County contribution remains unchanged from FY17.</li> <li>3. FY18 expenses decreased from FY17 budget, but flat from FY17 projected.</li> </ol>						



<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Jail Based Assessment and Treatment</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Counselors	6.00	6.00	6.00	7.00	6.00	6.00
Program Managers	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>

<b>REVENUE SUMMARY:</b>						
IDSA Treatment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	1,274	1,437	1,965	2,415	2,415	2,415
Contributions	496	1,880	352	498	498	498
Contractual Fees	767	1,017	1,286	2,541	2,541	2,541
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,770</b>	<b>\$ 4,334</b>	<b>\$ 3,603</b>	<b>\$ 5,454</b>	<b>\$ 5,454</b>	<b>\$ 5,454</b>
Scott County Contribution	154,899	154,899	154,899	154,899	154,899	154,899
<b>TOTAL REVENUES</b>	<b>\$ 156,669</b>	<b>\$ 159,233</b>	<b>\$ 158,502</b>	<b>\$ 160,353</b>	<b>\$ 160,353</b>	<b>\$ 160,353</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 224,367	\$ 208,187	\$ 154,095	\$ 220,139	\$ 220,139	\$ 220,139
Equipment	1,186	463	2,926	3,296	3,296	3,296
Expenses	44,183	49,879	43,942	51,498	51,498	51,498
Supplies	5,465	4,688	6,589	6,318	6,318	6,318
Occupancy	2,994	2,738	2,559	2,819	2,819	2,819
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 278,195</b>	<b>\$ 265,955</b>	<b>\$ 210,111</b>	<b>\$ 284,070</b>	<b>\$ 284,070</b>	<b>\$ 284,070</b>

#### **ANALYSIS**

Issues for FY18 budget:

1. County contribution remains unchanged from FY17.

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: All others/CADS</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Executive Director	0.22	0.22	0.22	0.22	0.22	0.22
Treatment Supervisor	0.65	0.65	0.65	0.65	0.65	0.65
Fiscal Officer/Finance Manager	0.22	0.22	0.22	0.22	0.22	0.22
Human Resource Officer	0.22	0.22	0.22	0.22	0.22	0.22
Admin Systems Manager	-	-	-	-	-	-
Account Receivable Coordinator	0.22	0.22	0.22	0.22	0.22	0.22
Client Accts Receivable Spec	0.22	0.22	0.22	0.22	0.22	0.22
Administrative Assistant	0.20	0.20	0.44	0.20	0.20	0.20
Clerical	3.00	3.00	7.00	4.00	4.00	4.00
Maintenance	0.66	0.66	0.66	0.66	0.66	0.66
QA/UR Program	0.50	0.50	0.50	0.50	0.50	0.50
Counselors	7.00	7.00	9.00	9.00	9.00	9.00
Program Managers	1.00	1.00	1.00	1.00	1.00	1.00
RN/LPN	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>15.11</b>	<b>15.11</b>	<b>21.35</b>	<b>18.11</b>	<b>18.11</b>	<b>18.11</b>
<b>REVENUE SUMMARY:</b>						
IDSA Treatment	\$ 147,336	\$ 128,521	\$ 172,350	\$ 129,315	\$ 129,315	\$ 129,315
DASA	342,251	177,884	258,657	161,735	161,735	161,735
Rock Island County	59,660	43,998	59,050	44,660	44,660	44,660
United Way	34,471	35,857	39,050	37,215	37,215	37,215
Client Fees	85,218	56,152	95,657	79,240	79,240	79,240
Insurance Payments	182,127	185,167	153,839	154,742	154,742	154,742
Interest	4,541	5,223	7,517	8,145	8,145	8,145
Contributions	3,743	3,260	610	825	825	825
US Fed Probation	-	-	-	50,000	50,000	50,000
Medicaid, Illinois	84,517	23,017	40,922	26,788	26,788	26,788
Contractual Fees/Payment	5,755	7,421	6,518	4,319	4,319	4,319
<b>SUB-TOTAL REVENUES</b>	<b>\$ 949,619</b>	<b>\$ 666,500</b>	<b>\$ 834,170</b>	<b>\$ 696,984</b>	<b>\$ 696,984</b>	<b>\$ 696,984</b>
Scott County Contribution	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 949,619</b>	<b>\$ 666,500</b>	<b>\$ 834,170</b>	<b>\$ 696,984</b>	<b>\$ 696,984</b>	<b>\$ 696,984</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 735,029	\$ 675,262	\$ 626,642	\$ 684,691	\$ 684,691	\$ 684,691
Equipment	1,878	3,539	3,897	4,253	4,253	4,253
Expenses	179,300	174,250	165,949	160,798	160,798	160,798
Supplies	59,929	87,019	55,246	48,137	48,137	48,137
Occupancy	36,217	26,401	32,813	29,968	29,968	29,968
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,012,353</b>	<b>\$ 966,471</b>	<b>\$ 884,547</b>	<b>\$ 927,847</b>	<b>\$ 927,847</b>	<b>\$ 927,847</b>
<b>ANALYSIS</b>						
Issues for FY18 budget:						
1. No Scott County contribution for this program area.						

# Community Health Care

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



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

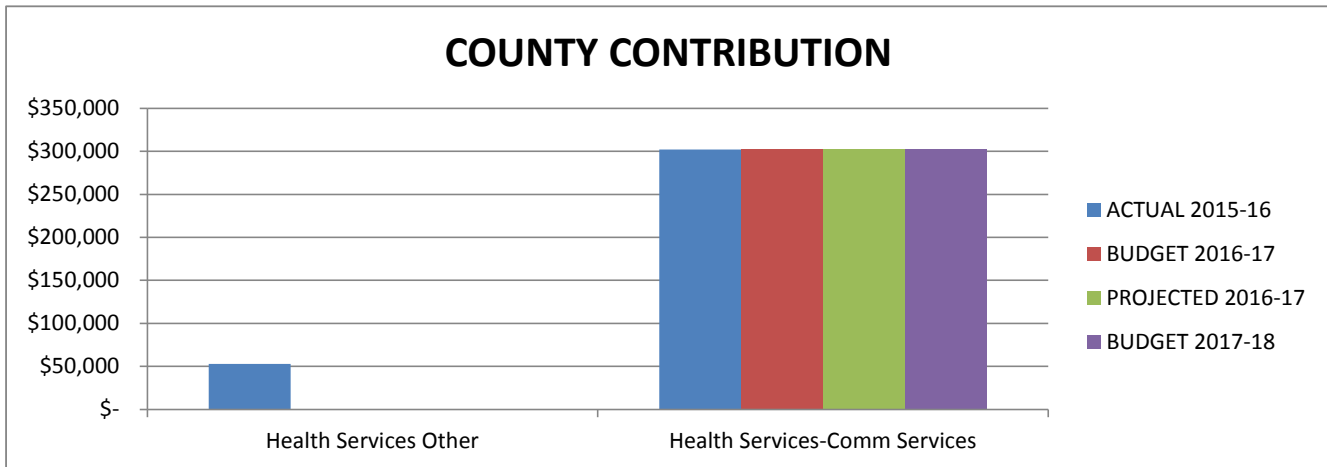
<b>ACTIVITY/SERVICE:</b>	Scott County Population Data	<b>DEPARTMENT:</b>	40.4001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	142		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$302,067
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Visits of clients below 100% Federal Poverty Level		5783	3515	5756	6000
Visits of clients below 101 - 138% Federal Poverty Level		1240	375	1284	1300
Visits of clients above 138% Federal Poverty Level		1,417	519	1,528	1,600
# of prescriptions filled for those living in Scott County and using the sliding fee scale		na	4,343	4560	4,800
Scott County Resident Affordable Care Act Assisted		858	809	3,584	3,600
Scott County Resident Affordable Care Act Enrolled - Marketplace		30	44	184	200
Scott County Resident Affordable Care Act Enrolled - Medicaid Eligible		151	106	544	600

**PROGRAM DESCRIPTION:**

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

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Scott County citizens will benefit from the sliding fee scale to make health care more affordable.	CHC will offer the sliding fee discount to all Scott County residents to ensure they have health care services.	\$122,097	\$203,317	\$250,000	\$260,000
Scott County citizens will have insurance coverage: private, Medicaid or Medicare	93% of the citizens seen at CHC will have some form of insurance coverage	92%	91%	92%	93%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Health Serv-Comm Services (40.4001)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>210.96</b>	<b>210.96</b>	<b>210.93</b>	<b>211.62</b>	<b>211.62</b>	<b>211.62</b>
<b>REVENUE SUMMARY:</b>						
IA St Dept Health/Senior Health	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IA St Dept Health/Child Health	-	-	-	-	-	-
HHS-UHI	3,237,900	3,865,447	3,240,000	4,408,352	4,408,352	4,408,352
Patient Fees	15,265,623	16,608,823	15,500,000	19,134,693	20,853,427	20,853,427
HHS-Homeless	216,194	247,738	216,194	308,628	308,628	308,628
Other	1,300,159	2,516,393	1,150,000	2,673,822	2,673,822	2,673,822
<b>SUB-TOTAL REVENUES</b>	<b>\$ 20,019,876</b>	<b>\$ 23,238,401</b>	<b>\$ 20,106,194</b>	<b>\$ 26,525,495</b>	<b>\$ 28,244,229</b>	<b>\$ 28,244,229</b>
Scott County Contribution- Health Services Other	52,946	52,946	-	-	-	-
Scott County Contribution-Comm Services	302,067	302,067	302,067	302,067	302,067	302,067
<b>TOTAL SCOTT COUNTY CONTRIBUTIONS</b>	<b>\$ 355,013</b>	<b>\$ 355,013</b>	<b>\$ 302,067</b>	<b>\$ 302,067</b>	<b>\$ 302,067</b>	<b>\$ 302,067</b>
<b>TOTAL REVENUE</b>	<b>\$ 20,374,889</b>	<b>\$ 23,593,414</b>	<b>\$ 20,408,261</b>	<b>\$ 26,827,562</b>	<b>\$ 28,546,296</b>	<b>\$ 28,546,296</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 12,714,657	\$ 15,401,279	\$ 13,666,242	\$ 18,636,804	\$ 20,072,411	\$ 20,072,411
Equipment	885,007	1,109,673	994,604	1,154,977	1,195,401	1,195,401
Expenses	3,740,245	3,920,439	3,327,774	3,790,925	3,923,608	3,923,608
Supplies	1,212,047	1,714,821	1,685,000	1,869,336	1,934,763	1,934,763
Occupancy	798,916	962,845	720,000	1,179,556	1,220,841	1,220,841
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 19,350,872</b>	<b>\$ 23,109,057</b>	<b>\$ 20,393,620</b>	<b>\$ 26,631,599</b>	<b>\$ 28,347,023</b>	<b>\$ 28,347,023</b>



#### ANALYSIS

Community Health Care (CHC) continues to provide comprehensive health care services to citizens of Scott County. CHC provides medical care regardless of the person's ability to pay. A large majority of patients have Medicaid. CHC uses a sliding fee scale to assist with the costs of care for those patients who are working but have a high medical deductible. CHC assists patients in the insurance enrollment process if they don't have insurance. The contract between the county and CHC continues to provide access to medical appointments and medications for those seeking help through the county's General Assistance program. The Community Services Department assists people in completing Medicaid applications as well.

The FY18 budget shows an increase in revenues and expenses. The county will continue to provide funding to assist with those individuals without insurance.

# DURANT AMBULANCE

Mark Heuer 563-785-4540 [www.durantfire.org](http://www.durantfire.org)

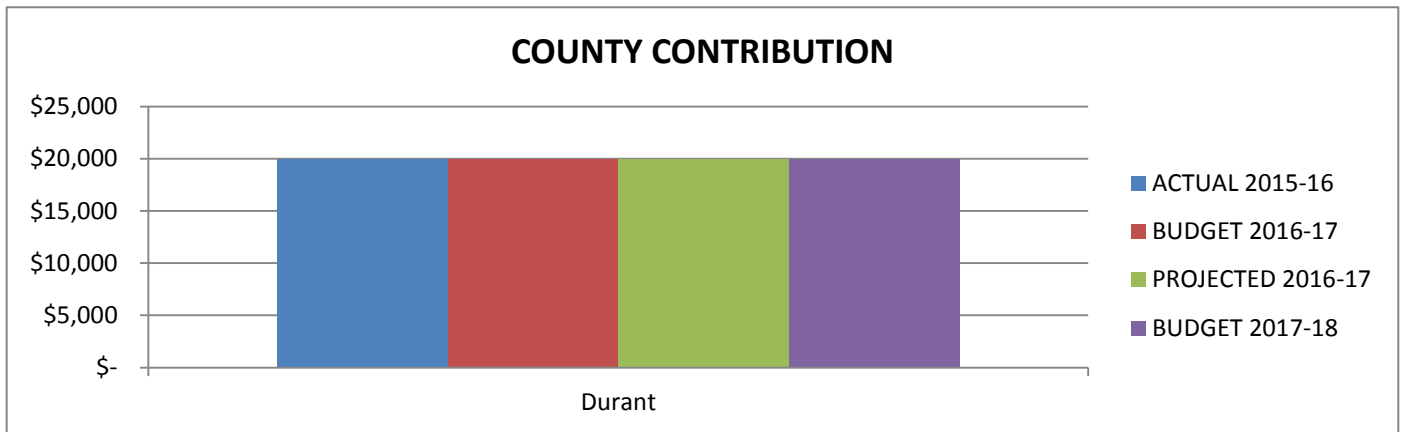
<b>ACTIVITY/SERVICE:</b>	Durant Ambulance	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 7,500		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$372,000
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of 911 calls responded to.	740	713	720	720
Number of 911 calls answered.	750	718	725	725
Average response time.	11.1	11.1	11	11

**PROGRAM DESCRIPTION:**

Emergency medical treatment and transport

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	740/750--99%	713/718-99%	Will respond to 99% of calls for service	Will respond to 99% of calls for service.
Respond within 15 minutes to 88% of 911 calls	Responded within 15 minutes to 90% of the 911 requests in our area.	Responded within 15 minutes to 89% of calls.	Responded within 15 minutes to 86% of calls	Respond within 15 minutes to 90% of calls in our area.	Respond within 15 minutes to 90% of calls in our area.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Emergency Care & Transfer (4200)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
Volunteers	22.00	22.00	17.00	22.00	22.00	22.00
<b>TOTAL POSITIONS</b>	<b>22.00</b>	<b>22.00</b>	<b>17.00</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>
<b>REVENUE SUMMARY:</b>						
Political Subdivision Contracts	\$ 15,184	\$ 11,546	\$ 15,000	\$ 12,000	\$ 12,000	\$ 12,000
Services	259,824	351,628	350,000	440,000	440,000	440,000
Contributions	11,650	13,235	10,000	10,000	10,000	10,000
Other	(15,356)	(58,837)	(53,200)	(58,700)	(58,700)	(58,700)
<b>SUB-TOTAL REVENUES</b>	<b>\$ 271,302</b>	<b>\$ 317,572</b>	<b>\$ 321,800</b>	<b>\$ 403,300</b>	<b>\$ 403,300</b>	<b>\$ 403,300</b>
Scott County Contribution	20,000	20,000	20,000	20,000	20,000	20,000
<b>TOTAL REVENUES</b>	<b>\$ 291,302</b>	<b>\$ 337,572</b>	<b>\$ 341,800</b>	<b>\$ 423,300</b>	<b>\$ 423,300</b>	<b>\$ 423,300</b>
<b>APPROPRIATION SUMMARY:</b>						
Equipment	\$ 46,515	\$ -	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000
Expenses	261,529	363,352	328,000	341,000	341,000	341,000
Supplies	20,036	14,752	19,000	19,000	19,000	19,000
Occupancy	6,402	6,341	7,000	7,000	7,000	7,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 334,482</b>	<b>\$ 384,445</b>	<b>\$ 364,000</b>	<b>\$ 372,000</b>	<b>\$ 372,000</b>	<b>\$ 372,000</b>



**ANALYSIS**

List issues for FY18 budget:

1. Scott County contribution remains unchanged from FY17.
2. Proposed revenue appears sufficient to provide excess over proposed expenses,
3. "Other" line item in revenue is holdback for bad debt.

**EMA**

Dave Donovan, 563-505-6992, www.iascema.com



**MISSION STATEMENT: The Scott County Emergency Management Agency exists under Iowa Code 29C for the purposes of county-wide preparedness, mitigation, response, recovery, detection, protection and prevention of natural or man-made disasters.**

<b>ACTIVITY/SERVICE:</b>	Emergency Planning	<b>DEPARTMENT:</b>	EMA		
<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>	\$45,850	
<b>OUTPUTS</b>		<b>2014-15 ACTUAL</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 PROJECTED</b>	<b>2017-18 PROJECTED</b>
Revise multihazard plan to reflect ESF format		20%	30%	30%	30%
Update Radiological Emergency Response Plans		100%	100%	100%	50%
Update QCSACP ( Mississippi Response) annually		85%	100%	50%	50%
Achieve county-wide mitigation plan		Grant application completed	prep done and under contract	in process	completion

**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>2014-15 ACTUAL</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 PROJECTED</b>	<b>2017-18 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%	30%	30%	30%
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%	50%
Annual update of Scott County Off-Site Radiological Emergency Response Plan (host county DAEC)	Achieving the desired outcome ensures coordinated response operations to support evacuees from Linn County	100%	100%	100%	50%
Mitigation Planning	Assist County in producing a mitigation plan that is accepted by FEMA Plan completed pending local, state and federal approval	Grant application completed. Working with Bi-state on prework awaiting approval	Contracts approved, prelim schedule in place and initial planning meeting is set	Planning in process with each jurisdiction. Plan rewrite will begin before end of FY	Plan rewrite will conclude during the FY.

<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b>		EMA	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		80 EMA	Responders
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$101,888
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%
		met requests	supported	meet requests	meet requests
Coordinate or provide other training as requested			100%of requests		

**PROGRAM DESCRIPTION:**

Maintenance of dissemination of training and exercise opportunities for Scott County responders

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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% and complete initial coordinator training requirements
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	provide/ coordinate as requested or needed	supported 100% of requests	100%	100%



<b>ACTIVITY/SERVICE:</b>	Organizational	<b>DEPARTMENT:</b> EMA			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$58,586
<b>OUTPUTS</b>		<b>2014-15 ACTUAL</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 PROJECTED</b>	<b>2017-18 PROJECTED</b>
Grant coordination activities			100%	100	100%
Information dissemination		100	100%	100	100%
Support to responders		met expectations	met all requests	meet requests	meet requests
Required quarterly reports. State and county		100%	100%	100%	100%

**PROGRAM DESCRIPTION:**

This program is what keeps this office functioning in order to provide a base to support training, exercise, planning, and, mitigation requirements for Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15 ACTUAL</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 PROJECTED</b>	<b>2017-18 PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
This program includes information dissemination made through this agency to public and private partners meetings.	100% Dissemination using multiple channels ensures info and opportunities reach all local partners	disseminate pertinent information / start up for Alertlowa!	disseminated information using meetings and e-mail listings	disseminated information using meetings and e-mail listings	disseminate information using existing tools. Work to develop new efficiencies
This agency has also provided support to fire and law enforcement personnel via EMA volunteer's use of our mobile response vehicles.	95%+ response to requests ensures effective use of these assets.	Provided support / increasing volunteer operators	met all deployment requests for events and trainings	met all deployment requests for events and trainings	meet all deployment requests for events and trainings

<b>ACTIVITY/SERVICE:</b>	Exercises	<b>DEPARTMENT:</b> EMA			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$48,397
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
RERP		100%	100%	100%	100%
5 year HSEMD exercise program completion		90%	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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	90% pending regional full-scale ex in FY17	100%	50%	50%

**SECC**

Denise Pavlik, 563-484-3036, denise.pavlik@scottcountyiowa.com



**MISSION STATEMENT:** With integrity and respect we provide superior Public Safety Dispatch services in an efficient and accurate manner. We are committed to serve the citizens and responders of Scott County with the highest standards to protect life, property, and the environment.

<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b> SECC		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 89 SECC		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	county-wide \$35,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Audit and revise new employee training program		5%	100%	100%
Audit and revise Certified Training Officer (CTO) Program		10%	100%	100%
Increase number of cross-trained personnel		NA	100%	60%
Achieve Professional Accreditation		NA	10%	50%
				<b>2017-18</b> <b>PROJECTED</b>
				Ongoing Eval
				Ongoing Eval
				80%
				70%

**PROGRAM DESCRIPTION:**

Maintenance of all training programs within the organization including: training of all new employees, maintenance training of all Certified Training Officers (CTOs), ongoing professional development training, continuing education training, cross training of all personnel as needed, and obtaining and maintenance of any professional accreditation training.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Our current training curriculum has not gone through a comprehensive review and update in over six years. Updating the training curriculum assures training keeps pace with current industry standards.	Once completed and implemented our employees will receive training commensurate with changes in technology, changes in institutional practices and policies and as a result be better prepared to respond to our constituents.	NA	100%	100%	Ongoing Eval
The requisite and remedial training program for our CTO's is in need of revision to ensure the program meets the future needs of CTO's thereby helping to guarantee the success of our Dispatchers.	This revision will provide a standardized methodology and instructional practice ensuring all CTO's are training are covering all the required subjects and doing so in a consistent manner. This update will also help use to ensure all CTO's are operating from a common platform.	NA	100%	100%	Ongoing Eval
Achieve two-discipline certification for all Dispatchers.	This will provide flexibility for staff movement and decrease the amount of overtime necessary. Will also assist in making the center more consolidated.	16 out of 40 full time staff	All staff are trained in two of the three disciplines	60%	80%
Identify and complete/meet the necessary requirements for attainment of National Center Accreditation.	Meeting the requirements for National Accreditation is the first step in becoming an Accredited Center which provides third party validation we are moving SECC forward in a manner consistent with industry standards.	NA	10%	50%	70%

<b>ACTIVITY/SERVICE:</b>	Communication	<b>DEPARTMENT:</b> SECC			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$2,064,461
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Improve internal communications		25%	90%	100%	Ongoing Eval
Improve external communications with partner agencies		25%	75%	100%	Ongoing Eval
Improve customer service		25%	80%	100%	Ongoing Eval
Reinvent SECC's website		25%	60%	85%	100%

**PROGRAM DESCRIPTION:**

Providing efficient, timely, and accurate communication is the foundation of our organization. We strive to comply with all communication benchmarks outlined in the national standard set by NFPA 1221 which includes standards for all Public Safety Answering Points (PSAPs).

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Part of the Strategic Plan identified this as an area of opportunity and we have implemented a number of initiatives to improve communications with our staff.	Improving communications improves overall organizational effectiveness and strengthens the bond between the center and the community.	25%	90%	100%	Ongoing Eval
Part of the Strategic Plan identified our communication with our partner agencies need more focused attention and we have actively engaged our partners to improve this area to improve communications.	Improving communications improves overall organizational effectiveness and strengthens the relationships between the center and our partner agencies.	25%	75%	100%	Ongoing Eval
Enhance our customer service efforts through more concentrated focus in this area and by infusing our Values in our public contacts.	Improving customer service helps the organization provide a better quality service to all of the citizens of Scott County.	25%	80%	100%	Ongoing Eval
By reinventing SECC's website we can enhance our public outreach programing.	This will help SECC establish a better rapport with the community and the agencies we serve by providing real-time public safety information as well as providing news stories too help the general public better understand our mission and role in the community.	25%	60%	85%	100%

<b>ACTIVITY/SERVICE:</b>	Management and Planning	<b>DEPARTMENT:</b> SECC			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$450,954
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Revise Management Job Descriptions		50%	100%	100%	Ongoing Eval
Revise hiring process		50%	100%	100%	Ongoing Eval
Develop a succession plan		15%	60%	100%	Ongoing Eval
Improve interagency coordination		50%	100%	100%	Ongoing Eval

**PROGRAM DESCRIPTION:**

Management and Planning are vital to any organization to help keep the organization moving forward into the future. This allows SECC to keep up to date with the ever changing society and the expectations that go along with the ever changing needs of society.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Revise Management Job Descriptions to clearly define responsibilities, reporting and accountabilities.	This will help further define all organizational management positions and create a more efficient workforce by not duplicating efforts.	50%	100%	100%	Ongoing Eval
Revise hiring process to help identify those candidates most likely to succeed as a dispatcher.	This will help provide a better employee selection process which ultimately will help choose a candidate who has the best chance for success thereby reducing the failure rate of prospective dispatchers and increase chances for employee retention.	50%	100%	100%	Ongoing Eval
Develop a succession plan so we are prepared to professionally respond to the loss of key members of the supervisory and management team.	To be successful we need to place the right people in the right positions and then assure they get the appropriate formal training and mentoring from more tenured members of the team. If we are successful we will be positioned to have employees ready for advancement when openings occur. It also provides a clear roadmap for employees aspiring to advance within SECC.	15%	60%	100%	Ongoing Eval
Improve interagency coordination to positively impact all levels of the organization. We continue to aggressively work with our partners to move to the middle to help facilitate our consolidation effort.	This will help SECC establish a better rapport with the agencies and increase confidence thereby breaking down barriers to allow for a paradigm shift needed to become more efficient and effective in our service delivery efforts (consolidation).	50%	100%	100%	Ongoing Eval

<b>ACTIVITY/SERVICE:</b>	Public Awareness	<b>DEPARTMENT:</b> SECC			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$3,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Create an Education Team		50%	100%	100%	Ongoing Eval
Develop Public Outreach Program		50%	95%	100%	Ongoing Eval

**PROGRAM DESCRIPTION:**

Public awareness is an area that needs to be strengthened within SECC. The Public Education Team will help the citizens and stakeholders recognize SECC and an organization but also assist in showing others what SECC does and how SECC is a benefit to the community.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Create and develop an Education Team to deliver of public outreach programming to residents of Scott County.	This will allow members of SECC to help our public safety responders and citizen better identify with SECC personnel and SECC as an organization.	50%	100%	100%	Ongoing Eval
An area identified in the Strategic Planning process was a fundamental absence of a coordinated approach for public outreach programming. We are committed to develop and implement public outreach programming designed to enhance the safety of all residents and special populations (schools and seniors) of the County.	The goal of the Public Outreach Program is to engage all areas of the public we serve and to help them learn more about and understand what SECC does for the community. and how important our mission is to the quality of life within the county.	50%	95%	100%	Ongoing Eval

<b>ACTIVITY/SERVICE:</b>	Infrastructure/Physical Resources	<b>DEPARTMENT:</b> SECC			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$328,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Evaluate Interior/Exterior of Building		50%	100%	100%	Ongoing Eval
Evaluate Building Access and Security		50%	100%	Ongoing Eval	Ongoing Eval
Update CAD System		15%	80%	100%	Ongoing Eval
Review and Update Radio System		10%	40%	75%	90%

**PROGRAM DESCRIPTION:**

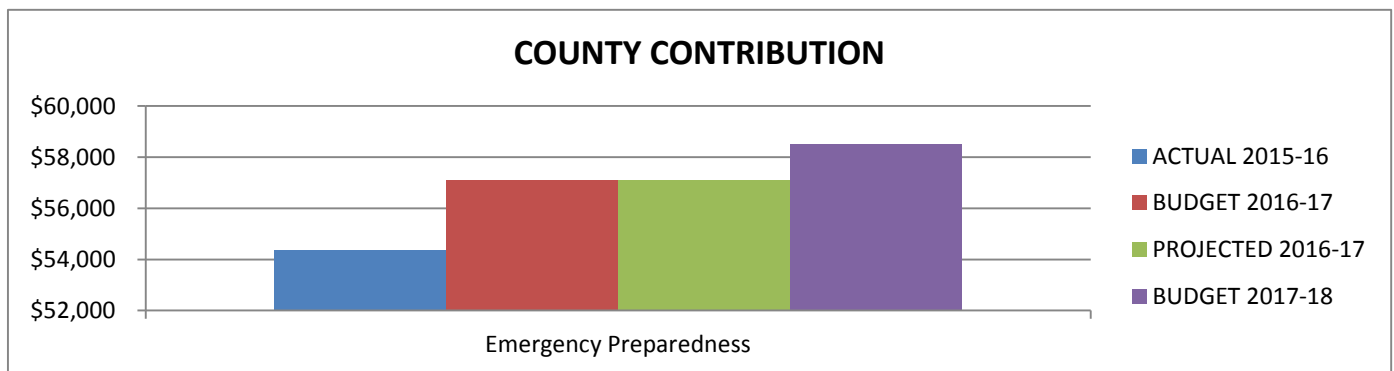
Maintaining and continually updating the infrastructure and physical resources is vital to help keep the organization as current and in the best physical condition possible.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
2018	This audit of our building and related systems helps place SECC in the best position to provide fail-safe operations for our critical mission.	50%	100%	100%	Ongoing Eval
Evaluate Building Access and Security and make specific security recommendations to protect the staff from those who may want to interrupt our ability to complete our mission.	This will allow us to help keep all of the personnel secure while working inside the building but also maintain the integrity of all data. It also affords us the ability to focus on our mission objectives while providing a feeling of general safety among all staff.	50%	100%	100%	Ongoing Eval
Update CAD System to provide more functionality for the dispatchers and users of the system which will increase effectiveness.	This will allow for future growth of the organization, better functionality for all personnel, and ultimately better service for our agencies and citizens.	15%	80%	100%	Ongoing Eval
Review and make recommendations to update the current radio system thereby creating better radio coverage for all public safety responders and increasing officer safety.	This will allow better functionality and interoperability for all the public safety agencies we serve.	10%	40%	75%	90%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Emergency Preparedness (480)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
Director	1.00	1.00	1.00	1.00	1.00	1.00
Emergency Management Planning Specialist		0.63	0.63	0.63	0.63	0.63
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.63</b>	<b>1.63</b>	<b>1.63</b>	<b>1.63</b>	<b>1.63</b>

<b>REVENUE SUMMARY:</b>						
Intergovernmental	\$ 73,322	\$ 85,461	\$ 155,009	\$ 137,056	\$ 130,243	\$ 130,243
County Contribution	-	54,360	57,078	57,078	58,504	58,504
Use of Money & Property	401	421	-	-	-	-
Fines & Forfeitures	36,039	102,079	54,000	57,000	57,000	57,000
<b>TOTAL REVENUES</b>	<b>\$ 109,762</b>	<b>\$ 242,321</b>	<b>\$ 266,087</b>	<b>\$ 251,134</b>	<b>\$ 245,747</b>	<b>\$ 245,747</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 83,384	\$128,723	\$144,473	\$138,000	\$144,000	\$144,000
Benefits	18,442	37,461	40,814	39,096	41,420	41,420
Capital Outlay	-	-	2,000	13,000	3,500	3,500
Purchase Services & Expenses	13,026	27,419	87,000	59,800	57,100	57,100
Supplies & Materials	2,670	7,006	8,500	8,250	8,700	8,700
Other Financing	-	-	13,300	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 117,522</b>	<b>\$ 200,609</b>	<b>\$ 296,087</b>	<b>\$ 258,146</b>	<b>\$ 254,720</b>	<b>\$ 254,720</b>



**ANALYSIS**

Revenues are projected to decrease by 8% this is primarily due to a decrease in grant revenues. These declining grant revenues are the result of less availability of funding for hazmat training and a redistribution of the workload in a planning grant.

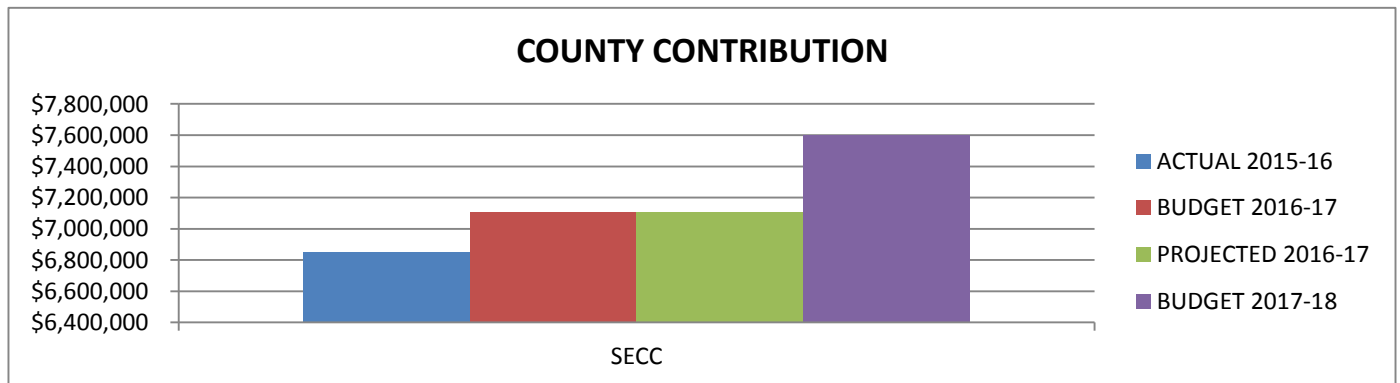
Salary and benefits are budgeted to remain flat due to fewer part time hours worked.

Non-salary appropriations have been decreased by 37% primarily to reflect the decrease in grant spending, a decrease in insurance premiums, and fewer technology expenditures expected in FY18.



FINANCIAL & AUTHORIZED POSITIONS: PROGRAM: Scott Emergency Comm (	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 BUDGET	2016-17 PROJECTED	2017-18 REQUEST	2017-18 ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
805-A SECC Director	1.00	1.00	1.00	1.00	1.00	1.00
505-A Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
332-A Technical Support Coordinator	1.00	2.00	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Training/Quality Manager	1.00	1.00	1.00	1.00	1.00	1.00
Shift Supervisor	6.00	6.00	6.00	6.00	6.00	6.00
Dispatchers	42.00	42.00	42.00	42.00	42.00	42.00
Warrant Clerk	2.00	2.00	2.00	2.00	2.00	2.00
Part-time	2.50	4.50	4.50	4.50	4.50	4.50
<b>TOTAL POSITIONS</b>	<b>57.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>

<b>REVENUE SUMMARY:</b>												
Intergovernmental	\$	238,350	\$	137,936	\$	233,420	\$	132,920	\$	127,500	\$	127,500
Use of Money and Property		4,888		4,020		-		-		-		-
Fines & Forfeitures		805		17,348		150		150		150		150
<b>SUB-TOTAL REVENUES</b>	<b>\$</b>	<b>244,043</b>	<b>\$</b>	<b>159,304</b>	<b>\$</b>	<b>233,570</b>	<b>\$</b>	<b>133,070</b>	<b>\$</b>	<b>127,650</b>	<b>\$</b>	<b>127,650</b>
Scott County Contribution		7,212,184		6,850,000		7,104,530		7,104,530		7,600,000		7,600,000
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>7,456,227</b>	<b>\$</b>	<b>7,009,304</b>	<b>\$</b>	<b>7,338,100</b>	<b>\$</b>	<b>7,237,600</b>	<b>\$</b>	<b>7,727,650</b>	<b>\$</b>	<b>7,727,650</b>
<b>APPROPRIATION SUMMARY:</b>												
Salaries	\$	2,992,459	\$	3,093,867	\$	3,288,467	\$	3,151,736	\$	3,475,707	\$	3,475,707
Benefits		1,079,917		1,131,404		1,140,624		1,020,350		1,213,853		1,213,853
Capital		448,485		330,171		368,000		368,000		338,000		338,000
Purchase Services & Expenses		2,246,948		2,210,045		2,400,531		2,150,213		2,370,911		2,370,911
Supplies		19,606		30,685		41,000		36,250		37,250		37,250
Debt Services		1,354,634		838,829		843,078		843,078		845,257		845,257
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>8,142,049</b>	<b>\$</b>	<b>7,635,001</b>	<b>\$</b>	<b>8,081,700</b>	<b>\$</b>	<b>7,569,627</b>	<b>\$</b>	<b>8,280,978</b>	<b>\$</b>	<b>8,280,978</b>



#### ANALYSIS

FY18 revenues are expected to increase due to a \$495,470 increase in Scott County's contribution. This is due to SECC stabilizing the property tax request for on-going operations.

FY18 appropriations are expected to increase primarily due to an increase in salaries and benefits primarily due to increased utilization of approved fte levels. The \$30,000 decrease in capital expense is according to the five year capital plan.

# HUMANE SOCIETY



Director: Pam Arndt, Phone: 563-388-6655, Website: hssc.us

**MISSION STATEMENT:** The Humane Society of Scott County is committed to providing humane care and treatment for all animals entrusted to us. to care for homeless animals and protect those that are abused and neglected. To educate the communities we serve about spay/neuter and responsible ownership.

<b>ACTIVITY/SERVICE:</b>	Animal bite quarantine and follow-up	<b>DEPARTMENT:</b> Humane Society			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			640
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$10/mo admin
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of bite reports handled		525	484	600	625
Number of animals received rabies vaccinations at the clinics		371	200	225	250

**PROGRAM DESCRIPTION:**

Complete the bite reports, assure quarantine of the bite animal and follow up after the quarantine period is over. Issue citations when necessary. Iowa Code Chapter 351

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Bites have follow up.	95% of quarantined animals involved in a bite are followed up within 24 hours of the end of quarantine.	97.00%	94.00%	95.00%	95.00%
Reduce the number of animals involved in a bite without a current rabies vaccination.	Maintain offering 5 low cost rabies clinic held at the HSSC per year.	6 clinics	5 clinics	5 Clinics	5 Clinics
Ensure owned cats and dogs involved in bites get current rabies vaccination	Citations issued to 85% of pet owners for non compliance of rabies vaccination.	87.00%	82.00%	85.00%	85.00%

<b>ACTIVITY/SERVICE:</b>	Quarantine of Unowned animals at HSSC	<b>DEPARTMENT:</b> Humane Society			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 67			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$8/dog \$6.50/cat \$10/mo admin		
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Number of bite cats and dogs quarantined at the HSSC		143	116	140	140
Number of bat exposures		23	15	20	20
Number of Dog vs Dog bites		80	52	80	80
Number of cats & dogs with current rabies vacc when bite occurred		269	256	280	290

**PROGRAM DESCRIPTION:**

Stray cats and dogs involved in a bite or scratch that breaks the skin are quarantined at the HSSC up to 10 days.  
Bats involved in bite or human exposure are sent for rabies test.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect bite victims from possible rabies infection.	Rabies status is known for 100% of HSSC confined animals.	100.00%	100.00%	100.00%	100.00%

<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b> Humane Society		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		450
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$33,317
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Cost per animal shelter day		\$11.71	\$10.58	\$10.50
Cost per county call handled		\$40.00	\$40.00	\$40.00
Total number of animals adopted		22.00%	32.00%	25.00%
Total number of animals returned to owner		24.00%	26.00%	23.00%

**PROGRAM DESCRIPTION:**

House stray animals brought in from unincorporated Scott County. Scott County Code, Chapter 34.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Animals will be placed back into their home	20% of strays from unincorporated Scott County are returned to their owner.	14.00%	22.00%	20.00%	20.00%
Animals will be placed in a home	20% of strays from unincorporated Scott County are adopted.	24.00%	24.00%	22.00%	24.00%
Animals will be placed back into their home	90% of strays returned to their owner from unincorporated Scott County are returned within 6 days.	88.00%	92.00%	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%	59	24	30	33

<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b> Humane Society			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		162	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$40/trip	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Total number of animals brought in from rural Scott County		187	119	130	130
Number of calls animal control handles in rural Scott County		227	113	125	125
Total number of stray animals brought in from rural SC by citizens		106	71	75	75
Total number seized animals brought in from rural SC by animal control		79	48	55	55

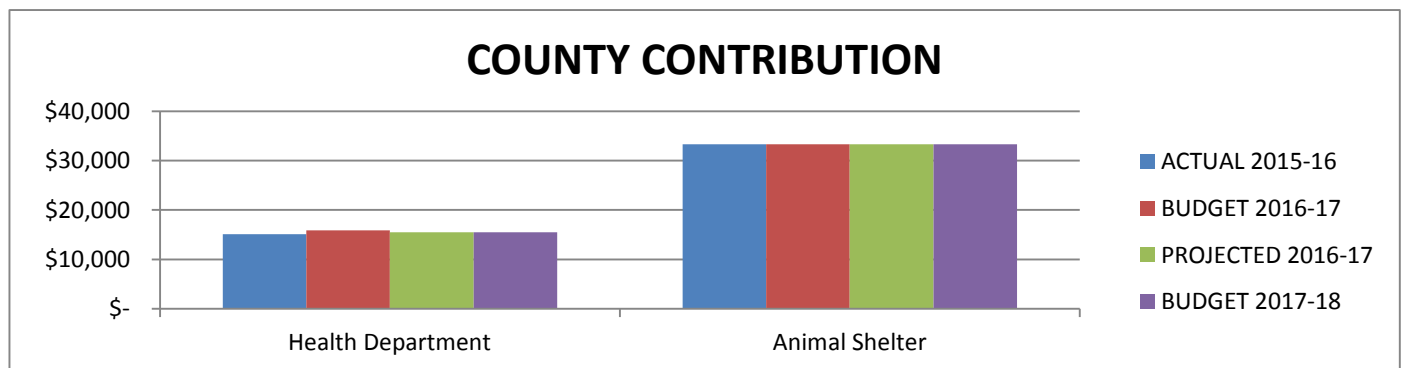
**PROGRAM DESCRIPTION:**

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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect public and animals from injury	57% of dispatched calls for animals running at large will result in the animal being secured.	63.00%	51.00%	57.00%	57.00%
Protect public and animals from injury	60% of dispatched calls for animals running at large will result in the animal being confined and impounded.	51.00%	53.00%	55.00%	60.00%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Animal Shelter (4400)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>21.00</b>	<b>24.00</b>	<b>20.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>
<b>REVENUE SUMMARY:</b>						
Adoptions	\$ 53,365	\$ 44,743	\$ 58,000	\$ 55,000	\$ 55,000	\$ 55,000
Board	29,546	29,979	30,000	32,000	32,000	32,000
City of Davenport	207,983	211,620	212,143	212,143	215,856	215,856
City of Bettendorf	39,732	43,043	39,800	39,800	40,400	40,400
Contributions	152,814	110,276	125,000	125,000	125,000	125,000
Education & Volunteers	-	25	-	-	-	-
Euthanasia	6,000	4,183	10,000	4,000	4,000	4,000
Excessive Animal Permit	100	130	60	100	100	100
Fund Raising Events	17,950	58,045	17,000	55,000	60,000	60,000
Golden Companion	35	2,265	2,900	-	2,000	2,000
Grants	9,106	1,233	8,000	14,632	10,000	10,000
Heartworm Test	-	-	-	-	-	-
Impound	43,490	36,957	47,000	40,000	40,000	40,000
Memberships	1,535	2,695	2,200	2,200	2,200	2,200
Miscellaneous	9,199	7,338	2,000	7,000	7,000	7,000
Notice of Violation	3,560	290	6,500	3,000	3,000	3,000
Out of County	160	160	500	160	160	160
Rabbit	705	160	800	-	-	-
Retail	11,639	9,286	11,000	11,000	11,000	11,000
Spay and Neuter	20,871	22,000	23,000	25,000	20,000	20,000
Surrender	3,329	2,223	6,500	2,500	2,500	2,500
City Animal Licensing	31,131	20,982	36,500	25,000	25,000	25,000
Transfer frm Capital/NB	85,000	109,159	40,000	85,000	85,000	85,000
<b>SUB-TOTAL REVENUES</b>	<b>\$ 727,250</b>	<b>\$ 716,792</b>	<b>\$ 678,903</b>	<b>\$ 738,535</b>	<b>\$ 740,216</b>	<b>\$ 740,216</b>
Scott County Health Dept	15,117	15,117	15,873	15,500	15,500	15,500
Scott County Contribution	33,317	33,317	33,317	33,317	33,317	33,317
<b>TOTAL REVENUES</b>	<b>\$ 775,684</b>	<b>\$ 765,226</b>	<b>\$ 728,093</b>	<b>\$ 787,352</b>	<b>\$ 789,033</b>	<b>\$ 789,033</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 516,348	\$ 520,533	\$ 520,575	\$ 526,500	\$ 533,500	\$ 533,500
Equipment	151,166	152,194	144,050	161,250	159,250	159,250
Supplies	28,040	33,350	22,500	34,000	34,000	34,000
Occupancy	49,672	69,982	51,500	57,000	58,000	58,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 745,226</b>	<b>\$ 776,059</b>	<b>\$ 738,625</b>	<b>\$ 778,750</b>	<b>\$ 784,750</b>	<b>\$ 784,750</b>

### COUNTY CONTRIBUTION



### ANALYSIS

List issues for FY18 budget:

1. Amount of direct support by SCHD is unchanged.
2. Running at large/quarantine compensation is fee for service based.
3. In addition to revenue from services, HSSC receives support from Davenport and Bettendorf.
4. Revenue is projected to exceed appropriations in FY17 projected and FY18. This is a change from FY16 actual and FY17 budget.

## 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>	Library	
<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> \$508,667
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</b>
				<b>PROJECTED</b>
# of physical items checked out		177,441	178,434	175,000-180,000
				178,000-180,000

**PROGRAM DESCRIPTION:**

Circulation – Access to materials

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of physical items checked out	Maintain physical circulation with no more than a 1.5% drop	177,441	178,434 or .06%	175,000-180,000	178,000-180,000

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	Library	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$87,250
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of downloads - digital materials		46,530	44,642	48,213
# of streamed items - digital materials		5,257	3,363	3,632
# of items accessed, not downloads or streaming - digital materials		119,169	112,444	121,440
				131,155

**PROGRAM DESCRIPTION:**

Go Digital Initiative-Digital interaction

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of digital materials downloaded, streamed or accessed	Increase digital interaction by 8%	170,956	160,449 or -6.1%	173,285 or 8%	187,147 or 8%



<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	Library	
<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> \$127,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of customer service contacts		31,544	31,408	31,722

**PROGRAM DESCRIPTION:**

Reference and directional questions, in person, phone, e-mail

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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 1%	31,544 or 24%	31,408 or -.4%	31,722 or 1%	32,039 or 1%

<b>ACTIVITY/SERVICE:</b>	Public Service	<b>DEPARTMENT:</b>	Library	
<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> \$12,500
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
# of Library computer uses		12,378	9,899	9,998
# of Library wireless uses		8,349	11,313	11,426

**PROGRAM DESCRIPTION:**

Public computer use and library wireless use

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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%	20,727 or -5%	21,212 or 2.3%	21,424 or 1%	21,637 or 1%

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT</b>		Library
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		27,864
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$175,571
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Library cardholders		12,694	13,855	13,994

**PROGRAM DESCRIPTION:**

Cardholders with the Scott County Library System.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Library cardholders	Increase number of cardholders by 1%	12,694	13855 or 9%	13994 or 1%	14,134 or 1%

<b>ACTIVITY/SERVICE:</b>	Programming	<b>DEPARTMENT:</b>	Library		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$176,110	
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New services added		NA	6	8	8
Library and outreach programs provided		906	739	745	752
Newsletter reach		NA	537	529	535

**PROGRAM DESCRIPTION:**

Improve community presence by adding new services, increasing programs and outreach, and increasing the reach of our newsletters

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New services, library and outreach programs, newsletter contacts	Improve community presence by 1%	NA	1,269	1,282 or 1%	1,295 or 1%

<b>ACTIVITY/SERVICE:</b>	Programming	<b>DEPARTMENT:</b>	Library		
<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>	\$84,545
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Summer Reading Finishers		1,037	1,004	950	1,000
Summer Reading Registrations		2141	2082	1900	2000
% Finished		48%	48%	50%	50%

**PROGRAM DESCRIPTION:**

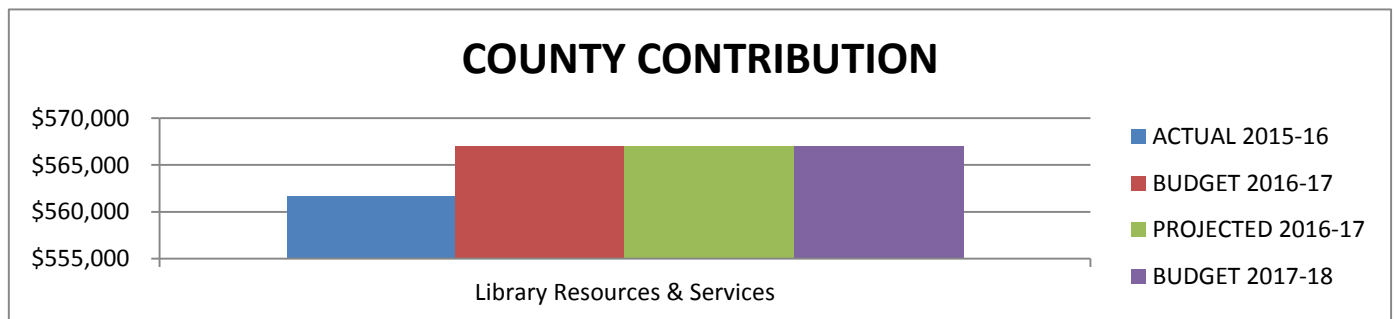
Percentage of summer reading registrations who finish- includes juvenile, young adult and adult.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Percentage of summer reading participants who finish	Meet a 50% finish rate	48%	48%	50%	50%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Library Resources &amp; Services (67.1000)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Reference Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Children's Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Bookmobile Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Technical Processing Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Circulation Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Reserve Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Processing Clerk	1.25	1.25	1.25	1.25	1.25	1.25
Library Page	1.00	1.00	1.00	1.00	1.00	1.00
Bookmobile Driver	1.00	1.00	1.00	1.00	1.00	1.00
Station Attendants	3.94	3.94	3.94	3.94	3.94	3.94
Data Entry Clerk	1.10	1.10	1.10	1.10	1.10	1.10
<b>TOTAL POSITIONS</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>	<b>16.29</b>

<b>REVENUE SUMMARY:</b>						
Grants and Reimbursements	-	-	-	-	-	-
Intergovernmental	\$ 1,117,136	\$ 1,117,081	\$ 1,139,742	\$ 1,175,656	\$ 1,155,176	\$ 1,155,176
Charges for Services	14,010	13,928	13,000	13,000	13,000	13,000
Miscellaneous	11,393	12,490	4,401	4,401	4,401	4,401
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,142,539</b>	<b>\$ 1,143,499</b>	<b>\$ 1,157,143</b>	<b>\$ 1,193,057</b>	<b>\$ 1,172,577</b>	<b>\$ 1,172,577</b>
Scott County Contribution	561,697	561,697	567,021	567,021	567,021	567,021
<b>TOTAL REVENUES</b>	<b>\$ 1,704,236</b>	<b>\$ 1,705,196</b>	<b>\$ 1,724,164</b>	<b>\$ 1,760,078</b>	<b>\$ 1,739,598</b>	<b>\$ 1,739,598</b>

<b>APPROPRIATION SUMMARY:</b>						
Salaries	\$ 613,203	\$ 623,802	\$ 645,000	\$ 648,000	\$ 660,000	\$ 660,000
Benefits	142,059	145,116	164,125	156,125	166,500	166,500
Capital Outlay	129,456	134,548	122,533	134,325	122,292	122,292
Purchase Services & Expenses	206,193	216,145	188,735	222,943	189,035	189,035
Supplies & Materials	41,218	37,699	36,750	36,750	34,750	34,750
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,132,129</b>	<b>\$ 1,157,310</b>	<b>\$ 1,157,143</b>	<b>\$ 1,198,143</b>	<b>\$ 1,172,577</b>	<b>\$ 1,172,577</b>



#### ANALYSIS

The FY 18 Revenue and Appropriations budget requests for the Library show a 1% decrease over the adopted FY 17 budgets. There is no change proposed in Scott County's contribution to the Library budget.

## 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>	Medic		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	county-wide		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$9,845,409
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
Requests for ambulance service		30,232	31,987	32,547	32,547
Total number of transports		23,012	24,062	23,886	23,886
Community CPR classes provided		337	231	120	150
Child passenger safety seat inspections performed		19	2	6	6

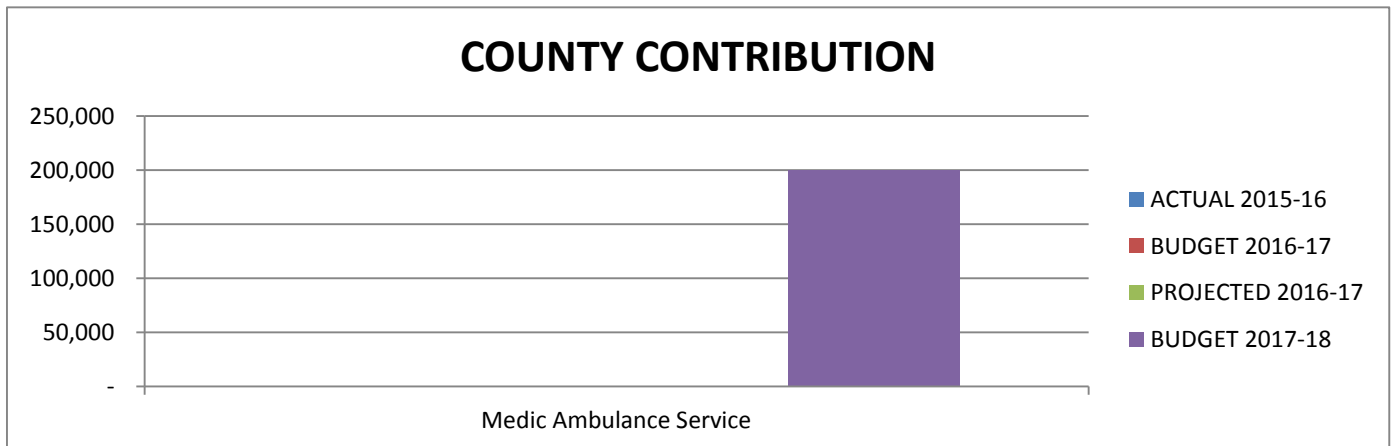
**PROGRAM DESCRIPTION:**

Provide advanced level pre hospital emergency medical care and transport.

PERFORMANCE MEASUREMENT		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Urban response times will be < 7 minutes 59 seconds	Response time targets will be achieved at > 90% compliance	88.80%	88.68%	89.00%	90.00%
Rural response times will be <14minutes 59 seconds	Response time targets will be achieved at > 90% compliance	91.050%	93.080%	93.000%	93.000%
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%	85%	94%	90%	90%
Increased cardiac survivability from pre-hospital cardiac arrest	% of cardiac arrest patients discharged alive	13%/25.7%	all arrests-19.81%, VF/VT arrests 36.11%	all arrests-18%; VF/VT arrests 45%	all arrests-20%; VF/VT 47%

<b>FINANCIAL &amp; AUTHORIZED POSITIONS SUMMARY</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>
<b>PROGRAM: Medic Emergency Medical Services (47)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>REQUEST</b>	<b>ADOPTED</b>
<b>AUTHORIZED POSITIONS:</b>						
Director	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor Paramedic, EMT	66.00	66.00	66.00	66.00	66.00	66.00
Medical Director	0.20	0.20	0.20	0.20	0.20	0.20
Secretary/Bookkeeper	1.00	1.00	1.00	1.00	1.00	1.00
Manager	5.00	5.00	5.00	5.00	5.00	5.00
System Status Controller	12.00	12.00	12.00	12.00	12.00	12.00
Support Staff	1.00	1.00	1.00	1.00	1.00	1.00
Wheelchair/Shuttle Operator	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>	<b>87.20</b>

<b>REVENUE SUMMARY:</b>						
Net Patient Revenue	\$ 7,550,915	\$ 8,060,862	\$ 8,541,404	\$ 8,480,325	\$ 8,713,895	\$ 8,713,895
Other Support	996,193	918,361	935,224	843,050	594,900	594,900
Genesis Medical Center	-	-	-	-	-	-
Trinity Medical Center	-	-	-	-	-	-
<b>SUB-TOTAL REVENUE</b>	<b>\$ 8,547,108</b>	<b>\$ 8,979,223</b>	<b>\$ 9,476,628</b>	<b>\$ 9,323,375</b>	<b>\$ 9,308,795</b>	<b>\$ 9,308,795</b>
Scott County Contribution	95,796	-	-	-	200,000	200,000
<b>TOTAL REVENUES</b>	<b>\$ 8,642,904</b>	<b>\$ 8,979,223</b>	<b>\$ 9,476,628</b>	<b>\$ 9,323,375</b>	<b>\$ 9,508,795</b>	<b>\$ 9,508,795</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 6,037,456	\$ 5,614,337	\$ 6,755,396	\$ 5,980,075	\$ 6,174,038	\$ 6,174,038
Equipment	26,318	-	28,236	-	-	-
Expenses	2,235,389	2,971,094	2,363,452	3,163,945	3,404,371	3,404,371
Supplies	253,354	246,800	257,000	239,790	242,000	242,000
Occupancy	138,281	37,930	171,009	24,900	25,000	25,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 8,690,798</b>	<b>\$ 8,870,162</b>	<b>\$ 9,575,093</b>	<b>\$ 9,408,710</b>	<b>\$ 9,845,409</b>	<b>\$ 9,845,409</b>



<b>ANALYSIS</b>
List issues for FY18 budget:
1. Excess of expenses over revenue in (\$336,614) for FY18 when factoring the maximum amount the county may contribute according to the contract between the BOH, BOS, and MEDIC. Without that County contribution, the deficit is \$536,614.
2. Decrease in revenue is anticipated due to the decrease in interfacility transports when Genesis consolidates its services at its East Campus.
3. Rate increase effective July 2017 should provide additional revenue.



# Quad Cities Convention and 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.**

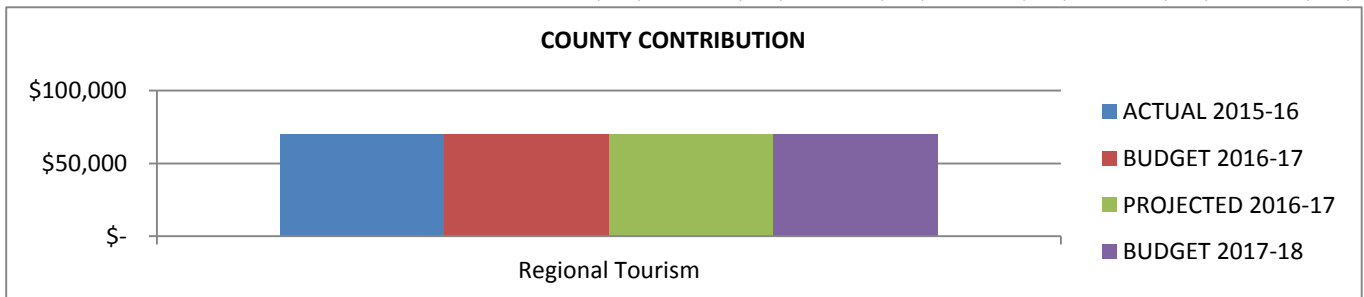
<b>ACTIVITY/SERVICE:</b>	External Marketing to Visitors	<b>DEPARTMENT:</b>	QCCVB	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	All residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$70,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</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		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase Hotel/Motel taxes and Retail Sales Taxes to the County	Increase of 5% over previous Fiscal Year	\$ 3,816,863	\$ 3,844,415	\$ 4,179,000	\$ 4,200,000
Increase visitor inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 342,677	\$ 327,075	\$ 331,500	\$ 331,500
Increase group tour operator inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 1,486	\$ 1,476	\$ 1,405	\$ 1,500
Increase convention/meeting planner and trade show leads	Increase of 2% over previous Fiscal Year	\$ 2,704	\$ 2,875	\$ 3,017	\$ 3,020

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2016-17	2016-17	2017-18	2017-18
PROGRAM: Regional Tourism Development (5400)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>TOTAL POSITIONS</b>	<b>13.00</b>	<b>12.00</b>	<b>13.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>REVENUE SUMMARY:</b>						
Davenport	\$ 450,000	\$ 450,000	\$ 450,000	\$ 400,000	\$ 400,000	\$ 400,000
Bettendorf	184,411	192,007	195,000	195,000	195,000	195,000
Moline	194,446	238,000	230,000	230,000	230,000	230,000
Rock Island	87,543	76,282	93,000	93,000	93,000	93,000
East Moline	3,000	3,000	3,000	3,000	3,000	3,000
Rock Island County	21,000	32,500	15,000	15,000	15,000	15,000
Silvis	1,000	2,500	1,000	1,000	1,000	1,000
LeClaire	10,000	10,000	10,000	10,000	10,000	10,000
Carbon Cliff	5,000	5,000	5,000	5,000	5,000	5,000
Eldridge	3,000	3,000	3,000	3,000	3,000	3,000
State of Illinois/LTCB Grant	240,949	240,128	239,118	250,185	250,185	250,185
State of Illinois/Marketing Partnership Grant	85,117	-	75,000	-	-	-
State of Illinois/International Grant	127,100	23,002	75,000	19,009	19,009	19,009
Other Grants	28,110	93,770	10,000	35,000	35,000	35,000
Interest	2,767	3,162	4,000	4,200	4,200	4,200
Miscellaneous Income	89,816	325,280	67,350	75,000	75,000	75,000
Mississippi Valley Welcome Center						
Membership Income	64,625	72,095	60,000	70,000	70,000	70,000
Publications Income	10,088	10,256	10,000	10,000	10,000	10,000
Joint Projects Income	75	1,649	5,000	2,500	2,500	2,500
Friends of QC Grant	1,800	-	62,000	-	-	-
Corporate Donations	12,800	10,000	10,000	10,000	10,000	10,000
QC Sports Commission Income	57,339	142,666	135,050	75,000	75,000	75,000
<b>SUB-TOTAL REVENUES</b>	<b>\$ 1,679,986</b>	<b>\$ 1,934,297</b>	<b>\$ 1,757,518</b>	<b>\$ 1,505,894</b>	<b>\$ 1,505,894</b>	<b>\$ 1,505,894</b>
Scott County Contribution	70,000	70,000	70,000	70,000	70,000	70,000
<b>TOTAL REVENUES</b>	<b>\$ 1,749,986</b>	<b>\$ 2,004,297</b>	<b>\$ 1,827,518</b>	<b>\$ 1,575,894</b>	<b>\$ 1,575,894</b>	<b>\$ 1,575,894</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 790,548	\$ 688,085	\$ 836,865	\$ 842,000	\$ 847,000	\$ 847,000
Equipment	17,203	28,470	5,000	5,000	5,000	5,000
Expenses	970,069	1,083,104	883,390	599,600	603,750	603,750
Supplies	7,359	4,761	8,000	8,000	8,000	8,000
Occupancy	114,216	112,705	93,000	98,000	100,000	100,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,899,395</b>	<b>\$ 1,917,125</b>	<b>\$ 1,826,255</b>	<b>\$ 1,552,600</b>	<b>\$ 1,563,750</b>	<b>\$ 1,563,750</b>



**ANALYSIS**

FY'17 revenue projections show a \$250K drop in revenue amounting to 15% of the original FY'17 adopted budget. The revenue for the FY'18 requested budget shows no change from the FY'17 lowered projections. The drop in revenue is largely due to the loss of State of Illinois grants, other grants and QC Sports Commission income. The QCCVB has struggled to manage its budget amidst the uncertainty of the State of Illinois' budget debacle. As local governments face their own budget challenges the QCCVB has to fight to maintain hotel motel tax contributions to stay at 25% of the cities hotel motel revenue. Last year both Davenport and Moline cut their contributions and this fiscal year Davenport is proposing more cuts. The appropriation budget figures for FY'17 (projected) and FY'18 (adopted) reflect these changes with cuts to the marketing budget.

# 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 arm of the Quad Cities Chamber charged with marketing the Quad Cities region to companies looking to relocate or expand in our market.**

<b>ACTIVITY/SERVICE:</b>		<b>DEPARTMENT:</b> QC 1st		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		All Residents
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$70,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
				<b>2017-18</b>
				<b>PROJECTED</b>
New Prospects		na	40	60
Businesses Attracted		na	1	3
Number of Jobs		na	1,318	200
Capital Investment		na	\$203M	\$50 M
Company Visits		na	129	75
Industry Trade Shows/Conferences		na	9	10
Site Selector Meetings		na	187	100
Marketing -Website Visits		na	17,209 Uniq visits	20,000

**PROGRAM DESCRIPTION: Business Attraction**

Marketing the Quad Cities externally for the purpose of attracting new investment and generating high quality jobs

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects		na	40	60	65
Businesses Attracted		na	1	3	4
Number of Jobs		na	1,318	200	300
Capital Investment		na	\$203M	\$50 M	\$55 M
Company Visits		65	129	75	80
Industry Trade Shows/Conferences / Prospect Forums		65	9	10	10
Site Selector Visits		185	187	100	100
Marketing-Website Visits		13,528 unique visits / 3 site selector visits	17,209 Unique Visits	20,000	20,000

<b>ACTIVITY/SERVICE:</b>	Prospect Management	<b>DEPARTMENT:</b>	QC First	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	All residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,000
<b>OUTPUTS</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
New Propects	NA	23	45	45
Business Retained and Expanded	NA	2	10	10
Number of Jobs	NA	91	200	200
Capital Investment	NA	\$2.5M	\$20 M	\$20 m
Number of BRE/Company Visits	NA	135	150	150
Number of Businesses Assisted	NA	453	250	250
Number of Assists Made	N/A	N/A	N/A	N/A

Helping retain and expand existing companies in the Quad Cities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects		NA	23	45	45
Businesses Retained & Expanded		NA	2	10	10
Number of Jobs		NA	91	200	200
Capital Investment		NA	\$2.5M	\$20 M	\$20M
Number of BRE/Company Visits		NA	135	150	150
Number of Business Assisted		NA	453	250	250

# Greater Davenport Redevelopment Corporation - GDRC



Executive Director: Tim Wilkinson Phone: 563/884-7559 Website: gotodavenport.com

**MISSION STATEMENT: The GDRC is a non-profit, public-private industrial development organization for the City of Davenport. It provides arms-length real estate transactions with privacy and confidentiality.**

<b>ACTIVITY/SERVICE:</b>	Business Attraction / Expansion	<b>DEPARTMENT:</b>	GDRC	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	All Residents	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,000
<b>OUTPUTS</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>PROJECTED</b>
Market & manage EIIC & other industrial properties		See below	See below	

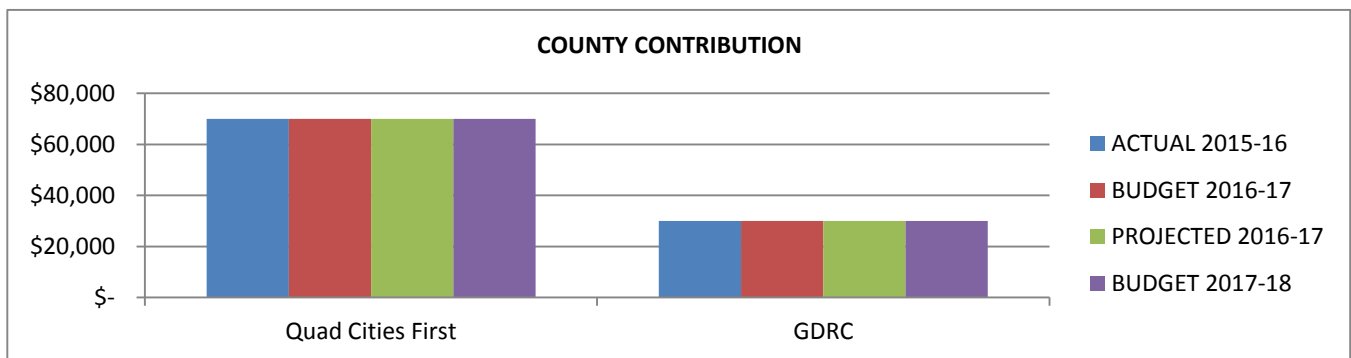
**PROGRAM DESCRIPTION:**

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>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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.	5 Sales Calls & 1 site Visit were made. Site Certification was granted by the State and National ads are now running.	Sold 25 acres for \$1,542.44/over 50 jobs created. Expanded EIIC: buying 80 acres & optioning 80 more.; being rezoned. Held site visit for plastics company to view 100 acres; would create 500 jobs. EIIC is one of the 3 finalists. Held 2 site visits for mfg operation on a 42 acre site. EIIC is a finalist. City has agreed to rebuild EIIC entrance to accommodate truck traffic. EFFECTIVENESS: GDRC has had a successful fiscal year with 2 land sales completed.	Purchase Curtis 40 acre farm and incorporate into EIIC as site certified ground. Sell 160 acres for \$5,120,000 in January to plastics company. Make 10 sales calls. Update WEB site and sales literature. Purchase new signage for EIIC. Make financial commitment to city for EIIC entrance improvements.	Update strategic plan. Develop plan on future land purchases. Sell 2 lots. Make 20 sales calls. Have 5 site visits. Update GDRC history for new city hall staff.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2014-15	2015-16	2017-17	2016-17	2017-18	2017-18
PROGRAM: Regional Economic Development (4901, 4902)	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
<b>AUTHORIZED POSITIONS:</b>						
<b>CEO</b>	0.30	0.30	0.10	0.10	0.10	0.10
President	0.55	0.55	0.30	0.30	0.30	0.30
Vice-President	1.00	1.00	1.00	1.00	1.00	1.00
Business Attraction Staff	1.00	1.00	1.10	1.10	1.10	1.10
Administrative Secretary	0.50	0.50	0.60	0.60	0.60	0.60
Database Specialist	0.25	0.25	0.25	0.25	0.25	0.25
Accounting/HR/Admin Staff	0.35	0.35	0.50	0.50	0.50	0.50
Marketing Staff	0.80	0.80	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>4.75</b>	<b>4.75</b>	<b>4.85</b>	<b>4.85</b>	<b>4.85</b>	<b>4.85</b>

<b>REVENUE SUMMARY:</b>						
Private Sector Members	\$ 501,004	\$ 551,500	\$ 589,000	\$ 589,000	\$ 589,000	\$ 589,000
Public Sector Members	270,375	266,875	289,750	289,750	289,750	289,750
Other	1,894	1,250	3,000	3,000	3,000	3,000
<b>SUB-TOTAL REVENUES</b>	<b>\$ 773,273</b>	<b>\$ 819,625</b>	<b>\$ 881,750</b>	<b>\$ 881,750</b>	<b>\$ 881,750</b>	<b>\$ 881,750</b>
Arsenal Lobbying Funding						
Scott County Contribution - QC First	70,000	70,000	70,000	70,000	70,000	70,000
Scott County Contribution-GDRC	30,000	30,000	30,000	30,000	30,000	30,000
<b>TOTAL COUNTY CONTRIBUTION</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 873,273</b>	<b>\$ 919,625</b>	<b>\$ 981,750</b>	<b>\$ 981,750</b>	<b>\$ 981,750</b>	<b>\$ 981,750</b>
<b>APPROPRIATION SUMMARY:</b>						
Personal Services	\$ 467,257	\$ 470,695	\$ 479,587	\$ 479,587	\$ 479,587	\$ 479,587
Allocated Overhead	82,706	82,216	81,648	81,648	81,648	81,648
Total Direct Overhead	22,571	4,957	5,000	5,000	5,000	5,000
Total Business Attraction	256,146	331,225	383,620	383,620	383,620	383,620
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 828,679</b>	<b>\$ 889,093</b>	<b>\$ 949,855</b>	<b>\$ 949,855</b>	<b>\$ 949,855</b>	<b>\$ 949,855</b>



**ANALYSIS**

Quad City First shows no significant change in the FY'18 budget compared to the projected budget in FY'17.

# **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, IOWA BUDGET CALENDAR

	Board of Supervisors	County Administration	Citizens and State	Departments and Authorized Agencies
July	New Fiscal Year Begins July 1, 2017 to June 30, 2018			
August	Strategic Planning			
September	Identification of specific areas to be reviewed in upcoming budget process. Short and long term goals.			Develop initial revenue estimates
October				Develop and submit operating and capital requests
November		Development of Salary and Benefit Estimates	Discussions with Board and County Administration for new funding requests	
December		Development of Capital requests and planning		
January		Presentation of Administrations recommendation of the proposed budget		
February	Board reviews operating and capital budgets		Public Hearing on Proposed and Amended Budget	
March	Adoption of <b>Budget</b> by resolution. Strategic Planning		Certification by Auditor and State Department of Management	
April		Prepare final budget document. Review budget amendment needs		
May	Adopt Budget <b>Amendment</b> by resolution	Propose budget amendment for current year	Public Hearing on Amended Budget	
June	Set appropriations and authorized position levels for ensuing fiscal year			

## BUDGET PREPARATION PROCESS

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

The County's budgetary process begins nine months prior to July 1st, the beginning of the County's fiscal year. In September, the Board of Supervisors identifies specific areas to be reviewed by staff during the upcoming budget preparation process. Identification of short and long term goals for discussion. In early October the Board of Supervisors meets with the County Administrator and the Budget Manager to identify specific areas to be reviewed during the budget process. They also set parameters for increases for all departments and authorized agencies. These specific areas of review are then given to department heads and agency directors to keep in mind as they prepare their budget requests for the ensuing year. At the end of October, Budget Planning Manuals and appropriate worksheets are distributed to department heads and authorized agency directors. The Budget Planning Manuals identify the budgetary process and give specific directions on the process. Scott County's system includes the completion of several Budgeting For Outcomes (BFO) forms that are described in detail in the manual.

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

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

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

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

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

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

The month of February is basically devoted to discussions with the Board of Supervisors. At the Board's first two budget work sessions the overall impact of the expenditures are reviewed along with the potential property tax changes and other revenue adjustments. In addition, each Board member, based on his own review of the budget materials or from budget discussions, identifies other budget issues and policy matters. These budget issues then become subsequent agenda items at future budget sessions until all are resolved. These sessions, as in the case of the goals and objectives sessions of the Board of Supervisors during January, are open to the general public.

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

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

Budget amendments occur twice during the current fiscal year. The first budget amendment is presented to the Board of Supervisors in February for approval with the upcoming fiscal year budget. A second amendment is recommended to the Board of Supervisors in May of the current year in order to close the fiscal year. Both amendments are designed to provide legal capacity of functional expenditures by category based upon current estimates. The level of budgetary control for each amendment process is on the functional level of the County's governmental functions. Departmental line item budgetary adjustments within a function may be made throughout the year as long as the total expenditures is not increased from the legally adopted budget.

### **SCOTT COUNTY'S BUDGETING FOR OUTCOMES BUDGET SYSTEM**

Prior to fiscal year 1983-84 Scott County was accustomed to budgeting for total departments and authorized agencies. Beginning in FY84, the County introduced program performance budgeting. With performance based budgeting, the County budgeted for departments, but each department divided its budget into functions or services, which are known as "programs". The performance based budget had been in place at Scott County for over 30 years, with many departments using the same measurers for many years.

In 2009, the Board of Supervisors set a goal to revise their performance based budget system. The County decided to adopt budgeting for outcomes as their new budgeting method. Budgeting for outcomes challenges public leaders to determine what outcomes citizens most value, prioritize their tax dollars to purchase those results, and rethink the way their departments and agencies go about producing them. Our old performance based budget system asked the question, what programs can we cut to keep the budget in balance? The new budget method asks, how can government increase the value it delivers to citizens with the money that is available?

There are huge benefits of using the budgeting for outcomes method of budgeting. First, it allows the government to see or eliminate obsolete or low value activities. Next, it helps find money for important new investment or activities – if an investment is important, it will rise to the top of the list. Other spending with less value falls off of the list. It ensures the general interest trump special 'pet' projects. Outcome based budgeting ensures accountability for performance – programs MUST deliver results or they don't get funded. It also talks about the budget in common sense terms – Traditional budgets are difficult for citizens to read. BFO budgets are designed for anyone to understand – and they allow citizens to understand exactly the services that its government provides with additional transparency.

What is an outcome?

- It must be specific and address the customers' needs (internal or external)
- It must be measurable
- It must be aggressive but attainable
- It must be results oriented
- It must be time bound (it must have a deadline or timeline) i.e. one year, etc

In order to change from traditional performance based budgeting to outcome based budgeting, departments had to change their thinking entirely. First, each department identified their services. This had never been done before. Next, departments identified outputs from our old budgeting system – and some departments created new outputs. Next, departments aligned each service with a goal of the Board of Supervisors to ensure that the Board goals were reflected in the activities of the County departments. Next, each service was identified as either a core service, semi-core service or a service enhancement. Then, each department identified outcome and effectiveness measures for each service. From this process, we have our new budgeting for outcomes for Scott County, first successfully implemented in FY 12.

**MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY**

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

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

**Area in Square Miles** 468.2

**Median Age of Population** 37.6

**Miles of Roads and Streets:**

Interstate Highways	90
State Highways	97
Non-Urban	394
Urban	<u>1094</u>
Total Miles	<u>1675</u>

**Acres of Industrial Lands -unincorporated** 13.3

**Farming Acres** 219,232

**Number of Farms** 759

**Average Size of Farm (Acres)** 291

**County Employees:**

Board Members	5
Elected Officials	5
Full time equivalents	485.13

**Schools Within the County: Public Schools**

Elementary	41
Junior High	9
Senior High	7
Total Students	27,264

**Private Schools:**

K-8	6
Total Students	2,622

**Higher Education:**

University	2
Colleges	2
Junior College	1
Vocational Schools	3

**Recreation: Parks**

County Recreation Areas	8
Number of Acres	2,509

**Golf Courses:**

Private	2
Public	5
Municipal	5

**Snowmobile Trails, Total Miles** 86

**State Wildlife Preserve Open to Public**

**Hunting and Fishing** 2,785/Acres

**Number of Lakes** 5

**Number of Boat Launches** 3

**Number of Beaches** 2

**Number of Swimming Pools** 1

**Number of Zoos** 0

**Number of Baseball Diamonds** 2

**Law Enforcement:**

County Sheriff Department	1
City Police Department	9
Fire Department:	
Full-time	2
Volunteer	14

**Elections: Last General Election - 2016**

Registered Voters	127,457
Votes Cast	87,286
Percent	68.48%

**Elections: Last School Board Election - 2015**

Registered Voters	120,270
Votes Cast	3,628
Percent	3.02%

**Building Permits (non City of Davenport / City of Bettendorf):**

Issued in the Year Ended	
June 30, 2016	876
Value of Issued Permits	\$19,387,892

**MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)**

**Ten Principal Taxpayers as of June 30, 2016**

BUDGET	Organization	Taxable Value	% of Total Taxable Value
	MidAmerican Energy	233,866,263	2.84%
Iowa American Water Company	60,249,318	0.73%	
Macerich North Park Mall, LLC	52,525,080	0.64%	
Isle of Capri Bettendorf LC	45,000,000	0.55%	
Arconic Inc	38,111,243	0.46%	
John Deere Construction &	23,985,124	0.29%	
Qwest Corp.	21,176,189	0.26%	
Northern Border Pipeline Co.	21,099,127	0.26%	
Continental Cement Co. LLC	20,385,547	0.25%	
Continental 203 Fund	19,050,314	0.23%	
<b>Total</b>	<b>\$535,448,205</b>	<b>6.51%</b>	

Source: County tax rolls.

**Ten Principal Employers as of June 30, 2016**

Employer	Rank	% of Total County Employment
Genesis Medical Center	1	5.9%
Hy-Vee (all locations)	2	3.7%
Davenport Community Schools	3	2.8%
Alcoa Inc	4	2.7%
Oscar Mayer Foods	5	2.0%
Tri City Communications	6	1.3%
Isle Casino Hotel	7	1.2%
Walmart (all Scott co locations)	8	1.2%
City of Davenport	9	1.2%
John Deere Davenport Works	10	1.0%

Sources:

<sup>1</sup>Iowa Workforce Development (Jan – July 2016)

<sup>2</sup>InfoGroup, Reference USA Gov and Individual Employers (Spring 2016)

Date accessed: 9/16/16



## MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)

<b>POPULATION</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Population 2016 estimated	172,474	132,904	221,661	474,045	146,547	144,784
Population 2010	166,224	131,090	211,226	430,640	130,882	147,546

<b>RACE</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
White	86.4%	86.1%	90.1%	86.2%	84.8%	84.1%
African American	7.6%	9.0%	4.7%	6.7%	6.1%	10.2%
Native American	0.4%	0.3%	0.3%	0.4%	0.3%	0.6%
Asian	2.7%	2.0%	2.4%	4.3%	6.4%	2.4%
Hispanic	6.4%	4.2%	3.0%	8.2%	5.5%	12.7%
Native Hawaiian	0.1%	0.2%	0.1%	0.1%	0.0%	0.1%
Two or More Races	2.9%	2.3%	2.4%	2.3%	2.4%	2.7%

<b>HOUSING</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Housing Units	195,144	59,787	65,864	73,279	57,069	95,333
Owner Occupied	68.1%	67.5%	73.6%	67.6%	59.5%	69.5%
Median Value/Owner-Occupied	\$148,200	\$130,200	\$147,400	\$157,200	\$193,600	\$113,800
Median Gross Rent	\$715	\$700	\$695	\$799	\$870	\$678

<b>EDUCATION</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
High School Graduate or Higher	92.6%	90.5%	94.4%	91.8%	94.8%	88.1%
Bachelor's Degree or Higher	32.1%	27.0%	31.5%	35.8%	51.3%	22.0%

<b>TRANSPORTATION</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Travel Time to Work in Minutes	18.7	16.0	18.7	19.1	18.3	18.8

<b>BUSINESSES</b>	<b>Scott, IA</b>	<b>Black Hawk, IA</b>	<b>Linn, IA</b>	<b>Polk, IA</b>	<b>Johnson, IA</b>	<b>Rock Island, IL</b>
Total Employment	81,166	69,526	116,405	249,489	60,242	62,827
Total Annual Payroll (\$1,000)	\$3,159,958	\$2,580,133	\$5,425,149	\$12,120,870	\$2,401,332	\$3,189,132

<https://www.census.gov/quickfacts/table>

## FINANCIAL MANAGEMENT POLICIES

The following financial policies and relevant sections from the Code of Iowa have been adopted by the Scott County Board of Supervisors and have been developed and assembled here to provide guidance to the County's financial management system. The County's intent is to support a sound and efficient financial management system which best utilizes available resources and provides an acceptable service level to the citizens of Scott County. A Financial Review Committee (FRC) consisting of the County 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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## EXCERPTS FROM SCOTT COUNTY CODE

### CHAPTER 3 APPOINTED OFFICERS AND DEPARTMENTS (Updated April 2016)

#### SEC. 3-1. OFFICE OF THE ADMINISTRATOR

- A. There shall be an Office of the Administrator responsible for the general administration of the County.
- B. The Office of the Administrator shall be headed by a County Administrator appointed by, and serving at the pleasure of the Board of Supervisors.
- C. The County Administrator shall report to, and be accountable to, the Board of Supervisors for the performance of the office's duties and responsibilities.
- D. The County Administrator shall be a full time employee of the County.
- E. The County Administrator may serve as head of one or more Departments of County Government not under the direct control of an elected official.

#### SEC. 3-2 AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR

- A. The County Administrator serves as the principal advisor to the Board of Supervisors in all matters relating to the overall management of county government operations.
- B. The County Administrator shall have direct administrative authority over all operating departments within the scope of responsibility of the Board of Supervisors.
- C. The County Administrator shall prescribe the accepted standards of administrative practice for all operating departments within the scope of responsibility of the Board of Supervisors.
- D. The County Administrator shall execute and enforce all resolutions and orders of the Board of Supervisors and see that all laws required to be enforced through the Board of Supervisors or by operating departments subject to its control are faithfully executed.
- E. The County Administrator is authorized by the Board of Supervisors to take any reasonable ministerial action necessary in carrying out the responsibilities assigned to him, and to act at his discretion, upon matters not covered by Board policy or

strictly prohibited by the Code of Iowa or this code. Such action will be reported to the Board of Supervisors as soon as practicable thereafter.

- F. The County Administrator may delegate to appropriate department heads or professional staff members the authority to discharge certain duties and responsibilities vested in him by the Board of Supervisors. However, the delegation of such authority does not relieve the County Administrator of ultimate accountability and responsibility.
- G. The County Administrator shall be responsible for the preparation, review and submission (in conjunction with the County Auditor as provided by the Code of Iowa) of a proposed annual operating budget plan for consideration by the Board of Supervisors. As such, a copy of the budget requests of all operating departments, including those under the direction of other elected county officials, and appointed boards, commissions, or other agencies receiving County funding, shall be submitted to the County Administrator in accordance with an annual budget planning calendar and in compliance with such dates and dead-lines as identified in the Code of Iowa. All departmental budget requests shall be in the format and contain such content as prescribed by the County Administrator.
- H. The County Administrator shall be responsible for the development of all proposed capital program plans and the financing thereof, for consideration by the Board of Supervisors. He shall further be responsible for the execution of, and status reporting for all capital projects approved by the Board of Supervisors.
- I. The County Administrator or his designee shall have access to the books and papers of all operating departments, for purposes of gathering appropriate data required in support of the execution of the official duties of the Administrator's Office or in compliance with specific directions of the Board of Supervisors.
- J. The County Administrator is responsible for periodic reporting of the status of the certified or amended annual operating budget, as well as the status of all active funds. Such reporting shall be done in cooperation with the appropriate elected officials having statutory authority and/or responsibility.
- K. The County Administrator is responsible for the review and recommendation of all County operating department personnel appointments and other personnel items to be brought before the Board of Supervisors for their consideration and action.

- L. The County Administrator shall have the authority to fill vacancies in authorized positions below department head level, within the limitations of budget funding and in conformance with established personnel policies. Such personnel appointments shall be filed bi-weekly in conjunction with Board of Supervisors meetings.
- M. The County Administrator shall be authorized to approve compensation step increases that are in conformance with personnel policies.
- N. The County Administrator is responsible for the review and assessment of all administrative matters to be considered by the Board of Supervisors. All administrative items to be considered by the Board of Supervisors shall be forwarded to the Chairman of the Board of Supervisors by the County Administrator for purposes of assigning to the appropriate committee for consideration.
- O. The County Administrator may recommend appropriate administrative organizational structures and/or administrative reorganizations as he deems necessary for the efficient and effective operation of County government.
- P. The County Administrator may recommend policy to the Board of Supervisors.
- Q. The County Administrator shall be responsible for the management of all County facilities, except as responsibility for specific facilities is otherwise entrusted to county elected officials pursuant to the Code of Iowa.
- R. The County Administrator shall be responsible for acquisition of all County goods and services in the most cost effective manner as possible, and in accordance with policies and procedures established by the Board of Supervisors and the State of Iowa.
- S. The County Administrator shall present to the Board of Supervisors a recommended candidate for all department head position vacancies. The County Administrator will use a broad-based advisory selection committee represented by at least three elected office holders and three department heads in an advisory capacity during the selection process. The final decision relative to filling department head vacancies shall be made by the Board of Supervisors based upon the aforementioned selection process. For purposes of this section department head positions include the Director of Information Technology, Director of Facilities and Support Services, Director of Community Services, Director of Human Resources, Director of Planning and Development, Juvenile Detention Center Director, Director

of Budget and Administrative Services and County Engineer. The advisory selection committee members may also include the Health Department Director, or Conservation Director.

- T. The County Administrator may, under the general direction of the Board of Supervisors, bring together various county elected office holders, departments, and agencies to work together on common problems, issues, or opportunities.
- U. The County Administrator may, under the general direction of the Board of Supervisors, represent the Board of Supervisors in meetings with the following: elected office holders; county agencies not under the direct responsibility of the Board of Supervisors; local, state, and federal officials and agencies; community groups and agencies; and the general public.
- V. The County Administrator has the authority to terminate employees, including department heads, of Departments of County Government not under the direct control of an elected official. Terminations of employees, other than department heads and employees covered by a collective bargaining agreement, shall be subject to the grievance procedure set forth in Scott County Policy S. Terminated department heads shall begin the grievance procedure at Step 4 of Policy S.

### **33. BUDGET AND FINANCIAL MANAGEMENT POLICIES**

Board Adopted 11/6/14

#### **GENERAL POLICY**

The following budget and financial policies have been developed to provide guidance to the County's budget and financial management system.

#### **SCOPE**

This policy is applicable to all offices and departments within Scott County government.

#### **PURPOSE**

The County's intent is to support a sound and efficient financial management system which best utilizes available resources and provides an acceptable service level to the citizens of Scott County. The following statements are not intended to restrict Scott County's authority in determining service needs and/or activities of Scott County. These financial policies do not limit the Scott County Board of Supervisors ability and responsibility to respond to service delivery needs above or beyond these policies. The Scott County Board of Supervisors as a policy making group is still accountable for the efficient and responsive operation of Scott County.

#### **SPECIFIC POLICY PROVISIONS**

##### **REVENUE POLICY**

1. Scott County will initiate efforts to maintain diversified and stable revenues in an attempt to limit the impact of short run fluctuations in any one revenue source.
2. Annual revenues will be estimated by an objective, and whenever possible analytical process.
3. Existing revenue sources will be re-examined with new revenue sources investigated during the annual budget preparation process.
4. Revenues may exceed expenditures if the fund balance of any funds needs to be increased to meet minimum balance requirements. Additionally, surplus fund balances may supplement revenues in order to fund onetime expenditures or capital costs.
5. Property tax revenue collections will be established through a tax levy rate for general operations which will not generally exceed the cost of living of the previous year.

6. In relation to enterprise funds which have been established to support expenditure levels, user fees and charges will be established to fund direct and indirect cost of the activity whenever feasible.
7. User fees in other governmental areas such as health and recreational services will be established at a level which will not inhibit participation by all.
8. All user fees and charges will be re-evaluated on an annual basis during the budget preparation process.
9. One-time or special purpose revenues such as grant funds will be utilized to fund capital expenditures or expenditures required by that revenue. Such revenues will generally not be used to subsidize reoccurring personnel, operating and maintenance costs and if approved will be qualified by stating such on-going program may be ended once grant funds or other revenue sources no longer exist.
10. Scott County will on a continuous basis seek methods to reduce the County's reliance on the property tax through seeking legislative support for additional hotel motel tax and for higher reimbursement rates or funding of state housed services, investigating additional non-property tax revenue sources, and encouraging the expansion and diversification of the County's tax base with commercial and industrial development.

## **OPERATING BUDGET/EXPENDITURE POLICY**

1. The County Administrator will compile and submit to the Scott County Board of Supervisors a balanced budget by the first of February of each year.
2. The balanced budget will reflect expenditures which will not exceed estimated resources and revenues. Routine expenditures will not be greater than the previous year's expenditure level by more than the estimated annual percentage increase in the cost of living.
3. The operating budget for Scott County will be developed and established on a service level basis. Any additions, deletions and/or alterations in the operating budget will be related to services to be provided to the general public.
4. The operating budget will emphasize productivity of human resources in providing services, efficient use of available revenue sources, and quality of services to be provided.
5. New service levels including requests from outside agencies for ongoing program support will be considered when additional revenues or offsetting reductions of expenditures are identified, and the new services fall within the broad framework of the County operation, or when such services are mandated by the State of Iowa or the federal government.



6. Requests for startup or pilot projects or programs with no more than a three year duration will be considered if it contributes to the economic vitality of the County and has more than 75% of the program costs funded by other sources. Projects or programs in economic development that are to be funded regionally by other local governments in collaboration with the County will be considered in annual requests.
7. Current County expenditures will be funded by current revenues unless specifically approved by the Board of Supervisors.
8. The County will avoid the postponement of current expenditures to future years, accruing future year revenues, or utilization of short term debt to fund operating expenditures.
9. The operating budget will provide funding for the on-going maintenance and replacement of fixed assets and equipment. These expenditures will be funded from current revenues transferred to the Capital Improvement Funds.
10. Each year the County will revise current year expenditure projections during the succeeding year's budget preparation process. Costs of operating future capital improvements included in the capital projects budget will be included in the operating budget.
11. The County will participate in a risk management program to minimize losses and reduce costs. This program will protect the County against catastrophic losses through the combination of insurance, self-insurance and various federal and state programs. To be assured that the county continues to get the best rates from time to time the insurance will be bid through the Purchasing Division of Facilities and Support Services including the insurance consultant support services.
12. The County will maintain a budgetary control system to monitor its adherence to the approved operating budget.
13. All departments will have access to expense and revenue reports comparing actual revenues and expenditures to budgeted amounts. These reports will be updated through the financial management ERP system to allow departments to regularly review their financial position.

## **CAPITAL IMPROVEMENT BUDGET POLICY**

1. The County will make all capital improvements in accordance with the adopted Capital Improvement Program except for emergency capital improvements which are deemed necessary by the County staff and approved individually by the Board of Supervisors.
2. Capital improvements will be identified on the basis of long-range projected needs rather than on immediate needs in order to minimize future maintenance, replacement and capital costs.

3. A capital improvement program will be developed for a five-year period and updated annually.
4. Estimated costs of each capital improvement projected for each year will be included in the plan.
5. Revenue sources for capital improvements will be identified in the plan whenever possible.
6. Intergovernmental funding sources from the federal, state and private sector will be actively sought and used as available to assist in financing of capital improvements.
7. Future operating costs associated with the capital improvement will be projected and included as a part of the budget submission in the capital improvement budget.
8. Capital Funding Requests From Outside Agencies
  - Capital funding requests (greater than \$5,000) from outside agencies will only be considered during the Board's regular annual budget review cycle.
  - Said requests must be submitted to the County Administrator on or before December 1<sup>st</sup> for the following budget year.
  - Said requests for the next fiscal year will only be accepted for consideration if the County's unassigned General Fund balance exceeds the minimum required level, 15% of operating expenses. (The 15% minimum required level shall be based on the audited beginning unassigned General Fund balance amount of the current fiscal year less any planned uses of fund balance included in the current fiscal year budget compared with current year budgeted general fund operating expenses).
  - Said request shall describe the project in detail and shall include the following minimum information:
    - Project impact on community (economic development, quality of life, etc.)
    - Total cost of project
    - % of request from County to total project cost
    - Listing of other revenue sources
  - The Board of Supervisors recognizes a commitment of county funds can be necessary from the County to be awarded certain grants from the State. Capital requests for infrastructure will only be matched if submitted to the State as a Community Attraction Tourism grant, a Resource Enhancement and Protection grant or similar state grant request. Funding is dependent on monies available in the designated project fund for these grant matches. The County must approve its commitment prior to the grant submittal to the State. The project must have a regional impact.

- Approved funding allotments will be made beginning with the next fiscal year being budgeted and after property taxes have been received in October and may be made over a multi-year period.
- No allotment will be given until the requesting organization informs the County in writing that all funding commitments have been made and that the project has begun (this action must be completed prior to December 31st of the next fiscal year being budgeted, if not, the County's funding commitment will end). Note: Agencies may request an extension to this provision. The extension request should be submitted in writing detailing reasons for the extension and the extension timeframe requested.
- Any approved funding commitment from the County for a project should be considered final with no subsequent funding request to be made to the County on that project.
- Any future State action such as program funding reductions, increased unfunded State mandates, or the enactment of property tax limitation legislation may not allow the County to consider or, complete fulfillment of these types of capital funding requests.

#### 9. Bike Trail Funding

- The Board of Supervisors supports the development and construction of bike trails that will connect communities within the County. The Board encourages state and federal legislators to fund grant opportunities to fund these bike trails. The Board will support grant applications to appropriate state and federal agencies for grant funding of these trails.
- The Board will participate in funding the local match grant requirement of bike trail development and construction that connect non-contiguous cities within Scott County. The Board will also consider allowing the use of the County's right of way for portions of proposed trails along County roads.
- The Board of Supervisors will fund 10% of the local match grant requirement (up to a 30% grant local match requirement). For example, if the grant award is for \$1 million with a 30% local-70% federal/state split the County would fund \$30,000 of the local match. If the same \$1 million grant had a 40% local-60% federal/state split the County would still only fund \$30,000 of the local match. If this is a multi-county grant application the 10% County local match funding amount will be based on the percentage of bike trail mileage in Scott County.
- The County encourages communities to secure additional local grant funding toward the local match requirement (i.e., riverboat grants, foundations, businesses, etc.). The County will not reduce its 10% local match commitment by any additional funding secured by the communities toward their 90% share of the local match.
- The County will not participate in any ongoing maintenance costs of the bike trails.

## **DEBT ADMINISTRATION POLICY**

1. The County will limit its long-term borrowing to capital improvements or projects which cannot be financed from current revenues or for which current revenues are not adequate.
2. Long-term borrowing will only be utilized to fund capital improvements and not operating expenditures.
3. The payback period of the bonds issued to fund a particular capital project will not exceed the expected useful life of the project.
4. It is recognized that the State of Iowa sets the debt limitation for municipalities at 5 percent of actual property valuation.
5. Whenever possible, special assessment, revenue bonds and/or general obligation bonds abated by enterprise revenues will be issued instead of general obligation bonds funded by property tax.
6. For those general obligation bonds issued and funded by property taxes, debt service and interest payment schedules shall be established whenever possible in such a manner to provide equalization of debt and interest payments each year for the life of the total outstanding general obligation bonds.
7. The County shall encourage and maintain good relations with the financial and bond rating agencies and prepare any reports so requested by these agencies. Full and open disclosure on every financial report and bond prospectus will be maintained.

## **FINANCIAL REPORTING POLICY**

1. The County will establish and maintain a high standard of accounting practices and procedures which adhere to the concept of full and open public disclosure of all financial activity.
2. The accounting system will be maintained on a basis consistent with accepted standards for governmental accounting.
3. Quarterly financial statements reported on a budget basis of accounting will be presented to the Board of Supervisors on a regular basis.
4. The County's independent public accounting firm will publicly issue an audit opinion regarding the financial statements to the County. The annual audit will be made available to the general public, bonding and financial consultants, and any other interested citizens and organizations. The annual audit will be posted on the county website.
5. The Comprehensive Annual Financial Report and accompanying audit opinion will be completed and submitted to the Board of Supervisors by December 31 and following the close of the preceding fiscal year.

## FUND BALANCE POLICY

Government Accounting Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement is effective for the County beginning with fiscal year ending June 30, 2011. The objective of this statement is to improve the usefulness and understandability of governmental fund balance information. The Statement provides more clearly defined categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The Statement impacts governmental fund types, however, in non-governmental funds; the County may decide to assign funds for specific purposes.

1. The fund balance will be reported in five categories: Nonspendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance.

a) Nonspendable Fund Balance - Amounts cannot be spent because they are not in spendable form or legally or contractually required to be maintained intact.

b) Restricted Fund Balance - Amounts are restricted by external parties (i.e. creditors, grantors, contributors) or laws / regulations of other governments or restricted by law through constitutional provisions or enabling legislation, such as an ordinance.

c) Committed Fund Balance - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Supervisors. The formal action must occur prior to the end of the reporting period. The amount, which will be subject to the constraint, may be determined in the subsequent period.

d) Assigned Fund Balance - Amounts constrained by the government's intent to be used for specific purposes that are neither restricted or committed. The intent can be expressed by the County Administrator.

e) Unassigned Fund Balance - Is a residual classification for the general fund. The total fund balance less amounts categorized as non-spendable, restricted, committed and assigned equals unassigned fund balance. The general fund is the only fund that should report a positive unassigned fund balance amount. A negative unassigned fund balance is possible in other funds.

Minimum year-end fund balances will be maintained for all governmental and proprietary funds as follows:

<u>Governmental</u>	
<u>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</u>	
<u>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 diversify 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 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

**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 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.

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b. The department of management shall prescribe the form for public hearing notices for use by municipalities.

2. Budget estimates adopted and certified in accordance with this chapter may be amended and increased as the need arises to permit appropriation and expenditure during the fiscal year covered by the budget of unexpended cash balances on hand at the close of the preceding fiscal year and which cash balances had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended, and also to permit appropriation and expenditure during the fiscal year covered by the budget of amounts of cash anticipated to be available during the year from sources other than taxation and which had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended. Such amendments to budget estimates may be considered and adopted at any time during the fiscal year covered by the budget sought to be amended, by filing the amendments and upon publishing them and giving notice of the public hearing in the manner required in this section. Within ten days of the decision or order of the certifying or levying board, the proposed amendment of the budget is subject to protest, hearing on the protest, appeal to the state appeal board and review by that body, all in accordance with sections 24.27 to 24.32, so far as applicable. A local budget shall be amended by May 31 of the current fiscal year to allow time for a protest hearing to be held and a decision rendered before June 30. An amendment of a budget after May 31 which is properly appealed but without adequate time for hearing and decision before June 30 is void. Amendments to budget estimates accepted or issued under this section are not within section 24.14.

### **24.10 Levies void.**

The verified proof of the publication of such notice shall be filed in the office of the county auditor and preserved by the auditor. No levy shall be valid unless and until such notice is published and filed.

### **24.11 Meeting for review.**

The certifying board or the levying board, as the case may be, shall meet at the time and place designated in said notice, at which meeting any person who would be subject to such tax levy, shall be heard in favor of or against the same or any part thereof.

### **24.12 Record by certifying board.**

After the hearing has been concluded, the certifying board shall enter of record its decision in the manner and form prescribed by the state board and shall certify the same to the levying board, which board shall enter upon the current assessment and tax roll the amount of taxes which it finds shall be levied for the ensuing fiscal year in each municipality for which it makes the tax levy.

### **24.13 Procedure by levying board.**

Any board which has the power to levy a tax without the same first being certified to it, shall follow the same procedure for hearings as is required of certifying boards under this chapter.

### **24.14 Tax limited.**

A greater tax than that so entered upon the record shall not be levied or collected for the municipality proposing

the tax for the purposes indicated and a greater expenditure of public money shall not be made for any specific purpose than the amount estimated and appropriated for that purpose, except as provided in sections 24.6 and 24.15. All budgets set up in accordance with the statutes shall take such funds, and allocations made by sections 123.17 and 452A.79, into account, and all such funds, regardless of their source, shall be considered in preparing the budget.

### **24.15 Further tax limitation.**

No tax shall be levied by any municipality in excess of the estimates published, except such taxes as are approved by a vote of the people, but in no case shall any tax levy be in excess of any limitation imposed thereon now or hereafter by the Constitution and laws of the state.

### **24.16 Expenses — how paid.**

The cost of publishing the notices and estimates required by this chapter, and the actual and necessary expenses of preparing the budget shall be paid out of the general funds of each municipality respectively.

### **24.17 Budgets certified.**

The local budgets of the various political subdivisions shall be certified by the chairperson of the certifying board or levying board, as the case may be, in duplicate to the county auditor not later than March 15 of each year on forms, and pursuant to instructions, prescribed by the department of management. However, if the political subdivision is a school district, as defined in section 257.2, its budget shall be certified not later than April 15 of each year. One copy of the budget shall be retained on file in the office by the county auditor and the other shall be certified by the county auditor to the state board. The department of management shall certify the taxes back to the county auditor by June 15.

### **24.18 Summary of budget.**

Before forwarding copies of local budgets to the state board, the county auditor shall prepare a summary of each budget, showing the condition of the various funds for the fiscal year, including the budgets adopted as herein provided. Said summary shall be printed as a part of the annual financial report of the county auditor, and one copy shall be certified by the county auditor to the state board.

### **24.19 Levying board to spread tax.**

At the time required by law the levying board shall spread the tax rates necessary to produce the amount required for the various funds of the municipality as certified by the certifying board, for the next succeeding fiscal year, as shown in the approved budget in the manner provided by law. One copy of said rates shall be certified to the state board.

### **24.20 Tax rates final.**

The several tax rates and levies of a municipality that are determined and certified in the manner provided in sections 24.1 through 24.19, except such tax rates and levies as are authorized by a vote of the people, shall stand as the tax rates and levies of said municipality for



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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 Reserved.**

### **24.26 State appeal board.**

1. The state appeal board in the department of management consists of the following:
  - a. The director of the department of management.
  - b. The auditor of state.
  - c. The treasurer of state.
2. The annual meeting of the state board shall be held on the second Tuesday of January in each year. At each annual meeting the state board shall organize by the election from its members of a chairperson and a vice chairperson; and by appointing a secretary. Two members of the state board constitute a quorum for the transaction of any business.
3. The state board may appoint one or more competent and specially qualified persons as deputies, to appear and

act for it at initial hearings. Each deputy appointed by the state board is entitled to receive the amount of the deputy's necessary expenses actually incurred while engaged in the performance of the deputy's official duties. The expenses shall be audited and approved by the state board and proper receipts filed for them.

4. The expenses of the state board shall be paid from the funds appropriated to the department of management..

### **24.27 Protest to budget.**

Not later than March 25 or April 25 if the municipality is a school district, a number of persons in any municipality equal to one-fourth of one percent of those voting for the office of governor, at the last general election in the municipality, but the number shall not be less than ten, and the number need not be more than one hundred persons, who are affected by any proposed budget, expenditure or tax levy, or by any item thereof, may appeal from any decision of the certifying board or the levying board by filing with the county auditor of the county in which the municipal corporation is located, a written protest setting forth their objections to the budget, expenditure or tax levy, or to one or more items thereof, and the grounds for their objections. If a budget is certified after March 15 or April 15 in the case of a school district, all appeal time limits shall be extended to correspond to allowances for a timely filing. Upon the filing of a protest, the county auditor shall immediately prepare a true and complete copy of the written protest, together with the budget, proposed tax levy or expenditure to which objections are made, and shall transmit them forthwith to the state board, and shall also send a copy of the protest to the certifying board or to the levying board, as the case may be.

### **24.28 Hearing on protest.**

The state board, within a reasonable time, shall fix a date for an initial hearing on the protest and may designate a deputy to hold the hearing, which shall be held in the county or in one of the counties in which the municipality is located. Notice of the time and place of the hearing shall be given by certified mail to the appropriate officials of the local government and to the first ten property owners whose names appear upon the protest, at least five days before the date fixed for the hearing. At all hearings, the burden shall be upon the objectors with reference to any proposed item in 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 .the budget which was included in the budget of the

### **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

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and tax assessments from which appeal is taken and it shall have power and authority to approve, disapprove, or reduce all such proposed budgets, expenditures, and tax levies so submitted to it upon appeal, as herein provided; but in no event may it increase such budget, expenditure, tax levies or assessments or any item contained therein. Said state board shall have authority to adopt rules not inconsistent with the provisions of this chapter, to employ necessary assistants, authorize such expenditures, require such reports, make such investigations, and take such other action as it deems necessary to promptly hear and determine all such appeals; provided, however, that all persons so employed shall be selected from persons then regularly employed in some one of the offices of the members of said state board.

### **24.31 Rules of procedure — record.**

The manner in which objections shall be presented, and the conduct of hearings and appeals, shall be simple and informal and in accordance with the rules prescribed by the state board for promptly determining the merits of all objections so filed, whether or not such rules conform to technical rules of procedure. Such record shall be kept of all proceedings, as the rules of the state board shall require.

### **24.32 Decision certified.**

After a hearing upon the appeal, the state board shall certify its decision to the county auditor and to the parties to the appeal as provided by rule, and the decision shall be final. The county auditor shall make up the records in accordance with the decision and the levying board shall make its levy in accordance with the decision. Upon receipt of the decision, the certifying board shall correct its records accordingly, if necessary. Final disposition of all appeals shall be made by the state board within forty-five days after the date of the appeal hearing.

### **24.33 Reserved.**

### **24.34 Unliquidated obligations.**

A city, county, or other political subdivision may establish an encumbrance system for any obligation not liquidated at the close of the fiscal year in which the obligation has been encumbered. The encumbered obligations may be retained upon the books of the city, county, or other political subdivision until liquidated, all in accordance with generally accepted governmental accounting practices..

### **24.35 through 24.47 Reserved..**

### **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. 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 and elder abuse cases under section 235F.6, the county's expense for confinement of prisoners under chapter 356A, temporary assistance to the county attorney, county contributions to a retirement system for bailiffs, reimbursement for judicial magistrates under section 602.6501, claims filed under section 622.93, interpreters' fees under section 622B.7, uniform citation and complaint supplies under section 805.6, and costs of prosecution under section 815.13.

(7) Court-ordered costs of conciliation procedures under section 598.16.

(8) Establishment and maintenance of a joint county indigent defense fund pursuant to an agreement under section 28E.19.

(9) The maintenance and operation of a local emergency management agency established pursuant to chapter 29C.

b. The board may require a public or private facility, as a condition of receiving payment from county funds for services it has provided, to furnish the board with a statement of the income, assets, and legal residence including township and county of each person who has received services from that facility for which payment has been made from county funds under paragraph "a", subparagraphs (1) and (2). However, the facility shall not disclose to anyone the name or street or route address of a person receiving services for which commitment is not required, without first obtaining that person's written permission.

c. Parents or other persons may voluntarily reimburse the county or state for the reasonable cost of caring for a patient or an inmate in a county or state facility.

2. For rural county services, an amount sufficient to pay the charges for the following:

a. Employee benefits under chapters 96, 97B, and 97C, which are associated with salaries for rural county services.

b. An aviation authority under chapter 330A, to the extent that the county contributes to the authority under section 330A.15.

### **331.424A County mental health and disabilities services fund.**

1. For the purposes of this chapter and chapter 426B, unless the context otherwise requires:

a. "Base year expenditures for mental health and disabilities services" means the same as defined in section 331.438, Code Supplement 2011, minus the amount the county received from the property tax relief fund pursuant to section 426B.1, Code 2011, for the fiscal year beginning July 1, 2008.

b. "County population expenditure target amount" means the product of the statewide per capita expenditure target amount multiplied by a county's general population.

c. "County services fund" means a county mental health and disabilities services fund created pursuant to this section.

d. "Per capita growth amount" means the amount by which the statewide per capita expenditure target amount may grow from one year to the next.

e. "Statewide per capita expenditure target amount" means the dollar amount of a statewide expenditure target per person as established by statute.

2. The county finance committee created in section 333A.2 shall consult with the department of human services and the department of management in adopting rules and prescribing forms for administering the county services funds.

3. County revenues from taxes and other sources designated by a county for mental health and disabilities services shall be credited to the county mental health and disabilities services fund which shall be created by the county. The board shall make appropriations from the fund for payment of services provided under the regional service system management plan approved pursuant to section 331.393. The county may pay for the services in cooperation with other counties by pooling appropriations from the county services fund with appropriations from the county services fund of other counties through the county's regional administrator, or through another arrangement specified in the regional governance agreement entered into by the county under section 331.392.

4. An amount shall be reserved in the county services fund to address cash flow obligations in the next fiscal year. The cash flow amount shall not exceed twenty-five percent of the gross expenditures budgeted from the county services fund for the fiscal year in progress. The cash flow amount for a county's

services fund shall be specified in the regional governance agreement entered into by the county under section 331.392.

5. Receipts from the state or federal government for the mental health and disability services administered or paid for by a county shall be credited to the county services fund, including moneys distributed to the county from the department of human services and moneys allocated under chapter 426B.

6. For each fiscal year, the county shall certify a levy for payment of services. For each fiscal year, county revenues from taxes imposed by the county credited to the services fund shall not exceed an amount equal to the amount of base year expenditures for mental health and disability services. A levy certified under this section is not subject to the appeal provisions of section 331.426 or to any other provision in law authorizing a county to exceed, increase, or appeal a property tax levy limit.

7. Appropriations specifically authorized to be made from the mental health and disabilities services fund shall not be made from any other fund of the county.

8. Notwithstanding subsection 6, for the fiscal years beginning July 1, 2013, July 1, 2014, July 1, 2015, July 1, 2016, and July 1, 2017, 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.

### **331.429 Secondary Road Fund.**

1. Except as otherwise provided by state law, county revenues for secondary road services shall be credited to the secondary road fund, including the following:

a. Transfers from the general fund not to exceed in any year the dollar equivalent of a tax of sixteen and seven-eighths cents per thousand dollars of assessed value on all taxable property in the county multiplied by the ratio of current taxes actually collected and apportioned for the general basic levy to the total general basic levy for the current year, and an amount equivalent to the moneys derived by the general fund from military service tax credits under chapter 426A, manufactured or mobile home taxes under section 435.22, and

delinquent taxes for prior years collected and apportioned to the general basic fund in the current year, multiplied by the ratio of sixteen and seven-eighths cents to three dollars and fifty cents. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

b. Transfers from the rural services fund not to exceed in any year the dollar equivalent of a tax of three dollars and three-eighths cents per thousand dollars of assessed value on all taxable property not located within the corporate limits of a city in the county multiplied by the ratio of current taxes actually collected and apportioned for the rural services basic levy to the total rural services basic levy for the current year and an amount equivalent to the moneys derived by the rural services fund from military service tax credits under chapter 426A, manufactured or mobile home taxes under section 435.22, and delinquent taxes for prior years collected and apportioned to the rural services basic fund in the current year, multiplied by the ratio of three dollars and three-eighths cents to three dollars and ninety-five cents. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

c. Moneys allotted to the county from the state road use tax fund.

d. Moneys provided by individuals from their own contributions for the improvement of any secondary road.

e. Other moneys dedicated to this fund by law including but not limited to sections 306.15, 309.52, 311.23, 311.29, and 313.28.

2. The board may make appropriations from the secondary road fund for the following secondary road services:

a. Construction and reconstruction of secondary roads and costs incident to the construction and reconstruction.

b. Maintenance and repair of secondary roads and costs incident to the maintenance and repair.

c. Payment of all or part of the cost of construction and maintenance of bridges in cities having a population of eight thousand or less and all or part of the cost of construction of roads which are located within cities of less than four hundred population and which lead to state parks.

d. Special drainage assessments levied on account of benefits to secondary roads.

e. Payment of interest and principal on bonds of the county issued for secondary roads,

bridges, or culverts constructed by the county.

f. A legal obligation in connection with secondary roads and bridges, which obligation is required by law to be taken over and assumed by the county.

g. Secondary road equipment, materials, and supplies, and garages or sheds for their storage, repair, and servicing.

h. Assignment or designation of names or numbers to roads in the county and erection, construction, or maintenance of guideposts or signs at intersections of roads in the county.

i. The services provided under sections 306.15, 309.18, 309.52, 311.7, 311.23, 313A.23, 316.14, 468.43, 468.108, 468.341, and 468.342, or other state law relating to secondary roads.

### **331.430 Debt Service Fund.**

1. Except as otherwise provided by state law, county revenues from taxes and other sources for debt service shall be credited to the debt service fund of the county. However, moneys pledged or available to service general obligation bonds, and received from sources other than property taxes, shall be deposited in the fund from which the debt is to be retired.

2. The board may make appropriations from the debt service fund for the following debt service:

a. Judgments against the county, except those authorized by law to be paid from sources other than property tax.

b. Interest as it becomes due and the amount necessary to

pay, or to create a sinking fund to pay, the principal at maturity of all general obligation bonds issued by the county.

c. Payments required to be made from the debt service fund under a lease or lease-purchase agreement.

d. Payments authorized to be made from the debt service fund to a flood project fund under section 418.14, subsection 4.

3. A tax levied for the debt service fund is not invalid if it raises moneys in excess of those needed for a specific purpose. Only excess moneys remaining after retirement of all indebtedness payable from the debt service fund may be transferred from the fund to the fund most closely related to the project for which the indebtedness arose, or to the general fund, subject to the terms of the original bond issue. This subsection shall not be construed to give a county board of supervisors authority to increase the debt service levy for the purpose of creating excess moneys in the fund to be used for purposes other than those related to retirement of debt.

4. When the amount in the hands of the treasurer belonging to the debt service fund, after setting aside the sum required to pay interest maturing before the next levy, is sufficient to redeem one or more bonds which by their terms are subject to redemption, the treasurer shall notify the owner of the bonds. If the bonds are not presented for payment or redemption within thirty days after the date of notice, the interest on the bonds shall cease, and the amount due shall be set aside for payment when presented. Redemptions shall be made in the order of the bond numbers.

5. For the purposes of this section, warrants issued by a county in anticipation of revenue, refunding or refinancing of such warrants, and judgments based on a default in payment of such warrants shall not be considered debt payable from the debt service fund.

6. The taxes realized from the tax levy imposed under section 346.27, subsection 22, for a joint county-city building shall be deposited into a separate account in the county's debt service fund for the payment of the annual rent and shall be disbursed pursuant to section 346.27, subsection 22.

### **331.431 Additional Funds.**

A county may establish other funds in accordance with generally accepted accounting principles. Taxes may be levied for those funds as provided by state law. The condition and operations of each fund shall be included in the annual financial report required in section 331.403.

### **331.432 Interfund Transfers.**

1. It is unlawful to make permanent transfers of money between the general fund and the rural services fund.

2. Moneys credited to the secondary road fund for the construction and maintenance of secondary roads shall not be transferred.

3. Except as authorized in section 331.477, transfers of moneys between the county 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. a. After the hearing, the board shall adopt by resolution a budget and certificate of taxes for the next fiscal year and shall direct the auditor to properly certify and file the budget and certificate of taxes as adopted. The board shall not adopt a tax in excess of the estimate published, except a tax which is approved by a vote of the people, and a greater tax than that adopted shall not be levied or collected. A county budget and certificate of taxes adopted for the following fiscal year becomes effective on the first day of that year.

b. If the budget to be approved pursuant to paragraph "a" contains any increase in compensation from the county budget for the prior fiscal year for one or more elective county offices, the board shall first adopt a separate detailed resolution to specifically approve any such increase for inclusion in the

budget.

6. The board shall appropriate, by resolution, the amounts deemed necessary for each of the different county officers and departments during the ensuing fiscal year. Increases or decreases in these appropriations do not require a budget amendment, but may be provided by resolution at a regular meeting of the board, as long as each class of proposed expenditures contained in the budget summary published under subsection 3 of this section is not increased. However, decreases in appropriations for a county officer or department of more than ten percent or five thousand dollars, whichever is greater, shall not be effective unless the board sets a time and place for a public hearing on the proposed decrease and publishes notice of the hearing not less than ten nor more than twenty days prior to the hearing in the county newspapers selected under chapter 349.

7. Taxes levied by a county whose budget is certified after March 15 shall be limited to the prior year's budget amount. However, this penalty may be waived by the director of the department of management if the county demonstrates that the March 15 deadline was missed because of circumstances beyond the control of the county.

### **331.435 Budget Amendment.**

The board may amend the adopted county budget, subject to sections 331.423 through 331.426 and other applicable state law, to permit increases in any class of proposed expenditures contained in the budget summary published under section 331.434, subsection 3. The board shall prepare and adopt a budget amendment in the same manner as the original budget, as provided in section 331.434, and the amendment is subject to protest as provided in section 331.436, except that the director of the department of management may by rule provide that amendments of certain types or up to certain amounts may be made without public hearing and without being subject to protest. A county budget for the ensuing fiscal year shall be amended by May 31 to allow time for a protest hearing to be held and a decision rendered before June 30. An amendment of a budget after May 31 which is properly appealed but without adequate time for hearing and decision before June 30 is void.

### **331.436 Protest.**

Protests to the adopted budget must be made in accordance with sections 24.27 through 24.32 as if the county were the municipality under those sections except that the number of people necessary to file a protest under this section shall not be less than one hundred.

### **331.437 Expenditures exceeding appropriations.**

It is unlawful for a county official, the expenditures of whose office come under this part, to authorize the expenditure of a sum for the official's department larger than the amount which has been appropriated for that department by the board. A county official in charge of a department or office who violates this law is guilty of a simple misdemeanor. The penalty in this section is in addition to the liability imposed in section 331.476.

### **331.438 County mental health, intellectual disability, and developmental disabilities services expenditures- joint state-county planning, implementing, and funding.** Repealed by its own 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>



**SALARY TABLES  
2017-2018 ADOPTED BUDGET**

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<u>GROUP</u>	<u>DESCRIPTION</u>	<u>CODE</u>	<u>PAGE</u>
Non-Represented	Employees of various occupational classes not affiliated with any collective bargaining unit. Salary tables are set by the Board of Supervisors.	A	
Secondary Roads Unit	Clerical, labor and trades employees in the Engineering Department represented by the Public Professional and Maintenance Employees. Salary tables established through collective bargaining.	B	
AFSCME Unit	Clerical, technical and maintenance employees represented by the American Federation of State, County and Municipal Association. Salary tables established through collective bargaining.	C	
Deputy Sheriff Unit	Deputy Sheriff's and Sergeants in the Sheriff's Office represented by the Scott County Deputy Sheriff's Association. Salary tables established through collective bargaining.	E	
Corrections Unit	Jail staff in the Sheriff's Office represented by the Scott County Corrections Association, Chauffeurs, Teamsters and Helpers Local 238. Salary tables established through collective bargaining.	H	
Bailiffs Unit	Bailiff staff in the Sheriff's Office represented by IBEW. Salary tables established through collective bargaining.	J	
Elected Officials	Elected office holders and the Board of Supervisors. Salary set by the Board of Supervisors upon recommendation of the County Compensation Board.	X	
Deputy Office Holders	Self explanatory. Salaries set by the Board of Supervisors.	Y	
Temporary Staff	Self explanatory. Salaries set by the Board of Supervisors unless otherwise noted.	Z	

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
County Administrator*	N/A	N/A	N/A	N/A
* This is a contract position appointed by the Board of Supervisors				
County Engineer	864	97,656 46.95	114,899 55.24	132,163 63.54
Assistant County Administrator	805	92,394 44.42	108,680 52.25	124,966 60.08
Health Director	805	92,394 44.42	108,680 52.25	124,966 60.08
Conservation Director	775	89,690 43.12	105,518 50.73	121,326 58.33
Community Services Director	725	85,238 40.98	100,277 48.21	115,315 55.44
Facilities & Support Services Director	725	85,238 40.98	100,277 48.21	115,315 55.44
Information Technology Director	725	85,238 40.98	100,277 48.21	115,315 55.44
Accounting & Tax Manager	677	80,933 38.91	95,202 45.77	109,491 52.64
Budget & Administrative Services Director	657	77,563 37.29	91,270 43.88	104,957 50.46
Assistant Engineer	634	77,064 37.05	90,667 43.59	104,250 50.12
Attorney II	611	74,984 36.05	88,234 42.42	101,504 48.80
Financial Management Supervisor	611	74,984 36.05	88,234 42.42	101,504 48.80
Planning & Development Director	608	74,734 35.93	87,922 42.27	101,110 48.61
Deputy Health Director	571	71,427 34.34	84,011 40.39	96,613 46.45
Juvenile Detention Center Director	571	71,427 34.34	84,011 40.39	96,613 46.45
Assistant Jail Administrator	556	70,096 33.70	82,472 39.65	94,827 45.59
GIS Coordinator	556	70,096 33.70	82,472 39.65	94,827 45.59
Operations Manager - Auditor	556	70,096 33.70	82,472 39.65	94,827 45.59
Operations Manager - Treasurer	556	70,096 33.70	82,472 39.65	94,827 45.59

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Deputy Director - Conservation	540	68,661 33.01	80,766 38.83	92,872 44.65
Network Infrastructure Supervisor	519	66,768 32.10	78,541 37.76	90,334 43.43
Office Administrator - County Attorney	511	66,040 31.75	77,688 37.35	89,336 42.95
Senior Programmer Analyst	511	66,040 31.75	77,688 37.35	89,336 42.95
Risk Manager	505	65,499 31.49	77,085 37.06	88,650 42.62
Sheriff's Lieutenant	505	65,499 31.49	77,085 37.06	88,650 42.62
Clinical Services Coordinator	470	62,400 30.00	73,382 35.28	84,390 40.57
Park Manager	470	62,400 30.00	73,382 35.28	84,390 40.57
Attorney I	464	61,838 29.73	72,758 34.98	83,616 40.20
Golf Pro/Manager	462	61,651 29.64	72,530 34.87	83,409 40.10
Correctional Health Coordinator	455	61,048 29.35	71,802 34.52	82,572 39.70
Webmaster	455	61,048 29.35	71,802 34.52	82,572 39.70
Programmer/Analyst II	445	60,133 28.91	70,741 34.01	81,352 39.11
Case Aide Supervisor	430	58,781 28.26	69,160 33.25	79,518 38.23
Corrections Lieutenant	430	58,781 28.26	69,160 33.25	79,518 38.23
Mental Health Coordinator	430	58,781 28.26	69,160 33.25	79,518 38.23
Secondary Roads Superintendent	430	58,781 28.26	69,160 33.25	79,518 38.23
Community Health Coordinator	417	57,616 27.70	67,787 32.59	77,958 37.48
Environmental Health Coordinator	417	57,616 27.70	67,787 32.59	77,958 37.48
Fleet Manager	417	57,616 27.70	67,787 32.59	77,958 37.48

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Operations Manager - Recorder	417	57,616 27.70	67,787 32.59	77,958 37.48
Public Health Services Coordinator	417	57,616 27.70	67,787 32.59	77,958 37.48
Network Systems Administrator	406	56,638 27.23	66,622 32.03	76,648 36.85
Clinical Services Specialist	397	55,827 26.84	65,686 31.58	75,546 36.32
County General Store Manager	382	54,496 26.20	64,106 30.82	73,715 35.44
Programmer/Analyst I	382	54,496 26.20	64,106 30.82	73,715 35.44
Naturalist/Director	382	54,496 26.20	64,106 30.82	73,715 35.44
Public Health Nurse	366	53,040 25.50	62,421 30.01	71,781 34.51
Child Care Nurse Consultant	366	53,040 25.50	62,421 30.01	71,781 34.51
Community Health Consultant	355	52,062 25.03	61,256 29.45	70,450 33.87
Community Health Intervention Specialist	355	52,062 25.03	61,256 29.45	70,450 33.87
Community Tobacco Consultant	355	52,062 25.03	61,256 29.45	70,450 33.87
Community Transformation Consultant	355	52,062 25.03	61,256 29.45	70,450 33.87
Disease Intervention Specialist	355	52,062 25.03	61,256 29.45	70,450 33.87
Environmental Health Specialist	355	52,062 25.03	61,256 29.45	70,450 33.87
Corrections Sergeant	332	50,003 24.04	58,822 28.28	67,662 32.53
ERP/ECM Budget Analyst	332	50,003 24.04	58,822 28.28	67,662 32.53
Food Service Supervisor	332	50,003 24.04	58,822 28.28	67,662 32.53
Motor Vehicle Supervisor	332	50,003 24.04	58,822 28.28	67,662 32.53
Tax Accounting Specialist	332	50,003 24.04	58,822 28.28	67,662 32.53

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Case Expeditor	323	49,171 23.64	57,886 27.83	66,560 32.00
Child Health Consultant	323	49,171 23.64	57,886 27.83	66,560 32.00
GIS Analyst	323	49,171 23.64	57,886 27.83	66,560 32.00
Human Resources Generalist	323	49,171 23.64	57,886 27.83	66,560 32.00
Program Services Coordinator	323	49,171 23.64	57,886 27.83	66,560 32.00
Shift Supervisor - Juvenile Detention	323	49,171 23.64	57,886 27.83	66,560 32.00
Office Administrator - Sheriff	316	48,568 23.35	57,138 27.47	65,728 31.60
Paralegal - Audio-Visual Production Specialist	316	48,568 23.35	57,138 27.47	65,728 31.60
Roadside Vegetation Specialist	316	48,568 23.35	57,138 27.47	65,728 31.60
Engineering Aide II	300	47,133 22.66	55,453 26.66	63,773 30.66
Maintenance Coordinator	300	47,133 22.66	55,453 26.66	63,773 30.66
Administrative Assistant	298	46,946 22.57	55,224 26.55	63,523 30.54
Mental Health Advocate	298	46,946 22.57	55,224 26.55	63,523 30.54
Veteran's Affairs Director/Case Aide	298	46,946 22.57	55,224 26.55	63,523 30.54
Elections Supervisor	291	46,322 22.27	54,496 26.20	62,670 30.13
Classification Specialist	289	46,176 22.20	54,309 26.11	62,462 30.03
Executive Secretary / Paralegal	282	45,531 21.89	53,560 25.75	61,589 29.61
Paralegal	282	45,531 21.89	53,560 25.75	61,589 29.61
Administrative Assistant - Health	271	44,554 21.42	52,416 25.20	60,278 28.98
Community Dental Consultant	271	44,554 21.42	52,416 25.20	60,278 28.98

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Naturalist	271	44,554 21.42	52,416 25.20	60,278 28.98
Office Manager - Community Services	271	44,554 21.42	52,416 25.20	60,278 28.98
GIS Parcel Maintenance & Election Systems Tech	268	44,283 21.29	52,083 25.04	59,883 28.79
Bailiff Sergeant	262	43,722 21.02	51,438 24.73	59,197 28.46
Park Ranger	262	43,722 21.02	51,438 24.73	59,197 28.46
Administrative Assistant - Conservation	252	42,848 20.60	50,398 24.23	57,949 27.86
Payroll Specialist	252	42,848 20.60	50,398 24.23	57,949 27.86
Planning & Development Specialist	252	42,848 20.60	50,398 24.23	57,949 27.86
Purchasing Specialist	252	42,848 20.60	50,398 24.23	57,949 27.86
Detention Youth Counselor	238	41,600 20.00	48,942 23.53	56,285 27.06
Shop Supervisor (see Note 1) Note 1: Salary for this position adjusted to meet prevailing market rates - July 1976	233	52,998 25.48	62,338 29.97	71,698 34.47
Administrative Assistant - Engineer	230	40,872 19.65	48,090 23.12	55,307 26.59
Public Health Nurse - LPN	230	40,872 19.65	48,090 23.12	55,307 26.59
Equipment Specialist/Crew Leader	220	39,978 19.22	47,050 22.62	54,101 26.01
Golf Maintenance Supervisor	220	39,978 19.22	47,050 22.62	54,101 26.01
Park Crew Leader	220	39,978 19.22	47,050 22.62	54,101 26.01
Senior Accounting Clerk - Sheriff/Jail	220	39,978 19.22	47,050 22.62	54,101 26.01
Medical Assistant	209	39,000 18.75	45,885 22.06	52,770 25.37
Engineering Aide I	199	38,085 18.31	44,803 21.54	51,563 24.79
Alternative Sentencing Coordinator	198	38,002 18.27	44,699 21.49	51,397 24.71

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Benefits Coordinator	198	38,002 18.27	44,699 21.49	51,397 24.71
Court Compliance Coordinator	198	38,002 18.27	44,699 21.49	51,397 24.71
Custodial Coordinator	198	38,002 18.27	44,699 21.49	51,397 24.71
Medical Lab Technician - Health	198	38,002 18.27	44,699 21.49	51,397 24.71
Senior Clerk - Sheriff/Admin	198	38,002 18.27	44,699 21.49	51,397 24.71
Desktop Support Technician	187	37,003 17.79	43,534 20.93	50,066 24.07
Park Maintenance Technician	187	37,003 17.79	43,534 20.93	50,066 24.07
Pioneer Village Site Coordinator	187	37,003 17.79	43,534 20.93	50,066 24.07
Turf Equipment Specialist	187	37,003 17.79	43,534 20.93	50,066 24.07
Inmate Services Clerk	177	36,109 17.36	42,474 20.42	48,880 23.50
Official Records Clerk	177	36,109 17.36	42,474 20.42	48,880 23.50
Senior Clerk	177	36,109 17.36	42,474 20.42	48,880 23.50
Clerk III	162	34,778 16.72	40,914 19.67	47,070 22.63
Conservation Clerical Specialist	162	34,778 16.72	40,914 19.67	47,070 22.63
Golf Course Maintenance Technician	162	34,778 16.72	40,914 19.67	47,070 22.63
Office Assistant - Sec Roads	162	34,778 16.72	40,914 19.67	47,070 22.63
Resource Specialist - Health	162	34,778 16.72	40,914 19.67	47,070 22.63
Clerk II	141	32,885 15.81	38,688 18.60	44,491 21.39
Resource Assistant - Health	141	32,885 15.81	38,688 18.60	44,491 21.39
Cody Homestead Site Coordinator	99	29,182 14.03	34,320 16.50	39,458 18.97

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: B SECONDARY ROADS UNIT**

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 1 year</u>	<u>Step 3 2 years</u>	<u>Step 4 3 years</u>	<u>Step 5 4 years</u>	<u>Step 6 7 years</u>	<u>Step 7 13 years</u>	<u>Step 8 18 years</u>
Crew Leader/Equipmt. Operator I	213	48,838 23.48	51,002 24.52	53,123 25.54	55,411 26.64	56,909 27.36	57,075 27.44	57,803 27.79	58,427 28.09
Sign Crew Leader	199	47,008 22.60	49,150 23.63	51,189 24.61	53,352 25.65	54,787 26.34	54,974 26.43	55,619 26.74	56,222 27.03
Heavy Equipmt Operator II	187	45,594 21.92	47,528 22.85	49,629 23.86	51,584 24.80	53,019 25.49	53,227 25.59	53,893 25.91	54,517 26.21
Mechanic	187	45,594 21.92	47,528 22.85	49,629 23.86	51,584 24.80	53,019 25.49	53,227 25.59	53,893 25.91	54,517 26.21
Heavy Equipmt Operator III	174	43,826 21.07	45,760 22.00	47,694 22.93	49,608 23.85	51,022 24.53	51,106 24.57	51,834 24.92	52,416 25.20
Sign Crew Technician	174	43,826 21.07	45,760 22.00	47,694 22.93	49,608 23.85	51,022 24.53	51,106 24.57	51,834 24.92	52,416 25.20
Roadside Vegetation Tech	174	43,826 21.07	45,760 22.00	47,694 22.93	49,608 23.85	51,022 24.53	51,106 24.57	51,834 24.92	52,416 25.20
Truck Crew Coordinator	163	42,515 20.44	44,450 21.37	46,176 22.20	47,986 23.07	49,379 23.74	49,462 23.78	50,170 24.12	50,794 24.42
Truck Driver/Laborer	153	41,288 19.85	43,118 20.73	44,782 21.53	46,530 22.37	47,965 23.06	48,110 23.13	48,734 23.43	49,338 23.72
Service Technician	143	36,192 17.40	37,794 18.17	39,312 18.90	40,726 19.58	41,995 20.19	42,099 20.24	42,682 20.52	43,306 20.82
Parts & Inventory Clerk	138	33,030 15.88	34,528 16.60	35,922 17.27	37,357 17.96	38,438 18.48	38,542 18.53	39,083 18.79	39,562 19.02



**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: C AFSCME UNIT**

<u>Position Title</u>		<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 12 mos.</u>	<u>Step 4 18 mos.</u>	<u>Step 5 24 mos.</u>	<u>Step 6 7 yrs.</u>	<u>Step 7 10 yrs.</u>	<u>Step 8 15 yrs.</u>	<u>Step 9 20 yrs.</u>
Building Insp	314	44,658 21.47	46,571 22.39	48,464 23.30	50,336 24.20	51,917 24.96	54,018 25.97	55,619 26.74	57,304 27.55	58,989 28.36
Maint Electronic Systems Tech	268	41,038 19.73	42,890 20.62	44,325 21.31	46,280 22.25	47,653 22.91	49,546 23.82	51,064 24.55	52,582 25.28	54,184 26.05
Maint Spec	268	41,038 19.73	42,890 20.62	44,325 21.31	46,280 22.25	47,653 22.91	49,546 23.82	51,064 24.55	52,582 25.28	54,184 26.05
Case Aide	252	39,790 19.13	41,517 19.96	43,243 20.79	44,866 21.57	46,280 22.25	48,194 23.17	49,608 23.85	51,106 24.57	52,624 25.30
Accts Payable Spec	252	39,790 19.13	41,517 19.96	43,243 20.79	44,866 21.57	46,280 22.25	48,194 23.17	49,608 23.85	51,106 24.57	52,624 25.30
Fine Collection Coord	223	37,211 17.89	38,459 18.49	40,539 19.49	42,182 20.28	43,493 20.91	45,365 21.81	46,717 22.46	48,173 23.16	49,546 23.82
Victim/Witness Coord	223	37,211 17.89	38,459 18.49	40,539 19.49	42,182 20.28	43,493 20.91	45,365 21.81	46,717 22.46	48,173 23.16	49,546 23.82
Admin Assistant - Juvenile Court	214	36,546 17.57	38,085 18.31	39,770 19.12	41,371 19.89	42,702 20.53	44,408 21.35	45,677 21.96	47,050 22.62	48,547 23.34
Intake Coordinator	214	36,546 17.57	38,085 18.31	39,770 19.12	41,371 19.89	42,702 20.53	44,408 21.35	45,677 21.96	47,050 22.62	48,547 23.34
Legal Secretary - Civil	194	35,402 17.02	36,858 17.72	38,230 18.38	39,707 19.09	40,893 19.66	42,640 20.50	43,971 21.14	45,261 21.76	46,613 22.41
Cashier	191	34,757 16.71	36,213 17.41	37,835 18.19	39,374 18.93	40,643 19.54	42,286 20.33	43,576 20.95	44,866 21.57	46,218 22.22
Real Est Spec	191	34,757 16.71	36,213 17.41	37,835 18.19	39,374 18.93	40,643 19.54	42,286 20.33	43,576 20.95	44,866 21.57	46,218 22.22
Senior Acct. Clerk	191	34,757 16.71	36,213 17.41	37,835 18.19	39,374 18.93	40,643 19.54	42,286 20.33	43,576 20.95	44,866 21.57	46,218 22.22
Vital Records Spec	191	34,757 16.71	36,213 17.41	37,835 18.19	39,374 18.93	40,643 19.54	42,286 20.33	43,576 20.95	44,866 21.57	46,218 22.22
Senior Clerk - Elections	191	34,757 16.71	36,213 17.41	37,835 18.19	39,374 18.93	40,643 19.54	42,286 20.33	43,576 20.95	44,866 21.57	46,218 22.22
Senior Clerk - Victim Witness	191	34,757 16.71	36,213 17.41	37,835 18.19	39,374 18.93	40,643 19.54	42,286 20.33	43,576 20.95	44,866 21.57	46,218 22.22
Maintenance Worker	182	34,694 16.68	35,880 17.25	37,024 17.80	38,626 18.57	39,790 19.13	41,454 19.93	42,682 20.52	43,992 21.15	45,302 21.78

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: C AFSCME UNIT**

<u>Position Title</u>		<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 12 mos.</u>	<u>Step 4 18 mos.</u>	<u>Step 5 24 mos.</u>	<u>Step 6 7 yrs.</u>	<u>Step 7 10 yrs.</u>	<u>Step 8 15 yrs.</u>	<u>Step 9 20 yrs.</u>
Senior Clerk	177	34,070 16.38	35,422 17.03	36,858 17.72	38,126 18.33	39,416 18.95	40,934 19.68	42,182 20.28	43,472 20.90	44,741 21.51
Platroom Specialist	177	34,070 16.38	35,422 17.03	36,858 17.72	38,126 18.33	39,416 18.95	40,934 19.68	42,182 20.28	43,472 20.90	44,741 21.51
Legal Secretary	177	34,070 16.38	35,422 17.03	36,858 17.72	38,126 18.33	39,416 18.95	40,934 19.68	42,182 20.28	43,472 20.90	44,741 21.51
Acct Clerk - Treas	177	34,070 16.38	35,422 17.03	36,858 17.72	38,126 18.33	39,416 18.95	40,934 19.68	42,182 20.28	43,472 20.90	44,741 21.51
Clerk III	162	32,926 15.83	34,237 16.46	35,485 17.06	36,899 17.74	38,022 18.28	39,520 19.00	40,706 19.57	41,974 20.18	43,243 20.79
Lead Cust Worker	162	32,926 15.83	34,237 16.46	35,485 17.06	36,899 17.74	38,022 18.28	39,520 19.00	40,706 19.57	41,974 20.18	43,243 20.79
Data Clerk /Receptionist County Attorney	151	32,115 15.44	33,426 16.07	34,674 16.67	35,963 17.29	37,024 17.80	38,542 18.53	39,666 19.07	40,851 19.64	42,078 20.23
Multi-Service Clerk	151	31,242 15.02	33,426 16.07	34,674 16.67	35,963 17.29	37,024 17.80	38,542 18.53	39,666 19.07	40,851 19.64	42,078 20.23
Clerk II	141	31,242 15.02	32,573 15.66	33,779 16.24	35,069 16.86	36,005 17.31	37,502 18.03	38,626 18.57	39,749 19.11	40,934 19.68
Maint General Laborer	141	31,242 15.02	32,573 15.66	33,779 16.24	35,069 16.86	36,005 17.31	37,502 18.03	38,626 18.57	39,749 19.11	40,934 19.68
Custodial Worker	130	30,472 14.65	31,533 15.16	32,698 15.72	33,925 16.31	34,986 16.82	36,962 17.77	38,022 18.28	39,166 18.83	40,373 19.41

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: E DEPUTY SHERIFF UNIT**

1-Jul-17

<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	71,350 34.30	73,546 35.36		74,982 36.05			75,743 36.41	76,504 36.78			
Deputy	329	51,452 24.74	53,757 25.84	55,910 26.88	58,672 28.21	61,347 29.49	62,521 30.06	63,782 30.66	65,022 31.26	65,718 31.60	66,392 31.92	67,066 32.24

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: H CORRECTIONS UNIT**

<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	38,418 18.47	39,062 18.78	43,701 21.01	45,718 21.98	50,253 24.16	51,522 24.77	52,707 25.34	53,435 25.69	54,246 26.08
Jail Custodian/ Correction Officer	176	32,323 15.54	33,322 16.02	33,966 16.33	35,464 17.05	38,834 18.67	39,874 19.17	40,622 19.53	42,162 20.27	42,786 20.57
Cook	176	32,323 15.54	33,322 16.02	33,966 16.33	35,464 17.05	38,834 18.67	39,874 19.17	40,622 19.53	42,162 20.27	42,786 20.57

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: J BAILIFFS UNIT**

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 6 mos.</u>	<u>Step 3 1 year</u>	<u>Step 4 3 years</u>	<u>Step 5 5 years</u>	<u>Step 6 7 years</u>	<u>Step 7 10 years</u>	<u>Step 8 12 years</u>	<u>Step 9 15 years</u>
Associate/District Court Bailiff	220	39,874 19.17	41,870 20.13	43,992 21.15	45,490 21.87	47,112 22.65	48,734 23.43	50,461 24.26	52,208 25.10	54,059 25.99

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018**  
**GROUP: X ELECTED OFFICIALS**

<u>ELECTED OFFICIAL</u>	<u>ANNUAL SALARY</u>
Attorney	147,800
Auditor	86,300
Recorder	86,300
Sheriff	113,600
Treasurer	86,300
Chair, Board of Supervisors	45,500
Board Member, Board of Supervisors	42,500

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: Y DEPUTY OFFICE HOLDERS**

<u>POSITION TITLE</u>	<u>ANNUAL SALARY</u>
First Assistant Attorney	125,630
Deputy Auditor - Tax	73,355
Second Deputy Recorder	73,355
Chief Deputy Sheriff	96,560
Chief Deputy - Captain	94,288

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: Z TEMPORARY AND PART-TIME STAFF**

<u>POSITION</u>	<u>RATE</u>
Seasonal Health Worker & Planning Intern	\$9.90 to \$13.12/hour depending on skills, education and experience
Enforcement Aide	\$9.90 to \$19.45/hour depending on skills, education and experience
Seasonal Maintenance Worker (Roads)	\$12.46/hour
Summer Law Clerk	Set in cooperation with University Programs
Civil Service Secretary	Set by Civil Service Commission
Health Services Professional Immunization Clinic/Jail Health	
LPN	\$20.88/hour
RN	\$24.63/hour
Election Officials	\$7.92/hour
Election Chairpersons	\$8.71/hour
Election Clerk	\$13.33/hour

**CONSERVATION: \***

**Glynn's Creek:**

Seasonal part-time Golf Managers	
Food Service	\$8.75 - \$11.00/hour
Pro Shop	\$9.75 - \$13.00/hour
Seasonal Golf Pro Shop Personnel	\$7.50 - \$12.25/hour
Golf Course Rangers, Starters, Cart Persons	\$7.50 - \$10.50/hour
Concession Stand Workers	\$7.50 - \$10.75/hour
Groundskeepers	\$8.00 - \$11.75/hour

**Scott County & West Lake Parks:**

Beach Manager	\$11.25 - \$16.75/hour
Pool Manager	\$11.25 - \$16.75/hour
Assistant Beach/Pool Managers	\$10.00/hour
Water Safety Instructors	\$9.00 - \$10.00/hour



**SCOTT COUNTY SALARY RATE TABLE FOR FY 2017-2018  
GROUP: Z TEMPORARY AND PART-TIME STAFF**

<u>POSITION</u>	<u>RATE</u>
Pool/Beach Lifeguards	\$8.50 - \$9.00/hour
Pool/Beach/Boathouse - Concession Workers	\$7.50 - \$9.00/hour
Park Attendant	\$9.00 - \$11.00/hour
Maintenance	\$8.00 - \$10.50/hour
Skilled Maintenance	\$12.21/hour
Park Patrol (non-certified)	\$12.00 - \$16.25/hour
(certified)	\$18.00/hour
<b>Pioneer Village:</b>	
Day Camp Counselors	\$7.50 - \$9.75/hour
Apothecary Shop Concession Workers	\$7.50 - \$11.75/hour
Maintenance / Resident Caretaker	\$12.21/hour
<b>Wapsi Center:</b>	
Assistant Naturalist	\$10.00 - \$12.00/hour
Maintenance / Resident Caretaker	\$12.21/hour
<b>Cody Homestead:</b>	
Attendants/Concession Workers	\$7.50 - \$11.75/hour

\* Set by Scott County Conservation Board

# A Guide to Scott County Budgeting for Outcomes

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

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

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

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

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

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

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

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

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

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

# A Guide to Scott County Budget Analysis

**Program:**  
Program within the Department

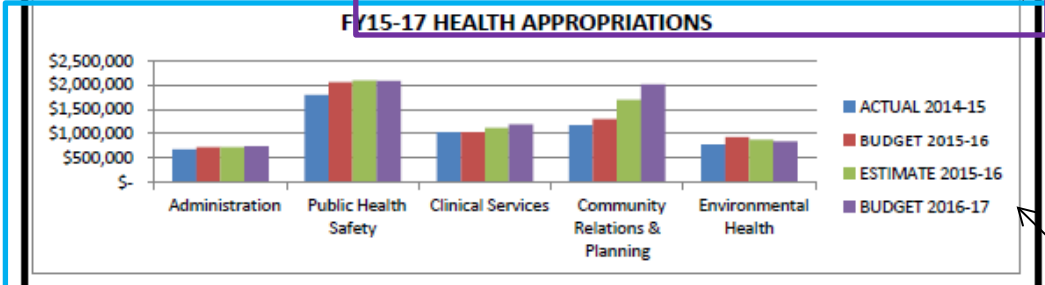
**Comparative Information:**  
Two year actual, current budget, projected budget, departmental request, and adopted value

**Full Time Equivalent:**  
By actual position

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

REVENUE SUMMARY:	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	48	2	50	50	25	25
Miscellaneous	398	251	250	250	250	250
<b>TOTAL REVENUES</b>	<b>\$ 446</b>	<b>\$ 253</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 275</b>	<b>\$ 275</b>

APPROPRIATION SUMMARY:	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
Salaries	\$ 445,233	\$ 463,915	\$ 484,201	\$ 484,701	\$ 497,842	\$ 497,842
Benefits	184,944	194,849	204,039	204,039	207,926	207,926
Purchase Services & Expenses	5,184	8,403	22,710	22,710	22,310	22,310
Supplies & Materials	15,373	7,155	8,560	8,560	9,590	9,590
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 650,734</b>	<b>\$ 674,322</b>	<b>\$ 719,510</b>	<b>\$ 720,010</b>	<b>\$ 737,668</b>	<b>\$ 737,668</b>



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

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

**Summary Chart of all Department Appropriations**

## GLOSSARY

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

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

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

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

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

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

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

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

**Balanced Budget:** A balanced budget in the public sector is achieved when the government equates the revenues with expenditure over business cycles. In other words, a government's budget is balanced if its income is equal to its expenditures.

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

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

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

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

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

**Budgeting For Outcomes:** A budgeting process that identifies the results citizens want to achieve and focuses on outcomes or future conditions the government wants to achieve through identified services levels.

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

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

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

**Capital Expenditure:** Expenditures that are usually construction projects designed to improve the value of the government assets. Examples of capital expenditures include new roads, buildings, recreational facilities and large scale remodeling. Also included are capital equipment purchases such as vehicles, furniture, machinery, building improvements, microcomputers and special tools, which are usually distinguished from operating items according to their value and projected useful life. One-time agency funding and special consultant studies are also included in the County's definition of capital expenditures.

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

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

**Cash Accounting:** A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services. The annual audit, however, is prepared on an accrual/modified accrual accounting basis.

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

**Core Service:** A core service is a service that has a state or federal mandate, immediate or near term effect on public safety or health, loss of activity has a long term and catastrophic effect on public, beneficial effect on daily lives of a significant segment of population and is not core service of any other entity, provides revenue through a direct function that is in excess of total costs, provides direct support or critical indirect support for core service

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

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

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

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

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

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

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

**ERP (Enterprise Resource Planning):** An accounting software system which integrates the general ledger, accounts payable, accounts receivable, budgeting, cash receipts and other planning documents to one software system for decision making and accounting.

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

**Expenses:** This term is used as an appropriation sub-object account category to differentiate from personal services, supplies, capital, and equipment costs.

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

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

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

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

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

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

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

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

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

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

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

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

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

**Governmental Fund:** A funding structure used to account for activities primarily supported by taxes, grants, and similar revenue sources. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

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

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

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

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

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

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

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

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

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

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

**Major Fund:** Governmental fund or enterprise fund reported as a separate column in the basic financial statements and analysis.

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

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

**Non-major Fund:** Governmental fund or enterprise fund reported within a combined column in the basic financial statements and subject to consolidated analysis within the financial statements.

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

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

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

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

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

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

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

**PSA:** Public Safety Authority of Scott County, a blended component unit of the county responsible for jail expansion project through the issuance of revenue bonds. The authority does not issue separate financial statements and does not set a legal budget for the year. Currently the primary purpose is debt financing.

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

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

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

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

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



**Semi-Core Service:** A service that has the potential and beneficial effect on public safety or health, but the loss of the activity would not have catastrophic effect, portion of core service that exceeds a state or federal mandate, has beneficial effect on the daily lives of a significant segment of population but is the core service of another entity, provides revenue through a direct function that funds most but not all of its costs and that is not generated or collected by another entity, provides direct support for a semi-core service or indirect support for a core service.

**Service Enhancement** - A service that does not fit in either core service or semi-core service definition, these services were created in the interest of the residents of the county, to enhance their quality of life, these services are not provided for by state or federal mandates.

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

**Special Revenue Fund:** A fund utilized to account for revenues derived from specific sources which are usually required by law or regulation to be accounted for as separate funds.

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

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